

PETERBOROUGH CITY

RISK SUMMARY

RISK SUMMARY



This risk report is intended to bring your attention to measures which, if taken, may control or help reduce the possibility of injury or property loss.

It is not intended to imply that no other risks exist or that no other precautions need to be taken.

This risk report is prepared by the Frank Cowan Company Limited for the sole and exclusive use of the Frank Cowan Company Limited and the Corporation of the City of Peterborough and may not be relied upon by any other party. Neither the Frank Cowan Company Limited nor its representatives shall be liable, either directly or indirectly, for any loss, damage, injury or costs suffered or incurred by any party arising or alleged to have arisen out of the reliance on this risk report.

Risk Management Services

**PETERBOROUGH CITY****RISK SUMMARY**

THE FOLLOWING PRIORITY RATINGS, WHICH ARE PART OF EACH RECOMMENDATION MADE IN THIS REPORT, HAVE BEEN DESIGNED TO ASSIST YOU IN ASSESSING EACH RISK. SUGGESTED TIME LINES HAVE BEEN INCLUDED IN THE DEFINITIONS IN ORDER TO HELP YOU MANAGE OR CONTROL YOUR RISKS IN A TIMELY FASHION.

- **PRIORITY 1** – Denotes conditions in which the possibility of property loss or bodily injury is highly probable and clearly foreseeable. Risks in this category should be addressed immediately.
- **PRIORITY 2** – Denotes conditions in which the possibility of property loss or bodily injury is probable and reasonably foreseeable. Risks in this category should be addressed as soon as reasonably possible.
- **PRIORITY 3** – Denotes conditions in which the possibility of property loss or bodily injury may be possible given certain circumstances. Risks in this category should be addressed within a reasonable amount of time.
- **PRIORITY 4** – Denotes conditions in which the possibility of property loss or bodily injury is fairly low. Risks in this category should be addressed whenever practical.
- **"CAPITAL BUDGET CONSIDERATION"** - The observations made under this category are meant to be suggestions for improvement, and as such, should be given serious consideration.



PETERBOROUGH CITY

RISK SUMMARY

**500 George Street North
Peterborough, ON K9H 3R9**

SUMMARY

A site visit was conducted on Nov 23, 2010 with Ken Doherty as well as several other employees from the City of Peterborough in attendance.

The purpose of the inspection was to identify potential risks associated with the 9 park areas where winter activities such as tobogganing and snowboarding have been taking place, as well as developing a risk management approach to handle these areas in the future. To date these areas have not been formally sanctioned by the city as designated areas for such activities, and the city has shown interest in eliminating some of the park areas for such activities altogether.

Also, as a general comment, during winter months only one of these park areas "Armour Hill East" is inspected by the city staff. Signage was only posted at one of the nine locations "Victoria Park" which didn't include any viable information, such as emergency call measures, location of the nearest phone, and that children need to be supervised.

The following summarized each of the 9 areas inspected.

1) Ashburnham Memorial Park, Armour Hill East, 460 Armour Road

This is the most popular hill. No signage, 2 lights illuminate the hill, the hill sees both toboggans as well as snowboards, very steep, as well as on a curve, used by all ages.

2) Ashburnham Memorial Park, Armour Hill North, 460 Armour Road

This hill is very dangerous, only 9 foot wide path with shrubs and vegetation growing around it, no bottoming out, leads right on to a roadway, no lights or signage, used primarily by local residents. This hill should not be used for tobogganing. Proper signage should be put in place at the top and bottom of the hill.

3) Cedar Grove Park, 281 Cedar Grove Drive

Very small hill, used by local residents, near major roadway, retention pond at bottoming out portion of the hill, several manholes protruding along the slope, no signage, limited lighting from the roadway. This hill should not be used for tobogganing. Signage should be erected and the grass allowed to grow on the slope in order to deter from its use.

