



Owen Sound

STANDARD POLICY

S.P. NO: O50

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DATE: May 19, 2004

SUBJECT: Downtown Sidewalk Snow Clearing- Enforcement of Provisions of By-Law 1974-1

**DEPARTMENT: Operations
DIVISION: Public Works**

COUNCIL AUTHORITY OR STAFF APPROVED:

Operational Audit Committee May 19, 2004
Council Resolution June 7/04
By-law 2013-030

NEW: X

REVISED: X

DATE: Feb 11/13

Enforcement of Downtown Snow Clearing provided in By-Law 1974-1, A Bylaw to Regulate the Removal of Ice and Snow from Streets and Buildings is provided as follows:

- The City, or the City’s Agent, will inspect the Downtown Sidewalks identified in By-Law 1974-1 for compliance with the provisions for snow and ice removal contained in the By-Law.
- The Public Works Division, in conjunction with Bylaw Enforcement, will provide an inspection protocol, inspection logs, and general instruction of the by-law provisions to the City’s Agent.
- The City’s Agent will provide completed sidewalk inspection logs to the Manager of Public Works.
- The Public Works Division will compensate the City’s Agent for the sidewalk inspection services.
- If the City’s Agent removes snow in front of a property subject to the provisions of By-Law 1974-1 the Manager of Public Works will issue an invoice, in the form of a letter, to the property owner.
- Copies of the letters must be provided to Bylaw Enforcement and the City Treasurer by the Manager of Public Works.
- Invoices will be issued based on the Downtown Snow Removal Services fee as set out in the Fees and Charges By-law, as amended from time to time and the matter will be referred to By-law Enforcement for charges under By-law 2008-046.

Attached are copies of the inspection protocol, inspection logs, and sample letter that form the enforcement mechanism of this policy.