

TRAIL MAINTENANCE INSPECTION AND CONDITION REPORT

General:

All maintenance and condition reports are to be sent to the Area Supervisor. Trail standards have been developed to assist you during the inspection of the trail. Trail inspections are integral to all maintenance operations. Inspections should occur on a regularly scheduled basis, the frequency of which will depend on the amount of trail use, location, age and type of construction.

Trail Name: _____

Location: _____

Trail Sponsor: _____

Date of Inspection: _____

Inspector's Name: _____

Trail Type: (Check Box)

- Hiking Trails
- Bicycle Trails
- Equestrian Trails
- Cross Country Ski Trails
- Snowmobile/ATV
- Multi-Purpose (Full Shared) Trails
- Other

Trail Length (Meters) _____

Trail Surface	Spring	Fall
The outside edge of the trail tread will be maintained flush with the edge of vegetation growth.		
Exposed roots and rocks must not protrude more than 5 centimeters above the trail surface. Any roots or sharp rocks which present a hazard must not be present.		
Trail surfaces will remain in a level, well-drained condition, free from standing water, soft spots, ruts, potholes, washout or gully erosion.		
Trail tread must retain its original grade and alignment.		
A smooth, even compacted, well-drained 3.5 meter trail surface will be maintained.		
Ditches		
Ditches will remain free from litter or debris accumulations which are unsightly and/or obstruct drainage.		
Culverts		
Culverts will be in sound condition, with no broken, collapsed or badly worn sections.		
Culvert ends will not be broken, displaced or badly scoured.		
Culverts will be clear of obstructions and must not have silt or debris accumulations in excess of 1/6 of the diameter of the culvert.		
Culvert ends must not be obstructed by vegetation growth.		

Barriers	Spring	Fall
Barrier posts and bollards should be free from rots, breaks, large cracks and scrapes.		
Barrier posts and bollards will be at an even height and individual post must not be out of plumb by more than 5 centimeters.		
Warning signs prior to and directly at barrier, with highly reflective material employed on barrier.		
Wooden service gates will not be broken, split, rotted or badly warped.		
Metal service gates will not be bent, twisted, sagging or have broken welds or other defects.		
All gates will be plumb, even and firmly in place. Gates will operate freely without binding.		
Hinges, locks, chains, reflectors, reflective tape and related hardware must not be corroded, broken, cracked or missing.		
Locks must operate easily and be free of excessive rust.		
Vegetation Management (See Typical Section (NTS) Attached	Spring	Fall
Remove all trees leaning/hanging over trail and any fallen trees. Hazardous trees marked by Parks staff to be removed.		
Maintain minimum clearing height to 3.0 meters.		
Branches and other debris must not be present within the cleared width of the trail of 4.5 meters.		

Trail Structures	Spring	Fall
Pedestrian bridges, viewing platforms, retaining walls, toilets, boardwalks, trail steps and related structures must be structurally sound and in a safe and functional condition at all times.		
All timbers, planks, decking and railings will be in a sound structural condition, free of rot, breaks, splitting, splintering or any cracks of sufficient size to weaken the strength of the wood.		
All decking, railings, steps and other components will be securely attached to the structure. Any movement in attached pairs (eg wobbling rails) is not acceptable. All nuts, bolts and screws must be indented into the wood surfaces and will remain as tight as possible. All nail heads must be flush with the wood surface or indented.		
Cable anchors must remain in sound condition, firmly in the ground and properly aligned.		
All structures are required to maintain an intact painted surface.		
All tables/benches to be free of caked on material, bird droppings, cobwebs and cocoons. Surfaces to be as clean as finished surfaces permit.		
All structures must remain in a clean condition at all times with no graffiti present.		
Trail Signage		
Signs to be clean, straight, level, free of graffiti, properly placed, posts firmly in place, unobstructed by tree branches, vegetation, growth, etc. and mounted securely.		

Trail Signage, continued	Spring	Fall
All public road crossings should be marked with "Stop" signs facing the trail. "Stop Ahead" signs will be required on the edge of the trail 100 meters back from each stop sign.		
Private crossings will be marked by the "Yield" sign facing the trail on each side of the intersection. Advance warning signs indicating "Private Crossing Ahead" should be placed 50 meters on each side of the crossing.		
Trail Facilities and Amenities		
Trail amenities include picnic tables, shelters, warming huts, rest areas, benches, bike racks, garbage cans, and trail head/parking areas which are designed and approved by the Department of Natural Resources or other acceptable standards.		
Amenities are to be properly maintained and pose no safety risk to trail users.		
Trail parking and trail should be on the same side of collector road.		
Embankments/Erosion		
No erosion/stream bank undercutting.		
No physical alterations have been made to adjacent properties which result in potential problems to trail drainage.		
No slumpage or slides of embankments.		

Trail Maintenance Improvements

Work to be done: (Check all that apply)

Repair or replacement of:

Location along Trail (Meters)

- Trail tread/route surface _____
- Brush back vegetation _____
- Stream crossings(s) _____
- Wet area crossing(s) _____
- Bridge(s) _____
- Water diversion structure(s) _____
- Culvert(s) _____
- Fence _____
- Gate(s) _____
- Switchback repair _____
- Disturbed area rehabilitation _____
- Sign(s) _____
- Replacement or repair of trail markers and cairns _____
- Backslope grooming _____
- Retaining walls _____
- Viewing platforms _____
- Boardwalks _____
- Trail steps _____
- Other _____

Trail Head

Work to be done: (Check all that apply)

Description of Work

- Parking surface
- Parking barriers
- Toilets
- Signage
- Loading ramps
- Water
- Other

DETAILED DESCRIPTION OF MAINTENANCE ITEMS CHECKED ABOVE (Give Specifics)

SAMPLE

Signed: _____ Date: _____

Notes: