



POLICY

POLICY NO: 2012-30
TITLE: Curb & Sidewalk Inspection
And Maintenance Policy

APPROVAL DATE: February 6, 2012
REVISION DATE: May 17, 2021

DEPARTMENT: Public Works

PAGE: 1 of 4

Mayor: W. Schmidt

Town Manager: Kathy Drouin

Policy Statement:

The purpose of this Policy is to formalize and document inspection and operational procedures to maximize the effectiveness of Town sidewalks and maximize public safety while maintaining fiscal responsibility.

Reason for Policy:

This Policy is to confirm and formalize Public works inspection, inventory, and maintenance procedures with respect to curb and sidewalk infrastructure management, and balance fiscal responsibility with maximum public safety on municipal curbs and sidewalks.

Policy:

Sidewalk Classification

Calmar sidewalks have been classified into three categories as follows:

1. High Traffic Areas (HTA): High Traffic Areas are designated on Exhibit "A" and include the downtown core and other high traffic areas, particularly those catering to seniors.
2. Standard Traffic Areas (STA): Standard Traffic Areas are all the areas not designated as High Traffic Areas as shown on Exhibit "A".
3. Walkway/Asphalt (STA) Standard Traffic Area shown on Exhibit "A"

Inspection and Inventory

An inventory of all sidewalks will be maintained by Town Public Works Dept. and will include a history of inspections, construction, and maintenance information. Sidewalks will be inspected

once a year following the winter season (April-May). All sidewalks will be prioritized on a scale of 1 – 3.

Priority: 1- Poor > significant surface deterioration; moderate amounts of cracking

- Large amounts of concrete replacement required
- Inspector considers to be an immediate serious safety concern

2- Fair > few surface defects; minor cracking and some heaving

- Address defects with grinding and isolated concrete replacement
- Inspector determines that the problem is not an immediate safety concern

3- Good > New concrete; no/very few surface defects

- No work required
- Inspector determines that the problem is not a safety concern

Ratings will be established by the inspector, taking into account the Classification of the sidewalk, location of the sidewalk, and the number of people using the sidewalk.

Priority Actions

If a **Priority 1** hazard is identified during an inspection, the hazard will be marked with orange paint, and the Director of Public Works will be notified immediately for his assessment.

If a **Priority 2** hazard is identified during an inspection, the hazard will be marked with orange paint, and the Director of Public works will receive a report of the hazard once scheduled inspections are complete.

If a **Priority 3** hazard is identified during an inspection, a report of the hazard will be submitted to the Director of Public works once scheduled inspections are complete.

Repairs

Priority 1 problems, as confirmed by Director will be repaired as soon as practical taking into account weather and crew / contractor availability. If a substantial delay, the hazard will be clearly marked, or sidewalk will be closed.

Priority 2 problems, as confirmed by Director will be repaired as soon as practical based on crew / contractor availability, budget constraints, and weather. These repairs may be delayed until crew is working in area.

Priority 3 problems as confirmed by Director will be scheduled based on crew / contractor availability, budget constraints and weather. These repairs may be delayed for several years if an area is scheduled for reconstruction.

Examples of Priorities

The following examples show typical priority ratings which may be given to sidewalks or curb areas. Priority ratings may vary however, considering the classification and location of the sidewalk.

Condition	Single Trip Edge	Spalled	Cracking (Panels)	Priority
New / Fair	5mm or smaller	<5 – 10%	<60%	3
Fair /Average	5mm – 10mm	10 – 20%	60 – 80%	2
Average/Poor	5mm – 20mm	20 – 50%	>80%	2
Poor/Very Poor	>15mm	50 – 100%	>80%	1

Repair Options

1. Crack Filling

Crackfilling is used primarily on Priority 3 walks, used to seal cracks of less than 5mm to seal out moisture. Used as a preventative measure where sidewalks have cracked but remain even.

2. Concrete Planing

Concrete Planing is used to plane up to 20mm trip hazards, relatively new procedure to address safety concerns.

3. Replacement

Sidewalk Replacement is appropriate when severe breakdown of the sidewalk has occurred. Replacement is most cost effective when done on an area basis, but spot repairs are sometimes necessary.

Public Concerns

Citizen concerns will be documented and directed to Public works Department for investigation. Safety related concerns will be investigated with 1 - 3 days, all other concerns will be investigated in a timely manner considering manpower and workload.

Cost Options

Option 1: cost of sidewalk/walkway maintenance such as crack filling, planing, and spot replacement are provided by the Town using budgeted money;

Option 2: cost of sidewalk/walkway replacement may be covered by either the municipality or by the property owners whom the replacement benefits, via a local improvement tax, (Division 7, part #391 MGA), or a combination of both. Residential Properties are not charged for concrete replacement on curbs or sidewalks flanking their property.

Interpretation

The Town of Calmar acknowledges that all sidewalks/walkways cannot be maintained in perfect condition due to fiscal and practical constraints. The timing and scope of sidewalk and curb rehabilitation will be planned at the discretion of the Director of Public Works, within the scope of the current operating budget, to balance Sidewalk Safety and Appearance with other Public Works priorities. The aim of this policy is to maintain the Town of Calmar Sidewalks in as safe a condition as practical.

KK WJY



SW36 49-27-4

CIVIC ADDRESS MAP

Date: April 13, 2015

SWP

SE36 49-27-4

SW31 49-26-4

SE31 49-26-4

SWP

SWP

NW2 49-27-4

NE25 49-27-4

NE25 49-27-4

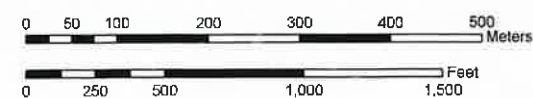
NW30 49-26-4

NE30 49-26-4

SW25 49-27-4
CANADIAN PACIFIC RAILWAY

CANADIAN PACIFIC RAILWAY

SWP



1234 Civic Address House Number

- High Traffic Area
- Standard Traffic Area
- Asphalt Walkway
- Storm Water Pond

SW30 49-26-4

SE30 49-26-4



WJF