



RURAL MUNICIPALITY OF ST. ANDREWS POLICY AND PROCEDURES MANUAL

POLICY NAME: Roadside Mowing	POLICY NUMBER: TRA-05
POLICY MANUAL SECTION: Transportation Services	RESOLUTION NUMBER: 430-2015
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ROADSIDE MOWING POLICY

Purpose

As the Rural Municipality of St. Andrews has a significant amount of grass on land that it owns, it is necessary that the Municipality make arrangements for the maintenance of this grass. The purpose of this policy is to establish how the Municipality undertakes mowing within the R.M. of St. Andrews.

Policy

- 1) Mowing in the Rural Municipality of St. Andrews is undertaken through a combination of private contract and in-house services provided by the Public Works Department.
- 2) Contract provisions for grass cutting services shall be supervised by the Public Works Superintendent to ensure that the conditions of the contract are met.

Procedure – In-House Mowing

- 1) Decisions concerning when and where in-house mowing will be conducted shall be made by the Public Works Superintendent.
- 2) Ditches shall be mowed twice per year, as long as conditions are favourable, and more in settlement areas if possible.
- 3) The first round of cuts shall be completed as one pass along the roadside.
- 4) The second round shall cut the whole ditch, when conditions allow.

Procedure – Contract Services

- 1) The contractor shall provide at least two complete cuts per year in the areas specified in the contract, with the first cut occurring no later than July 15th in each year, and the second cut no later than September 15th, weather permitting.
- 2) The contractor shall maintain a written record of the areas cut, the dates of such cutting and the hours involved.
- 3) The record of grass cutting shall be made available to the Chief Administrative Officer upon request.
- 4) If the contractor fails to provide services as established in the contract, the Municipality reserves the right to terminate the contract.