

**ENVIRONMENTAL SERVICES - UTILITIES**  
**Section "ESU"**

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**Title: Engineering Design Guidelines & General Construction Policy: ESU 001**  
**Specifications for Potable Water and Sanitary Wastewater Collection**  
**Section: Environmental Services - Utilities**

**PURPOSE:** To establish Standards and Guidelines for any development of Potable Water and Sanitary Wastewater Collection infrastructure or improvements to existing infrastructure. Municipal infrastructure is infrastructure owned and/or maintained by Paintearth County No. 18.

**Procedures:**

1. Refer to the Lacombe County “Standards Manual, (Edition 3, May 2017)” for the minimum standard when designing and constructing potable water and sanitary wastewater collection infrastructure or making improvements to the same, except where this policy references exceptions to that document.
2. Enforcement of the “Guidelines and Specifications” including the exceptions referenced in this policy will be monitored by Paintearth County No. 18. Failure by the Developer to comply with the Guidelines and Standards will result in a Stop Work Order being issued until such time that Paintearth County No. 18 conditions are met.
3. The design plans submitted to Paintearth County No. 18 by the Developer shall include a detailed construction time schedule and cost estimate prepared by the Developer’s engineer for commencing and completing all municipal improvements that the County has deemed necessary for the development of the infrastructure.
4. If Paintearth County No. 18 does not approve the design plans submitted to County by the Developer, the Developer shall revise the design plans to the satisfaction of the County and shall not be entitled to refer any matter of dispute or difference to arbitration.
5. The Developer shall be entitled to construct the potable water and sanitary wastewater collection infrastructure improvements in accordance with the design plans once such plans, including the construction time schedule and cost estimates, have been approved by Paintearth County No. 18.
6. Once approved by Paintearth County No. 18, the design plans shall not be changed without written approval by the County.
7. The Following overrides and/or is an addition to “Section B – Engineering Plans & Drawings”.
  - a) A Standard Details drawing must be included in the Construction and As-Constructed drawing set. The Standard Details drawing may include trenching details, road structures to repair trenches, manhole details, including lot and block numbers, etc. The sheet size is to match that of the other plans. The scale of individual details will commensurate with the amount of information to be shown along with clarity and legibility.
  - b) Add a note on every plan/drawing, stating that all construction material specifications shall comply with Paintearth County No. 18 minimum specifications.

- c) All As-Constructed drawings must be received by Paintearth County No. 18 prior to the issuance of a Construction Completion Certificate (CCC). Paintearth County No. 18 must approve the drawings prior to the Developer issuing final copies of the drawings to Paintearth County No. 18.
- d) The digital file of the As-Constructed drawings must be in the same format as or in a format compatible to the format currently being used by Paintearth County No. 18.

<b>Council Approved: July 21, 2020</b>	<b>Resolution #07.21.20.243</b>
<b>Reference:</b>	
<b>Administrative Responsibility: Director Environmental Services</b>	
<b>Review Cycle: As required</b>	<b>Next Review Date: As required</b>

**Title:** Hot Tap Connection to the Shirley McClellan Regional Water Services Commission      **Policy:** ESU 002  
**Section:** Environmental Services - Utilities

**PURPOSE:** To establish uniform criteria to allow for a hot tap connection for rural water service via the Shirley McClellan Regional Water Services Commission (SMRWSC) transmission line, or any County-owned water distribution line.

**POLICY STATEMENT:** To ensure that the hot tapping meets the requirements of the Water & Sewage Bylaw while also meeting SMRWSC standards.

**Procedures:**

1. In order for a property to be connected to the SMRWSC transmission line the property owner must complete all required steps to setup a water utility account in accordance with schedules A and B of the County Water and Sewer Bylaw, including but not limited to completing a water modelling application, of which two copies must be provided to the County Administration once complete.
2. Coordinating with the property owner, County personnel will confirm locations of approved service connection with the SMRWSC as being a safe distance from any SMRWSC buried infrastructure prior to commencement of construction.
3. Approved Service Connections and the accompanying metering device will be located within 1 metre of the property line to allow access for mowing equipment.

**Council Approved: May 3, 2022**

**Resolution #05.03.22.156**

**Reference:**

**Administrative Responsibility: Director Environmental Services**

**Review Cycle: As required**

**Next Review Date: As required**