



CITY OF WOODSTOCK POLICY MANUAL

Subject:	“Good Neighbour” Sidewalk Clearing Policy
Policy Number:	E011
Revision:	
Approved by Council:	November 5, 2015
Amended:	

Statement of Principle:

To provide a frame work for City forces for sidewalk snow clearing activities and outline what is expected of residents.

Pre-ample:

It is desired that all sidewalks should be reasonably clear of ice and snow during the winter. Passable sidewalks provide a safe location for pedestrians to travel eliminating the need for them to walk on road surfaces that are intended for vehicular traffic. The maintenance of passable sidewalks aligns with the City’s pedestrian charter. Providing a safe place to walk during the winter promotes a healthier lifestyle. Safe walking facilities are also environmentally friendly by offering up the option of walking or making public transportation easier to access. To this end, it is the City of Woodstock’s desire to have sidewalks passable throughout the winter season. Effective snow removal from sidewalks is a collaborative effort between the City and its residents.

There are no winter maintenance standards for sidewalks in the Minimum Maintenance Standards O.Reg. 239/02. Under Section 44 of the Municipal Act a municipality is not liable for personal injury caused by snow or ice on a sidewalk except in the case of gross negligence. The intent of this policy is to fulfill the City’s legal duty to provide a reasonable standard of care to prevent foreseeable harm to others.

This policy does not apply to areas where there is a bylaw in place concerning sidewalk clearing. Where there is a bylaw in place, the bylaw shall take precedence.

Application:

City of Woodstock personnel shall endeavour to clear snow and ice from city sidewalks in a priority sequence. Determination of priorities shall be based on volume of pedestrian traffic, adjacent property ownership, and consideration of physical layout. The priority sequence is as follows:

<u>Priority</u>	<u>Location/Type and Order Sequence</u>
1	<ul style="list-style-type: none">a. Municipal offices and facilitiesb. City owned facilities in the downtown core
2	<ul style="list-style-type: none">a. Crossing guard locationsb. Bridgesc. Bus stops
3	<ul style="list-style-type: none">a. Collector and Arterial Roads (in non-residential areas)b. Bus routesc. Schoolsd. City Parkse. Walkways/accessf. Woodstock General Hospital and retirement/nursing homesg. High density residential areash. Curb faced sidewalki. Boulevard sidewalk

City staff shall address sidewalks in Priority 1 area on going through out the snow event if/when an accumulation of 5 cm or more occurs. Staff shall endeavour to complete sidewalks in Priority 2 within 2 working days of the cessation of the snow event if there is an accumulation of 8 cm or more. The remaining sidewalks, Priority 3, shall be cleared in sequence and as resources become available. Sidewalk clearing routes and activities shall be developed to complete the sidewalk clearing in priority sequence in as effective manner as possible. Sidewalk clearing activities will not occur during weekends.

Sidewalk clearing activities shall restart at Priority 1 at the beginning of the next snow event regardless of clearing activity status from the prior snow event.

At a minimum, all sidewalks will be maintained to a smooth snow packed condition. This is due to limitations of mechanical equipment and sidewalk irregularities. When icy conditions exist, sanding/salting will be undertaken as soon as practical after becoming aware that the sidewalks are icy using the same priority sequences and time frames described above. Reasonable attempts will be made to avoid depositing excessive snow in driveways and/or private sidewalks, however, the removal of any snow deposits that may result from sidewalk plowing operations are the responsibility of the adjacent property owner.

This policy does not apply to trails or sidewalk within City parks.

The amount of City owned equipment and personnel to provide sidewalk clearing activities is funded through the City's tax base and may be reviewed annually through the budget process and/or may be amended by Council from time to time. The City will endeavour to use all available City resources to meet the level of service defined within this policy subject to availability of equipment and staff.

During the course of operations of sidewalk clearing activities, a certain amount of damage to City and private property may be incurred. In the event that significant sod damage is sustained it will be restored by City forces using topsoil and seed at the earliest availability of material in the Spring, conditional upon the severity and extend of sod damage and the prevailing weather conditions. The City will not be held responsible for damage due to the use of salt or sand.

Recognizing that emergency situations arise which may interfere with these activities, that there are provincially legislative requirements that must be met prior to sidewalk clearing activities occurring and that there is limited labour, equipment and financial resources that restrict the amount of clearing that the City can do itself in a timely manner, the City requests that residents be "Good Neighbours" and assist in sidewalk snow clearing activities.

Being a "Good Neighbour" requires that residents clear the sidewalk adjacent to their property within 24 hours of the cessation of a snow event. Some residents, due to a variety of reasons, may have difficulty clearing the sidewalk adjacent to their property. In instances such as this, Good Neighbours will help out and clear this sidewalk also. In addition to being a Good Neighbour helping sidewalk clearing to be completed sooner, it builds community. To be a Good Neighbour, residents should follow the tips below:

- Shovel/plow as soon as possible after a snow fall
- Use a proper sized shovel
- Do not shovel onto the road
- Do not pile snow so that it becomes a visual obstruction to pedestrians and drivers
- Carefully use safety salt only as necessary and/or sand on ice
- If you are going away, please arrange for your sidewalks to be cleared
- Do not attempt to clear snow if you suffer from heart or other medical problems that can be exasperated by physical activity
- Keep a level area clear for garbage and recycling

Revision Date	Rev #	Particulars
November 5, 2015		Approved by Council