

— *Township of* —  
**GEORGIAN  
BLUFFS**  
*"Come for the views, Stay for a lifetime"*

Winter Operations for The Township of Georgian Bluffs

(Winter Season 2024-2025)

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## Purpose

This winter operations plan sets out a policy and procedural framework for ensuring that the Township of Georgian Bluffs continuously improves on the safe and sustainable delivery of winter maintenance services and the effective and efficient use of road salt in their winter maintenance operations. This plan supersedes all previous plans for the Township of Georgian Bluffs.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

The previous Winter Operations Plan for the Township of Georgian Bluffs was endorsed by Council on December 15<sup>th</sup>, 2021. The intent is to review this plan when legislative and operative changes are required.

## Definitions

**Anti-icing** means the application of liquid deicers directly to the road surface in advance of a winter event.

**Continuous Winter Event Response** is a response to a winter event with full deployment of manpower and equipment that plow/salt/sand the entire system.

**De-icing** means the application of solids, liquids, pre-treated material to the road surface after the onset of the winter event.

**Highway** means a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the public for the passage of vehicles and includes the area between the lateral property lines thereof.

**Paved Road** means a road with an asphalt surface, concrete surface, composite pavement, or Portland cement.

**Pre-treat** means the application of liquids (sodium chloride, calcium chloride, etc.) to dry salt or sand prior to being loaded for storage or applied to the road surface.

**Pre-wetting** means the application of liquids (sodium chloride, calcium chloride, etc.) at the spinner of the truck just prior to application to the road surface.

**Route of Representative Roads** is another term used for patrol routes.

**Sand Route** is a collection of road segments which during a winter storm will receive applications of sand to provide a temporary increase in grip. Typically, such routes include gravel and other unpaved roads, where the use of salt or other freeze- depressant materials might impact road stability. The level of service on such routes would not have bare pavement as a service goal.

**Spot Winter Event Response** is a response to a winter event with only a partial deployment of manpower and equipment or with full deployment to only part of the system.

**Surface Treated Road** is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

**Unpaved Road** is a graded road with a gravel, stone, or other loose traveling surface.

**Winter Event** is a weather condition affecting roads such as snowfall, windblown snow, freezing rain, frost, or ice to which, a winter event response is required.

**Winter Event Response** is a series of winter control activities performed in response to a winter event.

**Winter Event Response Hours** are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

## **Objective of Winter Operations Management**

The Township of Georgian Bluffs is committed to providing safe and sustainable winter maintenance operations while continuing to improve those operations to provide safety and mobility for the traveling public. As an integral part of this effort the Township of Georgian Bluffs will strive to optimize the use of all winter maintenance materials as they pursue the goal of a safe and sustainable transportation system.

The Township of Georgian Bluffs public works staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of the Township of Georgian Bluffs.

## **Policy Statement**

The Township of Georgian Bluffs will conduct safe and sustainable snow fighting to ensure, insofar as reasonably practicable, the safety and mobility of users of the municipal road network, in keeping with applicable state legislation.

The Township of Georgian Bluffs will provide efficient and cost-effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments will be met by:

- Adhering to the procedures contained within the Winter Operations Plan,
- Reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments,
- Committing to ongoing winter maintenance staff training and education; and
- Monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

## **What to Expect**

From November 15 to April 15, Township staff patrol the roads in the early morning hours to review the road conditions and determine whether to deploy snow clearing equipment. The Township's level of service for winter maintenance of its roads and sidewalks is the Minimum Maintenance Standards found in Ontario Regulation 239-02 of the Municipal Act. For Township roads in general, this means that if snowfall reaches the threshold of 8 centimeters of snow, or if freezing rain or ice is present or may become present, plows will be deployed shortly thereafter.

The Township's 8 roadway plow routes typically take 5 hours to complete and will receive one pass per day if required. For example, if snowfall of 8 centimeters is reached at 3 a.m., the plows would be sent out and all roads should be plowed by approximately 8:00 a.m.

