



## LANDSCAPING AND ROADSIDE MOWING

### POLICY 03-2019

#### BALANCING RURAL HERITAGE WITH A VIBRANT COMMUNITY

##### **POLICY OBJECTIVE:**

The Summer Village of Sandy Beach desires to control vegetation growth along right-of-ways, highways, open areas, bridges, ditches and signs for the purpose of grass, weed and brush control, snow trapping, and wildlife visibility on roads designated by the Public Works Supervisor/Employee, Contractor and Administration while also ensuring the safety of residents and employees and maintaining visual amenity.

**POLICY STATEMENT:** to provide adequate and accessible service delivery to a high and visible safe standard.

##### **A) SAFETY PROCEDURES**

- 1) To incorporate the following safety procedures while performing roadside mowing along roads:
  - a) Read and understand Operator's manual for equipment to be used prior to operating. Learn the specific uses of all controls, indicators, warning lights. Wear safety equipment. Avoid loose clothing. Walk around equipment making sure there are no obstructions or problems with the machine once a day. Keep all shields in place. Keep windows clean.
  - b) Revolving lights and four ways should be on at all times when operating or travelling or mowing.
  - c) Mowing should always take place in the same direction as the flow of traffic. Operator must not stop or park in hilly areas or on sharp curves.
  - d) Operator must service equipment as recommended in owner's manual or as shop foreman requests.
  - e) Operator must report all defects or problems with the mowing unit to the supervisor. The operator must ensure the machine has been repaired properly and is safe to operate.
  - f) Check equipment blades and drivelines to ensure they are in good working order.
  - g) Equipment must be kept clean and free of debris. (when mowing through weed patches machine is to be swept clean to help prevent the spread of seeds).
  - h) Operators cab must be kept clear of tools and debris.

- i) Check area to be cut for potential hazards such as rocks, culverts, telephone pedestals to avoid equipment and property damage.
- j) Operator must maintain telephone or radio contact with supervisor in case of emergency.
- k) **If requested**, for legitimate reasons like annual holiday, illness, bereavement or other as determined by designated officer, Public Works will maintain boulevard portions for a period of no more than **8 weeks at a bi-weekly** schedule.
- l) Always watch for flying debris especially on roads with high traffic.
- m) Never exceed equipment standards on slopes. Check slope meters to stay in working standards.

## **B) SERVICE LEVELS**

- a) Village contractors and/or Public Works Employees will 1) mow; 2) trim; 3) cut; 4) whack and maintain the following priority green/grassed, landscaped and vegetative or lawn areas:
  - 1. all four main road and highway portions including ditches;
  - 2. the day parks and all public areas;
  - 3. the hall and compound areas;
  - 4. all public parking areas;
  - 5. all embankments;
- b) Highways will be **trimmed at least 3 feet** each side and only more if so determined by contractor or designated municipal officer/employee and depending moisture and saturation.
- c) Public works will professionally execute the maintenance schedule as determined by operational and municipal standards, weather and priority growth.
- d) Weed will be controlled through specialized services.
- e) **Contracted Operators or Designated Officers like Public Works are not required to mow boulevard portions at the roadside or front part of residential properties, adhering to all trafficsafety regulations and visibility standards, similar to snow clearance on sidewalks.**