

# COUNCIL POLICIES AND PROCEDURES

## SECTION H

### MISCELLANEOUS

**SUBJECT:** Installation and Maintenance of Sidewalks Number H-12

**APPROVAL DATE:** May 8, 2001

**PREAMBLE:** It shall be the policy of Council to encourage the installation of sidewalks in areas where safety concerns for pedestrians, and or residents, are presented to the Municipality by rate payers, Councillors or other government departments. Each request for the installation of sidewalks shall be evaluated by staff and a recommendation shall be forwarded to Council. Once Council approves the sidewalk project, the project shall be carried out in accordance with the "Terms" of this policy. (Definitions attached as Appendix "A".)

**TERMS:**

- 1) The road or street where the sidewalks are to be installed shall be identified as one of the following:
  - a. arterial streets or roads
  - b. collector streets or roads
  - c. local streets or roads
- 2) Criteria for determining the need for sidewalks on a street or road within the Municipality shall be based on the following (rated 1 - 10 with highest indicating need and desirability):
  - a. public safety factors (measured against generally accepted standards)
  - b. construction conditions and design standards (technical issues)
  - c. compatibility with community developments and transportation plans
  - d. projections of tax base yield associated with infilling or new development
- 3) Capital contribution by the Municipality shall be as follows:
  - a. arterial streets or roads up to 100% capital contribution which may be based on ratings in accordance with Section 2 of this policy with final decision on percentage of funding being determined by motion of Council.

- b. collector streets or roads up to 100% capital contribution which may be based on ratings in accordance with Section 2 of this Policy with final decision on percentage of funding being determined by Motion of Council.
  - c. local streets or roads up to 50% capital contribution which may be based on ratings in accordance with Section 2 of this Policy with final decision on percentage of funding being determined by Motion of Council.
- 4) Capital costs (funding) required for sidewalk projects which is not received from Federal, Provincial or Municipal source shall be obtained through implementation of an area rate.
- 5) Area rates to cover capital costs not funded by Federal, Provincial or Municipal sources will be collected from a defined sidewalk area for a period not to exceed fifteen (15) years. The time period will be determined by Motion of Council based on staff recommendation after consideration of financial impact and all other related matters.
- 6) Sidewalk area for the purpose of collecting area rates for capital and or maintenance costs shall be determined by Motion of Council based on staff recommendation after consideration of the following:
- a. Benefits to the abutters and the general area surrounding the area serviced by the sidewalks.
  - b. Pedestrian travel patterns.
  - c. Benefits to businesses in and around the serviced areas.
  - d. All potential users of the new enhanced sidewalk area.
  - e. Vehicle traffic within the serviced area.
  - f. Location of all major institutions, buildings, structures, services, etc. Which may impact on travel patterns to, from and through.
- 7) The Municipality will fund the portion of capital contribution to be paid by residents, from capital reserves or other Municipal sources and area rates will be levied on all assessed properties within the defined Sidewalk Area/District at a percentage rate which will generate sufficient revenue to recapture the portion of funding not covered by other Federal, Provincial and Municipal sources. The specific percentage to be charged to the rate payers will be determined by Motion of Council based on a staff recommendation,8 with recapture to occur in not more than fifteen (15) years.

## SCHEDULE "A"

### Definitions:

- (A) *Municipality* shall mean the Municipality of the District of Guysborough.
- (B) *Council* shall mean the Council of the Municipality of the District of Guysborough.
- (C) *Sidewalk Area/District* shall mean the area defined by a Motion of Council which would be considered to be the area which will benefit from new sidewalks. Area rates to cover capital installation may be assigned to specific designated areas (primarily abutting properties) and Area rates may be assigned to a defined area (larger areas such as collector or local roads) which would benefit from sidewalks.
- (D) *Area Rate* shall mean the percentage of total assessment assigned to specific properties to fund or recover costs incurred by the Municipality relating to the installation or maintenance of sidewalks.
- (E) *Arterial Streets or Roads* shall mean the main Provincial Highways which extend throughout the Municipality and include the following: Route #16, Route #316, Route #344.
- (F) *Collector Streets or Roads* shall mean all those Provincial Roads within the Municipality of the District of Guysborough which are used to connect Communities and all areas within the Municipality with the arterial roads and would include all 400 Series Roads in accordance with Department of Transportation designation.
- (G) *Local Street or Roads* shall mean those Roads which connect subdivisions with collector or arterial roads and specifically only service the subdivision or defined area (therefore are not a through road).
- (H) *Capital Costs* shall mean the costs to construct sidewalks or major repairs to sidewalks.