# CITY POLICY

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| | **POLICY NUMBER:**   C307 |

| **REFERENCE:** | **ADOPTED BY:** |
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| City Council 1989 06 06 | City Council |
| Comm. Admin. Committee 1978 05 17 | |
| Comm. Ref. #11394, 1977 09 09 | **SUPERSEDES:** |
| | 1083 |

| **PREPARED BY:** | Parks and Recreation | **DATE:** | 1989 03 14 |
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| **TITLE:** | Parkland and North Saskatchewan River Valley Utility Installation |
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**Policy Statement:**

Damage to City of Edmonton Parkland including the North Saskatchewan River Valley, Incurred through utility installations will be minimized.

All costs to restore Parkland and River Valley damage by utility or other agencies, installations shall be borne by the responsible utility or other agencies.

**The purpose of this policy is to:**

Reduce City expenditures to restore parkland and River Valley damaged during utility installations by City Utilities.

Eliminate Parks and Recreation expenditures to restore parkland, including the River Valley, damaged during utility installations by non-city agencies.

**This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.**

# CITY PROCEDURE

1. DEFINITIONS

"Damage" as the return of the Parkland and North Saskatchewan River Valley environment to its original condition prior to damage occurring as a result of construction, repair, or the activities of construction personnel.

"Parkland" as City, District and Neighbourhood park and school land and open space maintained by Edmonton Parks and Recreation including grassed boulevards and buffers within road right-of-way and pipeline right-of-way, and the River Valley.

"North Saskatchewan River Valley" as per Bylaw No. 7188.

"Utility Agency" as Water and Sanitation, Transportation, Edmonton Power, Edmonton Telephones, Northwestern Utilities Limited, Cable T.V. and any other agency involved in such utility installation.

"Notify" as the receipt of the form shown as Attachment I/OSCAM Permit or Utility Plan circulation.

"Environmental Impact Assessment: (EIA) to assess (as set out in Bylaw No. 7188) the effect on the environment of the proposed work.

2. RESPONSIBILITIES

2.01 Edmonton Parks and Recreation Department to:

(a) Review utility installation on Parkland and River Valley as circulated by utility agencies.

(b) Identify areas which are in the River Valley and would require EIA as managed by the Planning and Development Department - review and comment on EIA.

(c) Notify agencies of Parkland and River Valley restoration requirements.

(d) Inspect repairs of damage to ensure restoration requirements have been completed.

2.02 Edmonton Utility Agencies to:

(a) Coordinate circulation of utility proposals.

(b) Circulate to Parks and Recreation utility installation proposals affecting Parkland and River Valley.

(c) Restore damaged Parkland and River Valley in compliance with this policy.

# CITY PROCEDURE

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| | **POLICY NUMBER:** | C307 |
| **AUTHORITY:** City Council | **EFFECTIVE DATE:** | 1989 06 06 |
| **TITLE:** | PARKLAND AND NORTH SASKATCHEWAN RIVER VALLEY UTILITY INSTALLATION | |

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(d) Apply these terms of reference to private contractors, under their control who are performing work on parkland and River Valley.

3. PROCEDURES

3.01 The respective utility agency must obtain written approval or the utility alignment plan not less than ten working days (two weeks) prior to the commencement of utility work on Parkland and River Valley.

3.02 Not less than 10 working days (two weeks) prior to the commencement of utility work on Parkland and River Valley and the respective utility agency shall notify the Coordinator of Utilities, Parks and Recreation, of the installations particulars and receive written approval for the use of the Parkland and River Valley for the storage of various types of work equipment and parking requirements at a job site.

3.03 In the event of the emergency utility repair work at a particular park site and River Valley, the respective utility agency shall within five working days of the commencement of the emergency repair work, notify the Coordinator of Utilities, Parks and Recreation of the particulars of the repair work required

3.04 Restoration and repair to damaged Parkland and River Valley undertaken by a utility work crew or contractor, shall be completed within ten working days of the completion of the utility installation of within 30 working days of the completion of a building on parkland.

3.05 In the event extraordinary circumstances prevent the utility agency from undertaking the said repair of the damaged Parkland and River Valley in accordance with 3.04, the respective utility agency shall notify the Coordinator of Utilities, Parks and Recreation of the installation completion and proposed date of restoration completions.

3.06 Parks and Recreation will inspect all restoration for compliance to Parkland and River Valley standards. Deficiencies will be completed by the utility agency or by Parks and Recreation at the utility agency's expense.

3.07 It is the responsibility of the departments and utility agencies concerned to ensure the detailed instruction and specifications are properly implemented as per City Policy C307.

3.08 Nothing in this policy shall exempt a Utility agency from Environmental Impact Assessment provisions of the River Valley Bylaw No. 7188.

4. APPENDIX

Sample Utility Installation Form

**Edmonton Parks and Recreation**

**Parkland Utility Installation Form**


Utility Agency Name _____

Location of Work _____

Type of Installation _____

_____

Plan Approval Reference _____

Responsible Utility Supervisor Name _____

Telephone _____

Start Date _____ Completion Date_____

Parkland Repair Work To Be Carried Out By:

Parks and Recreation _____ Utility Agency _____

Service Order _____

Non-City Agency Letter of Authorization Enclosed _____

<u>Parks and Recreation Use Only</u>

Parks and Recreation Work Order _____

Repair Work Reviewed By _____ Date_____

Repair Work Satisfactory:   Yes _____     No _____

If No, Specify _____

_____

_____

Secondary Repair Work Completed by:

Utility Agency _____ Parks and Recreation _____

Parks and Recreation Work Order_____