Maintenance Standards Plan and Policies for Winter Control of Roads Within the Township of Georgian Bluffs

This document outlines the Township’s methods and procedures used for road maintenance during the winter months.

The Township of Georgian Bluffs is responsible for the maintenance of 732 lane KMs of road. These roadways are classified as 4 under Ontario Regulation 239/02 with an Average Annual Daily Traffic (AADT) count of 0-250 vehicles. There are 21 km of roadway with seasonal - no winter maintenance. There are approximately 4.5 km of sidewalk that are maintained. Annually the Township uses approximately 7,028 metric tonnes of sand and 463 metric tonnes of salt.

The Township has 8 full time staff that maintain roadways and additionally hires contractors and seasonal operators to assist during the winter control season from November 15 to April 15. Main arterial roadways are maintained by the County of Grey and Bruce and are classified differently (Classes 2, 3) due to traffic volume (over 1000-5000 AADT), thereby maintenance requirements are also different than that of Georgian Bluffs. The City of Owen Sound also maintains some of the bordering roads.

Minimum Maintenance Standards for Municipal Highways

<table>
<thead>
<tr>
<th>Classification of Highways</th>
<th>Average Annual Daily Traffic (number of motor vehicles)</th>
<th>100</th>
<th>90</th>
<th>80</th>
<th>70</th>
<th>60</th>
<th>50</th>
<th>40</th>
</tr>
</thead>
<tbody>
<tr>
<td>53,000 or more</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>23,000 – 52,999</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>15,000 – 22,999</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>12,000 – 14,999</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>10,000 – 11,999</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>8,000 – 9,999</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>6,000 – 7,999</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>5,000 – 5,999</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>4,000 – 4,999</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>3,000 – 3,999</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>2,000 - 2,999</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>1,000 -1,999</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>500 - 999</td>
<td>1</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>200 - 499</td>
<td>1</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>50 - 199</td>
<td>1</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>0 - 49</td>
<td>1</td>
<td>3</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

Township of Georgian Bluffs is committed to providing safe roads for the traveling public during the winter season. The Township tries to utilize methods that are efficient, economical and environmentally friendly to achieve this goal. The objective is to provide the best winter maintenance given the resources available for winter control purposes and given the weather conditions. It is understood that budgets for winter maintenance activities are based on average weather conditions and actual expenditures may be higher or lower than budgeted. Only in extreme conditions or freezing rain will sanders be operating between 9:00 p.m. and 2:00 a.m.
CONTACT LIST

1. Rick Winters  Director of Operations  Township of Georgian Bluffs Office
   519-376-2729 X229 (O)   519-270-4715 (C)
   Dan Wood  Roads Supervisor
   519-376-1555 (H)   519-378-5193 (C)
   Troy Unruh  Utility Coordinator
   Patrol Phone  Nightly Patrol
   519-372-5045 (C)  patrol@georgianbluffs.on.ca

2. Sarawak Yard  323554 East Linton Side road W  519-376-7503
3. Derby Yard  062190 Side road #3 Derby  519-376-6606
4. Keppel Yard  401295 Grey Road 17  519-534-2136

Plowing Contractors
- McCartney Property Maintenance  519-534-3883 - Scott & Walpole, Northbourne
- Harold Sutherland Construction  519-376-5698 - N & S Bass Lake, Wolseley S bends,
- TNT Property Maintenance  519-378-6442 - ELWTP lower parking lot,
  Sunset Strip sidewalks
- John Bates Roofing  519-371-2225 - Kilsyth Arena, Township office parking lot
- Cobble Beach  647-989-2384 - 1st Ben Ingram Beningram@cobblebeach.com
  226-974-0098 - 2nd Jeremy Hubbard

OTHER CONTACTS

Hwy 21, 6 & 10 (MTO roads)
Miller Group (MTO Contractor)  1-888-222-2640 answering service message to Tyler or Greg

Clavering Yard  519-377-6145 (C) Tyler McDonald Ops Supervisor
Covers Hwy 6 from Owen Sound to Tobermory and 21 from Owen Sound to Underwood