4) Prince of Wales School, 1211 Monaghan Road

On school property, top of the slope near side street, thick vegetation growing along slope, tree stump and rocks protruding along the slope, one part of the hill is very narrow, no signage, limited lighting. This hill should have the protruding rock and the tree stump removed to make the hill safer.

**PETERBOROUGH CITY****RISK SUMMARY****5) Victoria Park, 470 Water Street**

One of the most popular hills, vague signage on top of the hill, large trees grow sparsely on the slope which have tires wrapped around them. The hill does intersect a walking path where there is no warning to pedestrians. Hay bales should be used instead of tires as well as proper signage should be put in place.

6) Riverview Park, 1420 Water Street

Owned by Public Utilities, very small hill, primarily used by smaller children, no signage, no lighting.

7) Tower Hill, 681 Towerhill Road

Fenced off, used by local residents, tall and thick vegetation growing on the hill, no signage or lighting.

8) Kinsmen Arena, 771 Sherbrooke Street

On top of the Clonsilla Reservoir, small hill, no signage or lighting, 4 potential sides for use, but only 2 are used.

9) Kiwanis Park, Middlefield

No inspection was done to this hill. We recommend an assessment to be done for the area and proper signage to be placed around the hill if it is to be designated as an toboggan hill.

PETERBOROUGH CITY**RISK SUMMARY**

**Armour Hill East
460 Armour Road
Ashburnham Memorial Park**

Liability - Priority Rating 2

Considering that this is the most popular hill and that it attracts both toboggans and snowboards, proper signage should be placed at the top and bottom of the hill. The signage should include but not limited to emergency call measures, location of nearest phone. The need for supervision should be considered as well as the intended use for the hill.



Armour Hill East Slope - No Signage

PETERBOROUGH CITY**RISK SUMMARY**

**Armour Hill East
460 Armour Road
Ashburnham Memorial Park**

Liability – Priority Rating 2

There is potential for a longer run which you have to navigate through a small opening. This could be very dangerous and cause collisions with either trees or users that are further down the hill. We recommend closing up the gap by planting shrubs or trees to deter from its use.



Armour Hill East Slope - Steep / Narrow Run

PETERBOROUGH CITY**RISK SUMMARY**

**Armour Hill North
460 Armour Road
Ashburnham Memorial Park**

Liability – Priority Rating 1

This view is of the North Slope on Armour Hill and shows it is very steep, narrow and bottoms out at a main roadway. Measures should be taken so that this side of the hill not be used for winter activities such as sledding.



Armour Hill North Slope

PETERBOROUGH CITY

RISK SUMMARY

**Cedar Grove Park
1281 Cedar Grove Drive**

Liability – Priority Rating 1

This hill is near a major roadway, manholes are protruding on the slope, the bottoming out of the hill leads to a retention pond. Measures should be taken to deter the users from its use as a toboggan hill. This could be achieved but not limited to putting up signage, growing out the grass, and or planting shrubs or trees.



Protruding Man Holes

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RISK SUMMARY

(Continued)

Cedar Grove Park

1281 Cedar Grove Drive



Slope of the Hill near Major Roadway



Bottoming out near Retention Pond

PETERBOROUGH CITY**RISK SUMMARY**

**Prince of Wales School
1211 Monaghan Road**

Liability – Priority Rating 2

Currently, there is a large size rock and tree stump protruding on the slope. We recommend removing these two items in order to make the hill safer.



Protruding Rock and Stump on Slope

PETERBOROUGH CITY**RISK SUMMARY**

**Prince of Wales School
1211 Monaghan Road**

Liability – Priority Rating 2

Currently there is a potential narrow run down the slope that could lead to a collision. We recommend deterring the use of this longer narrow run.



Narrow Run

PETERBOROUGH CITY

RISK SUMMARY

**Prince of Wales School
1211 Monaghan Road**

Liability – Priority Rating 2

The slope shown here has a tree that is a potential impact point. It is recommended that hay bales be used as protection.



