



COUNCIL MEETING
MONDAY, SEPTEMBER 11, 2017
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, SEPTEMBER 11, 2017 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

	<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
	1. GENERAL	
	A) Call to Order	
	B) Adoption of Agenda *	Adoption
Pg. 4	C) Accounts Payable *	For Information
Pg. 9	D) Bank Summary to July 31, 2017 *	For Information
	2. MINUTES	
Pg. 10	A) Council meeting held August 21, 2017 *	For Adoption
	3. REQUESTS FOR DECISION	
Pg. 15	A) Road Closures for Fall Festival and Parade *	For Consideration
Pg. 20	B) Budget Process *	For Consideration
Pg. 23	C) Broadway Avenue & Mitchell Street Intersection * Re: 4-Way Stop Upgrade	For Consideration
Pg. 25	D) 5 th Avenue SE and 6 th Street SE Intersection * Re: 4-Way Stop Request	For Consideration
Pg. 33	E) Weeping Tile Disconnection Incentive Program *	For Consideration
	4. CORRESPONDENCE	
Pg. 113	A) Bullying Canada * Re: Request for support of Bullying Canada Programs	For Information
Pg. 115	B) Riverview Golf Club * Re: Water Rates	For Information
	5. OTHER	
Pg. 117	A) Development & Safety Codes Permits August 2017 Report *	For Information
Pg. 118	B) Redcliff Fall Festival 2017 Poster *	For Information
Pg. 119	C) Council Important Meetings & Events September 11, 2017 *	For Information

6. RECESS

7. IN CAMERA

- A)** Land Matter (FOIP S. 24, 25)
- B)** Land Matter (FOIP S. 24, 25)
- C)** Third Party Business Interests (FOIP S. 16)

8. ADJOURN

<u>COUNCIL MEETING SEPT 11, 2017</u>			
<u>ACCOUNTS PAYABLE LIST</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
82205	AG-PLUS MECHANICAL	DOC HOLDER	\$12.48
82206	ALTA-WIDE BUILDERS	LUMBER	\$3,470.61
82207	ALBERTA MUNICIPAL DATA SHARING	MEMBERSHIP FEE	\$35.00
82208	BARTLE & GIBSON	COOLER/URINAL SPUD	\$1,149.37
82209	THE BOLT GUYS	SCREWS	\$26.86
82210	BRUCE'S SEWER SERVICE	TESTED SEWER LIFT PUMPS AND ALARMS	\$115.50
82211	CARO ANALYTICAL	WATER ANALYSIS	\$2,485.35
82212	CLOVERDALE PAINT	PAINT	\$746.56
82213	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$558.00
82214	CUPE	UNION DUES	\$2,898.47
82215	FINNING CANADA	SAMPLE PROBE AND TUBE/ TUBING	\$34.75
82216	JOE JOHNSON	POLY WAFER/HUB ASSEY/BELT MATCHED SET/BEARING	\$1,632.93
82217	MEDICINE HAT LICENCE CENTER	TRAILER LICENCE	\$109.45
82218	SHAW CABLE	INTERNET	\$94.45
82219	PUROLATOR	SHIPPING	\$168.35
82220	REDCLIFF ACTION SOCIETY	FUNDING	\$12,000.00
82221	REDCLIFF/CYPRESS LANDFILL	TONNAGE CHARGES	\$9,840.72
82222	REDCLIFF MUSEUM	2017 CONTRIBUTION	\$10,000.00
82223	REGAN, MARK	REFUND TAX CREDIT ON ACCOUNT	\$1,226.78
82224	RIVERVIEW GOLF CLUB	PAINTING WITH VAL	\$15.00
82225	SITEONE LANDSCAPE	SUPPLIES FOR LION'S PARK/HEADS	\$5,486.58
82226	SPAMPINATO, CARLA	EMPLOYEE REIMBURSEMENT	\$122.07
82227	BERT'S VACUUMS	CLEANING SUPPLIES	\$260.41
82228	SOUTH COUNTRY CO-OP	IRRIGATION PARTS	\$32.55
82229	ROYAL EXCELLENCE SERVICES	SERVICE CONCESSION HOOD	\$472.50
82230	EXACT CONCRETE LIFTING	LIFT AND LEVEL SIDEWALK	\$420.00
82231	COX, VALERIE	PENNY CARNIVAL SUPPLIES/PAINTING WITH VAL	\$101.90
82232	SUGAR, DONNA	REFUND CREDIT ON ACCOUNT	\$225.00
82233	MAYER, SHELLEY	REFUND KEY/FACILITY DEPOSIT	\$225.00
82234	DILLMAN, KATHLEEN	REFUND KEY/FACILITY DEPOSIT	\$120.75
82235	BARTSCH, AVA	LEARN TO RUN PROGRAM	\$1,040.00
82236	MULLER, MICHELLE	REFUND SWIM LESSON	\$25.00
82237	BAILEY, TATIANA	EMPLOYEE REIMBURSEMENT	\$53.00
82238	WHITE FOX GROUP	SCREENED ROCK	\$1,140.54
82239	WILLIES TOWING	TOWING FEE	\$131.25
82240	WOLSLEY MECHANICAL	CHECK VALVE	\$69.77
82241	CITY OF MEDICINE HAT	CANALTA CENTER CONTRIBUTION	\$10,000.00
82242	DIAMOND SOFTWARE	VIRTUAL CITY HALL SETUP/QUESTICA SOFTWARE	\$12,344.07
82243	GEM TESTING	DENSITY TESTING	\$2,086.88
82244	LMT ENTERPRISES	RIVERVIEW ROAD REHABILITATION	\$29,959.70
82245	MJB ENTERPRISE	WESTSIDE SLOPE FAILURE PROJECT	\$150,721.20
82246	PAINT IN GENERAL	PAINT FOR FLOORING	\$440.35
82247	RAECOR ENTERPRISES	PROGRESS PAYMENT - FLOORING	\$2,434.95
82248	SCHEFFER ANDREW	PROJECT MANAGEMENT	\$1,052.63
82249	MPE ENGINEERING	DESIGN ENGINEERING	\$7,230.83
82250	CITY AUTO PARTS	HEADLAMP	\$328.85

82251	CITY CHRYSLER	GASKETS/VALVES/ GROMMETS	\$114.57
82252	CLOVERDALE PAINT	TRAFFIC PAINT/GUN EXTENSION	\$364.24
82253	D & M PLASTICS	GARBAGE BIN LIDS	\$8,568.00
82254	MEDICINE HAT MINOR SOFTBALL	REFUND KEY DEPOSIT	\$336.35
82255	SHAW CABLE	INTERNET	\$149.00
82256	NEW WEST TRUCK	CRANK CASE FILTER/LABOUR	\$268.96
82257	RECEIVER GENERAL RCMP	POLICING COSTS	\$280,317.15
82258	ROBERTSON IMPLEMENT	TRANSMISSION & FUEL INJECTION REPAIR/BATTERY	\$16,039.51
82259	ROSENAU TRANSPORT	SHIPPING	\$446.73
82260	SHORTGRASS LIBRARY	MEMBERSHIP LEVY	\$14,026.00
82261	BUECKERT, ABE	REFUND KEY DEPOSIT	\$125.00
82262	SOUTH COUNTRY CO-OP	INFLOW & INFILTRATION SUPPLIES	\$314.97
82263	BROADWAY VILLAGE	REFUND FOR CANCELLED BOOKING/KEY DEPOSIT	\$151.25
82264	AUDIO CINE FILMS	MOVIE IN THE PARK	\$241.50
82265	SUBWAY	REFUND KEY/FACILITY DEPOSIT	\$225.00
82266	CONBOY, MEREDITH	REFUND SWIM LESSON	\$70.00
82267	DYCK, JOHAN	REFUND CREDIT ON INACTIVE ACCOUNT	\$32.14
82268	WALLACE, ASHLEY	REFUND CREDIT ON INACTIVE ACCOUNT	\$27.16
82269	GETZ, DARRELL	REFUND CREDIT ON INACTIVE ACCOUNT	\$86.00
82270	KILPATRICK, DANIEL	EMPLOYEE REIMBURSEMENT	\$210.00
82271	TU, JENNY	EMPLOYEE REIMBURSEMENT	\$209.99
82272	WOLSLEY MECHANICAL	BUSHINGS/TEE	\$46.97
82273	TRANSIT PAVING	PATCH PATHS AND ROADS	\$54,980.10
82274	ATRON REFRIGERATION	DRESSING ROOM FURNACES	\$33,232.50
82275	BARTLE & GIBSON	HAND DRYERS/SINKS/TAP & URINAL VALVES	\$6,193.03
82276	GAR-TECH ELECTRICAL	LIGHTING	\$2,835.00
82277	RECEIVER GENERAL	STAT DEDUCTION	\$404.15
82278	TOWN OF REDCLIFF	PETTY CASH	\$389.20
82279	UNITED RENTALS	ROLLER	\$27,359.85
82280	THE PARK AFTER DARK	MOVIE IN THE PARK	\$525.00
82281	ADT	RCMP ALARM	\$298.58
82282	AL'S AUDIO	SOUND SYSTEM RENTAL	\$2,161.95
82283	ALTA-WIDE BUILDERS	DRYWALL	\$30.77
82284	THE BOLT GUYS	SCREWS	\$5.04
82285	CENTRAL SHARPENING	SHARPEN ICE KNIFE	\$385.40
82286	CROFTS, ARLOS	REFUND KEY/FACILITY DEPOSIT	\$225.00
82287	FLASHING CANINES	REFUND KEY DEPOSIT	\$125.00
82288	FRANK'S FIRE ALARM	RESET FIRE ALARM PANEL - RCMP	\$70.00
82289	GAS CITY HYDRO VAC	LOCATE WATER/SEWER LINES	\$1,811.25
82290	GRAND RENTAL STATION	TRENCHER RENTAL	\$168.00
82291	REDCLIFF HOME HARDWARE	SUPPLIES FOR RECTANGLE REHAB	\$251.71
82292	LADY CARMEN TRUCKING	SUPPLY/APPLY CALCIUM	\$1,575.00
82293	LMT ENTERPRISES	ROAD REHAB - RIVERVIEW	\$73,562.59
82294	LIFESAVING SOCIETY	EXAM FEES	\$153.00
82295	MATTSON, SHELLEY	AIRBRUSH TATTOOS	\$300.00
82296	SHAW CABLE	INTERNET	\$88.10
82297	NEW WEST TRUCK	CAP-SURGE	\$19.48
82298	PITNEY WORKS	SERVICE ON FOLDER STUFFER	\$159.08
82299	PRIME PRINTING	ENVELOPES/RECEIPTS	\$542.85

82300	RAECOR ENTERPRISES	RECTANGLE FLOOR PROJECT	\$2,434.95
82301	RED HAT COOPERATIVES	REFUND KEY/FACILITY DEPOSIT	\$225.00
82302	SOUTHERN DOOR	REPAIR PRISONER DOOR	\$136.50
82303	U-LINE	RECTANGLE REHAB	\$7,897.81
82304	HOK, DEBORAH	REFUND UTILITY DEPOSIT	\$150.00
82305	MEDICINE HAT & DISTRICT CHAMBER	MEMBERSHIP RENEWAL	\$756.00
82306	WIELER, MARIA	REFUND KEY/FACILITY DEPOSIT	\$225.00
82307	WELLS, MIKE	INSURANCE CLAIM PAYOUT	\$2,835.00
82308	HILSENDEGER, WENDY	REFUND TAX OVERPAYMENT	\$2,829.02
82309	ULTIMATE SPAS & POWERSPORT	ACID/POOL FIRST AID	\$169.86
82310	WHITE ICE	RECTANGLE REHAB	\$8,639.40
82311	ZEP SALES	BIG ORANGE CLEANER	\$2,158.54
CHEQUES - TOTAL			\$831,825.61

<u>ELECTRONIC FUNDS TRANSFERRED PAYABLES</u>			
<u>EFT#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00274	A & B STEEL	PIPE/JERRY CAN/RATCHET STRAP SET/SEAL	\$128.86
00275	ACTION PARTS	MOTOR TREATMENTS/DRUM BRAKE HARDWARE KIT	\$197.32
00276	AMSC	BENEFITS	\$170.07
00277	ATRON REFRIGERATION	HVAC MAINTENANCE	\$1,065.02
00278	CANADIAN LINEN & UNIFORM	COVERALLS/TOWELS	\$84.18
00279	DIGITEX	PHOTOCOPIER FEES	\$152.61
00280	FARMLAND SUPPLY	CLEVIS/CLAMPS/VALVE BODIES/VALVE KEYS	\$1,210.86
00281	FAST TIMES MACHINING	MANUFACTURE CHANNEL BRACKETS	\$147.00
00282	FOX ENERGY SYSTEMS	HSE BOARD/SIGNS	\$1,503.71
00283	GAS CITY HYDRO VAC	CURB STOP REPAIRS	\$1,929.38
00284	REDCLIFF HOME HARDWARE	IRRIGATION PARTS/FAUCET/PAINT SUPPLIES	\$883.71
00285	KIRK'S MIDWAY TIRE	REPAIR FLAT TIRES/TIRE	\$614.25
00286	KOST FIRE EQUIPMENT	GATE VALVE/HOSE	\$672.47
00287	MPE ENGINEERING	WTP CONTINUING OPERATIONAL ASSISTANCE	\$1,575.00
00288	SUNCOR	FUEL	\$7,847.81
00289	SUMMIT MOTORS	FILTERS/LIGHT	\$224.45
00290	TRIPLE R EXPRESS	SHIPPING	\$155.14
00291	WESTERN CANADA WELDING	OXYGEN/ACETYLENE	\$240.98
00292	A & B STEEL	BOLTS/LOCKNUTS/RODS/NUTS	\$59.66
00293	THE BOLT SUPPLY HOUSE	WASHERS/RIVETS	\$158.00
00294	FARMLAND SUPPLY	HOSE/HOSE WRAP/SPRAY BOTTLE	\$69.62
00295	FOX ENERGY SYSTEMS	SCBA TANK REFILL	\$110.09
00296	KIRK'S MIDWAY TIRE	TIRE CHANGEOVER/BALANCE	\$105.00
00297	LETHBRIDGE HERALD	ADVERTISING	\$4,478.18
00298	MBSI	SERVER LICENCE UPDATE AND SETUP	\$2,014.95
00299	MEDICINE HAT NEWS	ADVERTISING	\$174.20
00300	SUMMIT MOTORS	FILTERS	\$79.00
00301	A & B STEEL	BUTT HINGE	\$58.28
00302	ACTION PARTS	SEAT COVERS	\$825.66
00303	AMSC	BENEFITS	\$17,942.26
00304	BLUE IMP	SLIDES	\$3,332.70
00305	CANADIAN LINEN & UNIFORM	COVERALLS/TOWELS	\$28.06
00306	COURTYARD LAW	PROFESSIONAL SERVICES	\$1,954.03

00307	DIGITEX	PHOTOCOPIER FEES	\$332.78
00308	FOX ENERGY SYSTEMS	GLOVES	\$254.94
00309	RECCLIFF HOME HARDWARE	ELBOW/CLEANER	\$12.77
00310	KEYWAY	LOCK REPAIRS	\$121.28
00311	PARK ENTRPRISES	PERMITS	\$1,569.04
00312	SUMMIT MOTORS	DIAGNOSE & REPAIR ENGINE MISS/SEAT COVER/FILTERS	\$6,388.43
		EFT - TOTAL	\$58,871.75

REDCLIFF/CYPRESS LANDFILL PAYABLES			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00106	EPCOR	UTILITIES	\$184.46
00107	FOX ENERGY	SIGNS	\$66.78
00108	H2O HAULING	HAUL WATER	\$105.00
00109	PUROLATOR	SHIPPING	\$35.12
00110	REDCLIFF HOME HARDWARE	CLEANER/WATER/HOSE/NUTS/BOLTS/WASHERS	\$91.49
00111	SHOCKWARE	INTERNET	\$52.45
00112	SUNCOR	FUEL	\$6,315.74
00113	ATRON	HVAC MAINTENANCE	\$93.98
00114	BOSS LUBRICANTS	OIL	\$967.88
00115	DIAMOND SOFTWARE	NEW COMPANY SET UP	\$199.50
00116	FARMLAND SUPPLY	HOSE/O-RING/NOZZLE HOOK	\$315.69
00117	HYDRACO INDUSTRIES	CLAMP T-BOLT	\$27.72
00118	KIRK'S MIDWAY TIRE	FLAT REPAIR	\$144.90
00119	REDCLIFF HOME HARDWARE	GLASS CLEANER	\$45.45
00120	SANATEC	PUMP SEPTIC TANK	\$162.75
00121	SUMMIT MOTORS	FLEX SEA/EXT TON	\$127.41
00122	SUNCOR	FUEL	\$2,179.28
00123	THE BOLT SUPPLY HOUSE	REPAIR KIT/JABBER KIT	\$107.78
00124	CARO ANALYTICAL	FILTRATION SUPPLIES	\$12.60
00125	FINNING	PUMP/GASKET/BELT	\$528.27
00126	PRECISION GIANT SYSTEMS	REPAIR & CALIBRATE SCALE	\$3,678.71
00127	SUNCOR	FUEL	\$3,756.87
00128	EPCOR	UTILITIES	\$147.07
00129	PRIME PRINTING	ENVELOPES	\$135.45
00130	SHOCKWARE	INTERNET	\$52.45
00131	SUNCOR	FUEL	\$1,697.85
00132	TELUS	PHONE SERVICE	\$143.34
00133	THE BOLT SUPPLY HOUSE	POLY ROPE	\$41.95
		CHEQUES - TOTAL	\$21,417.94

Mastercard JUL 08 - AUG 04, 2017		
Document Date	Document Amount	Transaction Description
7/14/2017	\$2,326.43	CANADA POST - POSTAGE
7/7/2017	\$120.00	MANGO-TREE-STAFF APPR LUNCH
7/12/2017	\$78.75	BEST BOUQUET-CONDOLENCE BASKET
7/13/2017	\$75.00	BEST BOUQUET-CONDOLENCE FLOWERS
7/20/2017	\$26.15	CANADA POST - POSTAGE
7/27/2017	\$209.99	COSTCO - OFFICE CHAIR
7/28/2017	\$280.18	COSTCO-OFFICE CHAIR & SUPPLIES
7/7/2017	\$133.58	STAPLES-CARTRIDGE & RUB BANDS
7/7/2017	\$19.25	STAPLES - CARD STOCK
7/13/2017	\$344.95	STAPLES-UPS TOWER & BATTERY
7/18/2017	\$21.00	AB GAZETTE- 2017 AUCTION ADS
7/18/2017	\$42.29	STAPLES- MOUSE & PADS
7/31/2017	\$628.63	NEWGG-HARD DRIVE&MONITOR
7/31/2017	\$72.43	NEWEGG-LAPTOP BATTERY
7/12/2017	\$103.95	BOOEKO-REC PROGRAM REGISTRATION
7/24/2017	\$183.75	VARSTEEL - VAULT LIDS
7/13/2017	\$92.50	DOUGLAS MEATS - WORK LUNCH
7/13/2017	\$28.20	REDCLIFF BAKERY - WORK LUNCH
8/2/2017	\$37.72	UFA - PARTS FOR PUMP
8/2/2017	\$35.81	UFA - PARTS FOR PUMP
7/29/2017	\$608.99	BEST BUY - A/C UNIT-ENGINEERING
7/29/2017	\$70.56	HOME DEP - A/C UNIT-ENGINEERING
7/7/2017	\$9.43	PHARMASAVE-POOL SAFETY SUPPLY
7/18/2017	\$21.35	STAPLES-NOTEBOOK & SCREEN CLEANING
8/1/2017	\$16.01	REDCLIFF SPLASH -CAR WASH-U148
7/13/2017	\$52.35	COSTCO-WORK LUNCH
7/13/2017	\$29.38	REDCLIFF AB FOODS-WORK LUNCH
7/14/2017	\$415.42	EXOVA-WATER & WASTEWATER TEST
8/11/2017	\$196.00	ANNUAL FEES
8/14/2017	\$6,280.05	Cheque# 82204

BANK SUMMARY FOR JULY 31, 2017

ATB GENERAL BANK ACCOUNT		5.12.02.121.000
BALANCE FORWARD		4,478,505.69
DAILY DEPOSITS		1,222,940.68
DIRECT DEPOSITS		546,190.68
GOVERNMENT GRANTS		0.00
INTEREST		7,086.40
OTHER DEPOSITS		302,379.37
SUBTOTAL		2,078,597.13
PAYMENTS		820,220.61
ASFF QUARTERLY PAYMENTS		0.00
DEBENTURE PAYMENTS		55,323.61
OTHER WITHDRAWALS		3,728,082.94
SUBTOTAL		(4,603,627.16)
TOTAL		1,953,475.66
BANK STATEMENT ENDING BALANCE		1,990,612.80
OUTSTANDING CHEQUES (-)		(43,703.66)
DEPOSITS IN TRANSIT (+)		6,566.52
TOTAL		1,953,475.66
INVESTMENTS		
ATB ONE YEAR GIC @1.6%	5.12.02.321.000	0.00
CIBC INVESTMENT PORTFOLIO	5.12.02.321.001	19,324,272.00
ATB/SERVUS LANDFILL BANK ACCOUNT	5.12.02.126.000	2,453,926.37
TOTAL INVESTMENTS		21,778,198.37
TOTAL CASH & INVESTMENTS		23,731,674.03

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, AUGUST 21, 2017 @ 7:00 P.M.**

PRESENT: Mayor E. Reimer
Councillors D. Kilpatrick, C. Brown
J. Steinke, L. Leipert
E. Solberg

Municipal Manager	Arlos Crofts
Manager of Legislative & Land Services	S. Simon
Director of Finance & Administration	J. Tu
Director of Community & Protective Services	K. Dalton
Director of Planning & Engineering	J. Johansen
Director of Public Services	C. Popick
Planning Specialist	J. Zukowski

ABSENT: Councillor C. Crozier

1. GENERAL

Call to Order

A) Mayor Reimer called the regular meeting to order at 7:01 p.m.

2017-0294 Adoption of Agenda

B) Councillor Solberg moved the Agenda be adopted as presented. - Carried.

2017-0295 Accounts Payable

C) Councillor Leipert moved the accounts payables for the Town of Redcliff and Redcliff Cypress Regional Waste Management Authority, be received for information. - Carried.

2017-0296 Bank Summary to June 30, 2017

D) Councillor Steinke moved the Bank Summary to June 30, 2017 as amended, be received for information. - Carried.

2. DELEGATION

Axia Fibrenet
Re: High Speed Internet
Services

A) John Reid of Axia Fibrenet was in attendance to provide a presentation to Council regarding High Speed Internet Services.

2017-0297

Councillor Leipert moved the presentation of Axia Fibrenet, presented by John Reid, be received for information. - Carried.

Theresa Hardiker, Economic Development Alliance, and Medicine Hat College Rep.
Re: Economic Development Alliance

B) Theresa Hardiker of the Economic Development Alliance, Miranda Davies and Jordan Pomrenke of the Medicine Hat College were in attendance to provide a presentation to Council regarding the Redcliff Business and Tourism Attraction Plan.

2017-0298

Councillor Kilpatrick moved the presentation by Miranda Davies and Jordan Pomrenke of the Medicine Hat College regarding the Redcliff Business and Tourism Attraction Plan, be received for information. - Carried.

Councillor Kilpatrick left at 8:30 p.m. and returned at 8:32 p.m.

Councillor Solberg left at 8:39 p.m. and returned at 8:41 p.m.

3. MINUTES

2017-0299 Council meeting held July 17, 2017

A) Councillor Leipert moved the minutes of the Council meeting held July 17, 2017, be adopted as presented. - Carried.

2017-0300 Canadian Badlands Board meeting held May 4, 2017

B) Councillor Steinke moved the minutes of the Canadian Badlands Board meeting held May 4, 2017, be received for information. - Carried.

2017-0301 Redcliff Public Library Board meeting held May 30, 2017

C) Councillor Steinke moved the minutes of the Redcliff Public Library Board meeting held May 30, 2017, be received for information. - Carried.

4. REQUESTS FOR DECISION

2017-0302 3rd Ave / 3rd Street Lift Station Tender Award

A) Councillor Solberg moved that Administration award the installation of the Surge Tank at the 3rd Avenue and 3rd Street lift station to MJB Enterprises Ltd. for not more than \$806,714.00 excluding GST.

Mayor Reimer requested a recorded vote.

Votes in Favor: Councillors Leipert, Kilpatrick, Solberg, Brown, Steinke and Mayor Reimer.

Votes Against: None

- Carried.

2017-0303

Councillor Kilpatrick moved that Administration defer the 5th Avenue and 2nd Street Lift Station and any SCADA systems to a 2018 budget request. - Carried.

2017-0304 Municipal Development Plan Steering Committee

B) Councillor Kilpatrick moved that Administration develop the Municipal Development Plan Steering Committee terms of reference and bring the terms of reference to a forthcoming council meeting for approval. - Carried.

5. POLICIES

2017-0305 Policy 134, Greenhouse Development Policy

A) Councillor Solberg moved Policy 134, Greenhouse Development Policy, be approved as presented. - Carried.

