

THE CORPORATION OF THE  
CITY OF QUINTE WEST



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**TO:** Public Works and Environmental Services Committee

**FROM:** Leslie J. Benson, P.Eng.  
Director of Public Works and Environmental Services

**DATE:** October 19, 1998

**RE:** Operational Policy Number 98-002  
Rehabilitation of Road Allowances/Right-of-Ways

The Public Works Department undertakes a wide variety of roadside maintenance throughout the City on a frequent and regular basis. Typical activities include ditching, culvert resetting, sidewalk summer and winter maintenance, shoulder grading, etc.

The public have expectations with respect to rehabilitation of areas within the City's road allowance for which staff feel there should be a general policy.

Staff propose the attached Operational Policy Number 98-002 - Rehabilitation of Road Allowances/Right-of-Ways.

**RECOMMENDATION**

THAT the Committee recommend that the City of Quinte West Public Works and Environmental Services Department Operational Policy Number 98-002 - Rehabilitation of Road Allowances/Right-of-Ways be adopted.

LJB:jr

D2-98-10

## OPERATIONAL POLICY NUMBER 98-002

### REHABILITATION OF ROAD ALLOWANCES/RIGHT-OF-WAYS

It is the policy of the City of Quinte West Public Works and Environmental Services Department that:

- 1) Wherever practicable, staff will inform abutting property owners of maintenance activities prior to undertaking the work.
- 2) All driveway cuts made by City forces or utility companies will be restored to the original surface and condition or better.
- 3) Shoulder grading/maintenance will be undertaken in as neat a manner as possible. Where vegetation must be scraped or removed, staff will endeavour to do so in a straight line.
- 4) Where ditching operations are undertaken for maintenance purposes, no rehabilitation will be made, unless there is concern for the structural integrity of the road bed.
- 5) Where property owners have installed culvert headwalls or made other decorative/vegetative installations on the municipal road allowance, staff will endeavour to salvage all materials during maintenance operations, but are not required to replace/reinstall them.
- 6) Trees which must be removed for roadside maintenance purposes will not specifically be required to be replaced. Stumps resultant from required tree removal will not be removed unless they pose a risk to winter control or present some other safety risk as otherwise determined by the Public Works and Environmental Services Department.
- 7) All grassed areas in urban locations (i.e. curb and gutter) which are disturbed by municipal or utility operations, including winter control, will be rehabilitated with topsoil and seed.
- 8) Structural or other above-grade encroachments in the municipal road allowance which are not subject to an easement granted by the municipality will not be rehabilitated in the event of damage or disturbance by municipal operations.