The Township currently employs contractors to complete its sidewalk winter maintenance. In general, sidewalks within the Township will be plowed once daily. Timing of the snow clearing will depend upon the current storm timing as well as a slight time delay compared to the road plows to ensure the road plows do not “refill” the sidewalks with snow.

The Township does not provide 24 hours snow clearing but is committed to winter maintenance in the morning hours of each day.

Some factors that can affect snow clearing are the timing and severity of the snow, as well as staffing challenges or equipment breakdowns. If you notice a delay in snow clearing, please be assured that Township staff are hard at work clearing snow and will be by in the near future.

## **Winter Maintenance Program**

The major activities related to winter maintenance are:

- Snow plowing
- Sand application
- Salt and sand storage
- Snow removal
- Snow storage
- Sidewalk plowing and sanding

The Township of Georgian Bluffs is responsible for winter maintenance on:

- Paved Roads: 641 lane km
- Unpaved Roads: 236 lane km
- Sidewalks: 12 km

## **Level of Service**

The Township of Georgian Bluffs provides the following level of service based on the Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02) during the winter maintenance season, as set out in 3.3.0, in response to a winter event:

### **Snow Accumulation, Roadways**

- 1) The standard for addressing snow accumulation on roadways is,
  - a. after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
  - b. after the snow accumulation has ended, to address the snow accumulation to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
    - i. to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
    - ii. on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).

- 2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.
- 3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties, or responsibilities, include one or more of the following:
  - a. Patrolling highways.
  - b. Performing highway maintenance activities.
  - c. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).
- 4) The depth of snow accumulation on a roadway and lane width may be determined by,
  - a. performing an actual measurement,
  - b. monitoring the weather; or
  - c. performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).
- 5) For the purposes of this section, addressing snow accumulation on a roadway includes,
  - a. plowing the roadway,
  - b. salting the roadway,
  - c. applying abrasive materials to the roadway,
  - d. applying other chemical or organic agents to the roadway,
  - e. any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).
- 6) This section does not apply to that portion of the roadway,
  - a. designated for parking,
  - b. consisting of a bicycle lane or other bicycle facility; or
  - c. used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

**TABLE SNOW ACCUMULATION – ROADWAYS**

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

### **Snow Accumulation on Roadways, Significant Weather Event**

- 1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,
  - a. to monitor the weather in accordance with section 3.1 of O. Reg. 366/18; and

- b. if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.
- 2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.
- 3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
  - a. declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
  - b. address snow accumulation on roadways in accordance with section 4 of O. Reg. 366/18, s. 7.

### **Ice Formation on Roadways and Icy Roadways**

- 1) The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:
  - a. Monitor the weather in accordance with section 3.1 of O. Reg. 366/18.
  - b. Patrol in accordance with section 3 of O. Reg. 366/18.
  - c. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in Table 1 to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 8.
- 2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.
- 3) Subject to section 5.1 of O. Reg. 366/18, the standard for treating icy roadways is to treat the icy roadway within the time set out in Table 2 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that a roadway is icy. O. Reg. 366/18, s. 8.
- 4) For the purposes of this section, treating a roadway means applying material to the roadway, including, but not limited to, salt, sand or any combination of salt and sand. O. Reg. 366/18, s. 8.
- 5) For greater certainty, this section applies in respect of ice formation on bicycle lanes on a roadway but does not apply to other types of bicycle facilities. O. Reg. 366/18, s. 8.