6. CORRESPONDENCE

2017-0306 Alberta Municipal Affairs
Re: Municipal Sustainability Initiative

A) Councillor Steinke moved correspondence from Alberta Municipal Affairs dated July 18, 2017, regarding the Municipal Sustainability Initiative, be received for information. - Carried.

2017-0307 Muscular Dystrophy Canada
Re: Proclamation: MS Awareness Month September 2017

B) Councillor Steinke moved correspondence from Muscular Dystrophy Canada dated August 9, 2017, regarding a Proclamation for MS Awareness Month September 2017, be received for information. Further, that Mayor Reimer sign the proposed Proclamation for MS Awareness Month September 2017. - Carried.

2017-0308 Cerebral Palsy Association
Re: World Cerebral Palsy Day

C) Councillor Leipert moved correspondence from Cerebral Palsy Association dated August 1, 2017, regarding World Cerebral Palsy Day, be received for information. Further, that Mayor Reimer sign a proclamation for Cerebral Palsy Day. - Carried.

2017-0309 Riverview Golf Club
Re: Water

D) Councillor Brown moved correspondence from Riverview Golf Club regarding request to waive 2017 irrigation costs, be received for information. Further, that Administration request three years of Financials from the Golf Course. - Withdrawn.

2017-0310

Councillor Leipert moved to give Riverview Golf Course free water for 2017. - Defeated.

2017-0311

Councillor Leipert moved to have Administration review options for providing reject water to Riverview Golf Course free of charge. - Defeated.

7. OTHER

2017-0312 2017 Second Quarter Financial Reports

A) Councillor Leipert moved the Town of Redcliff 2017 Second Quarter Financial Reports to June 30, 2017, be received for information. - Carried.

- | | | |
|-----------|---|--|
| 2017-0313 | Mayor's Report to Council August 21, 2017 | B) Councillor Kilpatrick moved the Mayor's Report to Council August 21, 2017, be received for information. - Carried. |
| 2017-0314 | Municipal Manager's Report to Council August 21, 2017 | C) Councillor Steinke moved the Municipal Manager's Report to Council August 21, 2017, be received for information. - Carried.

Director of Planning & Engineering left at 9:25 p.m. and returned at 9:27 p.m.

Municipal Manager left at 9:25 p.m. and returned at 9:26 p.m.

Director of Finance & Administration left at 9:27 p.m. and returned at 9:31 p.m. |
| 2017-0315 | Dog Park Report | D) Councillor Brown moved the Dog Park Draft Report, be received for information. - Carried. |
| 2017-0316 | Design of 4-way Stop at Broadway Avenue / Mitchell Street | E) Councillor Leipert moved the Memo dated August 21, 2017 regarding Broadway Avenue and Mitchell Street 4-Way Stop Control, be received for information. Further to reallocate funds from R23 project (4 St. NW (000, 100 and 200 Block) Final Lift), to complete installation of 4-Way Stop at Mitchell Street and Broadway Avenue. - Carried. |
| 2017-0317 | Development & Safety Codes Permits July 2017 Report | F) Councillor Solberg moved the Memo dated August 15, 2017 regarding Permits issued in July 2017, be received for information. - Carried. |
| 2017-0318 | Redcliff / Cypress Regional Waste Management Authority Re: Landfill Graphs to July 31, 2017 | G) Councillor Steinke moved the Redcliff / Cypress Regional Waste Management Authority Landfill Graphs to July 31, 2017, be received for information. – Carried. |
| 2017-0319 | Local Government Training Sessions for Candidates | H) Councillor Solberg moved correspondence from the Society of Local Government Managers regarding Local Government Training, be received for information. - Carried. |
| 2017-0320 | Council Important Meetings & Events August 21, 2017 | I) Councillor Brown moved the Council Important Meetings & Events August 21, 2017, be received for information. - Carried. |

8. RECESS

Mayor Reimer called for a recess at 9:56 p.m.

The Director of Finance & Administration, Director of Planning & Engineering, Manager of Legislative & Land

Services, Planning Specialist and Director of Public Services left the meeting at 9:56 p.m.

Mayor Reimer reconvened the meeting at 10:02 p.m.

9. IN CAMERA

2017-0321

Councillor Steinke moved to meet In Camera at 10:04 p.m.
- Carried.

Director of Public Services returned at 10:06 p.m.

Councillor Solberg left at 10:30 p.m.

2017-0322

Councillor Kilpatrick moved to return to regular session at 10:31 p.m. - Carried.

2017-0323 Solid Waste & Recycling
Services

Councillor Kilpatrick moved to authorize Administration to proceed with issuing an RFP regarding solid waste and recycling services and to potentially negotiate with successful firm to purchase the garbage collection assets from the Town of Redcliff. Further, this would include implementation of household garbage and recycling collection once the successful firm is capable to begin operations. This will result in the private firm charging the Town based off per dwelling unit. - Carried.

2017-0324 Water Licenses

Councillor Leipert moved that Administration pursue acquisition of water licenses. - Carried.

10. ADJOURNMENT

2017-0325 Adjournment

Councillor Leipert moved to adjourn the meeting at 10:33 p.m. - Carried.

Mayor Reimer

Manager of Legislative & Land Services

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: September 11th, 2017

PROPOSED BY: Community and Protective Services Department

TOPIC: Road Closures for Fall Festival and Parade

PROPOSAL: To close several roads on September 16th to accommodate the Fall Festival and Parade.

BACKGROUND:

Community Services proposes the closure of several roads to accommodate the Fall Festival and Parade. The parade route road closures are reminiscent of past parade route road closures and the Fall Festival road closures are reminiscent of Redcliff Days Road closures.

It is requested that 1st St SW from 3rd Ave SE to Broadway Ave is closed from 6:00 am until 11:30 am on September 16th to accommodate the parade line up and marshalling point.

It is requested that Broadway Ave from 1st St SW to Mitchell St. SE is closed for parking from 6:00 am until 11:30 am and closed to traffic from 10:00 am until 11:30 am to accommodate the parade.

In addition, it is requested that 3rd St SE from 2nd Ave SE to Broadway, and 1st Ave SE from 2nd St SE to 3rd St be closed from 6:00 am until 4:30 pm on September 16th to accommodate Fall Festival events, such as the Fire Departments Hose Coupling competition and Pedal Tractors.

The Redcliff Lions Club would also like to have permission to use a golf cart on the river valley pathway for the first Family and Dog Walk which is also part of the Fall Festival. This is to be used in the case of an emergency and for event coordination along the pathway.

Times for road closures may vary slightly depending on scheduling but council must approve the physical modifications to this request.

OPTIONS:

1. Approve the following road closures for the Fall Festival and Parade.
 - Marshalling Point: 1st St SW from 3rd Ave SE to Broadway Ave is closed from 6:00 am until 11:30 am on September 16th
 - Parade Route: Broadway Ave from 1st St SW to Mitchell St SE is closed for parking from 6:00 am until 11:30 am and closed to traffic from 10:00 am until 11:30 am on September 16th.
 - Fall Festival: 3rd St SE from 2nd Ave SE to Broadway Ave, and 1st Ave SE from 2nd St SE to 3rd St is closed from 6:00 am until 4:30pm on September 16th
 - The use of a golf cart on the River Valley pathway to be used to support the Redcliff Lions Club Family and Dog Walk.

Emergency Services and area residents must be advised of the road closures.

2. Do not approve Redcliff Fall Festival and Parade road closures.

ATTACHMENTS:

1. Map of the requested road closures;
2. Advertisement of Fall Festival events; and
3. Redcliff Lions Club letter.

RECOMMENDATION:

That Council considers option #1.

SUGGESTED MOTION(S):

1. Councillor _____ moved to authorize the following road closures for activities associated with Redcliff Fall Festival and Parade, pending notification of Emergency Services and area residents:
 - Marshalling Point: 1st St SW from 3rd Avenue SE to Broadway Ave is closed from 6:00 am until 11:30 am on September 16th
 - Parade Route: Broadway Ave from 1st St SW to Mitchell St SE is closed for parking from 6:00 am until 11:30 am and closed to traffic from 10:00 am until 11:30 am on September 16th.
 - Fall Festival: 3rd St SE from 2nd Ave SE to Broadway Ave, and 1st Ave SE from 2nd St SE to 3rd St is closed from 6:00 am until 4:30 pm on September 16th

Further that the Redcliff Lions Club be granted permission for use of a golf cart along the River Valley park pathway during the Family and Dog Walk from 1:30 pm – 4:00 pm.

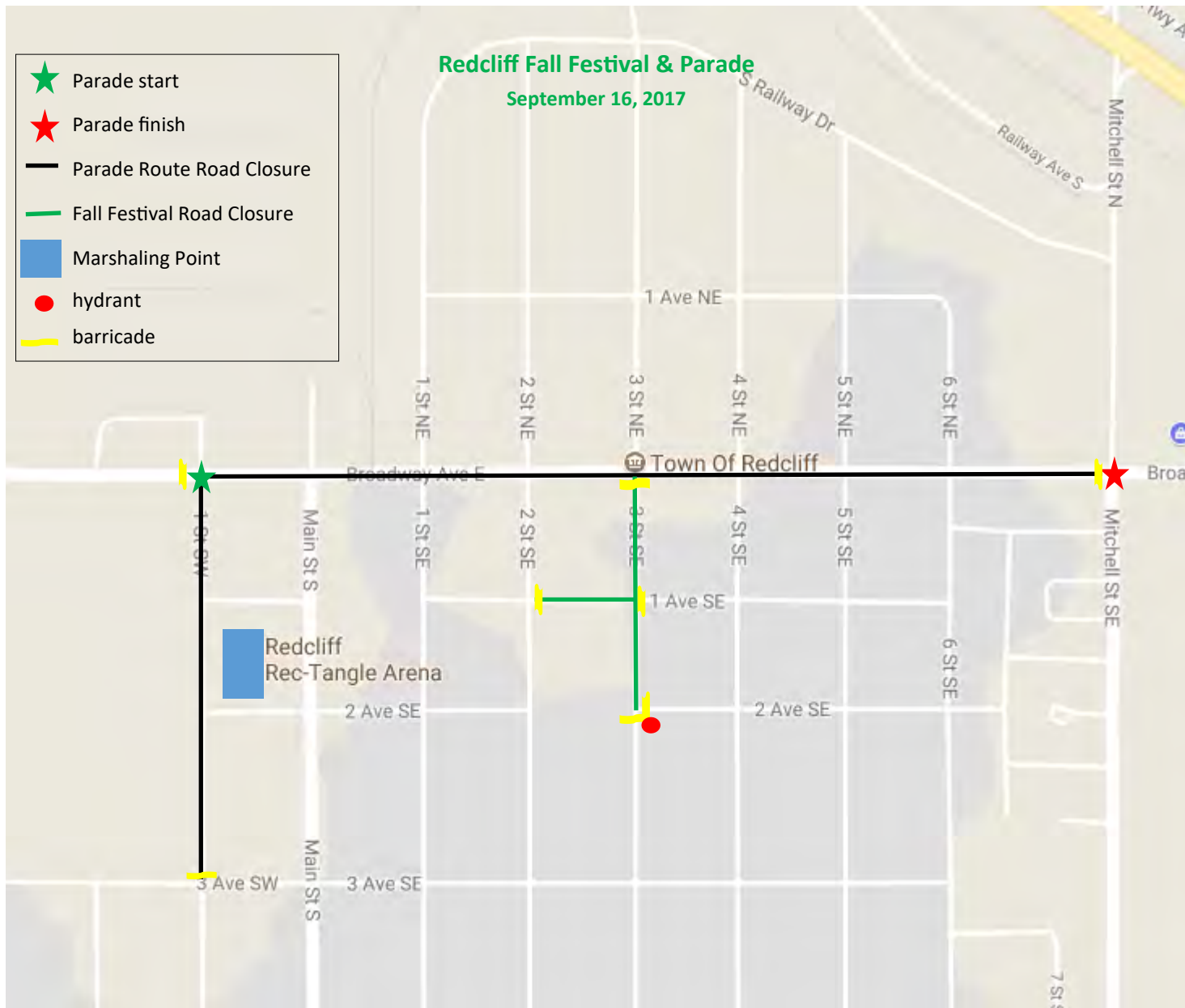
2. Councillor _____ moved that no action be taken in regards to the Fall Festival and Parade Route road closures.

SUBMITTED BY:


Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2017.



Redcliff Parade and Fall Festival September 16, 2017

Come on out to Redcliff on September 16th for the Redcliff Parade and Fall Festival!
The Parade only happens once every five years and this year we have nearly 60 entries!

The parade begins at 10:30am, followed by the Fall Festival in Memorial Park from 11:30-3:30. Here you can experience the 'Councilor Clash', a Hose Coupling competition and family activities and events including a sling shot tomato launch, pumpkin carving, photo booth, games, tattoos, petting zoo, pedal tractors, salsa tasting, Emergency Vehicle Display, and much more!

Councilor Clash, 11:30, Memorial Park

Watch councilors from the Town of Redcliff, Cypress County and the City of Medicine Hat as they compete in a variety of friendly competitions and fight to win the 'Councilor Clash Championship' trophy.

Hose Coupling Competition, 12:30, Memorial Park

Watch as teams of 4 compete for the annual 'Redcliff Hose Coupling Championship' Trophy.
Sign up your group of 4 today!

Hungry? Eat LOCAL!

Did you know that Redcliff has over 12 restaurants? The Taste of Redcliff map, listing Redcliff Restaurants each featuring a \$5 meal during the Fall Festival, will be available online after September 13th. Find the map on Facebook or at www.redcliff.ca.

Green House Passport event

Visit the Redcliff Greenhouses and self-stamp your passport for a chance to be entered into a draw for a basket of fresh veggies! Passports can be picked up at Town Hall, or printed off on Facebook or online at www.redcliff.ca after September 13th. Passports must be submitted to Town Hall by September 20th.

Movie in the Park - Hocus Pocus

Come on out for another Movie in the Park event, sponsored by Servus Credit Union.
The Show begins at 8pm in Lions Park, bring a lawn chair and a blanket!
Free popcorn provided by Servus Credit Union

Additional events....

Author Visit and book signing 2:00-3:00, Redcliff Public Library

Deanna R. Sweeney, the author of The Awakening, a book in the series titled Legions of Lilith, will be at the Redcliff Public Library.

Corn Roast and Beer Gardens 11:30, Redcliff Legion

Trade Show 12:00-5:00, Parkside School

Lions Family and Pet Walk 1:30 start, River Valley Park

Redcliff Museum Blacksmith and rope making demonstration, 1:00-4:00pm

For more info, call 403-548-3232 or email cps@redcliff.ca

118 Sandstone Place S.E.

Medicine Hat, AB T1B4R9

Aug. 2, 2017

Town of Redcliff

1 – 3rd Street N.E.

Redcliff, Alberta

Dear Major Reimer and Council,

On behalf of the Redcliff Lions Club, I am requesting permission to use a golf cart on the pathways during our first Family and Dog Walk on Sept. 16. It will be used in the case of an emergency along the pathway.

Sincerely,

President Lion Bob Wickens

rwickens@shaw.ca

403-928-3111

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: September 11, 2017

PROPOSED BY: Director of Finance & Administration

TOPIC: Budget Process

PROPOSAL: Establish Dates for Budget Review

BACKGROUND:

The council budget review is set to be held in two special meetings of Council open to the public. The meetings would be scheduled to run from 8:30 am to 5:00 pm for both days. The session could be scheduled for any two days between November 1st and November 4th (with exception of November 3rd, 2017 as this date has been set aside for New Council Roles and Responsibilities Orientation) the proposed option for dates for the sessions are:

Wednesday November 1st to Saturday November 4th from 8:30 am to 5:00 pm

Once the date and time are set, the budget sessions will be appropriately advertised.

Also attached to this RFD is the budget ideas submission form.

ATTACHMENTS: Budget idea submission form

OPTIONS:

1. To further establish the dates for the 2018 budget review as the ____ and/to ____ of November from ____ to ____ each day.

RECOMMENDATION:

Option #1.

SUGGESTED MOTION(S):

1. Councillor _____ moved to further establish the dates for the 2018 budget review as the ____ and/to ____ of November from ____ to ____ each day.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD. **2017.**



REQUEST FOR SUBMISSIONS FOR THE 2018 BUDGET

SHARING YOUR IDEAS WILL IMPACT THE FUTURE OF OUR COMMUNITY

Your project or service idea could be the start of a new positive program or other needed improvement in our community, and the Town of Redcliff would like you to share your ideas with us. The Town's Budget Committee will review your ideas as part of the 2018 Budget Process.

Submit Your Idea!

We invite you to fill out the following submission form on the back of this letter. Submissions can be operating or capital in nature and can include services, facilities, infrastructure or programs. Please complete the entire form and provide enough detail that the intent of your suggestion is well understood.

Please submit your suggestions by October 20, 2017 to:

Town of Redcliff
Attention: Director of Finance and Administration
Box 40, #1 – 3rd Street NE
Redcliff, Alberta, T0J 2P0
Phone: 403-548-3618
Fax: 403-548-6623
E-mail: finance@redcliff.ca



Consideration of proposed ideas will be based on a number of factors including: ongoing programs and projects, public interest, legislative and legal restrictions, the link to focus areas identified in the Redcliff strategic and municipal plans and several other factors.

BUDGET SUBMISSION FORM

The personal information requested on this form is being collected under the authority of the Freedom of Information and Protection of Privacy Act (FOIP). The information collected will be used as required to contact those who have submitted projects about their submissions. If you have any questions about the collection or use of your personal information, contact the Town of Redcliff's FOIP Coordinator at 1 – 3rd Street NE, Redcliff, AB, T0J 2P0 or 403-548-3618.

Note: Submissions can be operating or capital in nature and can include services, facilities, infrastructure or programs. Please complete the entire form and provide enough detail that the intent of your suggestion is well understood.

Contact Information (in case we have questions about your idea):

Name: _____

Organization (if applicable): _____

Phone Daytime: _____ Phone Evening: _____

Fax: _____ E-Mail: _____

Address: _____

Project Information:

Operational Area: (Service, Facility, Infrastructure Programs or Other) _____

Project Title: _____

Can this idea be undertaken in stages? Yes ☐ No ☐

Estimated one time cost: _____ Estimated Annual Operating Cost: _____

Description: (Provide as much detail as possible e.g., pictures, diagrams, examples, web pages, etc.).

(Please attach sheet if more space is required): _____

Please indicate the strategic focus area(s) the project will impact and how it will benefit our community: (provide details)

How would you recommend your proposed project be funded and why?

Tax Rates / Utility Rates / User Fees / Other: _____

Why? _____

_____ (Please attach sheet if more space is required).

Do you consider this to be a Community: Want ☐ or Need ☐

Date: _____ Signature: _____

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: September 11, 2017

PROPOSED BY: Director of Planning & Engineering

TOPIC: Broadway Avenue and Mitchell Street Intersection – 4-way stop upgrade.

PROPOSAL: To consider awarding of the Broadway Avenue and Mitchell Street Intersection – 4-way stop upgrade project

BACKGROUND:

Five local contractors were invited to provide quotes for the Broadway Avenue and Mitchell Street Intersection – 4-way stop upgrade. Only two quotes were received.

	Quote	GST	Total
Transit Paving Inc.	\$313,190.35	\$15,659.52	\$328,849.86
LMT Enterprises Ltd.	\$292,584.60	\$14,629.23	\$307,213.83

Both quotes are over the \$250,000 limit where Provincial trade agreements require that a public tender is made.

It is also noted that:

- A City of Medicine electric pole has to be relocated. The City's Electric Department only contacted the Town on September 7, 2017 with respect to moving the pole and it is likely that it will not be scheduled to be moved this construction season.
- Both contractors indicated that it would be very difficult if not impossible to substantially complete the work before winter.

POLICY/LEGISLATION:

Inter-provincial Trade Agreements.

STRATEGIC PRIORITIES:

Improving safety and operation at this intersection was identified as a Council priority in the 2017 budget.

ATTACHMENTS:

N/A

OPTIONS:

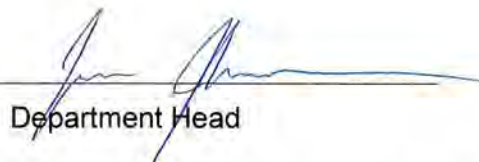
1. Review the quotes and identify potential cost saving strategies, wait for the City of Medicine Hat's Electric Departments costs and timing, deal with project funding in the 2018 budget deliberations including costs of signalization and retender the project for early spring 2018 construction.
2. Award the work to LMT Enterprises Ltd.

RECOMMENDATION:

Option 1 is recommended

SUGGESTED MOTION(S):

1. Councillor _____ moved that Administration review the quotes received for the Broadway Avenue and Mitchell Street Intersection – 4-way stop upgrade project and identify potential cost saving strategies. Further to wait for the City of Medicine Hat's Electric Department costs and timing. And further to deal with project funding including costs of signalization in the 2018 budget deliberations and retender the project for early spring 2018 construction.
2. Councillor _____ moved that Administration award the Broadway Avenue and Mitchell Street Intersection – 4-way stop upgrade project work to LMT Enterprises Ltd .

SUBMITTED BY:
Department Head
Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2017.

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: September 11, 2017

PROPOSED BY: Director of Planning & Engineering

TOPIC: 5th Avenue and 6th Street SE Intersection – 4-way Stop Request

PROPOSAL: Install a temporary mini-roundabout on a trial basis.

BACKGROUND:

The Town received a request on August 28, 2017 to install a 4-way stop at the intersection of 5th Avenue and 6th Street SE as a measure to slow traffic down.

The Transportation Association of Canada (TAC), Canadian Guide to Neighborhood Traffic-Calming (industry term for slowing traffic down) states:

“Stop signs used as traffic calming measures may not be effective, and may create compliance problems. The following measures would be more effective in reducing vehicle speeds, discouraging through traffic and reducing conflicts at intersections:

- *Curb extensions (known locally as bump outs)*
- *Raised median islands,*
- *Traffic circles (now known in industry as mini-roundabouts or button roundabouts)*

Mini-roundabouts are located in the middle of an intersection and they are designed to project approximately 0.75 metres above the road surface with very visible signage. They slow traffic down in two ways:

1. they provide an obstruction in the road that must be navigated around requiring a vehicle to slow down to make the avoidance maneuver
2. they break up the long visually unimpaired road. (particularly applicable on 6th Street)

Planning and Engineering conducted a study earlier this year on the feasibility of using mini-roundabouts to provide traffic calming at four intersections in the Town. The intersection of 5th Avenue and 6th Street SE was one of the intersections.

With respect to the intersection of 5th Avenue and 6th Street SE it was found with the current geometry of the intersection that some traffic movements for some vehicles would be impossible if a mini roundabout was installed. The table on the next page shows what movements would be restricted if a mini roundabout is installed.

Vehicle	North bound			South bound			East bound			West bound		
	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
Passenger Vehicle (represents a vehicle as large as a half-ton pick up)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Light Single Unit Vehicle (represents a small single rear axle delivery vehicle)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Medium Single Unit Vehicle (represents a typical dual rear axle truck, i.e. garbage truck or dump truck)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Heavy Single Unit Vehicle (represents a large truck typically a triple rear axle, i.e. large concrete truck)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WB-20 (represents a tractor trailer unit with a 53 foot trailer)	No	Yes	No	No	Yes	No	No	Yes	No	No	Yes	No

In examining the mini-roundabout idea it was concluded that it would be a good idea to install one on a trial basis if a temporary mini-roundabout could be designed. Planning and Engineering has designed a temporary mini-roundabout to be constructed from rough lumber that meets all of the design requirements for a mini-roundabout. It has been designed so that it can be split into two pieces to facilitate movement. The design is attached.

Also attached is a design converting the intersection to a 4-way stop configuration with crosswalks.

POLICY/LEGISLATION:

N/A

STRATEGIC PRIORITIES:

Improving safety in the Town is an implied strategic priority.

ATTACHMENTS:

Copy of Complaint

Designs for the intersection.

OPTIONS:

1. Instruct administration to have a public open house on the possibility of installing a mini-roundabout at the 5th Avenue and 6th Street SE intersection on a trial basis and report back to Council on the comments received from the public.
2. Instruct administration to install a mini-roundabout at the 5th Avenue and 6th Street SE intersection on a trial basis as laid out in the attached design and report back to Council on the comments received from the public in 6 months at which time a decision will be

made as to the future of the mini-roundabout.

3. Instruct administration to install a 4-way stop at the 5th Avenue and 6th Street SE intersection as laid out in the attached design. This is not recommended as it will not resolve the concerns with this intersection.
4. Instruct Administration to examine other traffic calming measures for this intersection and report back to Council.
5. Leave the intersection as it is.

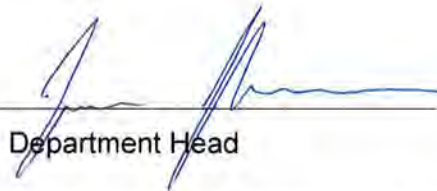
RECOMMENDATION:

Option 1 is recommended.

