

CITY OF SASKATOON

ADMINISTRATIVE POLICY

NUMBER

A10-024

POLICY TITLE <i>Recreational Uses of Storm Water Retention Ponds</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>January 17, 2011</i>
ORIGIN/AUTHORITY <i>Clause A3, Administrative Report No. 1-2011</i>	CITY FILE NO. <i>CK. 7820-2 and 5500-1</i>	PAGE NUMBER <i>1 of 5</i>

1. PURPOSE

To outline the administrative procedures and departmental responsibilities required for Policy No. C10-024, Recreational Uses of Storm Water Retention Ponds.

2. DEFINITIONS

- 2.1 Storm Water Retention Ponds (Storm Ponds) – are typically artificial bodies of water situated within city limits with the primary function of providing storm-sewer overflow retention. For the purpose of this policy they shall be limited to those ponds directly located within neighbourhood parks and/or readily identified as being used for recreational purposes by the public. Other bodies of water most commonly located on golf courses are not considered part of this program.
- 2.2 Non-contact water activities – any recreational activities which restrict direct body contact with the storm water in the pond.
- 2.3 Red or High Risk Zones – the areas of the pond which are identified by the Engineering reports as bubble plumes or the thin ice zones that are typically adjacent to the inlet and outlet locations in the pond.
- 2.4 Bubble Plume – small opening of water that is on the ice surface, a result air being released from the bottom of the pond.
- 2.5 Special Events – an event held in or around the storm ponds both in neighbourhoods as well as those ponds not typically located within a neighbourhood (i.e. The North Industrial Storm Pond located in the north industrial area of Saskatoon), lasting for one day to a maximum of three consecutive days and which anticipates drawing a large number of spectators and/or participants.

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3. POLICY

All guidelines and restrictions for use of storm water retention ponds shall be in accordance with the details identified in Policy C10-024.

3.1 Ice thickness evaluation/management program - shall be carried out by the Fire and Protective Services staff on a weekly basis until it reaches 16”of thickness. Specifically, the ice must be 8” to allow people on and 12” to allow snow clearing equipment on. Specifically the Fire and Protective Services staff will:

- a) Do a minimum of 3 test holes per pond including tests in and around the high risk zones.
- b) Produce a news release to update the public and memo the civic staff involved on the results of the ice testing only.

3.2 Evaluation of Physical Properties of storm water retention ponds – shall be carried out or commissioned by the Infrastructure Services Department staff, and will be reviewed every 2 years to document any possible changes in the high risk zones. Ponds that have not changed after two reviews and show no tendency to change will be put on a five year cycle to review.

3.3 Restrictions

In addition to those restrictions listed in the policy C10-024 under 3.4 and 3.5, the following additional restrictions will also apply:

- a) Any ice cleaning activities other than push model snow blowers will be approved by special permission only. The request must be made to the Community Services Department and permission is subject to the following condition:
 - i) Vehicles and/or motorized equipment in City own parks are limited to equipment for the sole purpose of assisting with clearing snow on the storm ponds. The maximum allowable weight for equipment on the ice is 1000 pounds including the machine and all accessories.

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4. RESPONSIBILITIES

4.1 Fire and Protective Services Department

- a) Shall test the ice thickness of each of the ponds during the “winter ice season”. They will begin testing once the ice appears thick enough to ensure safety of the staff to go on the ice and will continue testing the ice, until such time as it reaches 16 inches of thickness. Testing then discontinues until spring thaw.
- b) Shall report any anomalies in the ice while testing the ice thickness, to the Storm Water Preservation Manager.
- c) Shall issue news releases and memo the civic staff involved with the information gathered during the ice thickness testing.
- d) Shall drill a minimum of 3 test holes per pond including tests in and around the high risk zones.
- e) Shall respond to reports of ice anomalies for emergencies.

4.2 Community Services Department

- a) Shall administer this policy, ensure all requirements are met, and recommend updates to the Administration and Council policy as required. (Neighbourhood Services - Community Development)
- b) Shall annually provide informational flyers to residents and schools located in proximity to the ponds and provide contact information for organizations that provide water and ice safety sessions. (Neighbourhood Services - Community Development)
- c) Shall be the designated point of contact for information related to recreational uses of ponds. (Neighbourhood Services - Community Development)
- d) Shall develop and maintain a web page with information on the recreational uses of ponds. (Community Development and Marketing)

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- e) Shall coordinate the application and allocation of storm ponds for special event use and park program (Allocations and Open Space Consultant).
- f) Shall coordinate the information to be included on pond usage signs at newly designated ponds. (Neighbourhood Services - Community Development)

4.3 Infrastructure Services Department

- a) Shall conduct formal evaluations of the physical properties of the identified storm ponds on an as needed basis. The study will also include a map identifying zones of highest risk for skating on the ponds. (Storm Water Preservation Manager - Strategic Services)
- b) Shall investigate statements about ice anomalies and every two years conduct a re-evaluation of the ice physical properties. Ponds that have not changed after two reviews and show no tendency to change will be put on a five year cycle to review. (Storm Water Preservation Manager - Strategic Services)
- c) Shall maintain a current list of ponds on this program, the year they were assessed and date they are scheduled for the next assessment.
- d) Shall supply, install and maintain the signage (both flip up and pond usage signs) as required for the ponds. (Water and Sewer Manger - Public Works)
- e) Shall update the signage (through the use of “flip up” signs) at each pond to reflect the current ice conditions and indicate whether or not it is now authorized for use, to skate on, as directed by the Fire and Protective Services based on ice thickness testing. (Water and Sewer Manger - Public Works)
- f) Shall provide the services or contract the services to dredge the ponds as required. (Storm Water Preservation Manager - Strategic Services)
- g) Shall pick debris from the shore lines of the ponds, as required. (Water and Sewer Manger - Public Works)

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- h) Shall investigate all reported situations of water main breaks in close proximity of the ponds during the winter months, to see if the water flow has compromised the condition of the ice. (Water and Sewer Manger - Public Works)
- i) Shall test the water quality of all storm water retention ponds to ensure they meet the National Guidelines for Water Quality as it relates to recreational use of storm ponds. (Water and Sewer Manger - Public Works)