

Town of High Level

Policy 199-02

Title:	PARK FACILITY INSPECTIONS	
Authority:	Council	
Council Motion:	170-02	
Date:	May 13 2002	
Old Policy No.:	COM 01-02	
Rescinds:	Policy No.: N/A	Policy Title: N/A

Purpose of Policy

To provide a schedule of park and playground inspections to keep such facilities in a reasonable safe state of repair according to the Canadian Playground Standards Institute (CPSI).

Policy Statement and Guidelines:

1. The Town of High Level, as owner of a number of park facilities, recognizes a responsibility to keep such facilities in a reasonably safe state of repair.
2. The Town of High Level will have signage posted in all parks providing park name and address and responsible parties contact number and email. These signs will also include the appropriate age the equipment in the park is suitable for.
3. The Town of High Level will undertake an inspection of all Town operated parks, athletic fields and playgrounds in accordance to Schedule "A" attached to this policy.
4. If upon inspection or notification of a hazard within any of the areas listed above, the Town of High Level will take action within a reasonable period of time to remove the hazard.
5. The Town of High Level will maintain a record of the dates of inspections undertaken and notifications received and the nature and date of any remedial action undertaken.

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Schedule 'A'

Park Facility Inspections

<u>Facility</u>	<u>Inspection Frequency</u>
Playgrounds	Once per working day from April 1 st to October 31 st . Once per week from November 1 st to March 31 st . Annual comprehensive inspection.
Parks	Once per week.
Sledding Hills	Twice per week from October 15 th to March 31 st (may vary, dependent on snow)
Spray Park and Public Washrooms	Twice per day April 15 th to September 15 th (opening and closing dates may vary, dependent on weather temperature)
Outdoor Rink	Twice per day November 1 st to March 31 st (opening and closing dates may vary, dependent on weather temperature)
Athletic Fields	Once per working day from May 1 st to September 30 th .

	RESOLUTION	DATE
Adopted	170-02	May 13, 2002
Amended	029-16	January 25, 2016
Amended		