SUGGESTED MOTION(S):

1. Councillor _____ moved that Administration hold a public open house on the possibility of installing a mini-roundabout at the 5th Avenue and 6th Street SE intersection on a trial basis and report back to Council on the comments received from the public.
2. Councillor _____ moved that Administration install a mini-roundabout at the 5th Avenue and 6th Street SE intersection on a trial basis as laid out in the proposed design and report back to Council on the comments received from the public in 6 months at which time a decision will be made as to the future of the mini-roundabout.
3. Councillor _____ moved that Administration install a 4-way stop at the 5th Avenue and 6th Street SE intersection as presented.
4. Councillor _____ moved that Administration is to examine other traffic calming measures for this intersection and report back to Council.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2017.

COMPLAINT

Department: Public Services ☐ Engineering ☐ Bylaw Enforcement ☒

Date: August 28, 2017

Complainant: Ernie Reimer

Address: 425-6ST SE

Phone: 403 548-6455

Location: 6ST SE & 5th Ave.

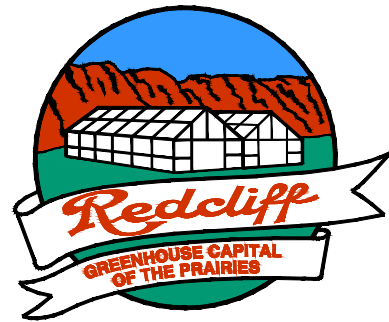
Legal Description:

Lot(s) 8-9 Block 21 Plan 1117V

Explanation: With respect to the number of small children in the 400 & 500 blocks on 6th St. S.E. my request is to install a 4 way stop sign at the corner of 6th SE & 5th Ave. I submit this request for the benefit of all the children in our neighborhood.

As there is currently a 4-WAY Stop Sign on the corner of 6ST SE & 6th Ave, my suggestion would be to remove this 4-way stop & place it one block up on 5th Ave. This should slow traffic considerably in the said neighborhood. There are approx. 12-15 young children combined, living on these two blocks.

There are times where we have witnessed vehicle's driving by, exceeding the speed limit with many parked vehicles on the street, this₂₈ can become a grave hazard. E. Reimer



Town of Redcliff

5th Avenue SW & 6th Street SE - 4-Way Stop & Trial Round About

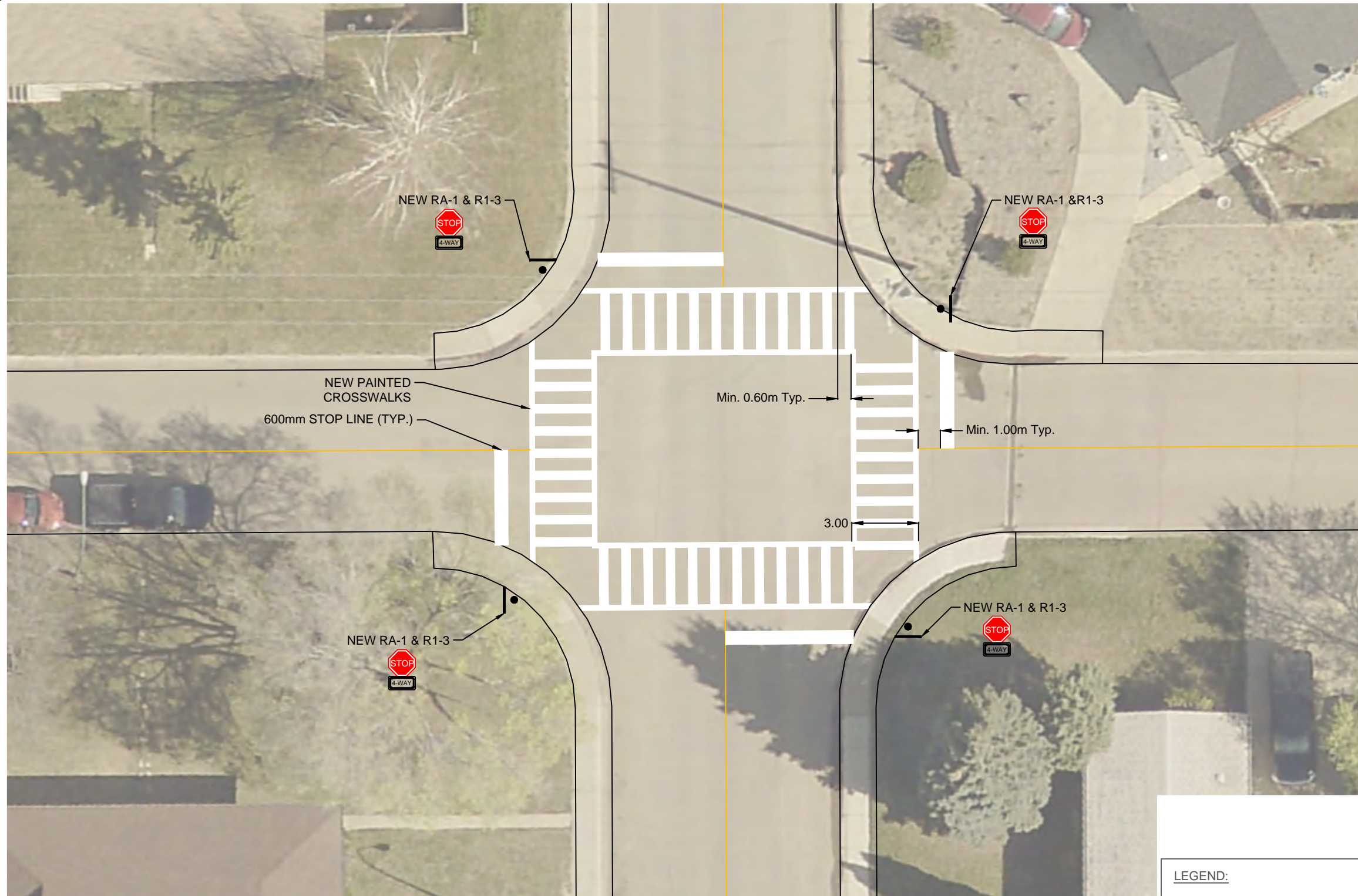
110-2017-01- COVER SHEET
110-2017-02- 5TH AVENUE SW & 6TH STREET SE 4 WAY STOP
110-2017-03- 5TH AVENUE SW & 6TH STREET SE TRIAL ROUND ABOUT
110-2017-04- 5TH AVENUE SW & 6TH STREET SE TRIAL ROUND ABOUT DETAILS & ELEVATION

- FOR REVIEW

September __, 2017




LOCATION PLAN
N.T.S.



5th Avenue SW & 6th Street SE 4-Way Stop
SCALE 1:200

LEGEND:

- RA-1.....
- R1-3.....
- WB-1.....
- SIGN.....

PROJECT
5th Avenue SW & 6th Street
SE 4-Way Stop



PERMIT TO PRACTICE No. P_

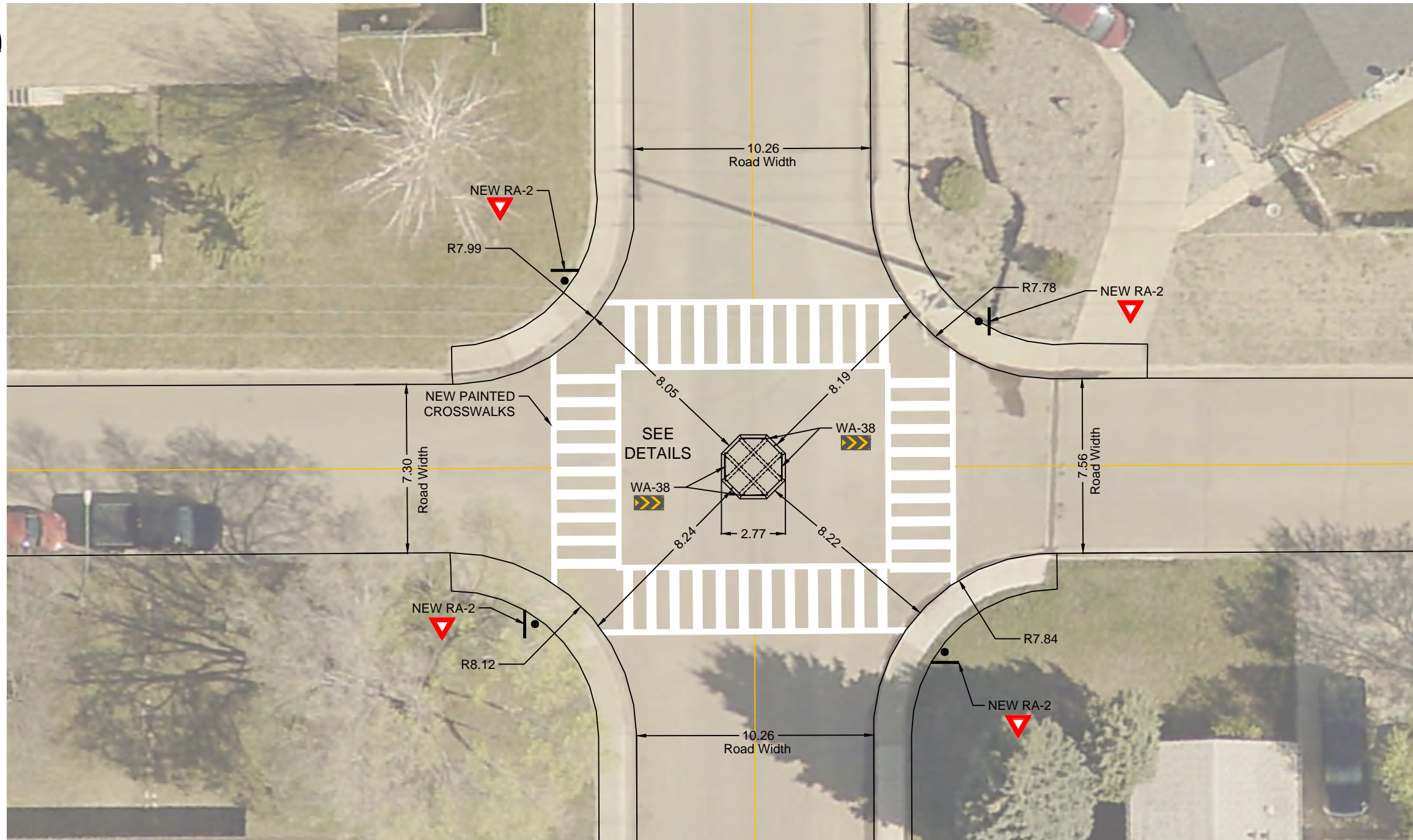
DESIGN TEAM:
J. JOHANSEN
R. ARABSKY

ISSUE - REVISION

DRAWING TITLE
5th Avenue SW & 6th Street
SE 4-Way Stop

DRAWING NUMBER:
110-2017-02

DRAWN: R.B.A.	CHECKED: J.J.
SCALE: AS SHOWN	JOB:
DATE: September 8, 2017	SHEET: 2 of 4



5th Avenue SW & 6th Street SE Trial Round About

SCALE 1:200

LEGEND:

- RA-2.....
- WA-38.....
- POLE MOUNTED SIGN.....
- SIGN.....

PROJECT
5th Avenue SW & 6th Street
SE TRIAL ROUND ABOUT



PERMIT TO PRACTICE No. P__

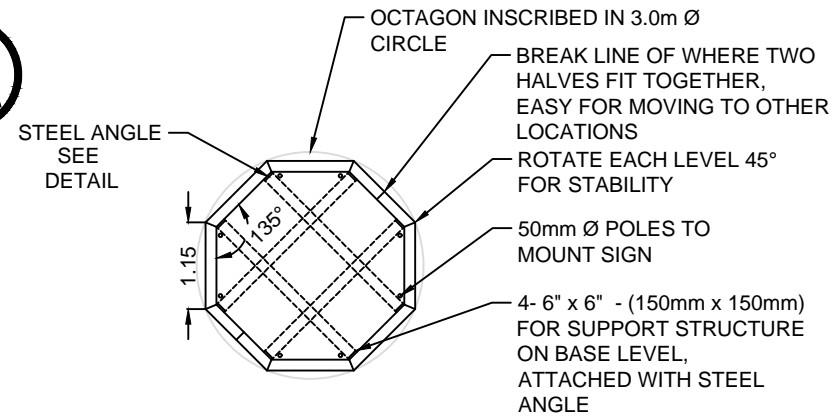
DESIGN TEAM:
J. JOHANSEN
R. ARABSKY

ISSUE - REVISION

DRAWING TITLE
5th Avenue SW & 6th Street
SE TRIAL ROUND ABOUT

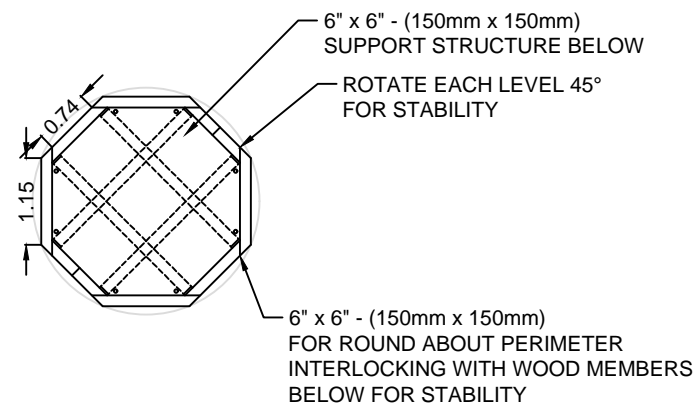
DRAWING NUMBER:
110-2017-03

DRAWN: R.B.A.	CHECKED: J.J.
SCALE: AS SHOWN	JOB:
DATE: September 8, 2017	SHEET: 3 of 4



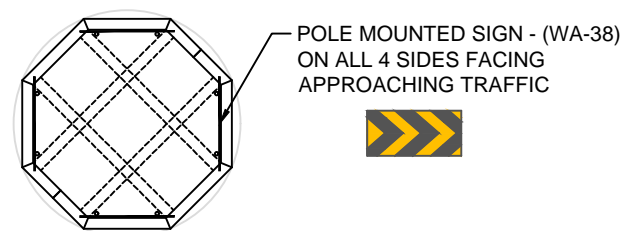
5th Avenue SW & 6th Street SE Trial Round About - LEVELS 1 & 3

SCALE 1:100



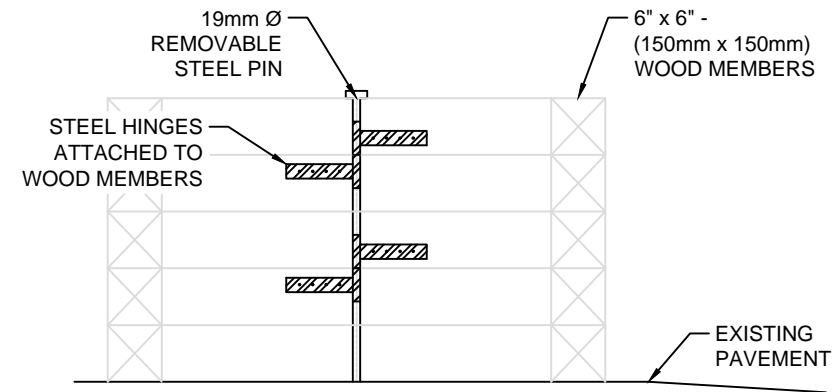
5th Avenue SW & 6th Street SE Trial Round About - LEVELS 2 & 4

SCALE 1:100



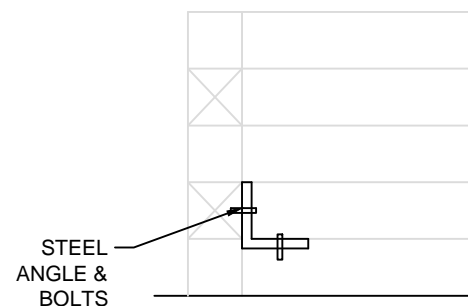
5th Avenue SW & 6th Street SE Trial Round About - LEVEL 5

SCALE 1:100



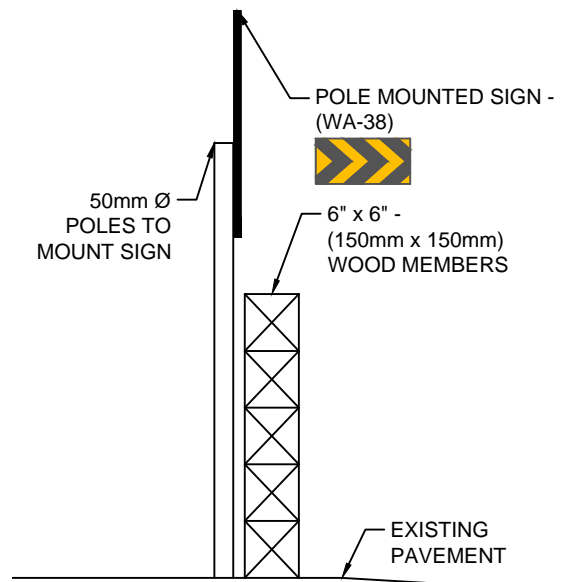
HINGE DETAIL

SCALE 1:20



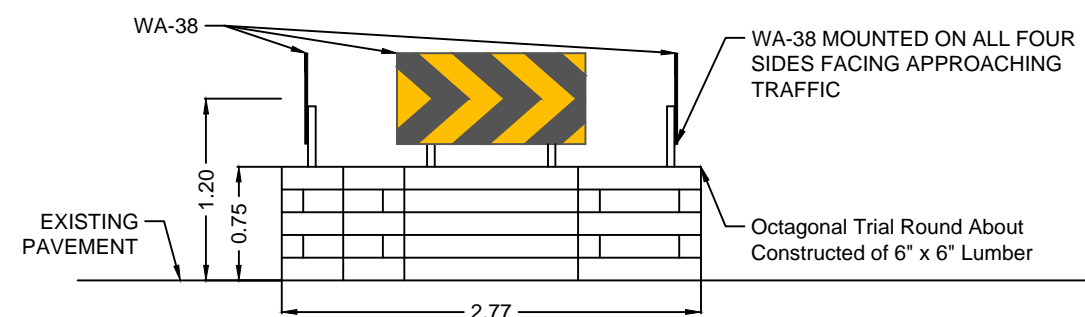
STEEL ANGLE DETAIL

SCALE 1:20



SIGN MOUNTING DETAIL

SCALE 1:20



5th Avenue SW & 6th Street SE Trial Round About - ELEVATION

SCALE 1:50

PROJECT
5th Avenue SW & 6th Street
SE TRIAL ROUND ABOUT



PERMIT TO PRACTICE No. P_

DESIGN TEAM:
J. JOHANSEN
R. ARABSKY

ISSUE - REVISION

DRAWING TITLE
5th Avenue SW & 6th Street
SE TRIAL ROUND ABOUT
DETAILS & ELEVATION

DRAWING NUMBER:
110-2017-04

DRAWN: R.B.A.	CHECKED: J.J.
SCALE: AS SHOWN	JOB:
	SHEET: 4 of 4
DATE: September 8, 2017	

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: September 11, 2017

PROPOSED BY: Director of Planning & Engineering

TOPIC: Weeping Tile Disconnection Incentive Program

PROPOSAL: To develop a policy for a Weeping Tile Disconnection Incentive Program

BACKGROUND:

With the wet weather peak capacity issues with the sanitary sewage system, Administration has been investigating multiple ways in which the Town can reduce the inflow & infiltration (I&I) into the sanitary sewer system.

One method that has been employed in other municipalities is to create a financial incentive program for the general public to disconnect their weeping tile from the sanitary sewer system. The attached report was prepared by the Planning and Engineering Department outlining what has been done in other municipalities to institute this kind of program.

POLICY/LEGISLATION:

N/A

STRATEGIC PRIORITIES:

Resolving the Town's sanitary sewage issues has been identified as a Council Strategic Priority.

ATTACHMENTS:

Report – Preliminary Investigation of Setting Up a Weeping Tile Disconnection Incentive Program.

OPTIONS:

1. Instruct Administration to draft a policy for the creation of a Weeping Tile Disconnection Incentive Program for review and adoption.
2. Instruct Administration to no longer pursue the creation of a Weeping Tile Disconnection Incentive Program.


RECOMMENDATION:

Option 1 is recommended.

SUGGESTED MOTION(S):

1. Councillor _____ moved that Administration draft a policy for the creation of a Weeping Tile Disconnection Incentive Program for review and adoption.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2017.

Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT



TOWN OF REDCLIFF
PLANNING & ENGINEERING
DEPARTMENT

September 7, 2017





Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

Executive Summary

This is the **Draft** version of a report prepared by the Planning and Engineering Department of the Town of Redcliff entitled **“Town of Redcliff Preliminary Investigation of Setting Up a Weeping Tile Disconnection Incentive Program”**. The intent of the report is to review what has been done in Canada to set up these programs and layout a preliminary implementation plan.

The City of Edmonton and The City of London Ontario’s programs were investigated in a way to offer ideas for incentive programs for Town of Redcliff residents.

It is believed that the results reported are reasonably accurate but there will need to be more research done to determine the implementation of similar programs in the Town of Redcliff.

The Town of Redcliff could adopt similar Bylaws and Policies as that implemented in Edmonton and London Ontario, if it is determined to be a viable solution to reduce the I&I in the sanitary sewer system in the future.



Table of Contents

1	Introduction	3
2	The City of Edmonton	4
2.1	Flood Proofing Backwater Valve Subsidy Program	4
2.2	Program Criteria.....	4
3	The City of London Pilot Project	5
3.1	Pilot Project Results	5
4	Other Municipal Incentive Programs	6
4.1	Thunder Bay, Ontario	6
4.1.1	Who Qualifies?	6
4.1.2	Rebate Program.....	6
4.2	City of Edmonton	6
4.2.1	Who Qualifies?	7
4.3	London Ontario	7
4.3.1	Who Qualifies?	7
4.3.2	Rebate Program.....	8
5	What does the Town of Redcliff hope to accomplish?	8
5.1	Who Qualifies	8
5.2	Amount of rebates	9
5.3	Funding for the Program.....	9
6	Conclusion	10
APPENDIX "A"	""The City of Edmonton Bylaw 16200 Drainage Bylaw (Consolidated on January 1, 2017)	11
APPENDIX "B"	""City of London DRAINAGE By-law WM-4.....	12
APPENDIX "C"	""EcoSuperior Drainage Rebate Brochure April 2015.....	13



1 Introduction

The Town of Redcliff initiated an Inflow-Infiltration (I&I) Investigation in order to update the Wastewater Collection System Master Plan and to find ways to improve the sanitary system capacity. The Town hired ISL Engineering and Land Services to conduct the study and the final report was released in June 2015.

The final report found I&I rates in the Northwest sanitary system were extremely high and beyond the worst case of what is typically expected. The South Trunk had elevated rates that were determined to be characteristic for the age of the system, however a survey of residents in this catchment area found that sump pumps and roof leaders connected to the sanitary system could be adding to the I&I. Finally, the North Industrial had limited inflow-infiltration. The final report determined there is little to no growth opportunity in the Town's wastewater system until measures are taken to increase the capacity or reduce I&I.

One of the wastewater recommendations in the study was to reduce the I&I in the Town by developing an education program for Town residents encouraging them to do the following:

- Disconnect their weeping tile on their residential property from the sanitary system,
- Direct their downspouts to drain away from the house onto the ground surface; and,
- Finally, encourage residents to properly grade their property to have water drain away from their homes to reduce water flowing into the weeping tile.

The more residents could be convinced to disconnect their weeping tile a corresponding reduction on the pressure put on the sanitary system, mainly in the South Trunk would be realized.

Historically, and with reference to the City of Medicine Hat (CMH), in 1983 it was made a requirement for single family residential homes to have weeping tile, typically directly connected into the sanitary sewer system. The City of Medicine Hat's 2016 version of the Municipal Servicing Standards Manual states that:

- All foundations shall be provided with weeping tile drain connected to the sanitary sewer, unless a sump pump system or connection to the storm sewer has been approved by the City.

Local practice has been to connect weeping tile to the sanitary sewer system similar to what is required by the CMH. This contributes to the amount of runoff water entering the sanitary system. Rain water and snow melts absorb into the ground and the water eventually makes its way to the weeping tile and then flows into the sanitary sewer system. This extra water causes the sewers to fill up faster, potentially overwhelming the system. The increased amount of water in the sewer system achieves system capacity quicker with an increased risk of sewer water backups.

Residents voluntarily choosing to disconnect their weeping tile from the sanitary system would remove some pressure on the Town's sanitary sewer system. Residents could choose to attach their weeping tile to a sump pit and pump the water onto landscaped areas of their property. Incentives and rebates could be developed and offered to Redcliff residents to encourage them to do their part



Town of Redcliff Preliminary Investigation of Setting Up a Weeping Tile Disconnection Incentive Program REPORT

in resolving the issues with Town's sanitary sewer system during extreme wet weather events, which will help to protect their property from sewage back-up during extreme wet weather events.

Edmonton Alberta, and London Ontario have developed programs to encourage their residents to disconnect their weeping tile from the sanitary sewer system. In doing so, major rain or snow events are less likely to overwhelm the sanitary system. The Town of Redcliff is looking to these municipalities to develop similar strategies in our community.

