THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

POLICY TITLE:	SUBJECT:
Ditch Maintenance	Annual Inspection Program/Maintenance
POLICY SECTION:	POLICY NO:
D	4
EFFECTIVE DATE:	ENACTED BY:
May 11, 2016	Resolution

It is recognized the Township of the North Shore has a duty of care in maintaining ditches which make up part of its drainage network.

Annual Inspections:
The Township Public Works Department will be responsible for conducting annual ditch inspections. Annual inspections will be documented.

Ditching Schedule:
The Township will incorporate a ditching schedule throughout the township to ensure that all ditches are brought up to municipal standards.

Minimum Standards:
As per resolution 90-33-505, the minimum standard for ditches is a minimum depth or 0.5 m. from crown of road to bottom of ditch. All ditches to be carried to sufficient outlets.

Ditch Cleaning:
Areas found in need of repair or cleaning will be scheduled on a priority basis and work will be performed within the resources available.

Over time ditches have a tendency to fill in, primarily due to natural erosion and vegetation. A regularly scheduled maintenance program of the ditch system usually involves re-trenching the ditch to clear the overgrowth of vegetation and obtain a positive water flow away from problem areas. These problems are most noticeable during the annual spring thaw and depending on the severity of problem areas, emergency maintenance is scheduled on an as required basis.

Checklists:
Checklists for pre-maintenance work, mowing, trimming and cleaning ditches, and excavation for ditch maintenance will be used as guides for the Public Works Department. Check Lists are attached.

Warning to Property Owners:
Property owners are reminded that the Township reserves the right to remove or restrict any outlets to ditches that cause operational issues or damage to the drainage system. If a property owner need to direct water to the Township's roadside ditches, it is recommended that they contact Public Works before proceeding with any work.