

**TITLE: Environmental Overlay Policy  
Consolidation****POLICY NO. 12/214 95PO  
12/214.01 95PO**

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**ENVIRONMENTAL OVERLAY POLICY  
MARCH 27, 1995 CONSOLIDATION  
TOWN OF LACOMBE****General Principles**

Under the direction of the Town of Lacombe Council, administration has undertaken the writing of Environmental Overlay Policy. A sub committee was struck by council comprising of three Councillors and the Assistant Town Manager. This policy will cover such areas as Town operations, municipal development, construction and public participation in the environmental awareness process.

Council has determined that in the best interest of the community that the Town operate in such a manner as to develop environmental awareness. It has become apparent that the climate exists for the implementation of a program/policy which attempts to limit the degree of damage to the environment and is therefore to the benefit of all residents. This policy should not adversely affect the operating expenses or increase taxes for the rate payers in the Town of Lacombe. Therefore it is in the best interest of all parties involved that a reasonable, pragmatic and just environmental policy be enacted.

**General Policies****L. Energy Conservation**

All departments operating within the Town of Lacombe will operate in such a manner as to reduce the total amount of energy used. Reductions will be identified from energy audits being done by private consultants or suppliers of energy to the Town of Lacombe. The following areas of energy conservation will be adhered to:

**A) Electrical Energy**

Wherever possible light fixtures will be turned off and rooms will not be lit when not occupied.

**B) As it becomes reasonable fixtures that require replacements bulbs are replaced with bulbs of a high energy efficiency low power usage.****C) It will be the responsibility of all staff members to ensure that no electronic equipment is left on after hours.****D) Where ever it is practical and reasonable, vehicles will be turned off instead of left idling unattended. This of course will occur generally in the milder months of the year and it is not expected that vehicles will be shut off when a person leaves their vehicle unattended for 30 seconds or less.****E) Administration will determine the financial impact of renovating existing structures to make them more energy efficient.****F) Town of Lacombe participate in TransAlta Utilities Enviro-Partnership Program.**

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It is hoped that an effort can be made by all individuals to become more aware of energy efficiency. We will not impose any sort of penalty to an individual who unknowingly leaves a vehicle running or leaves a light switch on. It is the desire of administration and members of council that employees make a reasonable effort in becoming more energy efficient.

**2.            Recycling**

- A)       Where it is possible and practical each department will create a recycling bin for used paper. It is asked that all individuals please deposit any good quality recyclable paper in these bins and an assigned staff member on a monthly basis will retrieve paper from these bins, bundle and ensure that it is forwarded to the recycling depot. Paper that can be recycled for internal use shall be collected and bound for note pads.
- B)       The Town of Lacombe will limit it's use of styrofoam cups and will in virtually all cases make an attempt to use cutlery and dishware that is washable as opposed to being disposable.
- C)       That office supplies will be used in such a manner as they have been fully used and not partially used. That orders for new office material will only occur will it is deemed a necessary need for replacement.

**Specific Departmental Policies****Administration**

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- A)       If economically feasible environmentally safe cleaning products should be used for janitorial functions.
- B)       Recycled paper products be used if they can be purchased for a reasonable price.
- C)       Council ensures that they themselves are environmentally conscience in regards to their council packages and where possible all excess paper be forwarded for recycling.
- D)       That all members of administration and office staff ensure that they make an honest effort to not waste electricity ie. electronic equipment left on after hours, lights left on after hours, and power saver cords used for vehicle plugins.
- E)       Examine feasibility of renovating Town office to become more energy efficient.

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- F) New facilities constructed should incorporate energy efficiency products and methods of construction.

**Public Works Department**

It has become apparent thru interviews with the Public Works Superintendent that efforts are being made to become more environmentally friendly. It is the desire of this policy that public works maintain and strive to become environmentally friendly in their activities wherever it is deemed to be reasonable. Areas for consideration are:

**31**            Common Services

- A) Minimization of chemicals used by the department.
- B) Switchover from gasoline to diesel fuel for larger units.
- C) Recycle all oil plus provide service for ratepayers oil.
- D) Maintain green areas on shop property.