2 The City of Edmonton

The City of Edmonton developed incentives for residents after severe rainstorms flooded over 4000 homes in 2004. These rainstorms caused considerable damage to public and private property.

The City of Edmonton's flood prevention strategies had 3 main goals:

- Understand the main source of flooding in at-risk communities;
- Pinpoint options to reduce flood risk for the future, and;
- Involve communities and other stakeholders to formulate sustainable solutions.

Studies and community input determined there were 43 at risk communities in Edmonton. In fall 2006, Council approved \$146 million dollars for flood prevention, with major problem areas being addressed first.

The City of Edmonton started a program to educate the public on how residential homeowners could do their part to make changes to the drainage systems. The first strategy was to have home owners request drainage specialists to visit their home to identify and resolve drainage issues to minimize risk of flood damage. The City of Edmonton also started an advertising campaign offering flood prevention tips on radio and television, newspaper and by direct mail. The final strategy was targeted to at-risk communities. The goal was to educate home owners on flood prevention through workshops and presentations to residents.

2.1 Flood Proofing Backwater Valve Subsidy Program

The City of Edmonton also created the Flood Proofing Backwater Valve Subsidy Program in 1991, designed for homeowners to install a backwater valve in their home. To qualify for reimbursement, the applicant needed to own the residential property and the backwater valve needed to be installed on the main sewer line where it exits the house to prevent sanitary sewer backup.

2.2 Program Criteria

The program had two sets of criteria:

- The Regular Backwater Valve Subsidy Program – targeted to homeowners whose basements have flooded in the past, and



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

- The Proactive Backwater Valve Subsidy Program – aimed at homeowners whose basements have not flooded in the past but were proactively trying to prevent sewer backups. The Proactive Subsidy Program required funding to be left over from the Regular Program, and that the applicant's house was built before 1989.

3 The City of London Pilot Project

The City of London aspired to remove rainwater and snow melt from the sanitary system, however many homes had their weeping tile directly connected to the sanitary system. The City's reasoning being that disconnecting the weeping tile from the sanitary system removes the I&I at the source. Other benefits include not having to pump the excess water, or the need to treat it.

The City introduced a pilot project where 65 homes were selected based on the weeping tile being connected to the sanitary system. The City paid 100% for the disconnection fees. This pilot project included installing sump pumps and backwater valves as well. Homes were visited by professionals to determine if the retrofit was feasible.

Meetings were held to inform and educate the public on what the City had proposed as the solution to the I&I issue. This is how homeowners were introduced to the funding available to them.

This project was different than anything done before because it involved workers entering people's private property. Contractors were required to obtain clean police record checks, and additional liability insurance.

A permit process was required for every home in the pilot project, usually undertaken by the contractor. Homeowners were required to sign Consent to Enter Agreements, as site visits were required at all stages of the project.

Some difficulties in the project noted were:

- Difficult exterior working conditions – small spaces, between fences or shrubs, gardens and areas important to the homeowners, protecting lawn and gardens to have minimal impact
- Difficult interior working conditions – working in small spaces, needing to repair floors after sump pumps were installed, some basements were difficult to retrofit

3.1 Pilot Project Results

The pilot project was determined to be a success because after a major rainfall, flow monitors reported no weather impacts in the pilot study zone, while other areas outside the study zone reported weather impacts. Also, homeowners were satisfied with the work. As a result of the pilot project success, the City decided to continue initiative in other neighborhoods' to disconnect their weeping tile from the sanitary storm system.

The City saw the benefit to developing a grant program for residents on a voluntary basis to help subsidize the cost by 75% of disconnecting the weeping tile. The grant program was designated to



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

install sump pumps, backwater valves and the disconnection of the weeping tile from the sanitary sewer system.

4 Other Municipal Incentive Programs

4.1 Thunder Bay, Ontario

Thunder Bay Ontario developed a residential Drainage Rebate Program, refer to Appendix C to see their brochure.

4.1.1 Who Qualifies?

In the case of Thunder Bay's Residential Drainage Rebate Program, these residents are encouraged to apply:

4.1.2 Rebate Program

Thunder Bay's rebate program looked as follows:

Drainage Measure	Rebate
Sump Pump	50% of the invoiced cost up to a maximum of \$1,250.00 including labour, materials, permits and taxes
Backflow Prevention Valve	50% of the invoice cost up to \$1,750.00 including labour, materials, permits and taxes
Disconnect Weeping Tile	100% up to a maximum of \$500.00 including labour, materials, permit and taxes

4.2 City of Edmonton

In 1988, The City of Edmonton changed the practice of connecting weeping tile to the sanitary system and instead installed a sump pump and sump pit system where water was discharged to the ground surface. The Flood Proofing Backwater Valve Subsidy Program was created in 1991, and was designed for homeowners to install a backwater valve in their home. To qualify for reimbursement, the applicant needed to own the residential property and the backwater valve needed to be installed on the main sewer line where it exits the house to prevent sanitary sewer backup. Over time, they realized sump pump and sump pit system created potential flooding problems in properties that were not adequately graded.



Town of Redcliff Preliminary Investigation of Setting Up a Weeping Tile Disconnection Incentive Program REPORT

In 2005, the City released the Foundation Drain Discharge Collection System Guideline applying to all new developments of single family residential and duplexes within the city limits. This system is required to collect and dispose of foundation drain flows specifically. Within these guidelines, a foundation drain service connection pipe is installed to carry drain water to the storm sewer or foundation drain sewer. Eaves troughs and downspouts should not be tied in to the foundation drain system but rather to the storm sewer service if available on the lot.

The Foundation Drain Discharge Collection System Guideline has two options for residential properties:

- Option 1: A sump pump connected to the downpipe adjacent to the foundation wall and a foundation drain pipe from the building to the property line is required. A cleanout and a splash pad need to be provided.
- Option 2: when grade allows the water to be discharged by gravity, the weeping tile is permitted to be attached to the foundation drain connection pipe as long as a backwater valve and cleanout are installed downstream of the weeping tile.

Both options need to have the foundation drain service connected from the property line to the storm sewer system.

4.2.1 Who Qualifies?

In the case of Edmonton, the residents under the following circumstances are encouraged to apply for the Flood Proofing Backwater Valve Subsidy Program:

- Homeowners whose basements have flooded in the past due to sanitary sewer backup occurred in the mainline due to a major storm activity
- Single family homes or separately serviced duplexes built before 1989
- Property must be serviced by the City of Edmonton

4.3 London Ontario

4.3.1 Who Qualifies?

In the case of London Ontario Basement Flooding Grant Program, the residents under the following circumstances are encouraged to apply:

- The residential basement has flooded in the past or in a neighbourhood prone to basement flooding
- The home has weeping tile directly connected to the sanitary or storm sewer
- The applicant is the home owner
- The grant must be approved before work has started
- Must not have outstanding debts with the City of London
- Must execute appropriate liability release document(s)



4.3.2 Rebate Program

The application process with the City of London is as follows:

- Complete the appropriate application
- 3 quotes are required from qualified contractors if the work is \$10,000 or more; 2 quotes are required if the work is between \$5,000-\$10,000. The quotes must have a specific breakdown of the cost of the work. If work is less than \$5000, only one quote is required.
- The City reviews the application and supporting documentation to determine if the grant is approved and how much money the applicant is eligible for. The City then sends the decision in writing to the homeowner.
- Once approved, a plumbing permit will be required by the homeowner or the plumbing contractor.
- Obtain locates before work starts.
- Work must be completed within six months and within that timeframe, the homeowner is required to submit to the City the final paid invoices from the contractor.

5 What does the Town of Redcliff hope to accomplish?

Following ISL Engineering and Land Services' recommendations to reduce I&I in the Town of Redcliff's sanitary sewer system, the Town of Redcliff is looking to implement a weeping tile disconnection strategy. Redcliff homeowners will be encouraged to disconnect their weeping tile from the sanitary system. Engaging the public and educating them on the issue could go a long way in getting people to voluntarily disconnect weeping tile from the sanitary sewer system.

The Town of Redcliff can look to Edmonton, London's and Thunder Bay's qualifications and rebate programs as a starting point, either adding or deleting qualifications in order to attract more homeowners to use the program.

5.1 Who Qualifies

Tailored towards the Town of Redcliff but could include the following:

- Rebates will be approved based on:
 - If the proposed work is located in a priority area (these areas will be defined as ones where there are problems in the sanitary sewer system that the weeping tile disconnect will provide the greatest direct benefit during a major wet weather event),
 - on a first-come, first-served basis,
 - until the budget is used. Applications received and there are insufficient funds earmarked for the program will be put on a waiting list until new funding is available.
- The rebate must be approved before work has started
- Property must be located within Town limits and must be single family residential or multiplex.



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

- Applicant must be the property owner(s), or a licensed plumber participating in the program with the property owner consent form signed by the property owner(s)
- One application per property for the duration of the program,
- Downspouts must be disconnected from municipal storm sewer or sanitary sewer system and where possible directed to vegetated landscaped areas,
- Must not have outstanding debts with the Town of Redcliff
- A licensed plumber participating in the program must be used to install a backwater valve, sump pump and disconnect weeping tile.
- Applicable safety code permits must be obtained for backwater valves, sump pits and dry wells,
- Receipts and inspection reports must be provided to the Town prior to the rebate being issued.
- Work must be completed within 1 year of the approval of the rebate by the Town.
- Rebates will be issued to the property owner(s).

5.2 Amount of rebates

The Town of Redcliff would determine the amount of money they have to offer rebates to homeowners and could be paid back when homeowners submit their receipts.

Drainage Measure	Rebate
Sump Pump	50% of the invoiced cost up to a maximum of \$1,250.00 including labour, materials, permits and taxes
Backflow Prevention Valve	50% of the invoice cost up to \$1,750.00 including labour, materials, permits and taxes
Disconnect Weeping Tile	100% up to a maximum of \$500.00 including labour, materials, permit and taxes

5.3 Funding for the Program

The Town of Redcliff Council approved a \$200,000 dollar capital budget item for I&I reduction in the 2017 budget. Currently this money is being used for the manhole pans and manhole chimney collar installation program. Other potential projects identified for the money are:

- set up of a pilot program for measuring sewage flows from commercial and industrial properties



Town of Redcliff Preliminary Investigation of Setting Up a Weeping Tile Disconnection Incentive Program REPORT

- replacement of small sections of poor sanitary sewer mains,
- in-situ relining of some sewer mains,
- set up of a pilot program to install property line site wells and backflow preventers on residential sanitary services.

Based on the current project plans it is estimated that \$50,000 to \$100,000 could be set aside for the weeping tile disconnection program. At the rates noted in section 5.2 this would allow 14 to 30 homes to be disconnected this year. If the Backflow Prevention Valve was removed then the program would allow for 28 to 60 homes to be disconnected.

6 Conclusion

All Town of Redcliff home owners willing to voluntary disconnect their weeping tile from the sanitary system and connect it to a sump pit with a sump pump would be helping the sanitary sewer system by reducing rainwater and snow melt water entering the sanitary sewer system. This also gives home owners the opportunity to install a backwater valve, further preventing basement flooding due to overloading the sanitary system.

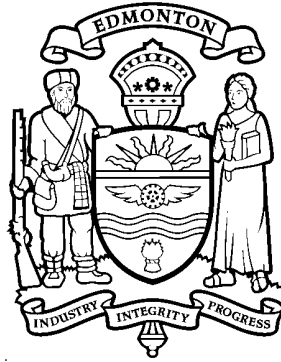
The Town of Redcliff could look to Edmonton, London and Thunder Bay Ontario to develop similar models of projects to offer to Town of Redcliff single family home owners as a way to reduce the I&I to the sanitary sewer system.



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

APPENDIX "A"

The City of Edmonton Bylaw 16200 Drainage Bylaw Consolidated on January 1, 2017



THE CITY OF EDMONTON

BYLAW 16200

DRAINAGE BYLAW

(CONSOLIDATED ON JANUARY 1, 2017)

Table of Contents

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION.....	4
PURPOSE.....	4
DEFINITIONS	5
RULES FOR INTEPRETATION	8
PART II - SEWER CONNECTIONS AND ALTERATIONS	8
CITY SEWERAGE SYSTEM.....	8
SANITARY CONNECTION REQUIRED	8
NEW SANITARY SERVICE.....	8
SURFACE DRAINAGE CONNECTION REQUIRED	8
HIGH POTENTIAL CONTAMINANT RELEASE AREAS	9
FOUNDATION DRAINAGE.....	9
SEWER ALTERATIONS.....	10
TEMPORARY SEWER SERVICE.....	10
PART III - SEWER CONNECTION REGULATIONS	10
COMBINED SEWER REGULATIONS	10
ROOF LEADERS	10
FLOW MONITORING POINTS.....	10
INTERCEPTORS	11
DENTAL AMALGAM.....	11
SCREENING AND PRETREATMENT.....	12
MONITORING DEVICES.....	12
INTERFERENCE	12
PROPERTY LIMITATIONS	12
ABANDONMENT.....	13
CONSTRUCTION AND MAINTENANCE OF PRIVATE DRAINAGE SYSTEM.....	13
STORMWATER MANAGEMENT FACILITIES.....	13
PART IV - RELEASES	13
NO RELEASE.....	13
NO PROHIBITED WASTE	13
NO RESTRICTED WASTE.....	13
NO HAZARDOUS WASTE.....	13
WASTE MANAGEMENT	13
NO DILUTION.....	13
LARGE VOLUME RELEASES.....	13
SANITARY SEWER PERMITTED RELEASES	14
COMBINED SEWER PERMITTED RELEASES	14
SANITARY AND COMBINED SEWER PERMITTED RELEASES.....	15
STORM SEWER PERMITTED RELEASES	16
E.L. SMITH WATER TREATMENT PLANT	17
STORM SEWER PERMITTED RELEASES	17
HAULED WASTEWATER.....	18
RESIDUE DISPOSAL	18
COMPLIANCE PROGRAM.....	19
RELEASE REPORTING.....	19
RELEASE CONTROL	19
OWNER REPORT.....	20
PART V - SURFACE DRAINAGE.....	20
LOT GRADING APPROVAL.....	20
RELEASE OF STORMWATER AND SUBSURFACE WATER	21
COMPLIANCE WITH PLAN.....	21
BUILDING GRADES.....	21
ROOF AND FOUNDATION DRAINAGE	21

ALTERATION OF SURFACE GRADES.....	22
IRRIGATION SYSTEMS.....	22
COMPLIANCE WITH ENCUMBRANCES.....	22
PART VI - APPLICATIONS, PERMITS AND APPROVALS	23
APPLICATIONS FOR CONNECTIONS.....	23
APPLICATIONS TO RELEASE MATTER.....	24
APPLICATIONS FOR COMPLIANCE PROGRAM APPROVAL.....	24
APPLICATIONS FOR LOT GRADING APPROVAL.....	24
APPLICATIONS FOR SEWER METERING APPROVAL.....	24
APPLICATIONS FOR UTILITY CREDIT OR LARGE WHOLESALE DESIGNATION.....	24
COMPLIANCE WITH CONDITIONS	25
PART VII - RATES, CHARGES AND FEES.....	25
SANITARY UTILITY CHARGES.....	25
STORMWATER UTILITY CHARGES.....	25
SANITARY SEWER TRUNK CHARGES.....	25
HAULED WASTEWATER FEES	26
PLAN EXAMINATION FEE	26
LOT GRADING INSPECTION FEE.....	26
ADDITIONAL FEES.....	26
PART VIII - ENFORCEMENT	26
OFFENCE.....	26
CONTINUING OFFENCE.....	26
VICARIOUS LIABILITY.....	26
CORPORATIONS AND PARTNERSHIPS.....	26
FINES AND PENALTIES.....	27
MUNICIPAL TAG.....	27
PAYMENT IN LIEU OF PROSECUTION.....	27
VIOLATION TICKET.....	27
VOLUNTARY PAYMENT.....	28
DISCONTINUANCE OF SERVICE.....	28
PROHIBITION OF RELEASE.....	28
REFUSAL TO APPROVE PLANS.....	28
OBSTRUCTION.....	28
PART IX - GENERAL	28
POWERS OF THE CITY MANAGER	28
PERMIT CANCELLATION.....	29
PROOF OF PERMIT.....	29
PROOF OF EXEMPTION.....	29
CERTIFIED COPY OF RECORD	29
ANALYST RECORDS.....	29
LEGAL DUTY.....	29
REPEALS.....	30
EFFECTIVE DATE.....	31
SCHEDULE A – PROHIBITED WASTES	32
SCHEDULE B – RESTRICTED WASTES APPLICABLE TO SANITARY AND COMBINED SEWERS.....	33
SCHEDULE C – RESTRICTED WASTES APPLICABLE TO STORM SEWERS AND WATERCOURSES.....	36
SCHEDULE D - FEES	38

Whereas:

Section 34(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, if the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, states that the municipality must, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the owner of the parcel;

Section 35 of the *Municipal Government Act*, states that the municipality is responsible for the construction, maintenance and repair of the portion of the service connection from the main lines of the system or works to the boundary of the road or easement and the council may as a term of supplying the municipal utility service to the parcel of land make the owner responsible for the costs of the construction, maintenance and repair of the service connection from the main lines of the system or works to the boundary of the road or easement;

Section 37 of the *Municipal Government Act*, states that the owner of a parcel is responsible for the construction, maintenance and repair of a service connection of a municipal public utility located above, on or underneath the parcel;

Section 7 of the *Municipal Government Act*, permits a council to pass bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property; public utilities; and the enforcement of bylaws including the creation of offences, and for each offence, imposing of a fine not exceeding \$10,000 or imprisonment for not more than one year, or both; and

Section 8 of the *Municipal Government Act*, permits a council to regulate or prohibit, and provide for a system of licences, permits or approvals including establishing fees for licences, permits and approvals, prohibiting any activity, industry, business or thing until a licence, permit or approval has been granted, providing that terms and conditions may be imposed on any licence, permit or approval, the nature of the terms and conditions and who may impose them, setting out the conditions that must be met before a licence, permit or approval is granted or renewed, the nature of the conditions and who may impose them, providing for the duration of licences, permits and approvals and their suspension or cancellation for failure to comply with a term or condition or the bylaw or for any other reason specified in the bylaw;

Edmonton City Council enacts:

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE

- 1 The purpose of this bylaw is to:
 - (a) regulate connections between private drainage systems and the sewerage system;
 - (b) regulate the use of the sewerage system, including the release of matter into the sewerage system;

- (c) prevent damage or misuse of the sewerage system;
- (d) regulate surface drainage on public and private land; and
- (e) prescribe fees related to the use of the sewerage system.

DEFINITIONS

2

In this bylaw, unless the context otherwise requires:

- (a) **“City”** means the municipal corporation of the City of Edmonton;
- (b) **“City Manager”** means the chief administrative officer of the City or delegate;
- (c) **“City right-of-way”** means land in which the City has an interest, including road right-of-ways and easements in favour of the City;
- (d) **“combined sewer”** means a sewer used for the collection and transmission of wastewater and stormwater;
- (d.1) **“Biohazardous Agent, Risk Group 4”** means an agent that is likely to cause serious or lethal human disease for which preventive or therapeutic interventions are not usually available;
- (e) **“final grading”** means the establishment of surface grades and elevations in preparation for or including the finished landscaping or surfacing;
- (f) **“flow monitoring point”** means an access point to sewer service or private drainage system for a premises, examples of which include man holes and dip wells;
- (g) **“foundation drainage system”** means a system of pipes, fittings, traps and appurtenances used to convey subsurface water;
- (h) **“hauled wastewater”** means wastewater transported by vehicle for disposal;
- (i) **“hazardous waste”** has the same meaning as in the *Waste Control Regulation*, Alta Reg 192/1996 to the *Environmental Protection and Enhancement Act*, RSA 2000, c E-12 and any successor to that legislation;
- (j) **“high potential contaminant release area”** means an area where activities occur that have a high potential to release

prohibited waste, restricted waste or hazardous waste and includes:

- (i) the loading dock of a building and the area within one metre of the loading dock;
 - (ii) the area within two metres of any device used to compact refuse;
 - (iii) auto wrecker storage yards;
 - (iv) the area where non-residential vehicles or equipment are washed and the surrounding two metres in each direction;
 - (v) the area where the bulk transfer of materials takes place and the surrounding two metres in each direction; and
 - (vi) any other area designated by the City Manager;
- (k) **“lot grading plan”** means a drainage design plan signed and sealed by a professional acceptable to the City Manager;
 - (l) **“municipal tag”** means a ticket alleging an offence issued pursuant to the authority of a bylaw of the City;
 - (m) **“owner”** means the person in care and control and includes the person registered under the *Land Titles Act*, RSA 2000, c L-4 as owner in fee simple, a lessee, or any person who exercises the power and authority of ownership;
 - (n) **“person”** means an individual, partnership, association, corporation, organization, business, cooperative, trustee, executor, administrator or legal representative;
 - (o) **“premises”** means a parcel of land and any buildings situated on that land;
 - (p) **“private drainage system”** means an assembly of pipes, fittings, traps and appurtenances used to convey wastewater, stormwater, and subsurface water to the sewer service;
 - (q) **“prohibited waste”** means matter prohibited from entering the sewerage system as set out in Schedule “A”;

- (r) **“release”** means to directly or indirectly conduct matter by spilling, discharging, depositing, disposing of, abandoning, leaking, seeping, pouring, draining, emptying, or any other means;
- (s) **“restricted waste”** means matter only permitted in the sewerage system in limited quantities as set out in Schedule “B” and Schedule “C”;
- (t) **“rough grading”** means the establishment of surface grades and elevations preceding the final grading;
- (u) **“sanitary sewer”** means a sewer used for the collection and transmission of wastewater;
- (v) **“sewer service”** means the pipe connecting a private drainage system to the sewerage system;
- (w) **“sewerage system”** means all City owned infrastructure for the collection, storage, transportation and pumping of wastewater and stormwater and includes sewers, ditches, channels, stormwater management facilities, wastewater treatment facilities, sludge treatment facilities, biosolids storage and disposal facilities;
- (x) **“storm sewer”** means a sewer used for the collection and transmission of stormwater and subsurface water;
- (y) **“stormwater”** means surface run-off water that is the result of natural precipitation;
- (z) **“subsurface water”** means water at a depth of not more than 15 metres beneath the surface of the ground;
- (aa) **“violation ticket”** has the same meaning as in the *Provincial Offences Procedure Act*, RSA 2000, c P-34, as amended;
- (bb) **“wastewater”** means water discharged from a premises;
- (cc) **“watercourse”** means:
 - (i) the bed and shore of a river, stream, lake, creek, lagoon, swamp, marsh or other natural body of water; or
 - (ii) a canal, ditch, reservoir, stormwater management

facility or other man-made surface drainage feature;
whether or not it contains or conveys water continuously or
intermittently.

(S.2, Bylaw 17604, May 3, 2016)

**RULES FOR
INTEPRETATION**

- 3 The marginal notes and headings in this bylaw are for reference purposes only.

PART II - SEWER CONNECTIONS AND ALTERATIONS

**CITY SEWERAGE
SYSTEM**

- 4 (1) No person shall:
- (a) construct or alter any sewer or sewer service;
 - (b) alter any surface grades or elevations; or
 - (c) install or alter a culvert;
- within a City right-of-way, unless a permit authorizing the construction or alteration has been issued by the City Manager.
- (2) The owner of a premises with an access abutting a City right-of-way containing a culvert shall maintain the culvert in order to keep it free from obstruction.

**SANITARY
CONNECTION
REQUIRED**

- 5 The owner of premises abutting a City right-of-way in which there is a sanitary or combined sewer shall apply to the City Manager to have the private drainage system connected to the sanitary or combined sewer prior to occupancy of the premises.

**NEW SANITARY
SERVICE**

- 6 When the City provides notice to an owner that a sanitary sewer is newly available in the City right-of-way abutting the owner's premises, the owner shall connect the private drainage system from the premises in the manner directed by the City Manager.

**SURFACE
DRAINAGE
CONNECTION
REQUIRED**

- 7 (1) The owner of premises other than single family or duplex residential premises shall provide a private drainage system for stormwater from:
- (a) roofs;
 - (b) parking areas;

- (c) storage areas;
- (d) paved areas; and
- (e) courtyards.

(2) The owner of a premises requiring a private drainage system pursuant to this section shall apply to the City Manager to connect that private drainage system to:

- (a) a storm sewer where available;
- (b) a combined sewer where a storm sewer is not available; or
- (c) a location designated by the City Manager.

**HIGH POTENTIAL
CONTAMINANT
RELEASE AREAS**

- 8 The owner of a premises containing a high potential contaminant release area shall ensure:
- (a) that the high potential contaminant release area drains to a separate drain from the surrounding area;
 - (b) that run-off from the area surrounding the high potential contaminant release area does not enter the high potential contaminant release area; and
 - (c) that the high potential contaminant release area drains either:
 - (i) to a stormwater pretreatment facility prior to draining to the storm sewer; or
 - (ii) to the sanitary or combined sewer, but only if:
 - (A) the high potential contaminant release area is covered;
 - (B) the high potential contaminant release area is less than the greater of:
 - (I) 8 square metres per loading dock; or
 - (II) 250 square metres in total area; or
 - (C) approval has been given by the City Manager.

