

# Village Of Cache Creek

## Policy No. D-6

### Storm Sewer Maintenance

**Date Approved by Council:**  
March 26, 2001

**Effective:**  
March 26, 2001

**Date Amended by Council:**  
September 9, 2013

**Effective:**  
September 9, 2013

**Policy Statement:**

The Village of Cache Creek Public Works Department shall ensure that all storm sewer mains and catch basins are regularly inspected and functioning properly.

**Purpose:**

The purpose of this policy is to ensure the proper functioning of the storm drain piping system.

**Procedures:**

The Public Works person on call on weekends and statutory holidays, in consultation with the Public Works Foreman or, in their absence, the Clerk / Administrator, is responsible for providing a prompt initial response to any failure of the storm sewer system.

Inspections

1. The Public Works Department will annually inspect the storm sewer system as part of the catch basin cleaning program.
2. If, in the course of other duties, Public Works staff observe storm sewer defects, they will report them to the Public Works Foreman who will arrange for an inspection of the defect.
3. Where the public reports a storm sewer defect to the Public Works Department or any other department of the Village of Cache Creek they will report them to the Public Works Foreman who will arrange for an inspection of the defect.

Action

1. After inspecting a storm sewer defect, the Public Works Department shall prescribe an appropriate remedy in a reasonable period of time given the nature of the defect, demand on available manpower, materials, supplies, equipment and financial resources.
2. All catch basins in the storm sewer system shall be cleaned once annually.

Documentation

1. The Village will document all of its inspection, maintenance, and emergency responses for its storm sewer system. The Village will also document any circumstances where something has occurred that limits its ability to comply with this policy. These records will be kept in accordance with the Village's record retention schedule.