Tree – Potential Impact Point

PETERBOROUGH CITY

RISK SUMMARY

**Victoria Park
470 Water Street**

Property – Priority Rating 2

This general signage does not address the sanctioned specific winter activities. Emergency call measures, location of nearest phone and need for supervision should be considered. We recommend uniform signage be posted at all City of Peterborough sanctioned sledding hills.



Signage Wording

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**Victoria Park
470 Water Street**

Liability – Priority Rating 2

Currently, the slope has many impact points which are covered by rubber tires. It is recommended that hay bales be used instead as protection since in cold conditions rubber tires can freeze and become very hard.



Impact Points – Covered by Rubber Tires

PETERBOROUGH CITY**RISK SUMMARY**

**Victoria Park
470 Water Street**

Liability – Priority Rating 2

Currently there is a pedestrian path intersecting the toboggan hill. We recommend putting up signage at both entrances warning pedestrians of this danger.



Pedestrian Path Intersects Toboggan Hills



PETERBOROUGH CITY

RISK SUMMARY

Kiwanis Park, Middlefield

No inspection was completed at this location. We recommend doing an assessment on the hill and taking necessary measures in order to sanction it either as a toboggan hill or deter users from its use.

IN CONCLUSION

If the city does want to sanction some of these hills as tobogganing hills several key measures should be taken including but not limited to proper uniform signage posted at these locations. This should include but not be limited to information about emergency call measures, location of the nearest phone, dangers that are associated with these activities, etc. Inspections should also take place on a regular basis and be documented.

For the park areas that the city does not want any tobogganing or snowboarding to occur the city should come up with means to deter the users from using it for such activities. This can be achieved by, but not limited to, proper signage erected stating that the hill is not intended for tobogganing or snowboarding, planting of shrubs or small trees, and even letting the grass grow out in certain areas which would make it harder to be able to go down the hill.

I would finally like to thank Ken Doherty and his staff for taking the time to come along on these inspections and being proactive when it comes to sledding hills.

**PETERBOROUGH CITY****RISK SUMMARY**

The following general comments section outlines common risks found in many facilities, and as such, may also be found in yours. These reminders are meant to help you ensure your facilities remain safe from injury and liability risks.

BUILDING RISKS**EMERGENCY LIGHTS**

Ensure emergency lights are kept in working condition, and are on a circuit to maintain constant charging of their batteries. We recommend weekly testing.

EXIT SIGNS

Exit signs should function at all times, whether or not the building is occupied. We recommend periodic inspection of exit signs, and bulb replacement as necessary.

EMERGENCY EXITS – EGRESS

Keep emergency exits clear and unobstructed. On the outside, ensure they are unimpeded by any objects. Remove snow and ice immediately and maintain the surface in good level condition and keep it lit at night.

FIRE EXTINGUISHERS

We recommend placing all portable fire extinguishers in a highly visible and easily accessible location. In addition, extinguishers should be located in or adjacent to corridors or aisles that provide access to exits, and be prominently indicated by signs or markings where visual obstruction cannot be avoided. Contact your local fire department for further requirements.

STORAGE

Ensure all storage areas are maintained in a clean and neat fashion. We recommend clearing all storage areas of garbage and, wherever possible, confining storage to shelves. We also recommend providing at least five feet of clear space between combustible materials and sources of ignition, such as an electrical panel.

FLAMMABLE STORAGE

All flammables, such as paints and thinners, should be stored in Underwriters Laboratories of Canada (ULC) approved metal cabinets. Propane must not be stored inside buildings but in external, vented and locked storage cages affixed with appropriate warning signs.

**PETERBOROUGH CITY****RISK SUMMARY****FLAMMABLE TRASH STORAGE**

We recommend storing oily rags, paper towels and other combustible garbage in ULC-approved containers for flammable trash. They should not be stored in plastic garbage cans.

RISKS - EXTERIOR OF BUILDING**TRIP AND FALL**

Maintain walkways around buildings. Immediately repair potholes and gaps in the surfacing.