**TABLE 1 ICE FORMATION PREVENTION**

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours

O. Reg. 366/18, s. 8.

**TABLE 2 TREATMENT OF ICY ROADWAYS**

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

O. Reg. 366/18, s. 8.

### **Icy Roadways, Significant Weather Event**

- 1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,
  - a. to monitor the weather in accordance with section 3.1 of O. Reg. 366/18; and
  - b. if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.
- 2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in the Table 2 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.
- 3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
  - a. declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
  - b. treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

### **Snow Accumulation on Sidewalks**

- 1) Subject to section 16.4 of O. Reg. 366/18, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,
  - a. to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and

- b. to provide a minimum sidewalk width of one metre. O. Reg. 366/18, s. 15.
- 2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.
- 3) If the depth of snow accumulation on a sidewalk exceeds eight centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.
- 4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.
- 5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,
  - a. plowing the sidewalk,
  - b. salting the sidewalk,
  - c. applying abrasive materials to the sidewalk,
  - d. applying other chemical or organic agents to the sidewalk, or
  - e. any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

### **Snow Accumulation on Sidewalks, Significant Weather Event**

- 1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,
  - a. to monitor the weather in accordance with section 3.1 of O. Reg. 366/18; and
  - b. if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- 2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.
- 3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
  - a. declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
  - b. address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

### **Ice Formation on Sidewalks and Icy Sidewalks**

- 1) Subject to section 16.6 of O. Reg. 366/18, the standard for the prevention of ice formation on sidewalks is to,
  - a. monitor the weather in accordance with section 3.1 of O. Reg. 366/18 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and

- b. treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.
- 2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.
- 3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.
- 4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

### **Icy Sidewalks, Significant Weather Event**

- 1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,
  - a. to monitor the weather in accordance with section 3.1 of O. Reg. 366/18; and
  - b. if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- 2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.
- 3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
  - a. declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
  - b. address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

### **Declaration of Significant Weather Event**

- 1) A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the following ways:
  - a. By posting a notice on the municipality's website.
  - b. By making an announcement on a social media platform, such as Facebook or Twitter.
  - c. By sending a press release or similar communication to internet, newspaper, radio, or television media.
  - d. By notification through the municipality's police service.

- e. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.
- 2) A Significant Weather Event may be declared by the Manager of Operations, Fleet and Waste Services or his or her designate and will be based on warnings provided by Environment Canada for this area.
- 3) When the Township of Georgian Bluffs declares a significant weather event, this shall also mean they have declared an exemption from the Hours-of-Service Regulation O. Reg. 555/06 under section 3 (1) 4.1.

## Operations

### Winter Maintenance Season

The winter maintenance season for which the Township of Georgian Bluffs will perform winter highway maintenance commences on **November 15 and ends on April 15 of the following year.**

### General

The following information is a representation of what occurs when an average storm event occurs. Route plowing times take an average 5 hours and the amount of material used may vary depending on the temperature/wind conditions that occur during any storm event. When required, daily winter operations are generally completed between the hours of 3 AM and 4 PM.

### Weather Monitoring

From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent.

To determine an effective winter event response and allocate the appropriate resources the Township of Georgian Bluffs supplements road patrol information with weather information from various sources which includes:

- Observations from municipal staff, communication with staff of adjacent municipalities and MTO contractors,
- Monitoring websites [www.theweathernetwork.ca](http://www.theweathernetwork.ca), <https://weather.gc.ca> and WSP Decision Vue forecasts,
- Staff also monitor pavement temperatures by means of on-board infra-red thermometers which are mounted on the patrol and other trucks.

### Winter Preparations

In the months prior to the start of the winter maintenance season, the Township of Georgian Bluffs undertakes the following tasks to prepare for the upcoming winter season:

#### Prior to the Winter Season

Prior to the winter season, the Township of Georgian Bluffs will:

- 1) Conduct a mandatory training session for staff where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training, and safety precautions will be

discussed. Any issues resulting from the meeting shall be resolved either at the meeting or prior to the winter season.

- 2) Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled between winter events, their duties during a winter event, record keeping requirements and callout procedures.
- 3) Inspect equipment to ensure proper working order. Schedule and complete all equipment repairs.
- 4) Arrange for the delivery of materials (salt, sand) and begin filling storage facilities.
- 5) Confirm that known winter operation hazards are identified in documentation and or on site.

