

Appendix B – Milton Hydro’s Tree Trimming Policy in Effect at the time of the Ice Storm

MILTON HYDRO DISTRIBUTION INC.

TREE TRIMMING SPECIFICATIONS – ADDENDUM

December 20, 2010

1. SCOPE

The purpose of these specifications is to establish standard practices for the line clearing operations on all Milton Hydro power lines.

The specifications, as written will govern all line clearing operations authorized by the Company unless specifically amended by the substitution of approved clauses or otherwise, to meet special conditions.

2. PERMISSION

Before any work in trees is commenced, the permission of private property owners, Highways and Road officials, or Municipal Authorities, must be obtained. Milton Hydro Distribution Inc. will obtain necessary permits from Highway or Road officials and Municipal Authorities.

The contractor must obtain permission from property owners for all trimming on private property. In the rural area, written notification must also be given to adjacent property owners for all trimming works on the public road allowance. This notice will be a form letter prepared by Milton Hydro and hand delivered by the contractor at least 3 days ahead of the scheduled work.

3. PERFORMANCE SPECIFICATIONS

The Contractor will be required to comply with the following:

- A. The Contractor will provide a local office telephone number that is answered during regular business hours (see Milton Hydro quotation document for business hours).
- B. The Contractor will provide a local telephone number that is answered during non-business hours for emergency situations (see Milton Hydro quotation document for business hours).
- C. The Contractor will be required to have a cellular phone on site.
- D. Perform the work in accordance with specifications based on approved arboricultural practices.

- E. Comply with all statutes, orders, regulations, and rules and by laws of every governmental authority relating to the work.
- F. Submit each day, to Milton Hydro, a suitable form showing the area worked, the degree of pruning and the progress made, along with the number of men and vehicles used on the job.
- G. The contractor shall, each day, before commencing work, communicate with Milton Hydro (905) 876-4611 and advise of the following:
 - 1. Location of area in which work is to be performed.
 - 2. Feeders required to be blocked, if any.
- H. At the end of each working day, the contractor shall inform the Operations Supervisor that all employees are clear of the work area and release all feeder blocks.
- I. Inform Milton Hydro immediately should they cause a limb to fall across the Hydro Feeders that might cause a power interruption.

4. CIRCUITS AND APPARATUS TO BE CLEARED

- A. Branches and limbs will be pruned to provide a minimum clearance of 3 meters in all directions or four years growth (which ever is greater), from the 27,600, 13,800 and 8320 volt lines except where this would seriously harm the tree. All limbs that are liable by falling, swaying or other means, to contact the conductor, shall be removed wherever practical.

If it is considered that pruning to such clearances will be unsightly, then the contractor will consult with Milton Hydro Distribution Inc.

Sufficient clearance should also be provided so that guy wires and strain insulators are not in contact with heavy limbs.

- B. Branches and limbs will be pruned to provide a minimum clearance of 3 meters in all directions, from transformers and open drop leads. 2 meters clearance will be provided for all secondary services and neutral conductors. In addition poles will be cleared such that a lineman can climb, without being obstructed by branches and limbs.
- C. **Remove all dead wood, regardless of location of the tree, which, could strike the conductors or any part of the electrical equipment, in falling.**

5. **PROTECTING THE BARK OF TREES**

Spurs shall not be used for climbing trees.

6. **PRUNING**

A. **Cuts**

Saw and pruned cuts shall be flush with parent limbs or the trunks of trees. Limbs shall be removed in such a manner as to prevent stripping of the bark.

B. **Cut Branches**

Ropes shall be used for lowering cut branches where necessary, to prevent damage to trees, conductors, fences and other property. No “Hangers” shall be left on the conductors, or in the tree.

C. **Corrective Pruning**

Old stubs remaining from previous line clearing operations shall be removed as well as any stubs on the line side of the tree, resulting from storm damage.

D. **Shaping**

When a line passes through a tree, the opening should be cut back in a slope, away from the line towards the top, so that the notch is a V Shape. The cutting of slots is not permitted. The cutting of V notches shall be kept to a minimum.

Where lines run alongside a tree, the tree should be trimmed to give correct clearance at the lowest Milton Hydro line and slope away from the upper circuits.

