

Memo

To: Travis Rob, E.I.T.
Manager of Operation & Facilities

From: Doug Herr,
Supt. Environmental & Facilities

CC:

Date: Friday, May 26, 2017

Re: "Policy" – SOP for the Installation of Portable Piping Systems during an Extreme Wet Weather Event.

Travis,

Find attached a document "Standard Operating Procedure for the Installation of Portable Piping Systems during an Extreme Wet Weather Event" outlining the protocols to follow during an extreme wet weather event that has the potential to cause flooding to the Town's sanitary sewage system. A draft of the policy had been circulated, reviewed, discussed and tested (2014 Flood Event) with the Water Operators including myself. Their input/remarks have been considered and incorporated into this document.

I would therefore ask that you review the document and if acceptable take the necessary steps to incorporate it as an addition to Town's policies and procedures.

If you have any questions regarding the above feel free to contact the undersigned.



Doug Herr

Attachment: SOP for the Installation of Portable Piping Systems during an Extreme Wet Weather Event