



## **POLICY – PW 04**

## **SIDEWALK, TRAIL, AND CURB INSPECTIONS**

<b>APPROVAL DATE:</b>	2007-06-04	<b>CROSS-REFERENCE:</b>	
<b>RESPONSIBILITY:</b>	Administration		
<b>APPROVER:</b>	Council	<b>APPENDICES:</b>	
<b>REVISION DATE (s):</b>	2009; 2022-09-26; 2024-08-20	<b>REVIEW DATE:</b>	2027

### **POLICY STATEMENT**

To establish the guidelines and processes by which sidewalks, pedestrian trails and curb/gutter infrastructure are inspected and managed by the Village of Marwayne.

### **BACKGROUND**

This policy was developed in support of the Village of Marwayne's Asset Management Plan and Policy to adequately ensure that sidewalks, pedestrian trails and curb/gutter infrastructure is inspected on an annual basis in order to carry out the necessary maintenance and/or repairs.

### **OBJECTIVE**

To set the standard by which sidewalks, pedestrian trails and curb/gutters are maintained and inspected within the Village of Marwayne.



## DEFINITIONS

**CAO** is the Chief Administrative Officer for the Village of Marwayne in the Province of Alberta.

**Council** are the Councillors for the Village of Marwayne in the Province of Alberta.

**Employee** is a full-time permanent Employee of the Village of Marwayne in the Province of Alberta.

**Employer** is the Village of Marwayne in the Province of Alberta.

**Village** is the Village of Marwayne in the Province of Alberta.

## GUIDING PRINCIPLES

This policy sets forth the work to be undertaken by Village of Marwayne Public Works Employees and is subject to the following:

- The Village of Marwayne shall inspect all sidewalks, pedestrian trails and curb/gutters annually.
- All inspections must assess the condition of the sidewalks, pedestrian trails and curb/gutters with the results of the inspections to be recorded in the Village's MIMS software.
- The Village of Marwayne shall conduct maintenance and/or repairs on sidewalks, pedestrian trails and curb/gutters, as is required, using the following parameters:
  - Vertical separation;
  - Crack width;
  - Spalled concrete;
  - Multi-directional cracking;
  - Back-sloped concrete; and/or
  - Gutter ponding.
- The Village of Marwayne assesses and establishes which sidewalks, pedestrian trails and/or curb/gutters are to be maintained and or replaced in conjunction with our asset management plan and policy, as well as for reasons related to safety, liability, budget and drainage.
- The Village of Marwayne shall consider all viable options in determining the best course of action relating to the maintenance and/or repair of



sidewalks, pedestrian trails and/or curbs/gutters. This includes but is not limited to:

- Crack sealing;
- Grinding;
- Surface treatments;
- Asphalt overlays; and/or
- Replacement.

## **ROLES & RESPONSIBILITIES**

<b>ROLE/TASK</b>	<b>TITLE (s) OF PERSON RESPONSIBLE</b>
<b>HANDLING INQUIRIES &amp; COMMUNICATING POLICY</b>	Chief Administrative Officer
<b>MONITORING REVIEWS AND REVISIONS</b>	Administrative Assistant