## **Winter Patrol**

During the winter maintenance season, the Township of Georgian Bluffs carries out a winter patrol on a route of representative roads as required by the Minimum Maintenance Standards. A patrol of representative roads will occur once daily. The purpose of the patrol is to monitor weather and road conditions and mobilize winter maintenance operators and equipment should the need arise.

On the approach of a winter event or during a winter event, the route of representative roads may be modified, insofar as reasonably practicable, depending on the type and severity of the winter event or the direction from which the storm approaches.

## **Boundary Roads**

The Township has written Boundary Road Agreements with the Township of South Bruce Peninsula and the City of Owen Sound. The agreement specifies which Municipality has responsibility for snow clearing.

### **Township of South Bruce Peninsula**

The Township of Georgian Bluffs maintains a "Boundary Road Agreement" with the Township of South Bruce Peninsula for the winter maintenance of the South Bruce Peninsula portion of Concession 21, also known as Elm Street, which is a total distance 1.04 km. There is no financial compensation exchanged for these services.

### **City of Owen Sound**

The Township of Georgian Bluffs maintains a "Boundary Road Agreement" with the City of Owen Sound for the winter maintenance of 1.09km of 8th Ave. W. and concession roads 2 & 3 from the city limits 1200 m north of Sub Rd 5 to 350 m north thereof. There is no financial compensation exchanged for these services.

## **External Agreements for Road Maintenance**

### **Grey County Winter Patrolling**

Grey County provides 24/7 winter road patrolling. If the municipalities wishes, the County representative could call a municipal contact to advise them when the patrol in their vicinity-initiated plowing. It is recognized that this is for information only and the municipality would be responsible for assessing their roads and initiating winter services when they are justified.

Grey County shares the use of sand for road maintenance out of the Keppel and Sarawak yards. Grey County is invoiced to cover Township costs.

## **Snow removal on Urban County Roads**

As in the past when snow removal is required on County Roads in urban areas, the municipality will call the appropriate County Area Foreman to obtain endorsement to remove snow. The municipality will remove the snow unless other arrangements are made with the Area Foreman. Grey County pays 50% of the actual cost of the approved snow removal.

## **Winter Maintenance Service Routes**

The municipality provides winter maintenance services on nine plow routes and three-sidewalk routes, seven days a week for the duration of the prescribed winter season.

## **Communications**

All trucks, backhoes and graders have GPS and a two-way radio for internal communication. All radios are programmed to be able to communicate with the Inter-township Fire Department in case of emergencies. Supervisory staff are also provided cellular phones to be utilized for call-ins, communications with emergency services and neighbouring municipalities.

Municipality communicates important information to the public via:

- Media press releases
- Information posted on municipal website: [www.Georgianbluffs.ca](http://www.Georgianbluffs.ca)
- Social Media

## **Staffing and Hours of Work**

The Township of Georgian Bluffs has 14 full-time employees assigned to winter operations. The Township follows a schedule for weekend call ins of operators for roads and sidewalks.

The Township of Georgian Bluffs adheres to the hours of service as set out in the Highway Traffic Act, Reg.555/06. The Township recognizes 12:00am as the start of the “day” and operate under Cycle 1 of the regulation.

## **Road Closure Procedures**

In the event a road must be closed due to a severe winter storm, Ontario Provincial Police may request signs be placed to close the road. Rb-92 Road Closed Signs on portable stands, and barricades will be available at the patrol yard. Upon receiving a request from Ontario Provincial Police to close a road to traffic, the Supervisor of Operations or their designate will organize staffing and equipment to place the signs and barricades. The Supervisor of Operations or their designate will contact the Manager of Operations, Fleet and Waste Services and request that a media release be sent to the local news, radio stations and other designated agencies advising of the road closure. Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the Supervisor of Operations or their designate will advise Ontario Provincial Police.

