

SECTION 13: PUBLIC WORKS AND COMMUNITY INFRASTRUCTURE

Primary Numbers: 6000 – 6499



Section 13 includes subjects relating to the engineering, construction and maintenance of First Nation community infrastructure, including streets and roads, water service, septic systems, solid waste removal, etc.



PRIMARY NUMBERS AND PRIMARY SUBJECTS

6010	Public Works and Community Infrastructure	- General
6025	Drainage and Flood Control	
6100	Inspection and Testing	
6130	Public Works Projects	
6200	Septic Systems	
6250	Solid Waste Disposal	
6300	Streets and Roads	
6350	Utilities - General	
6400	Water Supply and Distribution	

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6010 PUBLIC WORKS AND COMMUNITY INFRASTRUCTURE – GENERAL

Includes general records relating to public works and community infrastructure services which are not found elsewhere in this section. Complaints about public works services are filed here.

-01	General	CY + 1	6y	D
-02	Complaints			

6025 DRAINAGE AND FLOOD CONTROL

Includes records relating to the control of storm water, drainage, creek and river control, culverts, flood plains and flood damage, etc.

-01	General	CY + 1	6y	D
-02	Culverts	CY + 1	6y	P
-03	Creek control, by name	SO*	nil	P
-04	Flood damage, by event	CY + 1	6y	P
-05	Ditches	CY + 1	6y	P
-06	Flood control/flood plains	CY + 1	6y	P
-07	Drainage jobs	CY + 1	6y	P

(*SO = until modified or updated)

6100 INSPECTION AND TESTING

Includes records relating to the procedures and guidelines for inspecting and testing services for capital works projects, etc.

-01	General	CY + 1	6y	D
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6130 PUBLIC WORKS PROJECTS

Includes records relating to the planning, design and construction of public/capital works projects. Specific project files will include cost estimates, design, project authorization, land acquisition, meetings, reports, design engineering studies, consultants, contract award, purchase orders, etc.

-01	General	CY + 1	6y	D
-20	Projects, by name	SO*	nil	P

(*SO = upon completion of project)

6200 SEPTIC SYSTEMS

Includes records relating to the administration, management and operation of septic systems.

-01	General	CY + 1	6y	D
-02	Septic Tanks and fields	SO*	nil	P

(*SO = until modified or updated)

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6250 SOLID WASTE DISPOSAL

Includes records relating to solid waste (garbage) collection and disposal, hazardous waste and waste paint. Also includes records relating to recycling of waste materials.

-01	General	CY + 1	6y	D
-02	Collection	CY + 1	6y	P
-03	Landfill sites	SO*	nil	P
-04	Illegal dumping of rubbish	CY + 1	6y	SR*
-05	Hazardous waste	CY + 1	6y	P
-06	Recycling	CY + 1	6y	D
-07	Composting	CY + 1	6y	D

(*SR = retain all policy and program materials)
(*SO = until modified or updated)

6300 STREETS AND ROADS

Includes records relating to the planning, design, construction, operation and maintenance of roads, streets, highways and other public thoroughfares. Includes sidewalks and street lighting.

-01	General	CY + 1	6y	D
-02	Bridges	SO*	6y	P
-03	Street lighting	SO*	6y	P
-04	Closures	SO*	6y	P
-05	Road allowances	SO*	6y	P
-06	Highways	SO*	6y	P
-07	Sidewalks, walkways, and overpasses	SO*	6y	P
-08	Paving programs	SO*	6y	P
-09	Snow and ice removal	CY + 1	6y	D
-10	Roadway maintenance	SO*	6y	D
-20	Individual roads, alpha by name	SO*	6y	P

(*SO = until modified or updated)

6350 UTILITIES

Includes records relating to the planning, design, installation, operation, maintenance and repair of utility systems and facilities. For utility fees, see primary 1820.

-01	General	CY + 1	6y	D
-02	Electrical	SO*	nil	P
	-01 General			
	-02 Pole relocation			
	-03 Major transmission lines			
-03	Telephone	SO*	nil	P
-04	Cablevision	SO*	nil	P

(*SO = until modified or updated)

6400 WATER SUPPLY AND MANAGEMENT

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Includes records relating to the planning, design, construction, installation, operation and maintenance of water supply, including surface and ground water supply and distribution systems. For drinking water testing, see primary 6640.

-01	General	CY + 1	6y	D
-02	Fire hydrants, by location	SO*	nil	P
-03	Water mains	SO*	nil	P
-04	Water connections, by location	SO*	nil	P
-05	Pumping stations	SO*	nil	P
-06	Water consumption	CY + 1	6y	P
-07	Water pressure	SO*	nil	P
-08	Wells	SO*	nil	P

(*SO = until modified or updated)

(P for all records relating to infrastructure and facilities)