**FOUNDATION
DRAINAGE**

- 9 The owner of a premises shall apply to the City Manager to have

the foundation drainage system for the premises connected to:

- (a) a storm sewer where available; or
- (b) a location designated by the City Manager.

**SEWER
ALTERATIONS**

10 The owner of a premises may apply to the City Manager to have the City alter:

- (a) the size of the sewer service to the premises; or
- (b) the elevation of the sewer service to the premises.

**TEMPORARY
SEWER SERVICE**

11 The owner of a premises that does not abut a City right-of-way in which there is a sanitary or combined sewer may apply to the City Manager for temporary sewer service.

PART III - SEWER CONNECTION REGULATIONS

**COMBINED SEWER
REGULATIONS**

12 (1) The owner of premises, other than single family or duplex residential premises, serviced by a combined sewer:

- (a) shall install separate private drainage systems for stormwater and wastewater; and
- (b) may combine the private drainage systems at the property line.

(2) When a storm sewer becomes available in the City right-of-way abutting the premises referenced in this section, the City Manager may require the private drainage system for stormwater be connected to the storm sewer.

ROOF LEADERS

13 The owner of single family or duplex residential premises shall not connect roof leaders to a combined sewer unless the City Manager has directed that the roof leaders be connected to the combined sewer.

**FLOW
MONITORING
POINTS**

14 (1) The owner of a premises serviced by the sewerage system shall install and maintain an accessible flow monitoring point on each pipe leaving the property:

- (a) when the pipe is new;
- (b) when the premises is redeveloped; and

- (c) when required to do so by the City Manager.
- (2) A flow monitoring point required by this section shall be constructed and maintained in accordance with the code of practice established by the City Manager.
- (3) The owner of a premises shall ensure that the City Manager has a safe and reasonable means of accessing the flow monitoring point.
- (4) This section does not apply to:
 - (a) residential properties discharging only wastewater from domestic sources; and
 - (b) minor redevelopments exempted by the City Manager.

(S.3,4, Bylaw 17604, May 3, 2016)

INTERCEPTORS

- 15 (1) The owner of any premises in which there is commercial or institutional food preparation shall provide an oil and grease interceptor:
 - (a) on all fixtures that may release oil or grease; or
 - (b) downstream of all fixtures that may release oil or grease.
- (2) The owner of a premises in which vehicles or equipment are serviced, repaired, disassembled or washed shall provide an oil, grease and sand interceptor:
 - (a) on all fixtures that may release oil, grease or sand; or
 - (b) downstream of all fixtures that may release oil, grease or sand.
- (3) The owner of a premises shall install an interceptor when required to do so by the City Manager.
- (4) All interceptors required by this section shall be installed and maintained in accordance with the code of practice established by the City Manager.

DENTAL AMALGAM

- 16 (1) The owner of a premises in which a dental facility is located shall install a dental amalgam separator on all fixtures that may release dental amalgam waste to the sewerage system.
- (2) All separators required by this section shall be installed and maintained in accordance with the code of practice established by

the City Manager.

(3) This section does not apply to premises:

- (a) practicing exclusively Orthodontics and Dentofacial Orthopedics, Oral and Maxillofacial Surgery, Oral Medicine and Pathology, Oral and Maxillofacial Radiology, or Periodontics; and
- (b) exempted, in writing, by the City Manager.

**SCREENING AND
PRETREATMENT**

17 The owner of a premises shall install screens or pretreatment facilities within the private drainage system for the premises when required to do so by the City Manager.

**MONITORING
DEVICES**

- 18 (1) The owner of a premises shall install and maintain monitoring devices when required to do so by the City Manager.
- (2) An owner required to install and maintain a monitoring device pursuant to this section shall:
- (a) submit the data produced by the monitoring device to the City Manager on a monthly basis; and
 - (b) notify the City Manager immediately when the monitoring device detects a release of a hazardous, prohibited, or restricted waste.

INTERFERENCE

- 19 No person shall alter, remove, or destroy any:
- (a) device, facility or infrastructure in a private drainage system used to control the rate of release to the sewerage system;
 - (b) drainage devices, facilities or infrastructure installed on private property that have been required or approved by the City Manager; or
 - (c) part of the sewerage system.

**PROPERTY
LIMITATIONS**

- 20 (1) The owner of a premises shall not extend the private drainage system for the premises to any other separately titled lot.
- (2) This section does not apply to extensions to:
- (a) the City right-of-way; or
 - (b) common property under the *Condominium Property Act*,

RSA 2000, c C-22 as amended.

ABANDONMENT	21	The owner of a premises where the private drainage system has been, or will be, abandoned shall cap the sewer service in a manner acceptable to the City Manager.
CONSTRUCTION AND MAINTENANCE OF PRIVATE DRAINAGE SYSTEM	21.1	The owner of a premises shall be responsible for the construction, maintenance and repair of the private drainage system. (S.5, Bylaw 17604, May 3, 2016)
STORMWATER MANAGEMENT FACILITIES	22	(1) A person shall not wade, swim, boat, fish, skate or carry on any other recreational activity on or in a City stormwater management facility except as permitted by the City Manager. (2) A person shall not remove any water from a City stormwater management facility except as permitted by the City Manager.

PART IV - RELEASES

NO RELEASE	23	No person shall release or permit the release of any matter into the sewerage system or any watercourse except as permitted in this Part.
NO PROHIBITED WASTE	24	No person shall release or permit the release of any prohibited waste into the sewerage system except as permitted in this Part.
NO RESTRICTED WASTE	25	No person shall release or permit the release of any restricted waste into the sewerage system except as permitted in this Part.
NO HAZARDOUS WASTE	26	No person shall release or permit the release of any hazardous waste into the sewerage system except as permitted in this Part.
WASTE MANAGEMENT	27	A person who keeps, stores or transports a prohibited or restricted waste shall do so in a manner that ensures that the prohibited or restricted waste is not released into the sewerage system.
NO DILUTION	28	No person shall dilute wastewater in order to enable the release of that wastewater in accordance with this Part.
LARGE VOLUME RELEASES	28.1	(1) No person shall release wastewater that exceeds a volume of 10 cubic metres, into the sewerage system except as permitted in this Part.

- (2) A person may release wastewater that exceeds a volume of 10 cubic metres, into the sewerage system if the release is performed in accordance with the code of practice established by the City Manager.

(S.6, Bylaw 17604, May 3, 2016)

**SANITARY SEWER
PERMITTED
RELEASES**

29

The following may be released into a sanitary sewer:

- (a) wastewater that does not contain:
 - (i) a hazardous waste,
 - (ii) a prohibited waste, or
 - (iii) a restricted waste;
- (b) roof drainage and subsurface water from premises connected for that purpose in accordance with this bylaw;
- (c) water obtained from a source other than EPCOR Water Services in a volume less than or equal to 1 cubic metre per day;
- (d) stormwater from a high potential contaminant release area that is:
 - (i) covered; or
 - (ii) less than the greater of:
 - (A) 8 square metres per loading dock; or
 - (B) 250 square metres in total area; and
- (e) stormwater from a site used by the City for the storage of snow.

**COMBINED SEWER
PERMITTED
RELEASES**

30

The following may be released into a combined sewer:

- (a) wastewater that does not contain:
 - (i) a hazardous waste,
 - (ii) a prohibited waste, or
 - (iii) a restricted waste;

- (b) stormwater, except stormwater from:
 - (i) a high potential contaminant release area; or
 - (ii) roof drainage or foundation drainage on single family or duplex residential premises;
- (c) water to which no matter has been added, except from a high potential contaminant release area;
- (d) roof drainage and subsurface water from premises connected for that purpose in accordance with this bylaw;
- (e) water obtained from a source other than EPCOR Water Services in a volume less than or equal to 1 cubic metre per day; and
- (f) stormwater from a high potential contaminant release area treated so that it does not contain:
 - (i) a hazardous waste,
 - (ii) a prohibited waste, or
 - (iii) a restricted waste.

**SANITARY AND
COMBINED SEWER
PERMITTED
RELEASES**

- 31 The following may be released into a sanitary sewer or a combined sewer if prior approval for the release has been given by the City Manager:
- (a) wastewater, stormwater or subsurface water from a remediation site;
 - (b) stormwater and subsurface water from a premises when required;
 - (c) a limited quantity of wastewater containing prohibited waste or restricted waste, if the release can be shown to have a minimal adverse effect on the sewerage system;
 - (d) wastewater from a swimming pool, tank, pond, vessel, reservoir or other containment device or structure if the volume of the device or structure is 10 cubic metres or greater;
 - (d.1) wastewater from line flushing activity, if the line flushing activity is performed in accordance with the code of practice established by the City Manager;

- (e) non-residential wastewater containing a restricted waste where it can be demonstrated that the best available technology cannot meet the concentration levels set out in Schedule “B”;
- (f) non-residential wastewater containing a restricted waste provided that a satisfactory plan to control and reduce the release of the restricted waste has been developed and implemented;
- (g) water obtained from a source other than EPCOR Water Services in a volume greater than 1 cubic metre per day;
- (h) non-contact cooling water; and
- (i) any other matter that the City Manager considers, on reasonable grounds, it is in the public interest to release to the sanitary sewer.

(S.7, Bylaw 17604, May 3, 2016)

**STORM SEWER
PERMITTED
RELEASES**

32

The following may be released into a storm sewer, stormwater management facility or watercourse:

- (a) stormwater or subsurface water, except from a remediation site or a high potential contaminant release area, that does not contain:
 - (i) a hazardous waste;
 - (ii) a prohibited waste; or
 - (iii) a restricted waste;
- (b) water to which no matter has been added;
- (c) run-off water resulting solely from:
 - (i) street cleaning;
 - (ii) extinguishing fires;
 - (iii) garden and lawn maintenance; and
 - (iv) washing of single family or duplex residential premises;
- (d) wastewater resulting from exterior cleaning in a high potential contaminant release area that has been treated so

that it does not contain:

- (i) a hazardous waste;
 - (ii) a prohibited waste; or
 - (iii) a restricted waste;
- (e) stormwater from a high potential contaminant release area that has been treated so that it does not contain:
- (i) a hazardous waste;
 - (ii) a prohibited waste; or
 - (iii) a restricted waste.

**E.L. SMITH WATER
TREATMENT
PLANT**

33

Deleted
(S.2, 17605, May 3, 2016)

**STORM SEWER
PERMITTED
RELEASES**

34

The following may be released into a storm sewer if prior approval for the release has been given by the City Manager:

- (a) stormwater or subsurface water from a remediation site;
- (b) wastewater resulting from the exterior cleaning of buildings, structures or fixtures, other than single family or duplex residential premises, that does not contain:
 - (i) a hazardous waste;
 - (ii) a prohibited waste; or
 - (iii) a restricted waste;
- (b.1) wastewater from line flushing activity, if the line flushing activity is performed in accordance with the code of practice established by the City Manager;
- (c) non-residential stormwater containing a restricted waste provided that a plan to control and reduce the release of restricted wastes has been developed and implemented to the satisfaction of the City Manager; and
- (d) any other matter that the City Manager considers, on reasonable grounds, it is in the public interest to release to the storm sewer.

(S.8, Bylaw 17604, May 3, 2016)

**HAULED
WASTEWATER**

- 35 (1) No person shall release, discharge or permit the release or discharge of hauled wastewater unless the discharge:
- (a) is made by a person holding a valid business licence issued by the City with proof of that licence displayed on the vehicle;
 - (b) is made at a location and in a manner approved by the City Manager;
 - (c) is documented in a manner directed by the City Manager;
 - (d) uses a discharge hose at the approved location placed securely in the discharge portal;
 - (e) either:
 - (i) contains only the matters set out in section 30; or
 - (ii) is from solely domestic sources and contains no hazardous waste; and
 - (f) is done in accordance with the code of practice established by the City Manager.
- (2) When the release or discharge of hauled wastewater has been prohibited by the City Manager in accordance with this bylaw, the person prohibited from releasing or discharging the hauled wastewater must provide to the City Manager the following information, in writing, within seven days of the prohibition:
- (a) the name and relevant contact information of the generator of the wastewater that was prohibited;
 - (b) the address from which the wastewater that was prohibited originated;
 - (c) a description of the location and equipment from which the wastewater that was prohibited was collected;
 - (d) the composition of the wastewater that was prohibited; and
 - (e) the final location at which the wastewater was released.

RESIDUE DISPOSAL

- 36 The owner of a premises who treats wastewater or stormwater prior to release to the sewerage system must:

- (a) dispose of any residue generated in that treatment process in a manner acceptable to the City Manager;
- (b) maintain for a minimum of two years accurate records on the amount of residue stored, transported and disposed; and
- (c) provide the City Manager with the records kept on the storage, transportation and disposal of the residue upon request.

**COMPLIANCE
PROGRAM**

- 37 A person may release matter in accordance with a compliance program approved by the City Manager.

**RELEASE
REPORTING**

- 38 (1) Any person who releases or permits the release of any matter other than those permitted in this Part shall, immediately after becoming aware of the release, notify:
 - (a) the City Manager;
 - (b) the owner of the premises from which the release originated, if known; and
 - (c) any other person who may be directly affected by the release.
- (2) The notification of the City Manager shall include:
 - (a) the name of the person causing or permitting the release;
 - (b) the location of the release;
 - (c) the name of the person reporting the release;
 - (d) the date and time of the release;
 - (e) the type of material released and any associated hazards;
 - (f) the volume of material released; and
 - (g) corrective action taken or anticipated to control the release.

**RELEASE
CONTROL**

- 39 Any person who releases or permits the release of any matter other than those permitted in this Part shall, immediately after becoming aware of the release, take all reasonable steps to:
 - (a) confine, remedy and repair the effects of the release; and
 - (b) remove or otherwise dispose of the matter in a manner that minimizes any adverse effects.

OWNER REPORT

- 40 (1) The owner of a premises from which a release has been reported shall submit a written report to the City Manager within seven days of the release.
- (2) A report required by this section shall include:
- (a) the date and time of the release;
 - (b) the location of the release;
 - (c) the duration of the release;
 - (d) the rate of the release;
 - (e) composition of the release, including the composition and amount of each substance in the release;
 - (f) the circumstances leading to the release;
 - (g) the steps taken to minimize, control or stop the release;
 - (h) the procedures that will be implemented to prevent similar releases in the future;
 - (i) a summary of any harm caused by the release; and
 - (j) any other information required by the City Manager.

PART V - SURFACE DRAINAGE

**LOT GRADING
APPROVAL**

- 41 (1) The owner of a premises shall ensure that a lot grading plan for the premises is approved by the City Manager prior to the construction of any buildings, additions to buildings, or alterations of surface drainage on the premises.
- (2) The owner of a single family or duplex residential premises shall ensure that:
- (a) the rough grading of the premises is approved by the City Manager within 18 months of a building permit being issued for the premises; and
 - (b) the final grading of the premises is approved by the City Manager:

- (i) within 12 months of the rough grading being approved by the City Manager; or
 - (ii) within 60 days of the final grading being completed,
- whichever is earlier.
- (c) Notwithstanding the foregoing, the final grading of the premises is approved by the City Manager within 30 months of a building permit being issued for the premises.

- (3) The owner of a premises other than single family or duplex residential premises shall ensure that the final grading of the premises is approved by the City Manager within 18 months of a building permit being issued for the premises.

(S.9, Bylaw 17604, May 3, 2016)

**RELEASE OF
STORMWATER
AND SUBSURFACE
WATER**

- 42 The owner of a premises must control the release of stormwater and subsurface water when directed to do so by the City Manager, including:
 - (a) the rate of release of stormwater and subsurface water to the sewerage system or any surface drainage feature; and
 - (b) the location of the release of stormwater and subsurface water from the premises.

**COMPLIANCE
WITH PLAN**

- 43 The owner of a premises must establish and maintain surface grades and elevations on the premises in compliance with the lot grading plan for the premises approved by the City Manager.

BUILDING GRADES

- 44 If a lot grading plan for a premises has not been approved by the City Manager, the owner of the premises must establish and maintain surface grades and elevations adjacent to buildings in such a way that water drains:
 - (a) away from the buildings; and
 - (b) towards a City right-of-way.

**ROOF AND
FOUNDATION
DRAINAGE**

- 45 The owner of a premises shall not permit roof drainage or foundation drainage from a building on the premises to be discharged:

- (a) directly onto a pervious ground surface within one metre of the building;
- (b) within 150 mm of an adjacent lot;
- (c) within 300 mm of a City right-of-way;
- (d) to a location where the water has the potential to adversely impact:
 - (i) the stability of a slope,
 - (ii) a ravine; or
 - (iii) a portion of the ground surface where there exists a risk of instability; or
- (e) to a location or in such a manner that the discharge causes or has the potential to cause nuisance, hazard or damage.

(S.10, Bylaw 17604, May 3, 2016)

**ALTERATION OF
SURFACE GRADES**

- 46 No person shall alter or permit the alteration of surface grades or elevations of a premises such that:
- (a) a nuisance, hazard or damage is caused or has the potential to be caused; or
 - (b) the stability of a slope is adversely impacted.

**IRRIGATION
SYSTEMS**

- 47 No person shall install or permit to be installed any irrigation system on any slope unless the installation has been approved by the City Manager.

**COMPLIANCE
WITH
ENCUMBRANCES**

- 48 The owner of a premises shall comply with the terms and conditions of any restrictive covenant, easement agreement, utility right-of-way or any other document registered on the certificate of title for that premises in which the City has an interest, including encumbrances designed to protect:
- (a) a drainage structure;
 - (b) a swale;
 - (c) a ditch;
 - (d) the overflow area of a stormwater management facility;

- (e) the stability of a slope; or
- (f) any other surface drainage feature.

PART VI - APPLICATIONS, PERMITS AND APPROVALS

APPLICATIONS FOR CONNECTIONS

- 49 (1) The owner of a premises applying for new sewer service to the premises or an alteration to an existing sewer service to the premises must submit the following to the City Manager:
- (a) an application in a form acceptable to the City Manager;
 - (b) the sanitary sewer trunk charge;
 - (c) any additional charges applicable to the construction or alteration of the sewer service; and
 - (d) any additional information required by the City Manager.
- (2) The owner of a premises other than a single family or duplex residential premises must also submit the following to the City Manager when applying for new sewer service to the premises or an alteration to an existing sewer service to the premises, signed and sealed by a professional acceptable to the City Manager:
- (a) a site mechanical and lot grading plan and any associated fees;
 - (b) an assessment of the potential for the premises to release contaminated surface water to the sewerage system, pipe bedding or watercourse, including:
 - (i) all existing information regarding soil contaminants on site;
 - (ii) all bore hole logs;
 - (iii) all subsurface water and soil sampling data; and
 - (iv) any other information required by the City Manager;
 - (c) an assessment of the potential to release wastewater or stormwater in contravention of this bylaw; and
 - (d) plans for facilities, means and monitoring to prevent soil or

subsurface water from contaminated sites from adversely affecting or entering the sewerage system.

APPLICATIONS TO RELEASE MATTER	50	<p>A person applying to release matter into the sewerage system must submit to the City Manager:</p> <ul style="list-style-type: none"> (a) an application in a form acceptable to the City Manager; and (b) any fees payable as set out in Schedule “D”.
APPLICATIONS FOR COMPLIANCE PROGRAM APPROVAL	51	<p>A person applying for the approval of a compliance program must submit to the City Manager:</p> <ul style="list-style-type: none"> (a) an application in a form acceptable to the City Manager; (b) the compliance program specifications signed and sealed by a professional acceptable to the City Manager; and (c) the fee payable for a compliance program approval application as set out in Schedule “D”.
APPLICATIONS FOR LOT GRADING APPROVAL	52	<p>A person applying for the approval of final grading or rough grading of a premises must submit to the City Manager:</p> <ul style="list-style-type: none"> (a) an application in a form acceptable to the City Manager; and (b) a plan of certification of as-built grades stamped and signed by a professional acceptable to the City Manager.
APPLICATIONS FOR SEWER METERING APPROVAL	53	<p>A person applying for the approval of sewer metering in place of water metering for the purpose of sanitary utility charges must submit to the City Manager:</p> <ul style="list-style-type: none"> (a) an application in a form acceptable to the City Manager; (b) a report on the proposed sewer metering signed and sealed by a professional acceptable to the City Manager; and (c) the fee payable for a sewer metering approval application as set out in Schedule “D”.
APPLICATIONS FOR UTILITY CREDIT OR LARGE WHOLESALE DESIGNATION	54	<p>(1) A person applying for the approval of credit on their sanitary utility charges or stormwater utility charges must submit to the City Manager:</p> <ul style="list-style-type: none"> (a) an application in a form acceptable to the City Manager;

- (b) a report showing the evidentiary basis for the credit claimed; and
 - (c) the fee payable for a utility credit application as set out in Schedule “D”;
- (2) A person applying for approval for a premises to be designated as large wholesale must submit to the City Manager:
- (a) an application in a form acceptable to the City Manager;
 - (b) a report showing the evidentiary basis for the large wholesale designation, including proof of the satisfactory operation and maintenance of a private drainage system containing a large interconnected collection system on the premises; and
 - (c) the fee payable for a large wholesale designation application as set out in Schedule “D”.

**COMPLIANCE
WITH CONDITIONS**

- 55 The holder of a permit or approval must comply with the terms and conditions imposed on the permit or approval.

PART VII - RATES, CHARGES AND FEES

**SANITARY UTILITY
CHARGES**

- 56 Sanitary utility charges will be levied on every premises serviced by or connected to the sewerage system in accordance with Schedule “D”.

**STORMWATER
UTILITY CHARGES**

- 57 Stormwater utility charges will be levied on every premises in accordance with Schedule “D”.

**SANITARY SEWER
TRUNK CHARGES**

- 58 (1) The sanitary sewer trunk charge shall be calculated in accordance with Schedule “D”.
- (2) The sanitary sewer trunk charge shall be levied and collected from the owner of a premises abutting a City right-of-way in which there is a sanitary or combined sewer:
- (a) when a development permit is issued for development, redevelopment, or renovation on the premises;
 - (b) if no development permit is required, when a building permit is issued for development, redevelopment, or

renovation on the premises; or

- (c) when an application is made for sewer service to the premises.

HAULED WASTEWATER FEES	59	Hauled wastewater fees will be levied and collected for all hauled wastewater released in accordance with this bylaw in accordance with the rates set out in Schedule “D”.
PLAN EXAMINATION FEE	60	Any person submitting any plan to the City for examination or review will be charged a fee for that examination or review as set out in Schedule “D”.
LOT GRADING INSPECTION FEE	61	A lot grading inspection fee as set out in Schedule “D” will be levied and collected: <ul style="list-style-type: none"> (a) when a building permit is issued for single family or duplex residential premises; or (b) when a lot grading plan is submitted to the City Manager.
ADDITIONAL FEES	62	The City Manager may impose any other fees on the owner of a premises provided that those fees are reasonably connected to the provision of the sewer service to that premises.

PART VIII - ENFORCEMENT

OFFENCE	63	A person who contravenes this bylaw is guilty of an offence.
CONTINUING OFFENCE	64	In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a person guilty of such an offence is liable to a fine in an amount not less than that established in this bylaw for each such day.
VICARIOUS LIABILITY	65	For the purposes of this bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee’s employment with the person, or in the course of the agent exercising the powers or performing the duties on behalf of the person under their agency relationship.
CORPORATIONS AND PARTNERSHIPS	66	(1) When a corporation commits an offence under this bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or

assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.

- (2) If a partner in a partnership is guilty of an offence under this bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

FINES AND PENALTIES

- 67 (1) A person who is guilty of an offence is liable to a fine in an amount not less than that established in this section, and not exceeding \$10,000, and to imprisonment for not more than six months for non-payment of a fine.
- (2) The following fine amounts are established for use on municipal tags and violation tickets if a voluntary payment option is offered:
- (a) \$5,000 for any offence for which a fine is not otherwise established in this section;
 - (b) \$500 for any offence under sections 22(1), 41, and 42;
 - (c) \$1,000 for any offence under sections 22(2), 43, 44, 45, and 46;
 - (d) \$2,500 for any offence under sections 5, 9, 12, 13, 14(3), 15, 16, 17, 18(2), 21, 35, and 40;
 - (e) \$7,500 for any offence under sections 18(1), 19(c), 26, 38, and 39; and
 - (f) \$10,000 for any offence under section 33.

MUNICIPAL TAG

- 68 If a municipal tag is issued in respect of an offence the municipal tag must specify the fine amount established in this bylaw for the offence.

PAYMENT IN LIEU OF PROSECUTION

- 69 A person who commits an offence may, if a municipal tag is issued in respect of the offence, pay the fine amount established by this bylaw for the offence and if the amount is paid on or before the required date, the person will not be prosecuted for the offence.

VIOLATION TICKET

- 70 If a violation ticket is issued in respect of an offence, the violation ticket may:
- (a) specify the fine amount established by this bylaw for the

offence; or

- (b) require the person charged to appear in court without the alternative of making a voluntary payment.

**VOLUNTARY
PAYMENT**

71

A person who commits an offence may:

- (a) if a violation ticket is issued in respect of the offence; and
- (b) if the violation ticket specifies the fine amount established by this bylaw for the offence;

make a voluntary payment equal to the specified fine.

