

Schedule A

Scope Statement and Service Levels: Sand Lake Estates Inc Summer Road Maintenance

Preface:

This document outlines our Summer Road Maintenance program at Sand Lake Estates Inc (SLEI).

Scope of Summer Road Maintenance:

Under the direction of the SLEI board, a summer road maintenance plan is developed and executed by the Road Superintendent.

Summer road maintenance ON EACH SECTION OF SLEI OWNED ROADS includes the following on an as required basis;

- grading and scraping to retain a crown on the road, repair ruts and wash-boarding and to facilitate proper water drainage off the road surface,

- removal of organic buildup on the edges of or over the road,

- culvert and drainage tract maintenance and installation,

- ditch digging or clearing,

- supply and install aggregate as required,

- application and maintenance of surface treatments as required (e.g. reconstituted asphalt chips on certain hills),

In addition, SLEI obtains and maintains an annual liability insurance policy for its operations, including coordinating work on SLEI owned roads and owning/maintaining backlands.

It should be noted, SLEI funds and undertakes solely summer road maintenance. Winter plowing can occur on portions of SLEI roads through private undertakings by members who generally form a group consortium to fund and engage contracted snow removal resources. Winter plowing is outside the scope of SLEI sponsored operations.

Repair of damage to roads caused by residents who utilize heavy equipment or contractors for construction or repair of their cottage property is the responsibility of the cottage owner. Repair is to be coordinated by the cottage owner with the SLEI road superintendent or alternates on the SLEI board.

Methods:

The use of volunteers is a critical element in the methods SLEI employs to fulfill its mandate in a cost effective manner. Summer road maintenance is facilitated using a combination of volunteer and contracted resources.

In general, maintenance tasks that can be performed safely and efficiently by volunteers will occur using volunteers. Tasks requiring specialized equipment or expertise will be undertaken through the use of professional contracted resources.

The Road Superintendent coordinates this division of work between volunteers and contracted resources, and its timing, through the development of a plan agreed to in advance by the SLEI board.

Service Levels:

SLEI is committed to maintaining roads in accordance with the Township of Rideau Lakes Fire Protection Guidelines for Private Roads.

As an entity that relies on volunteers, SLEI will make every effort to ensure roads remain passable or are cleared of obstructions in the event of a tree falling or other such situation that causes the road to be blocked.

In support of this, contact information is provided to SLEI members via the SLEI website and as part of a yearly newsletter document package that is transmitted to members via email so that volunteer board members and neighbours can be reached to coordinate a response to blocked roads.

Road defects such as blocked roads, washboarding, potholes or other minor surface issues that still allow vehicle passage, will be repaired as soon as practicable.

In cases of emergency needs, the Road Superintendent may make decisions within the limits of the agreed-upon budget but will need to consult with at least 2 Board members to exceed the allocated annual budget.

Grading and scraping work is typically done on a yearly or alternate year basis for some or all of the roads and typically occurs in the late spring.

Summer Road Maintenance of Designated Privately owned Segments of Roads adjoining SLEI Inc Roads:

Summer road maintenance of designated privately owned segments of roads will be limited to:

- Grading and scraping to retain a crown on the road and to facilitate proper water drainage off the road surface,

- The provision of aggregate,

on an as needed basis and only when contracted resources are engaged in similar work on SLEI owned roads and when the private landowner has signed a summer road maintenance agreement with SLEI.

Sand Lake Estates Inc. will not be responsible for:

- periodic repair of ruts and wash-boarding outside of when grading or scraping operations using contracted resources is occurring on SLEI owned roads,

- removal of organic buildup on the edges of or over the road,

- culvert and drainage tract maintenance and installation,

- ditch digging or clearing,

- application and maintenance of surface treatments as required (e.g. reconstituted asphalt chips or other options).