



NS Trails Federation Risk Management Policy

Members of the Nova Scotia Trails Federation (NS Trails) are recommended to:

- follow the guidelines established in the trail construction manual, *Developing Recreational Trails in Nova Scotia*, as posted on the NS Trails website (www.nstrails.com) when planning, constructing, signing, maintaining and managing trail in Nova Scotia.
- follow the guidelines and construction standards for the construction of multi-use trails on the abandoned rail corridor as set out by the Nova Scotia Department of Lands and Forestry.
- follow the guidelines set out by Nova Scotia Department of the Environment and exercise sound environmental practices when developing and managing trail.
- employees and contractors working on trails are to adhere to safe practices as dictated by the landowner and as stipulated under the Nova Scotia Occupational Health and Safety Act. Volunteers who work on trails should be informed of their risks, understand the risks they will assume and endeavor to mitigate those risks through safe work practices. When in doubt about the scope, safety or appropriate safety protocols associated with a task they should seek professional advice or guidance.
- prior to carrying out any work on your trail all relevant permits must be in place.
- prior to engaging a contractor ensure the contractor has provided your group with proof of General Liability Insurance, Motor Vehicle Liability Insurance and a letter of good standing with Workers Compensation.
- perform trail inspections a minimum of twice a year, and after each significant weather event, noting deficiencies and acting upon those noted. If timely action is not possible, effort should be made to provide adequate warning for trail users that an issue exists or post the trail closed to public use until further notice (whichever is appropriate in the circumstances). Any trail closures are to be reported to the NS Trails office and the landowner.
- report known incidents that may have resulted in injury or property damage on trails to NS Trails immediately according to the NS Trails incident reporting procedures.
- notify NS Trails if your trail group ceases management of a trail.
- complete the member information form circulated annually by NS Trails, and notify the NS Trails office of any subsequent changes to the Executive and group contact information.