**DISCONTINUANCE
OF SERVICE**

72

In addition to any other remedy or penalty, the City Manager may discontinue the provision of sewer service to any premises if the owner of that premises is in breach of this bylaw and reasonable notice of the discontinuance is provided to the owner of the premises.

**PROHIBITION OF
RELEASE**

73

In addition to any other remedy or penalty, the City Manager may prohibit a person from releasing or discharging hauled wastewater if that person is in breach of this bylaw.

**REFUSAL TO
APPROVE PLANS**

74

In addition to any other remedy or penalty, the City Manager may refuse to approve any plans for a premises until the owner of the premises has complied with this bylaw.

OBSTRUCTION

75

A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this bylaw.

PART IX - GENERAL

**POWERS OF THE
CITY MANAGER**

76

Without restricting any other power, duty or function granted by this bylaw the City Manager may:

- (a) carry out any inspection to determine compliance with this bylaw;
- (b) take any steps or carry out any actions required to enforce this bylaw;
- (c) take any steps or carry out any actions required to remedy a contravention of this bylaw;
- (d) establish areas where activities restricted by this bylaw are

permitted;

- (e) establish forms for the purpose of this bylaw;
- (f) issue permits and approvals with such terms and conditions as are deemed appropriate;
- (g) establish criteria to be met for a permit or approval to be issued pursuant to this bylaw;
- (h) waive or vary any fee payable pursuant to this bylaw; and
- (i) delegate any powers, duties or functions under this bylaw to an employee of the City.

PERMIT CANCELLATION	77	The City Manager may revoke, suspend, refuse to issue, vary, or impose conditions on any permit or approval if, in the opinion of the City Manager, it is in the public interest to do so.
PROOF OF PERMIT	78	The onus of proving a permit or approval has been issued in relation to any activity otherwise regulated, restricted or prohibited by this bylaw is on the person alleging the existence of such a permit on a balance of probabilities.
PROOF OF EXEMPTION	79	The onus of proving that a person is exempt from the provisions of this bylaw requiring a permit or approval is on the person alleging the exemption on a balance of probabilities.
CERTIFIED COPY OF RECORD	80	A copy of a record of the City, certified by the City Manager as a true copy of the original, shall be admitted in evidence as <i>prima facie</i> proof of the facts stated in the record without proof of the appointment or signature of the person signing it.
ANALYST RECORDS	81	A report or certificate of an analyst purporting to be signed by the analyst shall be admitted in evidence as <i>prima facie</i> proof of the facts in that report or certificate without proof of the signature or official character of the person signing the report or certificate.
LEGAL DUTY	82	Nothing in this bylaw, including the issuance of a permit, any approval, and any inspections conducted by the City, relieves any person of their legal duty to comply with this bylaw.

REPEALS

- 83 The following bylaws are repealed:
- (a) Bylaw 9425, the Sewers Bylaw;
 - (b) Bylaw 9675, the Sewers Use Bylaw; and
 - (c) Bylaw 11501, the Surface Drainage Bylaw.

EFFECTIVE DATE

84 This bylaw comes into force on June 1, 2013.

(NOTE: Consolidation made under Section 69 of the Municipal Government Act, R.S.A. 2000, c. M-26 and Bylaw No. 12005, and printed under the City Manager's authority.)

Bylaw 16200, passed by Council April 24, 2013

Amendments:

Bylaw 16610, January 1, 2014

Bylaw 16761, April 1, 2014

Bylaw 16980, January 1, 2015

Bylaw 17433, January 1, 2016

Bylaw 17604, May 3, 2016

Bylaw 17605, May 3, 2016

Bylaw 17818, January 1, 2017

SCHEDULE A – PROHIBITED WASTES

The following are designated as prohibited wastes:

- 1) any matter in a concentration that may cause a hazard to human health;
- 2) any flammable liquid or explosive matter that, by itself or in combination with another substance, is capable of causing or contributing to an explosion or supporting combustion;
- 3) any matter that by itself or in combination with another substance is capable of obstructing the flow of or interfering with the operation or performance of the sewerage system, watercourse, or treatment facility including but not limited to:
 - (a) agricultural wastes;
 - (b) animals, including fish and fowl or portions thereof that will not pass a two centimetre screen;
 - (c) ashes;
 - (d) asphalt;
 - (e) concrete and cement based products;
 - (f) gardening wastes;
 - (g) glass;
 - (h) gravel, into the sanitary sewerage system;
 - (i) metal;
 - (j) hair and hair clippings;
 - (k) cardboard and paper, excluding toilet tissue, into the storm sewerage system;
 - (l) plastics;
 - (m) personal hygiene products;
 - (n) rags, paper towels and cloth;
 - (o) rock;
 - (p) sand, into the sanitary sewerage system;
 - (q) sharps;
 - (r) soil;
 - (s) straw;
 - (t) tar;
 - (u) wash water from washing equipment used in the mixing and delivery of concrete and cement based products;
 - (v) wood, and wood sawdust or shavings;
 - (w) grit or skimmings from interceptors, catch basins, pretreatment facilities or private wastewater disposal systems; or
 - (x) sludge from interceptors, catch basins, pretreatment facilities or private wastewater disposal systems;
- 4) any matter with corrosive properties that, by itself or in combination with another substance, may cause damage to any sewerage system or treatment facility;

- 5) any matter, other than domestic wastewater, that by itself or in combination with another substance is capable of creating an air pollution problem outside a sewerage system or in and around a treatment facility;
- 6) any matter that, by itself or in combination with another substance, is capable of preventing safe entry into a sewerage system or treatment facility;
- 7) any matter that:
 - (a) consists of two or more separate liquid layers; or
 - (b) is capable of forming a separate liquid layer when it comes in contact with stormwater or wastewater;
- 8) any matter that, by itself or in combination with another substance, is detrimental to the operation or performance of the sewerage system, watercourse, treatment facility, or the environment, including but not limited to:
 - (a) biological waste;
 - (b) elemental mercury;
 - (c) paint, stains and coatings, including oil and water based;
 - (d) prescription drugs and any other pharmaceutical products;
 - (e) pesticides and herbicides; and
 - (f) used automotive and machine oils and lubricants;
- 9) radioactive material in solid form;
- 10) effluent from an industrial garbage grinder;
- 11) any matter that has the potential to:
 - (a) cause a hazard to human health and that cannot be effectively mitigated by wastewater treatment;
 - (b) cause a hazard to the environment;
 - (c) cause a hazard to workers responsible for operating and maintaining the sewerage system or a treatment facility;
 - (d) cause an adverse effect to the sewerage system;
 - (e) cause an adverse effect to a treatment facility;
 - (f) result in the wastewater being released by the treatment facility in contravention of regulatory requirements; or
 - (g) restrict the beneficial use of biosolids from a treatment facility.
- 12) any matter that contains a Biohazardous Agent, Risk Group 4.

(S.11, Bylaw 17604, May 3, 2016)

SCHEDULE B – RESTRICTED WASTES APPLICABLE TO SANITARY AND COMBINED SEWERS

The following are designated as restricted wastes when present in wastewater, stormwater, or subsurface water being released to a sanitary or combined sewer in excess of the limits set out below.

Unless expressed otherwise, concentrations are expressed as total concentrations.

Notwithstanding any limit set out below, the City Manager may require a premises to adhere to site-specific limits where the City Manager determines it appropriate to do so.

(S.2, Bylaw 16610, January 1, 2014)

1. CONTAMINANTS

Contaminant	Concentration (mg/L)
Biochemical oxygen demand (B.O.D.)	10,000
Chemical oxygen demand (C.O.D.)	20,000
Oil and grease	500
Phosphorus (P)	200
Suspended solids (S.S.)	5,000
Total Kjeldahl nitrogen (T.K.N.)	500

2. INORGANIC CONSTITUENTS

Inorganic Constituent	Concentration (mg/L)
Antimony	5.0
Arsenic (As)	1.0
Cadmium (Cd)	0.10
Chlorine (total) (Cl ₂)	5.0
Chromium (hexavalent) (Cr ⁺⁶)	2.0
Chromium (total) (Cr)	4.0
Copper (Cu)	1.0
Cyanide (CN ⁻)	2.0
Lead (Pb)	1.0
Mercury (Hg)	0.10
Molybdenum (Mo)	5.0
Nickel (Ni)	4.0
Silver (Ag)	5.0
Selenium (Se)	1.0
Sulphide (S ⁻)	3.0
Thallium (Tl)	1.0
Zinc (Zn)	2.0

3. ORGANIC COMPOUNDS

Organic Compound	Concentration (mg/L)
Hydrocarbons	100

Phenols	1.0
---------	-----

(S.12, Bylaw 17604, May 3, 2016)

4. **pH**

pH (Hydrogen ion) less than 6.0 or greater than 11.5

5. **TEMPERATURE**

temperature greater than 75 degrees Celsius

6. **OTHER**

- i) radioactive material in a concentration greater than allowed under the *Nuclear Safety and Control Act*, SC 1997, c 9 and associated regulations;

SCHEDULE C – RESTRICTED WASTES APPLICABLE TO STORM SEWERS AND WATERCOURSES

The following are designated as restricted wastes when present in wastewater, stormwater, or subsurface water being released to the storm sewer or a watercourse in excess of the limits set out below.

Unless expressed otherwise, concentrations are expressed as total concentrations.

Notwithstanding any limit set out below, the City Manager may require a premises to adhere to site-specific limits where the City Manager determines it appropriate to do so.

1. CONTAMINANTS

Contaminant	Concentration (mg/L)
Biochemical oxygen demand (B.O.D.)	50
Chemical oxygen demand (C.O.D.)	100
Oil and grease	15
Phosphorus (P)	1.0
E.coli	200 counts / 100 mL

2. INORGANIC CONSTITUENTS

Inorganic Constituent	Concentration (mg/L)
Ammonia Nitrogen (NH ₃ -N)	1.4
Arsenic (As)	0.050
Cadmium (Cd)	0.0005
Chlorine (total) (Cl ₂)	0.020
Chromium (hexavalent) (Cr ⁺⁶)	0.010
Chromium (total) (Cr)	0.089
Copper (Cu)	0.160
Cyanide (CN ⁻)	0.050
Lead (Pb)	0.020
Mercury (Hg)	0.00013
Nickel (Ni)	0.080
Silver (Ag)	0.001
Selenium (Se)	0.010
Thallium (Tl)	0.008
Zinc (Zn)	0.30

3. ORGANIC COMPOUNDS

Organic Compound	Concentration (mg/L)
Benzene	0.37
Ethylbenzene	0.090
Toluene	0.039
Xylene	0.5
Carbon tetrachloride	0.0133
Phenols	0.005

Tetrachloroethylene	0.0044
Trichloroethylene	0.0076

(S.13-14, Bylaw 17604, May 3, 2016)

4. **pH**

pH less than 6.0 or greater than 9.0, except uncontaminated runoff resulting from natural precipitation

5. **TEMPERATURE**

temperature greater than 60 degrees Celsius

6. **OTHER**

- ii) dye or colouring material that produces a colour value greater than or equal to 50 true colour units, or that causes discolouration of the dye containing water so that the colour cannot be determined by the visual comparison method, except where the dye is used by the City as a tracer;
- iii) radioactive material in a concentration greater than allowed under the *Nuclear Safety and Control Act*, SC 1997, c 9 and associated regulations;
- iv) foam or any other matter that, by itself or in combination with another substance, is capable of producing foam that will persist for five minutes or more, with the exception of foam used in a wastewater treatment facility;

SCHEDULE D - FEES

1. DEFINITIONS

In this Schedule:

- a) “dwelling unit” means a self-contained room or rooms with sleeping and cooking facilities, as defined in the City of Edmonton Zoning Bylaw, Bylaw 12800;
- b) “large wholesale” means a premises designated as such by the City Manager in accordance with this bylaw;
- c) “residential” means a premises used primarily for domestic purposes, where no more than four dwelling units are metered by a single water meter and the meter size to the premises is not greater than 50 mm;

2. SANITARY UTILITY CHARGES

(1) Sanitary utility charges are calculated and levied on each premises on a monthly basis and are comprised of both:

- (a) a flat monthly charge based on the meter size for the premises according to the following rates; and

Meter Size	Flat Monthly Service Charge
16mm	9.35
20mm	16.82
25mm	26.17
40mm	50.46
50mm	69.15
75mm	142.98
100mm	266.34
150mm	503.70
200mm	803.68
250mm	1994.25
300mm	1994.25

- (b) a variable monthly charge based on the rates below for monthly metered:
 - i) water consumption for the premises;
 - ii) sewer discharge for a premises on which a sewer meter has been installed in accordance with this bylaw; or
 - iii) water consumption for the premises as discounted by the application of a utility credit as approved in accordance with this bylaw.

Premises	Rate per m³
All premises (except large wholesale)	\$ 0.9551
Large Wholesale with Collection System	\$ 0.5300

3. STORMWATER UTILITY CHARGES

Stormwater utility charges are levied on each premises and calculated based on a monthly rate using the following formula:

$$\text{stormwater utility charge} = A \times I \times R \times \text{rate}$$

A is:

- the area of premises (m²), and
- the proportion of building lot area attributable to each unit for multiple units sharing a single building or property.

I is:

- the development intensity factor of 1.0, except for properties where owners have demonstrated that they contribute significantly less stormwater per m² to the City's sewerage system during rainfalls than other similarly zoned properties by making an application for a reduction in the intensity development factor pursuant to this bylaw.

R is:

- the runoff coefficient based on the zoning of the premises:

R	Zoning
0.20	A, AG, RR
0.30	AP, US (schools)
0.50	RF1, RF2, RF3, RF4, RMH, IH, MA, AGU
0.65	RSL, RF5, RF6, RA7, RPL
0.75	RA8, US (except schools), PU
0.90	RA9, RMX, CNC, CSC, CB1, CHY, CO, IB, IM, AGI, DC
0.95	CB2, CMX

rate is:

- \$0.038911

4. HAULED WASTEWATER

The fee for hauled wastewater is calculated based on vehicle size:

- a) \$22.00 per axle, excluding the first steering axle

If the hauled wastewater contains settleable solids in a concentration greater than 100 mL/L, the hauled wastewater fee is double the amount indicated in clause (a).

5. APPLICATION FEES

Application Type	Fee
Application to release matter	\$344.00 per year of release
Application to approve a compliance program	\$344.00 per year of compliance program
Records search	\$107.00 per request
Application for sewer metering approval	\$320.00 per application
Application for reduction in stormwater utility intensity development factor	\$320.00 per application
Application for utility credit	\$320.00 per application
Application for large wholesale designation	\$320.00 per application

6. SANITARY SEWER TRUNK CHARGES

For the purpose of calculating the sanitary sewer trunk charge, “secondary suite”, “garden suite”, and “garage suite”, as well as references to “use classes”, have the same meaning as defined in the City of Edmonton Zoning Bylaw, Bylaw 12800.

Sanitary sewer trunk charges are calculated as follows:

a) For development, redevelopment, or renovation of premises for residential use classes:

Number of Dwelling Units	Charge per Dwelling Unit
1 – 2 dwelling units, excluding secondary suites, garden suites, or garage suites	\$ 1,566.00
2 dwelling units where one unit is a secondary suite, garden suite, or garage suite	\$ 693.00 for the secondary unit
3 or more dwelling units	\$ 1,118.00

b) For development, redevelopment, or renovation of premises for all use classes except residential (including commercial, industrial, basic service, community, education, recreational, and cultural) the charge will be \$ 7,832.00 per hectare.

Notwithstanding the above, if a sanitary sewer trunk charge is levied on premises as a result of the redevelopment or renovation of premises, the sanitary sewer trunk charge will be calculated using the following formula:

$$\text{sanitary sewer trunk charge} = A - B$$

A is:

- the sanitary sewer trunk charge that would have been levied based on the above fees;

B is:

- the sanitary sewer trunk charge previously levied and paid for the premises prior to the redevelopment or renovation on the premises; or
- if the redevelopment or renovation of the premises is for residential use classes, then the sanitary sewer trunk charge that would have been paid had a sanitary trunk charge been levied with respect to the development that existed on the premises prior to the date of the redevelopment or renovation.
- if the result is a negative figure, the sanitary sewer trunk charge will be deemed to be \$0

7. EXPANSION ASSESSMENT

The Expansion Assessment is an area based assessment and applies to areas that did not have an approved NSP (Neighbourhood Structure Plan) before January 1, 1999

Fees are collected at the time of subdivision, development permit application or sanitary service connection application. For 2016, the Expansion Assessment Fees are:

Expansion Assessment Fees	
South Edmonton Sanitary Sewer (SESS)	\$ 22,367.00/per hectare
North Edmonton Sanitary Trunk (NEST)	\$ 22,367.00/per hectare
Terwillegar and University Farms (TUFS)	\$ 22,367.00/per hectare
West Edmonton Sanitary Sewer (WESS)	\$ 27,962.00/per hectare

8. LOT GRADING INSPECTION FEES

Premises Type	Inspection Fee
Single family residential	\$ 140.00
Semi-detached residential	\$ 140.00
Multi-family residential	\$ 227, plus \$57 per dwelling unit on the first level containing a dwelling unit
Any other premises type	\$ 227 per hectare, subject to a minimum fee of \$ 227

9. OTHER SERVICE CHARGES

- Investigation and/or release of plugged sewer service \$ 341.00 per incident

(S.3, Bylaw 16610, January 1, 2014)
(S.2, Bylaw 16761, April 1, 2014)
(S.2, Bylaw 16980, January 1, 2015)
(S.2, Bylaw 17433, January 1, 2016)
(S.2, Bylaw 17818, January 1, 2017)



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

APPENDIX "B"

City of London DRAINAGE By-law WM-4

Drainage By-law

WM-4 Consolidated as of April 18, 2011

As Amended by

By-law No.	Date Passed at Council
WM-4	September 20, 1993
WM-4-95001	September 18, 1995
WM-4-96002	August 6, 1996
WM-4-97003	May 5, 1997
WM-4-00004	September 5, 2000
WM-4-03005	February 3, 2003
WM-403006	July 7, 2003
WM-4-04007	February 2, 2004
WM-4-07008	December 18, 2006
WM-4-08009	March 3, 2008
WM-4-08010	November 3, 2008
WM-4-09011	February 2, 2009
WM-4-09012	July 27, 2009
WM-4-11012	April 18, 2011

**This by-law is printed under and by authority
of the Council of the City of London, Ontario, Canada**

Disclaimer:
The following consolidation is an electronic reproduction made available for information only. It is not an official version of the By-law. The format may be different, and plans, pictures, other graphics or text may be missing or altered. The City of London does not warrant the accuracy of this electronic version. This consolidation cannot be distributed or used for commercial purposes. It may be used for other purposes only if you repeat this disclaimer and the notice of copyright.

Copies of Official versions of all By-laws can be obtained from the City Clerk’s Department by calling 519-661-4505.

For by-law related Inquiries please contact 519-930-3510.

For by-law related Complaints please contact Municipal Law Enforcement Officers at 519-661-4660 or enforcement@london.ca

Copyright 2001



**OFFICE CONSOLIDATION
INCLUDING AMENDMENT WM-4-11012 (April 18, 2011)**

DRAINAGE

By-law WM-4

**A by-law to regulate
CONNECTIONS TO THE PUBLIC SEWAGE WORKS**

BY-LAW INDEX

**Part 1
DEFINITIONS**

- 1.1
- Definitions
- Building sewer - defined
- Chief Building Official - defined
- City - defined
- City Engineer - defined
- Clean out - defined
- Development - defined
- Dry well - defined
- Duplex dwelling - defined
- Owner - defined
- Private drain connection or “P.D.C.” - defined
- Public sewage works - defined
- Sanitary sewage - defined
- Sanitary sewer - defined
- Storm water sewage - defined
- Storm water retention system - defined
- Storm sewer - defined
- Semi-detached dwelling - defined
- Single-detached dwelling - defined

**Part 2
GENERAL**

- 2.1
- Administration of by-law
- 2.2
- Decision to be final

2.3 Entry onto private property

2.4 Entry into dwelling

Part 3 PRIVATE DRAIN CONNECTION

3.1 - 3.3 Owner responsibilities

3.4 Repealed

3.5 Connection requirements

3.6 Private drain connections serving dwelling units

Part 4 DISCHARGES INTO PUBLIC SEWAGE WORKS

4.1 - 4.3 Prohibited discharges

4.4 Plumbing system to be sealed

Part 5 DEVELOPMENT REQUIREMENTS

5.1 Undertaking development

5.2 Alternative methods of storm water management

5.3 Development requiring site plan approval

5.4 Gravity Connections

5.5 New plans of subdivision

5.6 Discharge of foundation drain flows

5.7 Requirements for foundation drain flows

5.8 Regulations when sump pumps are discharged to ground surface

5.9 - 5.12 Roof water downspouts

5.13 Lot grading security

5.14 Roof over walkouts

5.15 Storm private drain connections

Part 6 DEMOLITION

6.1 Building sewer to be sealed

6.2 Private drain connection to be sealed

Part 7 CHARGES FOR SERVICES PROVIDED

- 7.1 Deleted by By-law WM-4-08009, March 3, 2007
- 7.2 Services provided by the City Engineer - repair, replacement, installation - charge
- 7.3 Charges - applicable taxes
- 7.4 Repealed
- 7.5 Payment due upon completion of work
- 7.6 Separation of mutual private drain
- 7.7 Work undertaken by City limited
- 7.8 Warranty

Part 8 MISCELLANEOUS

- 8.1 Failure to comply
- 8.2 Offences
- 8.3 Repeal of previous by-law
- 8.4 Commencement

The Municipal Council of The Corporation of the City of London enacts as follows:

SHORT TITLE DRAINAGE BY-LAW

Part 1 DEFINITIONS

1.1 Definitions

In this by-law:

“Building sewer” means the outlet pipe for a private drainage or plumbing system which conducts effluent to a private drain connection;

“Chief Building Official” means the person appointed by Council pursuant to the Building Code Act or any employee of the City who acts at the direction of the Chief Building Official in the enforcement of this by-law.

“City” means The Corporation of the City of London;

“City Engineer” means the person appointed by the Council to the position of City Engineer, and any employee of the City who acts at the direction of the City Engineer in the enforcement of this by-law;

“Clean out” means a device that has a removable cap and is incorporated into a drain pipe to permit the insertion of steel sewer rod pipe cleaning apparatus;

“Development” means the construction, erection or planning of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot;

“Dry well” means a system to accommodate the dispersal of storm water, which has been designed and constructed under the supervision of a professional engineer;

“Duplex dwelling” means the whole of a dwelling other than a converted dwelling that

is divided horizontally into two separate dwelling units, each of which has an independent entrance either directly from the outside or through a common vestibule;

“Owner” includes a mortgagee, lessee, tenant, occupant, a person entitled to a limited estate in land, a trustee in whom land is vested, a committee of the estate of a mentally incompetent person, an executor, an administrator and a guardian;

“Private drain connection” or “P.D.C.” means that portion of the City sewage works which joins a building sewer to a City sewer and which is upon lands that are either owned by the City of subject to a sewer easement in favour of the City;

“Public sewage works” means all sewers, sewage systems, sewage pumping stations, sewage treatment plants and other works of the City of the collection, acceptance, transmission, treatment and disposal of storm water sewage and sanitary sewage;

“Sanitary sewage” includes human and industrial waste, and septic waste, but does not include storm water;

“Sanitary sewer” means apart of the public sewage works for the transmission of sanitary sewage;

“Storm water sewage” includes surface and rain water, melted snow and ice, swimming pool drain water, water carried in underground drains, foundation drain flows and ground water;

“Storm water retention system” means a system to control the rate at which storm water is emptied into the sewage works which has been designed and constructed under the supervision of a professional engineer;

“Storm sewer” means a sewer, open channel, ditch or depression, the purpose of which is to carry storm water sewage;

“Semi-detached dwelling” means one of a pair of two attached single dwellings with a common masonry wall dividing the pair of single dwellings vertically, each of which has an independent entrance either directly form the outside or through a common vestibule;

“Single-detached dwelling” means a single dwelling which is free standing, separate and detached from other main buildings or main structures including a split level dwelling but does not include a mobile home.

Part 2 General

2.1 Administration of By-law

This by-law shall be administered jointly by the City Engineer and the Chief Building Official.

2.2 Decision to be final

All decisions made by the City Engineer and/or the Chief Building Official with respect to any requirements set out in this by-law shall be final and binding.

2.3 Entry onto private property

For the administration of this by-law, the City Engineer and/or the Chief Building Official may, upon production of identification, enter onto any land or premises to observe, inspect and to collect any samples as required.

2.4 Entry into dwelling

Except under the authority of a search warrant issued under section 158 of the *Provincial Offences Act*, for the purposes of enforcing this by-law, no person shall enter any place or room actually used as a dwelling without requesting and obtaining the consent of the occupier, first having informed the occupier that the right of entry may be refused and entry made only under the authority of a search warrant.

Part 3 PRIVATE DRAIN CONNECTION

3.1 Owner responsibilities

An owner is responsible for the condition and maintenance of each private drain connection

serving property under their ownership.

