

# **Village of Morrin**

## **Policy      Public Works Services Policy**

### **Reference Policies**

Sewer Mains and Connections Maintenance and Repair Policy  
Utilities Bylaw 383

### **Policy Statement**

The Public Works Department is responsible to maintain the Village of Morrin (Village) Public Works Infrastructure necessary to provide services to the Village of Morrin residents. The Village will strive, as is reasonably practical, to maintain this Infrastructure and upgrade it as necessary so that Village residents can rely on the ongoing services supported by this Infrastructure.

### **Definitions**

‘Public Works Infrastructure’ means streets, sidewalks, water distribution, waste water collection, storm drainage, solid waste management, green spaces, buildings and equipment owned and under the jurisdiction of the Village.

‘Operating Service Levels’ means the nature and frequency that Public Works Infrastructure is maintained including providing specific services to Village residents.

### **Regulations**

#### **1. General**

- 1.1 Council shall be responsible to:
  - 1.1.1 Identify the Public Works services provided by the Village.
  - 1.1.2 Establish the Operating Service Levels by Council resolution in conjunction with Village personnel.
  - 1.1.3 Ensure that adequate financial resources identified in the approved operating and capital budgets to achieve the established Operating Service Levels.
- 1.2 Village personnel shall be responsible to determine the methods and procedures to achieve the Operating Service Levels.
- 1.3 Consultants shall be used for all infrastructure capital projects.
- 1.4 Long range plans for infrastructure rehabilitation shall be developed and updated at least every five (5) years.

#### **2. Safety**

Village personnel will ensure that safety regulations and protocols are in place and followed by Village employees and contractors.

#### **3. Streets and Sidewalks**

- 3.1 Street maintenance includes gravelling, grading, patching, crack sealing, manhole maintenance, snow removal, sanding and sweeping.
- 3.2 Snow removal will be done following 6 cm of snowfall (covers the curb) and also if drifting deems necessary removal. Main Street and streets impacting the Morrin School

will be cleaned first.

- 3.3 Street sweeping will be done annually.
- 3.4 Sidewalks includes structural repairs and replacement when required, shaving/levelling to address safety issues, snow removal and/or de-icing along Village properties.
- 3.5 Snow shall be removed on sidewalks along Village properties within 24 hours of the snowfall.  
Note: This time frame will depend on the amount of significant snowfall which may impact the length of time to address the priorities for snow removal.
- 3.6 Street and traffic control signs will be kept in good condition.
- 3.7 Tree branches and debris will be removed the next day following storms unless other emergencies or scheduled events require priority.

#### **4. Storm Drainage**

- 4.1 Storm drainage shall operate effectively in accordance with the drainage design.
- 4.2 The storm drainage pump in the playground building will be maintained semi-annually.

#### **5. Water Distribution**

- 5.1 Potable water is provided to the Village by the Starland Regional Water Authority of which the Village is a member.
- 5.2 The Village will adhere to Alberta Environment regulations regarding the Village water distribution system as determined by Alberta Environment.
- 5.3 Water provided to the Village by the Starland Regional Water Authority will be tested by certified personnel.
- 5.4 Proper chlorine levels will be maintained.
- 5.5 The water plant will be monitored at a minimum of four (4) days per week.
- 5.6 Maintain the curb stops, valves and fire hydrants.
- 5.7 Maintain the water vending station.

#### **6. Waste Water Collection and Storage**

- 6.1 The Village will adhere to Alberta Environment regulations regarding the Village sewage collection system.
- 6.2 The sewer mains will be flushed twice per year.
- 6.3 The sewage lagoon will be annually discharged.

#### **7. Solid Waste Management**

- 7.1 The Village is a member of the Drumheller & District Solid Waste Management Association.
- 7.2 The Village will pick up solid waste once per week from properties within the Village boundaries and transport it to the Drumheller Landfill.
- 7.3 Solid waste receptacles are provided by Village property owners.

#### **8. Green Spaces**

- 8.1 The Village strives to follow a Village Beautification Program.

8.2 This Program provides for mowing grass, weed management, planting flowers and trees and regular watering and fertilizing.

**9. Infrastructure, Buildings and Equipment**

9.1 The useful life, rehabilitation and replacement of infrastructure, buildings and equipment will be monitored by Village personnel.

9.2 Village equipment and buildings will be regularly maintained.

9.3 The Village Library will be maintained upon request by the Village of Morrin Library Board.

**Approvals and Reviews**

Regulations Approval Authority	Village Council
Date of Amendment Approval	
Original Date of Approval	August 18, 2021
Review Frequency	Every 3 years
Last Review Date	
Next Review Year	2024

**Amendments Summary**