Chatsworth Yard (works from Durham yard)
Greg Smart  519-387-0563 (C) Ops Supervisor
Covers Hwy 6 from Mt Forest to Owen Sound and 10 from Flesherton North

Hwy 21, 6 & 10 (MTO roads Light Maintenance)
MTO answering service  1-800-268-2420 get message to Tyler/Greg

MTO service Coordinator oversees all contracts for MTO
Rob.McInnis@ontario.ca  519-376-6842 (Fax)

NOTE:
Within the Township, Highway #6, 21 and 10 are maintained by the Ministry of Transportation of Ontario
with patrolling/maintenance being provided out of the Chatsworth and Clavering MTO Yards.
The Georgian Bluffs Roads within the Township are patrolled and maintained from the former 3 Townships
Keppel, Sarawak, and Derby Yards.
BOUNDARY CONTACTS

Grey County
24/7 Roads Department 519-376-7337 roads@grey.ca

Bruce County
Larry Arnold 519-270-0754 (cell) Roads Foreman from Alvanley to Hepworth

Owen Sound
Lead Hand 519-372-5133
Public Works 226-668-4320

ROAD CLOSURE CONTACTS

Police
Owen Sound Police dispatch 519-376-1234 (911)
OPP London dispatch 519-680-4600
OPP Chatsworth dispatch 519-794-7827 opp.grey.county@opp.ca

Fire
Inter-Township 519-376-9933 jeff.gautreau.itfd@bellnet.ca
(Owen Sound, 2nd Ave. W) andy.redmound.itfd@bellnet.ca
South Bruce Peninsula 519-534-1400 X 133 firedept@bmts.com

EMS
Grey County EMS 519-372-0219 X 1250 diana.livingston@grey.ca
dutyofficer@grey.ca

School Buses
Laidlaw First Student 519-374-4440 (Emergency Cell)
519-376-5712
Martin 519-371-2666

Radio Stations
Bayshore Broadcasting (Mix 106, Country 93, 560 CFOS) news@bayshorebroadcasting.ca
Blackburn Radio (101.7 the One, Classic Rock 94.5) news.wingham@blackburnradio.com
iHeartRadio (92.3 the Dock) news@923thedock.com

SERVICE CONTACTS

Salt Supplies – Cargill 800-291-7258
Sand Supplies – Harold Sutherland 519-376-5698 (Amanda)
Barnard’s Truck 519-371-2250
Scott’s Industrial 519-270-0196 (Office Cell)
519-372-5649 (Ryan’s Cell)
McArthur Tire 519-376-3520
Desboro Tire Sales 519-794-3872
Van Wyck Crane 519-372-2025
Alma’s Towing 519-538-2307 (Office)
519-538-2461 (After Hours)
EQUIPMENT AND MATERIAL

All three of the Township work yards have a sand/salt storage building on site. All three yards use a similar mixture of 97% winter sand 3% salt materials. With the exception of the former Township of Derby which uses 95% sand and 5% salt. The Keppel and Sarawak Works Yard shares a portion of its winter sand with Grey County.

All storage buildings have sufficient capacity so that we do not need to re-charge them with sand during the winter season. We fill our sand sheds with our winter sand/salt mix during the month of September so the sand is dry when being mixed. This also allows for the clean-up, after the mixing/stacking process, to be done more efficiently.

The winter sand/salt used on rural Township roads is mixed with 3% salt. Winter sand/salt used on urban Township roads is mixed with 5% salt. Pure salt is never applied to roads maintained by Township equipment, unless freezing rain then extra salt is used.

The tandem plow trucks when loaded with sand/salt carry enough material to complete each individual route. The single axle sander/plow truck carries enough material to cover the hills, intersections and corners on their routes.

