

**CORPORATION OF THE VILLAGE OF BARNWELL  
IN THE  
PROVINCE OF ALBERTA**

**PARK & PLAYGROUND MAINTENANCE  
POLICY NO. 03-15**

Purpose:

To establish an inspection and maintenance program for the parks and playgrounds within the Village of Barnwell.

Policy Statement and Guidelines

**A. Playground Standards**

To ensure that the playground equipment in the Village of Barnwell Willow Park located at 508 2 Street West, and the Village of Barnwell Kenneth P. Anderson Memorial Park located at 1304 1 Street West, is maintained in a reasonably safe condition.

Monthly Inspection: The following visual inspection will be performed monthly during the months of May through August:

1. Check for any sharp or protruding objects.
2. Check to ensure no concrete bases are exposed.
3. Check all wood surfaces for noticeable splinters.
4. Check for missing or broken or worn-out components.
5. Check ground conditions underneath equipment.

Annual Inspection: The following annual inspection will be performed each year in the Spring:

1. Check all fasteners and tighten if necessary.
2. Check all "S" hooks and chain links and replace if necessary.
3. Check all clevises and bushing on swing bearing hangers, and replace if necessary.
4. Lubricate all U-Joints.
5. Check all parts for stability and any signs of loosening.
6. Rake gravel cover underneath all equipment and ensure that all concrete bases are covered.

Replacement Parameters:

1. All fasteners, "S" hooks, bolts, chains, clevises and bushings shall be replaced if they are identified to be 50% worn.
2. All other deficiencies will be reported to the Administrator and replacement will be prioritized according to budget guidelines and limitations as set by Council.

**B. Skateboard Park Standards**

To ensure that the skateboard park located in Willow Park, 508 2 Street West, is maintained in a reasonably safe manner.

Weekly Inspection: The following inspection will be performed weekly:

1. Check for any unauthorized equipment or objects and remove.
2. Check for any sharp or protruding objects.
3. Check for any missing or broken components.

Annual Inspection: The following inspection will be performed once annually:

1. Check condition of all pipes and ensure they are adequately secured.
2. Check all concrete surfaces for potholes and/or cracks or other damage.

Replacement Parameters:

All deficiencies will be reported to the Administrator and repair or replacement will be prioritized according to budget guidelines and limitations as set by Council.

**C. Sports and Play Fields Standards**

To maintain reasonably safe Sports and Play fields for all players and spectators.

Annual Maintenance: All parks will be sprayed for weeds as needed.

Weekly Maintenance and Inspections: During the months of May through August of each year, the grass will be cut weekly, if weather permits, and at the same time a visual inspection for the following will be performed:

1. Check for any holes, depressions, roots or other hazards.
2. Check fences, backstop, etc. For any sharp and protruding wires or any other hazards.
3. Empty garbage receptacles on site.

**D. Other Park Infrastructure Standards**

To maintain reasonably clean and safe infrastructure in the Village of Barnwell parks for all users.

Maintenance and Inspections: During the months of May through August of each year, all park infrastructure will be inspected monthly for the following:

1. Check washroom facilities to ensure all is working satisfactory.
2. Check Willow Park kitchen facility to ensure:
  - a. Fire extinguisher is present and operable.

- b. Kitchen stove, fridges & freezer are clean and empty.
- c. Kitchen cupboards, counter tops are clean.
- 3. Picnic tables are hazard free and sturdy.
- 4. Empty garbage receptacles on site.

**E. Repair and Replacement Parameters**

All deficiencies will be reported to the Administrator and repair and/or replacement will be prioritized according to budget guidelines and limitations as set by Council.

**F. Recording**

All inspections will be recorded on the corresponding forms as per Schedule A, B & C which are attached to and form part of this Policy. Frequency of inspection and repairs may be over-ridden based on the Village's available resources as established by Council.

**G. Policy 1-02 is hereby rescinded.**

	Date	Resolution #
Approved	May 21/2015	<u>72/15</u>
Amended		
Amended		

  
MAYOR

  
ADMINISTRATOR



**Playground Facility Located at:**

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**Playground Facility Located at:**

*[Signature]*

[illegible]

[illegible]