

Policy

POLICY TITLE: MAINTENANCE OF WALKING TRAILS AND FACILITY PARKING LOTS

POLICY NO.: REC-72-05

RESOLUTION: 348-22

EFFECTIVE DATE: 2022-11-01

DEPARTMENT RESPONSIBLE: Community Services

NEXT REVIEW DATE: -

STATEMENT:

The Municipal District recognizes the opportunities trails and community complexes provide our residents for recreation and active living on the landscape. Active living contributes to the wellness of the individual as well as to the wellness of the community.

In this spirit, the Municipal District has constructed paved and wood, multi-use, non-motorized trails in community areas throughout the municipality. These trails are developed for various modes of active user transportation and recreation including, but not limited to, cycling, walking, in line skating, skateboarding and electric powered accessibility equipment.

DEFINITIONS:

Community Complexes are buildings owned by the Municipal District that are used for a variety of recreational activities by MD residents

Gravel Walking Trails are trails that have a graveled surface.

Paved Walking Trails are trails that have an asphalt or hot oiled surface.

Wood Walking Trails are trails that have a mulch, grass or dirt surface. i.e cross country ski trails.

Snow Removal Equipment is heavy and medium duty equipment specifically outfitted for snow removal which includes but is not limited to Plow Trucks, Grader, Skid steers, Tractors and Loaders.

PRINCIPLE:

This policy establishes the timely inspection, maintenance and repairs on walking trails community complex parking lots. This policy falls within the scope of the Community Services Department and will be carried out by the Community Services Supervisor or designate.

PAVED TRAIL STANDARDS

1. Trails will be inspected quarterly for cracks, lips, heaves, spalling, debris, signage and general overall condition.
2. Trails will be deemed in need of repair based on the following criteria:
 - a) a lip 2.5 cm or higher in a vertical direction;
 - b) a crack of 2.5 cm wide or greater; and
 - c) spalling of the asphalt 2.5 cm or deeper.
3. Trail areas that require repairs will be clearly marked and repairs undertaken as soon as possible.
4. Trail areas that are deemed to be unsafe for public use will be shut down until they are deemed to be safe.
6. Trails will be swept in the spring (prior to May 15th) to remove any gravel, sand or debris that has accumulated over the winter.

WOOD TRAIL (STAIRS AND/OR BOARDWALKS) STANDARDS

1. Trails will be inspected monthly during the months of April, May, June, July, August, September and October for the following:
 - a) cracked, splintered or decaying wood;
 - b) missing or damaged stair treads or boardwalk slats;
 - c) railings;
 - d) support beams, stringers and posts;
 - e) wood attachment hardware (nails screws, hangers, etc.);
 - f) snow, ice or sand accumulation and other debris; and
 - g) signage.
2. Trail areas that require maintenance or repairs will be clearly marked and work undertaken as soon as possible.
3. Trail areas that are deemed to be unsafe for public use will be shut down until they are deemed to be safe.



4. Trails will be unmaintained for the months of November, December, January, February and March.

WOOD TRAIL (MULCH) STANDARDS

1. Trails will be inspected monthly during the months of April, May, June, July, August, September and October for the following:
 - a. debris;
 - b. mulch distribution and consistency;
 - c. ponding water;
 - d. tripping hazards; and
 - e. signage.
2. Trail areas that require maintenance or repairs will be clearly marked and work undertaken as soon as possible.
3. Trail areas that are deemed to be unsafe for public use will be shut down until they are deemed to be safe.
4. Trails will be unmaintained for the months of November, December, January, February and March.

SNOW CLEARING

Snow shall be cleared in order of priority. The degree and frequency of clearing shall be according to the service levels for each priority.

1. Priority One - Community Complexes

Entrances and walkways at Community Complexes will be shoveled prior to clearing the parking lot areas. This work may be included in the janitorial contract for the building or by Municipal employees. Once this is done the parking lots will be cleared by Municipal employees. The MD will endeavor to have all snow removed from priority one facilities within two business days after the snowfall event is finished.

2. Priority Two - paved Walking Trails

Snow will be removed from walking trails second. The MD will endeavor to have these areas completed



within five business days after a snowfall event has stopped.

- a. Paved Walking Trail on West side of Highway 88
- b. Smith Walking Trail on North side of Highway 2A
- c. Water and Wastewater Treatment Plants

SERVICE LEVEL

- 1. Snow and ice on the trails will be removed from trails and parking lots based on the following criteria:
 - a. A snowfall event greater than 7.5 centimeters.
 - b. Within 5 business days after the snowfall event is finished.
 - c. Iced areas will be treated with sand, salt or a sand/salt mixture.

RELATED DOCUMENTS: Policy E.15 Winter Road Maintenance

_____"Original Signed"_____
Chief Administrative Officer

_____"November 23, 2022"_____
Date

_____"Original Signed"_____
Reeve

SPECIAL NOTES/CROSS-REFERENCE: REC-72-05 Supersedes Policy I.7

AMENDMENT DATE: -