COLLISION BARRIERS / BOLLARDS

We recommend inspecting all gas meters, fuel pumps and fuel storage tanks at your facilities to identify those in which there is a risk of damage due to vehicle impact. Once identified, place collision barriers or bollards around them to reduce the risk of damage and possible fire and/or explosion.

**PETERBOROUGH CITY****RISK SUMMARY****PLAYGROUNDS**

In March 2007, the Canadian Standards Association (CSA) published the 4th edition of *Children's Playspaces and Equipment CAN/CSA-Z614-07*.

If you do not have this CSA Standard, we recommend that you obtain a copy and work towards attaining this level of safety in your playgrounds. Copies are available from the Canadian Standards Association, 5060 Spectrum Way, Suite 100, Mississauga, Ontario, L4W 5N6 or online at <http://www.csa.ca/>.

The 2007 version of the standard is similar to that released in 2003 but with further clarifications regarding terminology, additional information on surfaces, and issues relating to spaces for small children.

Many years have passed since the original 1998 Standard was introduced. It is expected that the courts will consider this sufficient time for all playgrounds to have been brought up to the CSA Standard.

Our inspection was not an "audit" of your playgrounds but more of a high-level overview identifying hazardous conditions and conflicts with the CSA Standard.

RECORD KEEPING

An important recommendation in the CSA Standard is that complete records be kept on each piece of playground equipment. By maintaining records, you can track the actual cost of maintaining the equipment, along with incidents that occur on the equipment that could lead to liability claims.

INCIDENT REPORTS

Accurate records of any incident, however minor, that occurs in a playground or other facility should be maintained. Often, what initially appears to be a relatively minor incident can develop into a major claim. Accurate reports recorded at the time of the incident can prove invaluable in defending liability claims.

CREATIVE PLAYSTRUCTURES

Creative playstructures are popular due to their ability to provide many different activities in one central unit or location. Common hazards with this type of equipment include exposed end pipes, protruding bolts and nuts, sharp edges, cracked or vandalised tube slides, and ineffective guardrails or lack thereof. Caution must be exercised when repairing or replacing components on creative playstructures so as not to create new risks, such as entrapment openings. It is for this reason that whenever possible, we recommend using original, manufacturer-approved replacement components when making repairs. In addition, we recommend utilizing qualified installers when making repairs or alterations.

**PETERBOROUGH CITY****RISK SUMMARY****"S" HOOKS**

The Standard stipulates maintaining "S" Hooks in the fully closed position with no greater than a 1 millimetre (mm) opening. Should a hook fail while a child is using a swing, serious injury could result. Furthermore, open "S" hooks invite theft or vandalism to expensive equipment.

SURFACES

The majority of serious playground injuries result from falls onto surfaces that are not resilient enough. Sand or pea gravel are common surfaces used and should be installed and maintained to the depth stipulated in the CSA Standard. This will provide a good shock-absorbing surface, and greatly reduce the risk of serious injuries due to falls. Hazards most commonly found include exposed concrete footings, surfaces that are too tightly compacted, too shallow, require replenishing, or are eroded or unsanitary.

SWING SETS

The CSA Standard states that there shall be no more than two to-fro swing seats located within a single swing bay. Having three or more swing seats in a bay creates the problem of providing the proper spacing between swing seats and the swing set posts. With three or more seats it is also possible for a user to walk in front of a swing in use while trying to approach a vacant middle seat. The corrective measure where three or more seats are installed is simply to remove one or more of the seats in order to comply with the two seats per swing bay requirement. Metal, wooden or hard plastic swing seats should never be used. Instead, we recommend the use of approved cloth or rubber-sling style seating, which are safer and more forgiving should a child be struck with one.

TRIP AND FALL

This hazard occurs when equipment, or other objects, are left in an area where people can trip over them. Also included are loose bolts or boards used in boundaries around playground equipment. We recommend periodically inspecting playgrounds for this hazard.

FOREIGN OBJECTS

We recommend regular and thorough inspections of the playgrounds to help identify and eliminate the possibility of injuries from foreign objects in the sand such as: rocks, glass, soda cans, and needles.