## **Highway and County Road Closures**

The Township Operations Department has a supply of barriers and “Road Closed Signs” to be used in the case of an emergency road closure. The MTO and Grey County also have the same to be used on their respective roads for emergency road closures. Highway closures will only be closed by the MTO, or OPP. County roads will only be closed by the County Staff.

## **Public Service Announcements**

The OPP, Bruce County, MTO and Grey County are planning to broadcast public service announcements on local radio stations. These announcements provide tips and information to drivers, promoting safe driving. The Township has also arranged for information about winter weather events to be provided to anyone calling into the Town during a significant weather event.

## **Deposit of Snow on The Roadway**

The Highway Traffic Act RSO. 1990, c H.8 s181 states the following:

**“No person shall deposit snow or ice on the road without permission in writing from the Ministry or road authority responsible for the maintenance of the road”**

Depositing snow on the road creates a driving hazard and puts the safety of others at risk. Should a patroller or snowplow operator observe instances where they notice snow being deposited onto the road, they will report this to the Roads Supervisor so that a letter, being mailed to the property owner that deposited snow on the roadway. Property owners are responsible for the work done by third party contractors.

## **Parking on the Street or Roadway**

It is expected that vehicles will not be parked on the street, roadway, turn arounds, or leave overnight in Municipal parking lots between November 14 and April 14 as to allow for proper winter control operations.

The Highway Traffic Act RSO. 1990, s134.1 states the following:

**“Vehicles obstructing proper maintenance of the roadway may be towed at the Owners expense.”**

Where and when appropriate, patrol staff will leave laminated cards stating “This vehicle is inhibiting snow clearing operations. Please have it moved off the road allowance or it will be towed at your expense.” affixed to the vehicle. Repeat offenders may be towed at the Roads Supervisors discretion.

Any vehicle abandoned or otherwise left in a dangerous or problematic location will be towed at the owner’s expense so that proper snowplow operations can be completed.

## **No Maintenance Roads or Seasonal Roads/Unopened Road Allowance**

No maintenance, seasonal roads, and unopened road allowance roads list will be created and documented on a map going forward. Signage “stating “no maintenance road, roadway not assumed by the municipality” is posted stating such at either end of the roadway.

This list is in the development stages and will be ongoing and updated going forward. Under policy TRA 010-10, this means this road is not maintained by the Municipality and that the roadway is an un-assumed municipal roadway and if it is being used it is being done at his/her own risk.

## **School Bus Turn Around Locations**

At the beginning of every winter season the Municipality requests an email list of bus turnaround areas from the school bus organizations. This allows the plow operators to be aware that these areas and dead ends need to be pushed back a little wider for the bus to be able to turn around. This information is shared with all the snow plow operators.

## **Mailbox Damage**

Mailboxes and posts that are installed as per the Canada Post requirements, a height of 107cm (42") or higher, and that are clearly damaged via contact with a plow or truck shall be replaced or repaired by the Township. Damages to mailbox or post by snow load or snow/slush leaving the blade of the plow are not the responsibility of the Township to repair. Clearing of snow and ice from around the mailbox and post is also the responsibility of the owner.

## **Monitoring and Updating the Winter Operations Plan**

Safe and sustainable winter operations include, as one of its fundamental tenets, the monitoring and updating of winter operations plans, policies, practices, and procedures (the "four Ps") of the Township of Georgian Bluffs in an ongoing manner. To that end, the following continuous improvement cycle is used to refine the "four Ps" annually.

- Winter: Implement program changes
- Spring: Review previous season's operations
- Summer: Revise practice, policies, and procedures
- Fall: Train staff on revised practices, policies, and procedures

At the end of the winter season, a meeting will be held annually with all winter operations staff to review the overall seasonal issues and discuss how these concerns may be resolved. Prior to the start of the next winter season the Township of Georgian Bluffs shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures. Dependent upon the significance of an operational change, changes may be able to be implemented mid-season. Requested changes from outside sources will be reviewed by operations staff to determine if they can be accommodated mid-season or if they will be taken into consideration for the next winter season.