3.2 All work upon a private drain connection serving single detached, semi-detached or duplex dwelling shall be done exclusively by the City Engineer at the request and expense of the owner, other than:

- (i) plunging and rodding,
- (ii) the installation of new drains not installed in conjunction with main sewer installation; and
- (iii) installation of a PDC liner by cured-in-place pipe (CIPP) method.

3.3 No plunging or rodding shall be carried out upon a private drain connection except from a private property by:

- (i) a qualified drainage contractor, drain layer or master plumber licensed by the city;
- (ii) the owner of a detached dwelling, or
- (iii) forces under the direction of the City Engineer.

3.4 Repealed

3.5 Connection requirements

No person shall join or permit to be joined a building sewer to a private drain connection:

- (i) until a Drainage Permit has been obtained from the Chief Building Official and;
- (ii) until an inspection by City employees has been carried out to confirm all work performed is in conformity to all applicable statutes, by-laws and regulations, and;
- (iii) until all payments required by this by-law have been paid.

3.6 Private drain connections serving dwelling units

(a) If a single detached dwelling or a semi-detached dwelling is served by a sanitary sewer, such dwelling shall have an individual building sewer and private drain connection.

(b) This section does not apply to existing residential dwelling units which share a private drain connection.

**Part 4
DISCHARGES INTO PUBLIC SEWAGE WORKS**

4.1 Prohibited discharges - sanitary sewers

No person shall permit storm water sewage from their property to be discharged into a sanitary sewer.

4.1.1 Prohibited discharges – sanitary sewers – ground source heat pump

No person shall permit water discharged from a ground source heat pump system located on their property to be discharged into a sanitary sewer.

4.2 Prohibited discharges - storm sewers

No person shall permit sanitary sewage from their property to be discharged into a storm sewer.

4.2.1 Prohibited discharges – storm sewers – ground source heat pump

No person shall permit water discharged from a ground source heat pump system located on their property to be discharged into a storm sewer.

4.3 Prohibited discharges - alteration to prevent

No person shall refuse to alter, relay or repair every plumbing or drain system upon their lands to ensure that:

- (i) no storm water sewage from their property is discharged into a sanitary sewer, and;

- (ii) no sanitary sewage is discharged into a storm sewer.

4.4 Plumbing system to be sealed

No person shall undertake modifications to a plumbing system which require a permit for the purpose of preventing the entry of sanitary sewage or storm water sewage or storm water sewage from the sewage works into the plumbing system, unless the building sewer serving the plumbing system is sealed against the entry of all foundation drain water.

Part 5 DEVELOPMENT REQUIREMENTS

5.1 Undertaking development

- (a) Every person shall provide for the discharge of storm water sewage into a storm sewer for all development other than single detached, semi-detached or duplex dwelling units.
- (b) For single-detached, semi-detached or duplex dwelling units, every person shall provide for the discharge of storm water sewage in accordance with sections 5.2 to 5.15 of this by-law.

5.2 Alternative methods of storm water management

Where in the opinion of the City Engineer:

- (i) no storm sewer is accessible, or
- (ii) no accessible storm sewer has the capacity to accept additional flow,

the person undertaking development shall provide a dry well or storm water retention system which is certified by a Professional Engineer to the satisfaction of the City Engineer.

5.3 Development requiring site plan approval

For all new Site Plan approvals:

- (i) existing connections of foundation drains shall be removed from the sanitary sewers unless considered impractical by the City Engineer;
- (ii) no new connections of foundation drains shall be allowed to the sanitary sewer.

5.4 Gravity connections

No gravity connections of foundation drains will be allowed to the storm sewer system unless the system has the capacity to provide for such connections.

5.5 New plans of subdivision

No person shall create a lot that does not have a storm sewer adjacent to it and, in subdivisions where the subdivision agreement has been approved by Council after December 31, 1995, no person shall create a lot that does not have a storm private drain connection, except where a geotechnical engineer certifies that foundation drains are not required.

5.6 Discharge of foundation drain flows

Every person shall discharge all foundation drain flows from a lot in accordance with the regulations of this by-law.

5.7 Requirements for foundation drain flows

The foundation drain flows from a lot shall be discharged in the following manner:

- (i) via a sump pump to the ground surface, provided that the discharge to the ground surface does not create continually wet ground conditions and/or does not create any adverse effect upon municipal sidewalks and roads or upon adjacent properties; or
- (ii) via a sump pump to a storm sewer; or
- (iii) via a sump pump to a dry well system, provided that appropriate soil and ground water testing is completed to establish the suitability of using a dry well system, and that the dry well system is designed and certified by a qualified Ontario Professional Engineer; or
- (iv) by gravity water flow to the storm sewer, if capacity, as determined by the City

Engineer, exists in the storm sewer; and

- (v) in subdivisions where the subdivision agreements are approved by Council after December 31, 1995, notwithstanding the requirements of clauses 5.7(i) to (iv) inclusive, sump pump discharges shall be connected to storm building sewers which shall be connected to storm private drain connections.

except in cases where a recommendation is made by a geotechnical engineer on a site specific basis that foundation drains are not required due to the nature of the soils.

5.8 Regulations when sump pumps are discharged to ground surface

For all new subdivisions where the subdivision agreement is approved by Council after December 31, 1995, no sump pumps shall be permitted to discharge to ground and in all other cases, where the developer elects to utilize a sump pump to discharge foundation drain flows to the ground surface, the following regulations shall apply:

- (i) if a problem related to a lot, caused by the discharge of the sump pump to the ground surface occurs prior to the City's assumption of the street fronting that lot, the developer will be required to redirect the sump pump discharge to the storm sewer via a storm private drain connection at no cost to the City;
- (ii) prior to the assumption of a street by the City, the developer will be required to engage a geotechnical engineer to certify that the soil and ground water conditions on any vacant lot or lots are such that a direct connection to a storm sewer will not be required. If such certification cannot be provided, the developer shall be required to install a storm private drain connection to serve each affected lot, at no cost to the City;
- (iii) prior to the assumption of a street by the City, should the discharge of a sump pump on any lot adjacent to a vacant lot be required, because of unsuitable or unfavourable soil and ground water conditions, to be connected directly to the storm sewer, the developer shall install storm private drain connections to all vacant lots as directed by the City Engineer, at no cost to the City.

5.9 Roof water downspouts

No person shall direct or connect a roof water downspout to the storm private drain connection.

5.10 Roof water downspouts - no discharge to sideyard - damage adjoining property

No person shall direct a roof water downspout towards a side yard in such a manner so as to cause damage or any other adverse affect to adjoining property.

5.11 Roof water downspouts - no connection to foundation drains

No person shall connect a roof water downspout to the foundation drains.

5.12 Roof water downspouts - discharge distance from exterior walls

Every person shall extend all roof water downspout so that the water flow exits the downspout a minimum distant of 0.7 metre from the exterior walls of a building.

5.13 Lot grading security

Except for single and semi-detached dwellings in an unassumed subdivision, a lot grading security shall be provided prior to the issuance of a building permit in the form of cash or irrevocable letter of credit of \$2,000.00 to ensure that the lot grading and sump pump discharges are carried out in accordance with the certified lot grading plans; and the security may be released within one year after receipt of the final lot grading certificate, provided there is no adverse impact on the City road allowance, as determined to the satisfaction of the Commissioner of Environmental Services & City Engineer.

5.14 Roof over walkouts

No person shall connect a floor drain from a below grade walkout to a sanitary sewer system unless there is a roof covering the entire area of the walkout.

5.15 Storm private drain connections

For every residential lot that is created after April 22, 1997 or infill development which comes forward by variance through the Committee of Adjustment, where a storm sewer exists or where in the opinion of the Commissioner of Environmental Services and City Engineer it can be extended, every person shall provide a storm private drain connection to serve the lot, and

sump pump discharges from the lot shall be connected to the storm building sewer, which shall be connected to the storm private drain connection, except as approved otherwise by the Commissioner of Environmental Services and City Engineer.

Part 6 DEMOLITION

6.1 Building sewer to be sealed

Upon demolition of a building, no person shall permit a building sewer to be connected by a private drain connection to a sanitary sewer unless the building sewer and the plumbing system which it serves are completely sealed from the entry of storm water.

6.2 Private drain connection to be sealed

No person shall demolish any building until each private drain connection serving the property has been completely sealed at the property line from the entry of storm water.

Part 7 CHARGES FOR SERVICES PROVIDED

7.1 Deleted by By-law WM-4-08009 March 3, 2008

7.2.1 Services provided by the City Engineer – repair, replacement, installation – single detached, semi-detached, duplex dwellings - Charge

The fees and charges as set out in the applicable fees and charges by-law are imposed on owners of single detached, semi-detached or duplex dwelling, for the following services or activities provided by the City Engineer:

New pdc installation or existing pdc replacement – construction of sewer - sanitary

(i) the installation or replacement of a sanitary sewer private drain connection to the property line in conjunction with a City construction project that involves the construction of a sanitary sewer main;

New pdc installation or existing pdc replacement – construction of sewer - storm

(ii) the installation or replacement of a storm sewer private drain connection to the property line in conjunction with a City construction project that involves the construction of a storm sewer main;

New pdc installation or existing pdc replacement – excavation

(iii) the installation or replacement of an existing sanitary sewer private drain connection in conjunction with a City construction project with excavation below the road structure where the sanitary sewer private drain connection is within the excavated area, but does not involve construction of a sanitary sewer main; or the installation or replacement of an existing storm sewer private drain connection in conjunction with a City construction project with excavation below the road structure where the storm sewer private drain connection is within the excavated area, but does not involve construction of a storm sewer main, and

Repair or replace existing pdc– no construction

(iv) the repair or replacement of an existing private drain connection in which subsections 7.2.1 (i) through (iii) do not apply.

7.2.2 Services provided by the City Engineer – repair, replacement, installation – property other than detached, semi-detached, duplex dwellings - Charge

The fees and charges as set out in the applicable fees and charges by-law are imposed on owners of property that is not single detached, semi-detached or duplex dwelling, for the following services or activities provided by the City Engineer:

New pdc installation or existing pdc replacement – construction of sewer - sanitary

(i) the installation or replacement of a sanitary sewer private drain connection to the property line in conjunction with a City construction project that involves the construction of a sanitary sewer main;

New pdc installation or existing pdc replacement – construction of sewer - storm

(ii) the installation or replacement of a storm sewer private drain connection to the property line in conjunction with a City construction project that involves the construction of a storm sewer main; and

New pdc installation or existing pdc replacement – excavation

(iii) the installation or replacement of an existing sanitary sewer private drain connection in conjunction with a City construction project with excavation below the road structure where the sanitary sewer private drain connection is within the excavated area, but does not involve construction of a sanitary sewer main; or the installation or replacement of an existing storm sewer private drain connection in conjunction with a City construction project with excavation below the road structure where the storm sewer private drain connection is within the excavated area, but does not involve construction of a storm sewer main.

7.3 Charges - applicable taxes

All charges quoted in this Part of the by-law are exclusive of applicable taxes which are payable by the owner in addition to the charges for services rendered.

7.4 Repealed

7.5 Payment due upon completion of work

The cost of installation, replacement or repair as described in Sections 7.2.1 and 7.2.2 of this by-law shall be due and payable in advance of the commencement of the work as a fee or charge under Part XII of the *Municipal Act, 2001*, as amended. At the property owner's option the fee may be added to the property owner's tax roll over a 10 year period with the addition of an appropriate financing charge as determined by the City Treasurer, under the authority of subsection 398(2) of the *Municipal Act, 2001*, as amended.

7.6 Separation of mutual private drain

Where a mutual private drain connection serves two facilities where at least one facility is a single detached, semi-detached or duplex dwelling and separation of the mutual private drain is desired, the works shall be completed by the City at the flat rate charge for single detached, semi-detached or duplex dwellings for each new service installed.

7.7 Work undertaken by City limited

- (a) Subject to subsection 7.7(b), the City Engineer shall not undertake:
- (i) the repair or replacement of a private drain connection serving a property that is not single detached, semi-detached or duplex dwelling; or
 - (ii) the installation of new private drain connection for any property.

The responsibility and costs for such works in this subsection shall be borne by the property owner.

- (b) Despite subsection 7.7(a), the City Engineer may undertake the following for any property, for the applicable fee:

- (i) the installation of a new private drain connection , or the repair or replacement of a private drain connection, where the work is done in conjunction with City main sewer construction project or applicable City construction project under authority of the *Municipal Act, 2001*.

7.8 Warranty

Notwithstanding any provision of this by-law, where it is demonstrated by the owner through rodding, in accordance with the City's requirements and to the City's satisfaction, that there is a failure in his/her private drain connection which has been installed, replaced or repaired by the City, due to faulty workmanship or materials within twenty years of the date of the last installation, repair, or replacement;

- (i) there shall be no charge for any work done by the City to correct the faulty workmanship or materials, and:
- (ii) the owner shall be eligible for payment by the City of his/her expenses for the plunging or rodding of a private drain connection upon presentation of invoices to the City, which, in the opinion of the City Engineer properly reflect the cost of such work.

**Part 8
MISCELLANEOUS**

8.1 Failure to comply

- (a) Where any sanitary sewage or storm water sewage is discharged from a lot in contravention of this by-law, the owner shall forthwith perform all necessary work to comply with the requirements of this by-law;
- (b) Where any building sewer or private drain connection is required to be sealed under this by-law, the owner shall forthwith perform all necessary work to comply with the requirements of this by-law; and
- (c) Where any building sewer, private drain connection, plumbing system or drainage system is required to be altered, relayed or repaired under this by-law, the owner shall forthwith perform all necessary work to comply with the requirements of this by-law.

8.1.1 Where a person who is required to perform all necessary work to comply with the requirements of this by-law fails or neglects to comply with the requirements within 30 days after notice in writing of it, the matter or thing may be done at the direction of the City Engineer at the expense of the person required to carry out such work. The City may recover the expense incurred in doing such work by court action or by adding the costs to the tax roll and collecting them in the same manner as municipal taxes.

8.2 Offences

- (a) Every person who contravenes this by-law is guilty of an offence and upon conviction is liable to any penalty as provided by the *Provincial Offences Act*.
- (b) The court, in which a conviction has been entered, or any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted and such order shall be in addition to any other shall be in addition to any other penalty imposed or the person convicted.

8.3 Repeal of previous by-law

By-law No. W-1274-196, and all amendments thereto are hereby repealed.

8.4 Commencement

This by-law comes into force on the day it is passed.

PASSED in Open Council on the 20th day of September, 1993.

T.C. Gosnell
Mayor

K. W. Sadler
City Clerk

First reading - September 20, 1993
Second reading - September 20, 1993
Third reading - September 20, 1993



Town of Redcliff
Preliminary Investigation of Setting Up a
Weeping Tile Disconnection Incentive Program
REPORT

APPENDIX "C"

EcoSuperior Drainage Rebate Brochure April 2015

Residential Drainage Rebate Program Rules

1. Property must be located within the City of Thunder Bay city limits and must be a single-family residence or multiplex.
2. Applicant must be property owner, not tenant.
3. Only one application per household for the duration of the program offering.
4. Downspouts must be disconnected from municipal storm sewer or sanitary sewer system.
5. Water account (if connected to municipal water service) must be in good standing.
6. A licensed plumber participating in the program must be used to install a backwater valve. A list of participating plumbers is available from EcoSuperior.
7. Applicable permits from the City of Thunder Bay Building Division must be obtained for backwater valves, sump pits and dry wells.
8. Receipts and inspection reports must be shown to EcoSuperior (copies can be provided for application once verification of originals has taken place).
9. Work must have been completed after May 29, 2012.
10. Applications must be received prior to November 30, 2015.
11. Rebates will be distributed on a first come, first-served basis.



562 Red River Road
Thunder Bay, ON
Phone: (807) 624-2658
Fax: (807) 622-0005
Email: drainagerebate@ecosuperior.org
ecosuperior.org

Residential Drainage Rebate Program

Protect your house from flooding!



Drainage Measure	Rebate
Sump Pump	50% of the invoiced cost up to a maximum of \$1,250.00 including labour, materials, permit and taxes
Backflow Prevention Valve	50% of the invoiced cost up to a maximum of \$1,750.00 including labour, materials, permit and taxes
Disconnect Weeping Tile	100% up to a maximum of \$500.00 including labour, materials, permit and taxes

Drainage Rebate Program

The City of Thunder Bay is offering financial assistance for homeowners to take flood prevention measures including sump pumps, backflow prevention valves and weeping tile disconnections. The rebate program continues to be available to property owners who wish to protect their homes from future extreme weather events.

Drainage Basics

Stormwater is a term that refers to rain and melted snow and ice. Stormwater runoff from your roof, driveway and other hard surfaces is typically directed away from your house, towards the street and into the municipal storm sewer system. Along the way, the runoff picks up harmful substances such as road salt, heavy metals and oils.

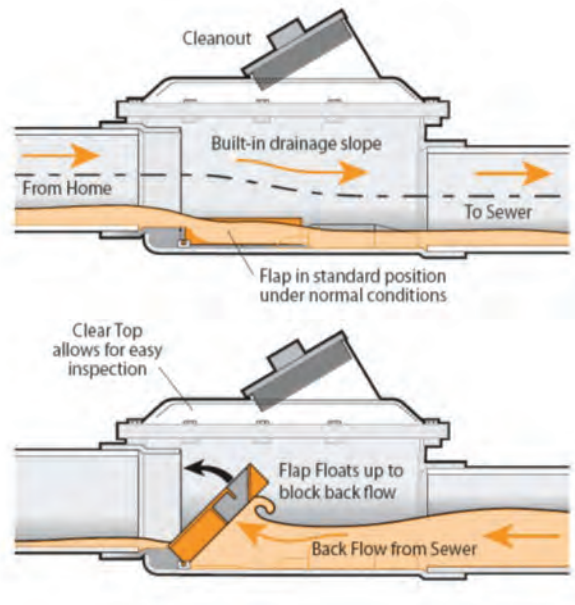
In an urban setting, run-off should flow into the storm sewer or soak slowly into the ground without entering the sanitary sewer. If excess storm water does enter the sanitary sewer system, it can overload the system. When the sewers are overloaded, the water level in the system rises above normal design levels, and this condition is referred to as "surcharge." Basement flooding can occur if the home has sanitary fixtures or floor drains below the surcharge level.

Backflow Prevention

Backflow preventers are mechanical devices that are designed to allow the flow of sanitary sewage in one direction only – away from your home.

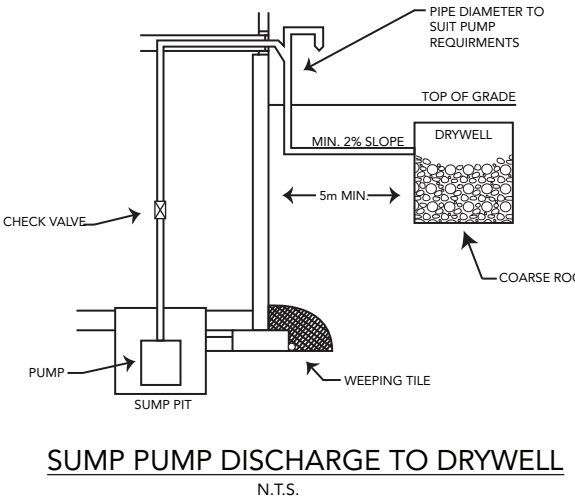
Used on a sanitary sewer residential service pipe, backflow preventers reduce the risk of sewage backup if properly installed and maintained. Maintenance generally includes regular inspection and cleanout.

The manufacturer's recommended service needs to be followed for the device to function properly in a backflow situation. In the event of a sewage backup, a gate in the valve is forced up to close, preventing sewage from flowing backwards through the valve. Once the backflow condition ends, the gate falls back down due to gravity and normal sewage flow from the house resumes.



Sump Pump/ Dry Well Installation

Groundwater around the home collected by the weeping tile should go to the sump pit and be pumped away from the house using one or more sump pumps. This configuration severs home foundation drainage from both the sanitary and storm sewer systems and serves as the best means to control groundwater with the least risk. The City of Thunder Bay requires that all new sump pumps drain into an appropriately sized dry well or leaching pit. It is not permitted to discharge a sump pump to your yard or an existing drainage ditch or swale.



Weeping Tile Disconnection

Weeping tile systems are an essential component of household drainage systems. Weeping tile is installed at the base of a footing to collect water from the backfill around a house. Historically these tile drains were connected to the municipal sanitary sewer. Current building standards do not allow this type of connection, which contributes excess stormwater into the sanitary sewer system, but instead require weeping tile to drain to a sump pit and drywell system.

Disconnection of the weeping tile system from the sanitary sewer reduces the potential of overloading the system and prevents the sanitary sewer from backing up into the weeping tile. The Drainage Rebate Program also requires that residents have all their eavestroughs and downspouts disconnected from the sanitary sewer system in order to be eligible for any rebates.



APPENDIX "D"

Foundation Drain Discharge Collection System Guideline

This guideline will apply to all new developments involving single-detached, semi-detached or duplex houses in the City of Edmonton effective January 1, 2006.

Preamble:

This guideline is intended to consolidate the information relating to the design and construction of foundation drain discharge collection systems, as contained in the following clauses in Volume 1 (Chapter 3) of the current City of Edmonton Design and Construction Standards:

- 7.3 Separation of Storm and Sanitary Sewers
- 8.7.3 Foundation Drain (Weeping Tile) Allowances
- 14.3 Minimum Size and Slope
- 14.4 Depth Requirements
- 14.9 Storm Sewer Service Connections
- 17.5.9 Foundation Drainage Details
- 18.2 Rights-of-Way for Sewer and Drainage Facilities
- 18.4.2 Sizes and Number of Service Connections Required
- 18.5.3 Sewer Service Connection Depth
- 18.6.2 Maximum spacing of manholes for access
- 18.6.3 Location of manholes

It also includes information that is not included in the current Design and Construction Standards in order to clarify intent or requirements and to facilitate a complete design. Some of this information will also be useful to the home-builders, plumbers as well as homeowners.

This guideline increases the depth requirement for the foundation drain discharge collection system component from that specified in the current City of Edmonton Design and Construction Standards (i.e. 2.2 m depth to invert for pipe diameters < 610 mm) to 2.4 m cover, measured from finished grade to the obvert of the sewer. This increased depth is required to provide frost protection for the foundation drain discharge collection system, which is provided to collect foundation drainage flows that can continue throughout the year.

Definitions:

Weeping Tile

A perforated pipe that surrounds the foundation of a building and collects excess groundwater.

Foundation Drain Service Connection Pipe

A sewer pipe within a titled lot connecting the weeping tile or the sump pump discharge downpipe to the foundation drain service at the property line.

Foundation Drain Service

A sewer pipe within the road right-of-way or public utility lot connecting the foundation drain service connection pipe from a building to the foundation drain sewer or storm sewer.

Foundation Drain Sewer

A sewer pipe within the road right-of-way or public utility lot connecting the foundation drain service(s) from one or more buildings to the storm sewer.

1. Scope of Guideline

- 1.1 This guideline outlines the components and design criteria for a foundation drain discharge collection system. The system shall be dedicated to the collection and disposal of foundation drain flows only.

It is important to note that eavestroughs and downspouts used to collect rainwater from roofs should not be connected to the foundation drain service. They should only be connected to a storm sewer service if one is available for the lot. For more information, please refer to 'The Homeowner's Guide to Flood Prevention' and other Drainage Services' pamphlets dealing with lot drainage.

2. System Components for Individual House

- 2.1 Sump pump in basement, with connection to a downpipe adjacent to the building foundation wall, and a foundation drain service connection pipe from the building to the property line are required for Option 1. The

- downpipe connected to the foundation drain service connection pipe shall be provided with a cleanout and an overflow discharge to a concrete splash pad.
- 2.2 Alternatively, for Option 2 which involves discharge by gravity when grade allows, the weeping tile can be connected to the foundation drain service using the foundation drain service connection pipe provided that a backwater valve and a clean out are also installed downstream of the weeping tile.
- 2.3 The remainder of the system components, which are common to both options, are located within the road right-of-way or a public utility lot and consist of:
- i. Foundation drain service from the private property line to the storm sewer, and
 - ii. Where there is no storm sewer fronting the building, a foundation drain sewer which connects the foundation drain service to the storm sewer.

3. Design Standards

3.1 Depth of Foundation Drain Service and Sewer

- 3.1.1 The depth of the foundation drain service should match that of the sanitary sewer service at the property line (i.e. 2.75 m from invert to proposed finished grade). However, when this is not practicable, provide a minimum depth of 2.4 m from the finished grade to the obvert of the service at the property line. In areas where it is not practicable to provide a minimum depth of 2.4m cover, contact Drainage services to evaluate alternative solutions.
- 3.1.2 The depth of the foundation drain sewer shall be adequate to receive the drainage from the foundation drain service such that the service can be connected to the sewer above its mid diameter, within 45 deg of the pipe crown. A minimum of 2.4 m of cover, measured from the finished grade to the obvert of the sewer, must be provided. In areas where it is not practicable to provide a minimum depth of 2.4m cover, contact Drainage services to evaluate alternative solutions.