**32**            Transportation

- A) Minimize use of chemicals in day to day operations.
- B) Use calcium lignosulphate in dust control as it is the most environmentally friendly agent in production.
- C) Minimize the use of salt in sanding operations but still maintain enough salt content to efficiently melt the ice. Restrict areas to be sanded as much as possible.
- D) Operate gravel and sand mining operation to minimize reclaimed area, also operations adjusted where possible to minimize disturbance to wildlife. Gravel and sand mined in as efficient manner as possible to reduce waste.
- E) Wolfe Creek maintenance done as late in the year as possible to minimize disturbance of young wildlife.
- F) Weed control is done by hand picking in gravel pit to eliminate the excessive use of chemical sprays.
- G) Tree nursery created at lagoon site for parks trees to continue in operation.
- H) Conserve topsoil in projects by using loam and salvage loam wherever possible.

**41**            Water

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- A) Changed computer logic in pumphouses to utilize standby generator to set a ceiling on energy demand thereby reducing electrical usage.
- B) Promote water conservation.

42 Sewer

- A) Use only chemicals necessary in base operation.
- B) Delay grass maintenance at lagoon site until waterfowl has hatched.
- C) Enforce lagoon area as a waterfowl sanctuary.
- D) Designing of Habitat improvements at the lagoons.
- E) Operate within the Department of Environment guidelines.
- F) Inject sludge from anaerobic cells into the ground rather than spray sludge on surface apply or dry on site.
- G) Control sewage dumps to create the lightest possible impact on the environment and the Battle River. This will now be co-ordinated with Wolfe Creek Golf Course to supply them with water and reduce amount of treated water introduced back to the environment.
- H) Maintain Wolfe Creek to prevent flooding of agriculture land.
- I) Weed control done by hand picking to eliminate as much as practical the use of chemicals
- J) Accept compatible sewage from neighbouring communities.

43 Garbage

- A) Continue with implementation of grass bins and compost program.
- B) Provide a spring and fall cleanup in which all recyclable and locally disposable

**Mayor**

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**Chief Administrative Officer**

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items are sorted and handled properly.

- C) Provide a toxic roundup for citizens.
- D) Cooperate with Staying Green group in their special recycling days at the IGA parking lot.

**Recreation Department**

It has become apparent thru interviews with the Recreation director that the department is going in a direction of environmental awareness and that it is the desire of council that continuous improvements be made with regards to awareness to the environment. That the following areas be of concern:

71            Recreation Office

- A) Documents to be double sided.
- B) Recirculation of agenda envelopes.
- C) That an ongoing effort be made by the administrative staff to ensure that education is properly delivered to staff members with regards to energy efficiency.

72/73/74        Facilities Operations

- A) Full energy efficiency is met by all staff members with regards to operation of equipment and facilities.
- B) Should the Town construct a new aquatic centre, a solar blanket should be purchased for conservation of natural gas and evaporation of chemicals.
- C) Recycling barrels be installed in all of the recreational facilities.
- D) In an attempt to reduce usage of paper products (ie: toilet paper and hand towels, electric dryers can be installed in the existing facilities. The washroom/shower facility at Michener Park will have electric hand dryers.

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- E) All new facilities should have water conserving fixtures installed. And where feasible these fixtures can be installed in existing facilities.
- F) Use oil based paints that will be enviro-friendly.
- G) Recycling containers will be provided for cans and bottles where such beverages are available.

**75 Parks and Playgrounds**

- A) 1. If possible the recreation department use environmentally friendly herbicides and pesticides as they become available that can be purchased for a reasonable price without any unreasonable increase in expenditure in that department.

2. Utilization of Pesticides - "Spraying Program"

The Town is concerned about human health and environmental pollution and will implement the following practices whenever feasible to reduce pesticide usage:

- a) Physical - hand pulling weeds
- b) Mechanical - rototiller
- c) Organic - the use of mulch in shrub beds and around the base of trees

(03/27/95)

- 3. Selection of pesticide to address weed management program control as a financially responsible approach with minimal risk to our environment, our citizens and to our pesticide applicators.

(03/27/95)

- B) The Urban Forest Management Program continues with the support of council.
- C) That certain areas where deemed suitable be returned to natural vegetation to reduce cost of maintenance.

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- D) Determine the financial impact of implementing a tree mulching program. Mulching of Town trees along with Christmas trees would be carried out with the mulch spread around tree wells and flower beds to control weeds and water evaporation.
- E) Planting new varieties of grasses that grow more slowly requiring minimal cutting and maintenance.
- F) Implement a tree chipping program for Christmas trees.

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