

**TOWN OF MORDEN**  
**POLICY & PROCEDURES MANUAL**

<i>Reference</i>	WORKS AND OPERATIONS	<i>Classification</i>	POLICY
<i>Subject</i>	Water and Sewer Service Connection Policy	<i>Pages</i>	1
<i>Authority</i>	COUNCIL	<i>Effective Date</i>	April 21, 2009
<i>Approved</i>	April 21, 2009 Resolution No. 8.5	<i>Index</i>	W/O-017

**Purpose:**

The purpose of this Policy is to establish protocol for the protection or restoration of Town streets, boulevards and sidewalks that may be damaged as a result of water and sewer service installation to unserviced lots.

**PROCEDURE:**

1. The Town will require residents/ owners of properties requiring water and sewer service installation to obtain a servicing permit. The Town will determine the procedure and manner of work to be done. Sizing and type of service will be shown on the permit.
2. The permit will require a deposit to be paid. The deposit shall be based on an estimate of, and be utilized to cover, the cost of any restoration costs incurred as a result of service installation. This includes repairs of street, sidewalk, boulevard or any other infrastructure owned by the Town of Morden.
3. Monies not used in restoration related costs will be returned to the owner after work has been completed to the Town's satisfaction.
4. It is the sole responsibility of the owner/resident to hire a contractor to perform the work. The contractor must be approved by the Town of Morden. The Town may assist the owner in acquiring a contractor.
5. All costs of servicing shall be wholly the responsibility of the owner. This shall include all material, labour, and contractor hiring costs.
6. The Town must approve installation procedures and all materials.
7. The Town shall supervise the installation of the services and all related work required to complete or restore infrastructure.
8. 48-hour notice shall be required prior to any work commencing.
9. All Manitoba Workplace Safety and Health requirements shall be followed for excavation and general safety rules.
10. Utility notification(s) shall the responsibility of the Contractor.