If in obtaining the desired line clearance, trees are rendered unsightly due to lack of symmetry, further pruning to restore their appearance shall be governed by the location of the trees, the nature of their surroundings etc. Full shaping shall consist of:

1. The removal or shortening of natural or “drop-crotch” method, or branches in crown of tree. Sufficient growth must be left on branches that are cut back, to keep them alive. When possible, the branch being removed shall be cut in such a way as to preserve the natural appearance of the tree. “Hedge-pruning” or excessive clipping with pole pruners and brush saws shall be avoided.
2. Removal or shortening of long straggly branches at side of trees.

3. Removal or shortening of branches at backs of trees, to restore balance which has suffered as a result of limbs being removed to obtain clearance on the line side. Care must be exercised to avoid an effect similar to girdling, as a result of removing too many adjacent branches.
4. Removal or shortening of side branches on line side of tree to eliminate or reduce to a minimum a gouged effect.

E. Limbs Parallel with Conductors

Limbs that are growing out from the side of a tree, parallel with conductors, and could sway or be blown into the conductors, shall be removed wherever practical. Otherwise they shall be shortened.

F. Limbs Under Conductors

Limbs growing up into the conductors from the side of a tree shall be removed at the main trunk. If this appears impractical, or inadvisable, the limbs shall be shortened to avoid whipping up into the lines.

G. Trees Below a Line

Young trees growing directly under a line are to be topped and rounded in a pleasing manner.

H. Overhanging Limbs

Limbs directly over the conductors shall be removed if possible; otherwise they shall be shortened sufficiently to prevent their dropping into the conductors under the additional weight of snow or ice.

I. Dead Limbs

All dead wood, level with, or above the conductors, in trees immediately adjacent to the line shall be removed together with dead limbs that might be blown into the line from trees located across the road or elsewhere in the near vicinity.

J. Tops of Weak-Wooded Trees to be Lowered

All tall weak-wooded trees towering above the line shall have their tops lowered as much as practical. To lower the tops, the “drop-crotch” method shall be used so that the tree will not appear to have been chopped off at a definite height.

7. **MINIMUM LINE CLEARANCE**

Children Climbing

In establishing clearances, the possibility of children climbing trees and making contact with live apparatus must always be borne in mind and particular caution shall be exercised regarding trees on or near school yards and playground areas.

Where adequate clearance cannot be obtained without mutilating the tree, the contractor shall inform Milton Hydro Distribution Inc. at once, in writing.

8. **DISPOSAL OF WOOD, BRUSH AND DEBRIS**

The disposal of brush, wood and other debris resulting from the contractor's activities shall be governed by the following: -

- A. Property owners shall be afforded the privilege of using timber cut from road allowances. Such timber and branches over 10 cm diameter shall be trimmed and cut into convenient lengths for handling unless otherwise designated by the property owner. Alternatively, the contractor shall dispose of all debris at an approved dumping site.
- B. Timber and branches that are to be given to the adjacent property owner during the progress of a line clearing operation shall be cleared up to the satisfaction of the property owner, providing the request is reasonable.
- C. Wood or brush, which has been cut from private property during the progress or a line clearing operation, shall be cleared up to the satisfaction of the property owner.
- D. Brush, wood and debris shall not be left lying overnight along streets, highways, county roads or any main traveled road. Brush left overnight on lightly traveled roads shall be stacked neatly so as not to obstruct traffic, and shall be removed the following day. Lawns and grassed areas shall be raked to eliminate small twigs, branches and debris.
- E. If the Primary Line runs through a heavily wooded area, the brush or wood may be stacked in neat piles and left on site.

9. **CUSTOMER OWNED PRIMARY AND SECONDARY SERVICES**

On receiving the Customer's consent Milton Hydro Distribution Inc. will maintain the vegetation on Customer owned primary and secondary services where the pole line runs in from the street, at no direct charge to the Customer. The contractor shall

undertake this work on the same cycle as the parent primary and secondary services, to the same clearances and **after obtaining permission of the property owner. The clean up shall be the responsibility of the contractor.**

If the Primary Service runs through a heavily wooded area, the brush or wood may be stacked in neat piles and left on site.

10. TREES OF DOUBTFUL STRENGTH

The contractor shall report in writing, all trees of doubtful strength that in falling could strike Milton Hydro Distribution Inc. lines. These shall include all trees that over mature, diseased or showing signs of decay, especially all oak, beech and basswood trees, since trees of these species are particularly prone to internal decay.

11. OFF ROAD CAPABILITIES

Subject to other factors, contractors with off road capabilities may be given preferences during the selection process.

12. 24HR EMERGENCY RESPONSE

A one hour response time shall be the minimum standard for all emergency calls.