

**Purpose:**

- 1 To guide City staff with the selection and implementation of water conservation and efficiency measures at City facilities.

**Policy Statement(s):**

- 2 The City exhibits corporate leadership in environmental sustainability to Red Deer residents and businesses.
- 3 The City works to reduce water consumption at City facilities.
- 4 In all new facilities:
  - (1) The following conservation efforts are always undertaken:
    - (a) Water conserving fixtures are used;
    - (b) Water flow rates are optimized to minimize water consumption in condenser units;
    - (c) Repairs are conducted for all hot water tanks within one week of being found; if unable to repair within one week, the equipment is isolated until the repairs can be completed;
    - (d) Repairs are conducted for any leaking fixtures within one week of being found; if unable to repair within one week, the fixtures is isolated until the repairs can be completed;
    - (e) Hot water pipes are insulated;
    - (f) At least one water fountain with a refillable water bottle station is installed in each facility;
    - (g) All hot water tank circulation pumps are equipped with 24-hour, programmable timers;
    - (h) Monthly leak and corrosion detection is conducted for all equipment and appliances; and
    - (i) Water use practices of facility users are monitored by staff.
  - (2) Where practical, permitted within approved budgets, and can be accommodated within existing work plans, the following conservation efforts are undertaken:
    - (a) Rainwater harvesting and re-use is conducted;
    - (b) Signage, indicating proper water conservation practice, is displayed; and
    - (c) Naturescaping practices are applied to landscape design or replacement.
- 5 In all facilities undergoing upgrades and/or retrofits;
  - (1) The following conservation efforts are always undertaken:
    - (a) Repairs are conducted for all hot water tanks within one week of being found; if unable to repair within one week, the equipment is isolated until the repairs can be completed;
    - (b) Repairs are conducted for any leaking fixtures within one week of being found; if unable to repair within one week, the fixtures is isolated until the repairs can be completed;
    - (c) Monthly leak and corrosion detection is conducted for all equipment and appliances; and
    - (d) Water use practices of facility users are monitored by staff.
  - (2) Where practical, permitted within approved budgets, and can be accommodated within existing work plans, the following conservation efforts are undertaken on a case by case basis for each facility:
    - (a) Water conservation fixtures are used;

- (b) Water flow rates are optimized to minimize water consumption in condenser units;
- (c) Hot water pipes are insulated;
- (d) Rainwater harvesting and re-use is conducted;
- (e) At least one water fountain with a refillable water bottle station is installed in each facility;
- (f) All hot water tank circulation pumps are equipped with 24-hour, programmable timers;
- (g) Signage, indicating proper water conservation practice, is displayed; and
- (h) Naturescaping practices are applied to landscape design or replacement.

**Definitions:**

- 6 Water Conserving Fixtures: Any fixture that results in a beneficial reduction in water use, loss or waste, and uses the least amount of water possible, as defined by the Alberta Water Council.
  - 7 Water Conservation Practices: Any actions or behaviours that exhibit efforts to minimize water use. See Appendix A: Recommended Best Practices.
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**References/Links:**

- 1 Alberta Environment and Parks
- 2 Environmental Master Plan: Water Focus Area
- 3 Municipal Development Plan Section 9.13

**Scope/Application:**

- 1 This policy applies to all City employees.

**Authority/Responsibility to Implement:**

- 1 Environmental Services Manager

**Inquiries/Contact Person:**

- 1 Environmental Services Manager

**Policy Monitoring and Evaluation:**

- 1 This policy will be reviewed one year after approval and every three years thereafter; a review or evaluation may occur at an earlier time as deemed necessary.

**Document History:**

<b>Date:</b>	<b>Approved/Reviewed By:</b>	<b>Title:</b>
November 20, 2015	Craig Curtis	City Manager

**Administrative Revisions:**

<b>Date:</b>	<b>Description:</b>
April 24, 2017	<ul style="list-style-type: none"> <li>• Updated to new template</li> <li>• Corrected typographical error in Definition 6: "Water Conserving Fixtures"</li> </ul>
July 25, 2017	Updated to newest template

**Appendix A: Recommended Best Practices**

<b>Water Conservation Policy Statement</b>	<b>Recommended Best Practices</b>
Water conserving and efficiency fixtures are used in new installations or upgrades.	Dual flush toilets Touch technology sink faucets Low-flow faucets or aerators on faucets Low-flow showerheads or showerheads with pushbuttons/time limits
Repairs are conducted for all hot water tanks within one week of being found; if unable to repair within one week, the equipment is isolated until the repairs can be completed;	Trouble shoot pressure build up Replace relief valves
Repairs are conducted for any leaking fixtures within one week of being found; if unable to repair within one week, the fixtures is isolated until the repairs can be completed;	Toilets Shutoff valves Pipes Faucets Irrigation systems Pumps
Rainwater harvesting and re-use is conducted.	Washing equipment Site irrigation Toilet flushing
Monthly leak and corrosion detection is conducted for all equipment and appliances.	Toilets Shutoff valves Pipes Faucets Irrigation systems
Signage indicating proper water conservation practices is displayed.	Equipment washing stations Washrooms Kitchens
Water use practices of facility users are monitored by staff.	Staff are observant of and act on any opportunities to minimize water use. E.g. speak with colleagues or facility users about not running the taps for a long time, identify opportunities to repair leaks, identify areas to put up signage, etc.
Naturescaping practices are applied to landscape design or replacement.	Native and drought-tolerant shrubs and plants Mulch on garden and flower beds Efficient irrigation (e.g. smart controllers)