- 3.1.3 In areas where the nearest storm sewer has insufficient depth to permit the connection of the foundation drain service as described above, extend the foundation drain sewer to a point where it can be connected to the existing storm sewer at the minimum depth of cover (2.4 m), measured from the finished grade to the obvert of the storm sewer. In areas where it is not practicable to provide a minimum depth of 2.4m cover, contact Drainage services to evaluate alternative solutions.

3.2 Size and Slope of Foundation Drain Service and Sewer

- 3.2.1 The minimum size and grade of the foundation drain sewer shall be 200 mm and 0.40% respectively.
- 3.2.2 The minimum size and grade of the foundation drain service shall be 100 mm and 1.0% respectively.

3.3 Provision of Manholes

- 3.3.1 Manholes shall be provided for the foundation drain sewer at a maximum spacing of 150 m.

4. Risk Considerations for Home-builders and Homeowners

- 4.1 For Option 1, failure of sump pump due to mechanical problems or power outages may result in sub-surface water entering basement through the sump. Homeowners should be made aware of this risk and be provided with information on how to minimize the risk (e.g. regular maintenance procedures, high level alarm, backup power, spare pump, etc.)
- 4.2 For Option 2, there is a risk of sub-surface water collected by the weeping tile accumulating around the basement wall in situations when the backwater valve is closed due to surcharging of the downstream storm sewer or due to lack of proper maintenance. This may lead to leakage of water into the basement through cracks in the basement slab or the joint between the basement walls and the footings. Statistically, the surcharging of the storm sewers may occur once every five years since the minor storm drainage system in the City is only designed to handle storms with less than 1 in 5 year intensity.

5. Material Specifications

- 5.1 Pipe materials for foundation drain service and foundation drain sewer shall be restricted to:
- (i) PSM type PVC to CSA Standard B182.2 PVC Sewer Pipe and Fittings (PSM Type) with locked-in elastomeric ring gasket and integral bell system joint type with a minimum wall thickness as required for Standard Dimensional Ratio 35, or
 - (ii) Open Profile PVC to CAN/CSA B182.4 with elastomeric ring gasket joint type, with minimum waterway wall thickness conforming to CAN/CSA B182.4 for pipe stiffness of 320 Kpa.
- 5.2 Sump pump should be of the submersible pipe with a minimum pumping capacity of 100 litres per minute at 3 metres of head.

6. Construction Requirements

- 6.1 The requirements for installing foundation drain service and foundation drain sewer shall conform to relevant sections in the current City of Edmonton Design and Construction Standards.

7. Responsibilities

- 7.1 Installation and maintenance of foundation drain discharge collection system components within private property are the responsibility of the homeowner.

8. Drawings

- Figure 1: Foundation Drain Discharge Collection System for Single-Detached, Semi-Detached or Duplex Houses: (Option 1 - Sump Pump to Storm Sewer)
- Figure 2: Foundation Drain Discharge Collection System for Single-Detached, Semi-Detached or Duplex Houses: (Option 2 – Gravity Discharge to Storm Sewer)

Diagram illustrating the components of a sump pump system:

- REMOVABLE CAP WITH HOLE IN CENTRE FOR INSERTION OF SUMP PUMP HOSE
- AUXILIARY SURFACE DISCHARGE TO CONCRETE SPLASH PAD
- DOWNPIPE
- PRECAST CONCRETE SPLASH PAD
- SUMP PUMP
- SUMP PUMP HOSE

SEE DETAIL "A"

MIN. 500

PRECAST CONCRETE SPLASH PAD

FINISHED GRADE

SUMP PUMP HOSE

BASEMENT

DOWN PIPE

WEeping TILE

SUMP

SUMP PUMP

2.4m MIN. COVER TO PIPE OBVERT UNLESS APPROVED OTHERWISE BY DRAINAGE SERVICES

MIN. 1.0% SLOPE

FOUNDATION DRAIN SERVICE CONNECTION PIPE (100mm DIA MIN.)

FOUNDATION DRAIN SERVICE (100mm DIA MIN.)

SANITARY SEWER

STORM SEWER OR FOUNDATION DRAIN SEWER

GAS MAIN

SERVICE CABLES

WATER MAIN

TELEPHONE DUCT LINE

MAIN POWER, TELEPHONE & CABLE TV

ROAD RIGHT-OF-WAY

ROAD CARRIAGEWAY

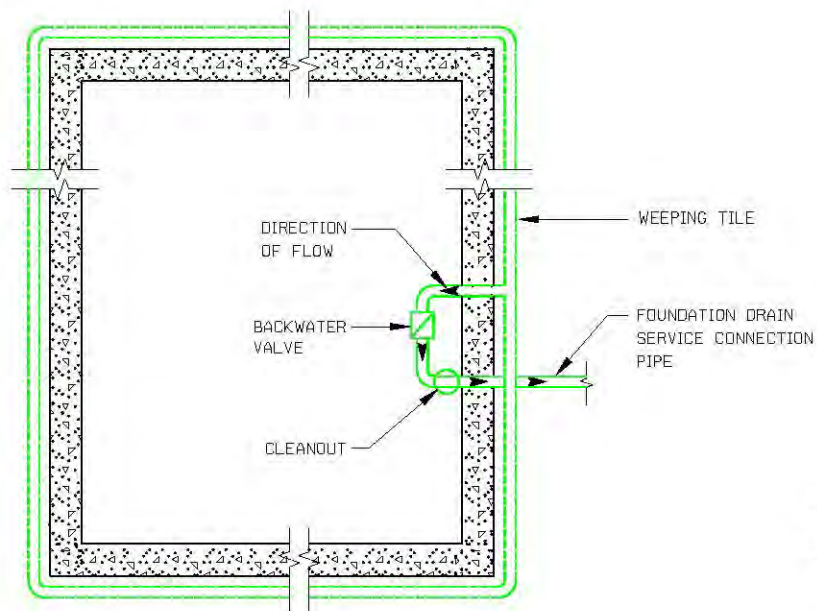
FACE OF CURB

PAVEMENT STRUCTURE

FACE OF CURB

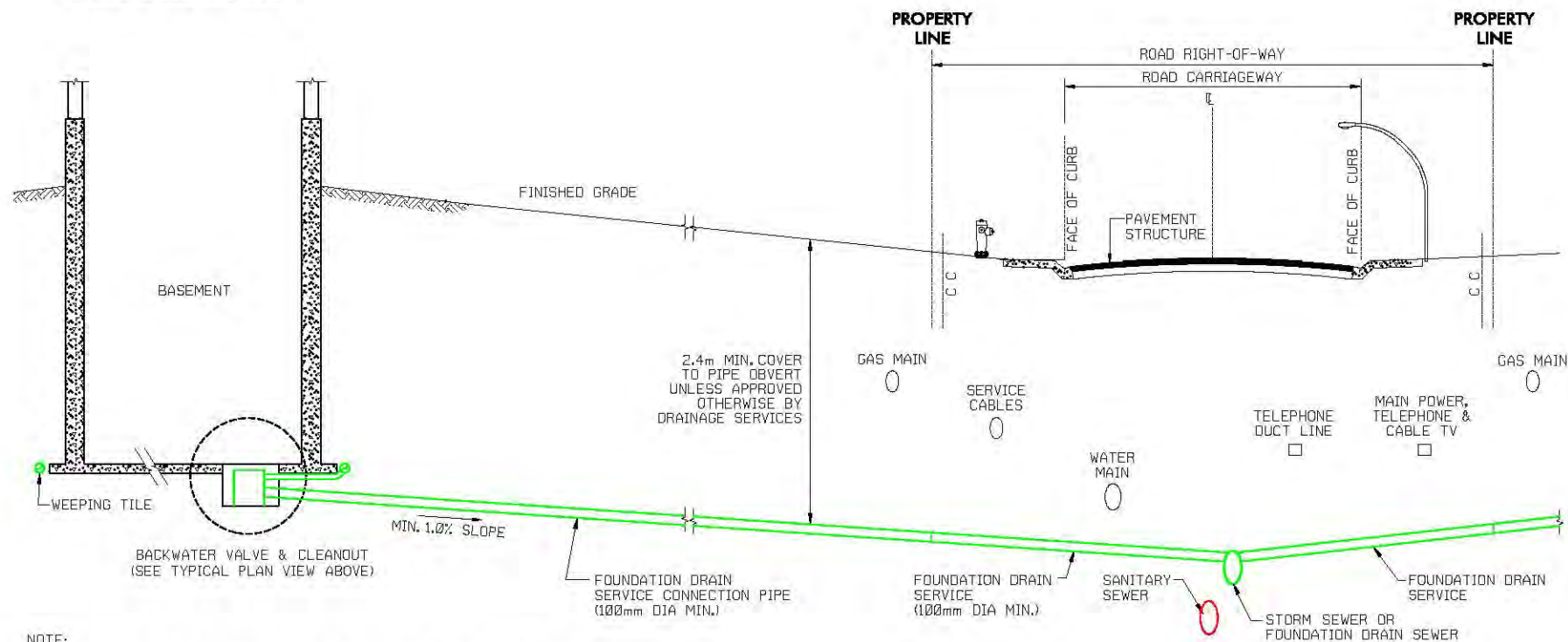
NOTE:

ROOF LEADERS (DOWNSPOUTS) OR ANY OTHER STORM WATER SOURCE MUST NOT BE CONNECTED TO THE FOUNDATION DRAIN DISCHARGE COLLECTION SYSTEM.



TYPICAL PLAN VIEW

FIGURE 2: Foundation Drain Discharge Collection System for Single-Detached, Semi-Detached or Duplex Houses (Option 2 – Gravity Discharge to Storm Sewer)



NOTE:

ROOF LEADERS (DOWNSPOUTS) OR ANY OTHER STORM WATER SOURCE MUST NOT BE CONNECTED TO THE FOUNDATION DRAIN DISCHARGE COLLECTION SYSTEM.



National Office: 471 Smythe St, PO BOX 27009, Fredericton, NB, E3B 9M1
Tel: 877-352-4497 **E-Mail: Info@BullyingCanada.ca**

Mayor Ernie Reimer
Town of Redcliff
1 – 3rd Street NE, Mail: Box 40
Redcliff, Alberta
T0J 2P0

RE: 2017 Financial Support of BullyingCanada Inc.

August 26, 2017

Dear Mayor Ernie Reimer:

Every day, hundreds of Canadian children are bullied on school playgrounds. In fact, at least 1 in 3 adolescent students in Canada reported being bullied recently. Bullying has gained significant media attention in recent years as people have come to understand how deeply it can wound children – and how tragic the consequences can sometimes be. Now, more than ever, the work of BullyingCanada is needed. We invite Town of Redcliff, to join the organization in standing up for victims of bullying and helping to provide a safe environment for our nation's children and youth.

No other organization stands on the frontline to resolve bullying situations by directly facilitating communication between parents and teachers.

A Voice for Victims of Violence

Since 2006, Bullying Canada has been the nation's "go-to" organization when it comes to Anti-Bullying efforts. Indeed, we remain the only national charitable organization that provides Canadian youth, their families and their communities with the support, resources and information they need to prevent violence and keep our kids safe.

National run charity

BullyingCanada maintains its operation through private donations, fundraising events and campaigns, corporate sponsorships, ongoing expansion of volunteer resources and careful revenue management. In 2016, 98% of our funds were used to deliver our programming, while the remaining 2% went to administration. Despite our best efforts, it is a challenge to keep pace with the growing demand for our services and resources. That is why we are asking Town of Redcliff's support.

Need for strong, urgent action

Bullying is a national crisis that demands strong and urgent action. Consider the following:

- Canada has the 9th highest rate of bullying in the 13-years-olds category on a scale of 35 countries
- 64 % of Canadian youth report being bullied at school; 12 % regularly
- 47% of Canadian parents report having a child victim of bullying
- 89 % of Canadian teachers said bullying is a serious problem in our public schools

Our communities are filled with young people whose dreams and futures are being shattered by the devastating impact of emotional and physical torment. We all have a responsibility to speak out against bullying and show support for our young people.



AUG 31 2017

National Office: 471 Smythe St, PO BOX 27009, Fredericton, NB, E3B 9M1
Tel: 877-352-4497 E-Mail: Info@BullyingCanada.ca

BullyingCanada Programs

A donation from Town of Redcliff will support our flagship programs:

National 24/7 Telephone Support Network

BullyingCanada volunteers used a solution-based support model to effectively address the caller's immediate issues. We also make referrals to other community-based agencies, allowing our organization to develop partnerships so that we know callers are being sent to qualified providers.

In 2016 we received 841,610 calls to our national toll-free support system, up 200,000 calls or 30% from the previous year.

We also see a comparable increase in e-mails from parents, students and educators requesting our assistance.

In 2016, we received 484,851 email and Chat requests, triple the number from 2014.

Website

In 2016, our website received nearly 2.5 million page views.

Youth Voices Speaking Program

Since 2006, nearly 4, 000 workshops have been provided.

Bullying is a major problem for Canadian children that we can no longer afford to ignore.
We all have the power to keep kids safe. Bullying should never be a part of anyone's childhood.

Upon request, we'd be happy to provide you with a more detailed Case for Support, local statistics, along with Financial Statements.

If no support can be provided for 2017, please consider this application for 2018. Please advise if we are required to re-apply in 2018, or if this application can be held until 2018.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Benn-Frenette", written over a horizontal line.

Rob Benn-Frenette, O.N.B
Co-Executive Director / Co-Founder
BullyingCanada Inc.

Arlos Crofts

From: lbour@telus.net <lbour@telusplanet.net>
Sent: Wednesday, August 23, 2017 6:27 PM
To: Arlos Crofts
Subject: Fwd: GOLF COURSE

From: "Lois and Gil Bourassa" <lbour@telus.net>
To: mayor@redcliff.ca
Sent: Tuesday, August 22, 2017 6:14:10 PM
Subject: Fwd: GOLF COURSE

Thought I should send this to your official email. Look forward to your response re operating costs of other Redcliff recreational facilities. Thank you

Sent from my iPad

Begin forwarded message:

From: "lbour@telus.net" <lbour@telusplanet.net>
Date: August 22, 2017 at 1:02:44 PM MDT
To:
Cc: Lois and Gil Bourassa <lbour@telus.net>
Subject: GOLF COURSE

HAVING JUST READ TODAY'S PAPER MAY I EXPRESS HOW DISAPPOINTED AND DISHEARTENED I AM WITH TOWN COUNCILS DECISION TO VOTE UNANIMOUSLY TO DENY THE GOLF COURSES REQUEST FOR A BREAK ON WATER. YOU AND I HAVE SPOKEN PREVIOUSLY ABOUT MY IMPRESSION THAT THE TOWN USES THE GOLF COURSE TO PROMOTE ITS LAND SALES AND TO INFLATE PROPERTY VALUES FOR ITS TAX RATE YET GIVES VIRTUALLY NOTHING TO THE GOLF COURSE WHICH SITS ON NONE DEVELOPMENT LAND.

I VIEW THE GOLF COURSE AS A TOWN RECREATIONAL FACILITY MUCH THE SAME AS THE SWIMMING POOL AND RECTANGLE. AS A TAX PAYER I WOULD LIKE TO KNOW THE TOWNS OPERATING COSTS FOR THE SWIMMING POOL, RECTANGLE AND GOLF COURSE. I WOULD ALSO LIKE TO KNOW IF ANY OF THESE FACILITIES PAY PROPERTY TAXES AND HOW MUCH. I INTEND TO ATTEND MUNICIPAL FORMS THIS FALL AND WILL BE SUBMITTING THESE QUESTIONS TO THE TOWN COUNCIL CANDIDATES.

THERE ARE MANY REDCLIFF RESIDENTS WHO HAVE CHOSEN TO LIVE HERE BECAUSE OF THE GOLF COURSE. EACH TIME THE COURSE INCREASES DUES AND FEES WE LOSE MEMBERS AND THERE IS NO ROOM FOR FURTHER INCREASES. ALL REDCLIFF RATE PAYERS PAY FOR THE OPERATING COSTS

OF RUNNING THE SWIMMING POOL AND RECTANGLE. IF YOU FEEL THAT THE GOLF COURSE MEMBERS SHOULD PAY FOR THE OPERATING COSTS OF THE COURSE THEN I THINK IT IS ONLY FAIR THAT ONLY THOSE WHO USE THE SWIMMING POOL AND RECTANGLE PAY FOR THOSE OPERATING COSTS. PERHAPS THE ONLY WAY FOR THE GOLF COURSE TO OBTAIN SOME PARITY WITH THE OTHER RECREATION FACILITIES WOULD BE FOR THE NON PROFIT VOLUNTEER BOARD TO TURN OVER THE KEYS FOR THE GOLF COURSE TO THE TOWN. WE WOULD SOON SEE IF THE TOWN CAN BETTER MANAGE THE COURSE WITH UNION EMPLOYEES ETC. SHOULD THE TOWN IN ITS INFINITE WISDOM DECIDE TO ABANDON THE GOLF COURSE YOU WILL SEE MULTIPLE HOUSES UP FOR SALE AND MULTIPLE REQUESTS FOR PROPERTY TAX REASSESSMENTS.

I FEEL THAT TOWN COUNCILS REFUSAL TO BE A VOLUNTARY PARTICIPANT AND PARTNER WITH THE REDCLIFF GOLF COURSE IS SHORT SIGHTED AND WILL EVENTUALLY LEAD TO THE VOLUNTEER BOARDS RESIGNATION AND THE OPERATION OF THE COURSE HANDED TO THE TOWN WITH DIRE FINANCIAL CONSEQUENCES.

GIL BOURASSA
910 5TH ST SE
REDCLIFF
403 548-3014

Memo

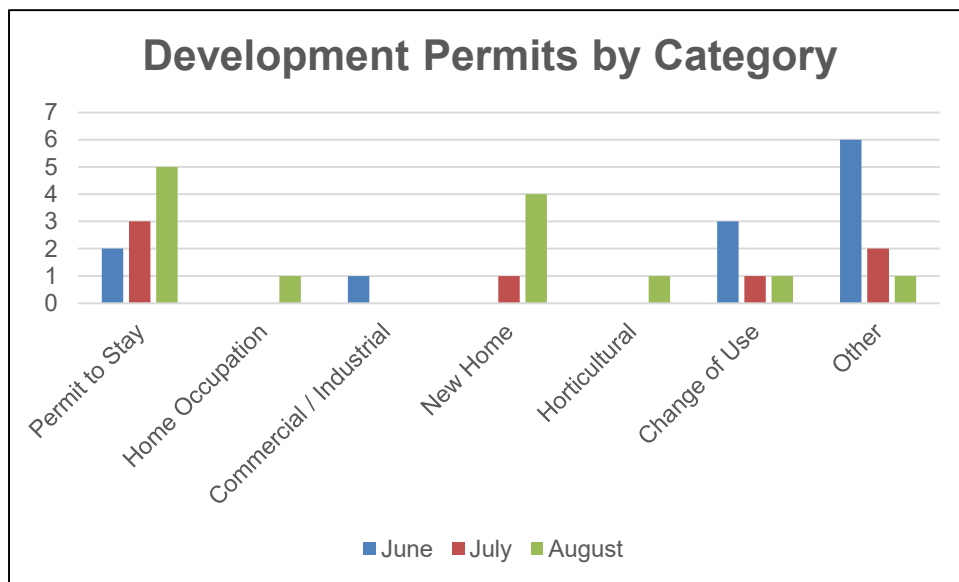
To: Council

From: Director of Planning & Engineering

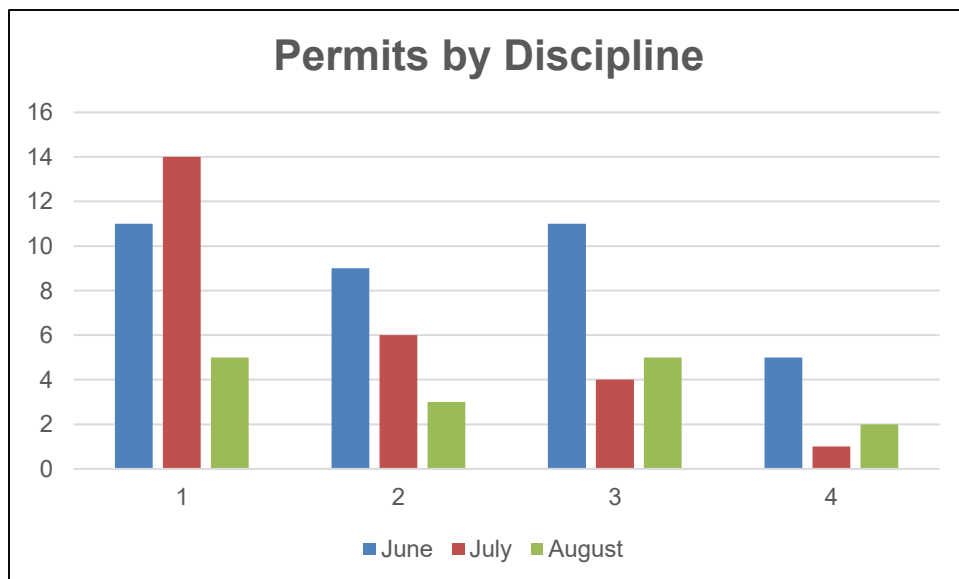
Date: September 1, 2017

Re: Permits issued in August 2017

In June the Town of Redcliff issued the following Development Permits as shown below:



Safety Codes Permits issued by the Town for the month of August.





September 16th

Memorial Park, Redcliff

Fall

Festival

And Parade



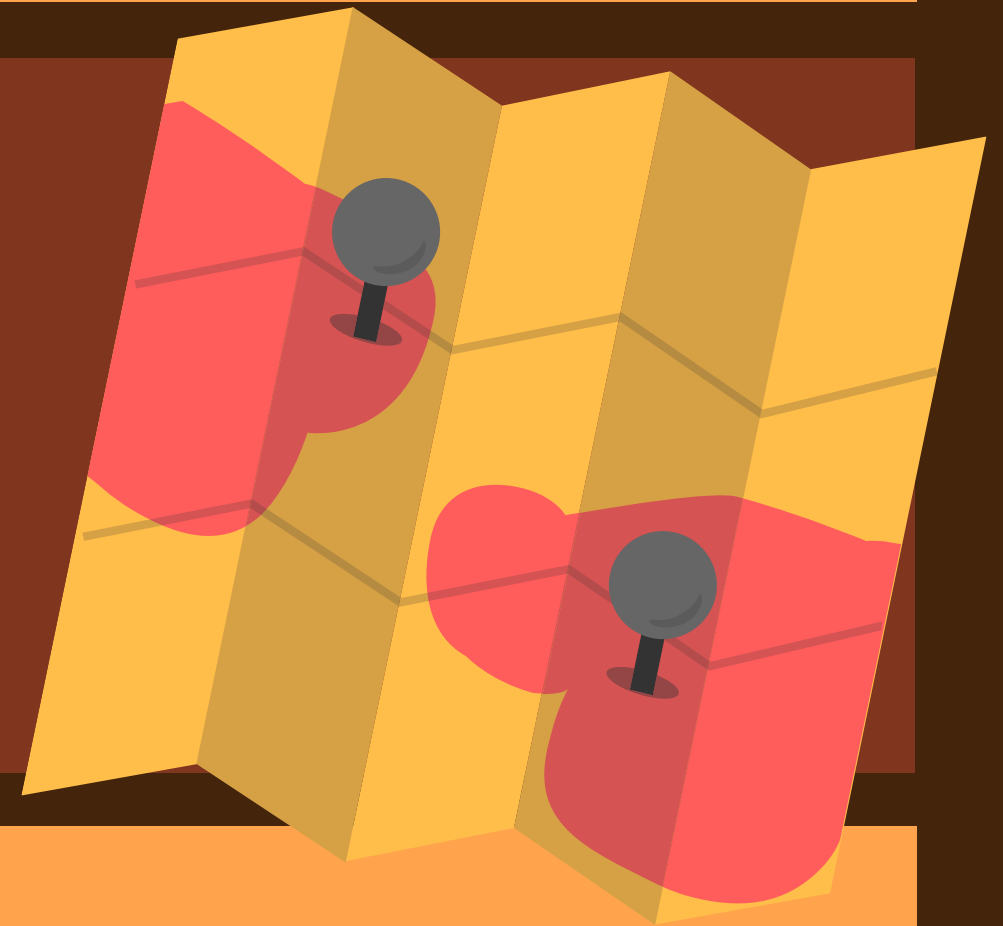
**Legion Corn
Roast & Beer
Gardens**

**Tomato Toss
& Family
Games**

**Hose
Coupling
Competition**

**Taste of Redcliff \$5 menu items
& Greenhouse Passport Contest**

More details coming soon!



**Trade
Show**

**Councilor
Clash**

**Pumpkin Carving,
Pedal Tractors &
Petting Zoo**

**Lions Club
Family &
Dog Walk!**

**Emergency
Vehicle
Display**

**Movie in
the Park
& More!**



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
September 16, 2017	Fall Festival & Parade	Various Locations
September 18, 2017	Nomination Day 2017 Municipal Election	10:00 a.m. to Noon Council Chambers #1 - 3 Street NE
November 3, 2017	Roles / Responsibilities Orientation Training (Required as per new Municipal Government Act)	To Be Confirmed