EQUIPMENT LIST

<table>
<thead>
<tr>
<th>Sarawak Yard</th>
<th>Keppel Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 single axle sander/plow trucks</td>
<td>2 single axle sander/plow truck</td>
</tr>
<tr>
<td>1 loader</td>
<td>1 backhoe</td>
</tr>
<tr>
<td>1 tandem sander/plow truck</td>
<td>1 tandem sander/plow truck</td>
</tr>
<tr>
<td></td>
<td>1 grader with V plow</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Derby Yard</th>
<th>Contractors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 tandem sander/plow truck</td>
<td>pickup with plow</td>
</tr>
<tr>
<td>1 backhoe</td>
<td>tractors with snow blower</td>
</tr>
<tr>
<td>1 single axle sander/plow truck</td>
<td></td>
</tr>
<tr>
<td>1 grader</td>
<td></td>
</tr>
</tbody>
</table>

PATROLLING - O. Reg. 23/10, s. 3 (3):

Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway (GPS), and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities. The minimum standard for the frequency of patrolling of highways is to check conditions as set out in the Table for Patrolling Frequency, below, subject to weather conditions. O. Reg. 239/02, s.3, Table; O. Reg. 23/10, s. 3 (2) and Municipal Policy TRA-003-08 Defining Plowing Policy

<table>
<thead>
<tr>
<th>Routine Patrolling Frequency</th>
<th>Class 1</th>
<th>Class 2</th>
<th>Class 3</th>
<th>Class 4</th>
<th>Class 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3 times every 7 days</td>
<td>2 times every 7 days</td>
<td>Once every 7 days</td>
<td>Once every 14 days</td>
<td>Once every 30 days</td>
</tr>
</tbody>
</table>

• If it is determined by the Patrol Supervisor that the weather monitoring and forecast indicates there is a substantial probability of snow accumulation on roadways or ice formation on roadways or icy roadways, the minimum standard for patrolling highways (is in addition to that) set out in the above chart. Highways that the Township selects as representative of its highways will be patrolled, at intervals deemed necessary by the policy, to check for such conditions. O. Reg. 47/13, s.2.
• Patrol maps are created to ensure routes are consistent with possible varying weather conditions based on wind direction, winter precipitation quantities, etc. See Appendix A for the Patrol Route

**NIGHT PATROL AND WEEKENDS**

Prior to patrol commencing, the Patrol Supervisor (or designate) will contact the Grey County patroller on his cell phone to obtain a report on current conditions.

Patrol operations will be performed by the Patrol Supervisor (or designate) using a ½ ton radio dispatched truck. Grey County Highways Department Patrol “A” will call the Patrol Supervisor at 1:00 a.m. and again at 12:00 p.m. through the County Dispatch Service when the County operation deploys their plows within the Township of Georgian Bluffs as a backup measure.

The Patrol Supervisor (or designate) will **document** the conditions 3 times/24 hours throughout the patrol, the weather conditions and the equipment dispatched and time. The Patrol Supervisor (or designate) will be responsible to call the plow operators so that their routes can be opened in sufficient time for **(one direction by 8:00 a.m.)** each weekday morning while remaining in compliance with the Provincial Minimum Maintenance Standards.

Once the plows have been dispatched, the Patrol Supervisor (or designate) will be available for assistance and plow operations on an as needed basis.

**WEEK DAY PATROLS**

Road patrol will be carried out during the weekdays by the Patrol Supervisor (or designate) with the use of a ½ ton radio dispatched truck. See Appendix A for the Patrol Route.

**SNOW PLOW ROUTES**

The Township’s rural roads are split into 8 plow routes. Three routes are run out of the Keppel Yard, three out of the Sarawak Yard and two out of Derby Yard. The Plow Routes are attached in Appendix B.

**PLOWING**

**Class 2 (over 5000 AADT) and Class 3 (1000 to 5000 AADT)**

The objective of plowing should be to complete one coverage of the road in both directions within the timeframe as per the Snow Accumulation Table (SAT)

**Class 4 (0 to 1000 AADT)**

The objective of plowing should be to complete one coverage of the road within the time as per SAT.

Georgian Bluffs roads are classified as Class 4 and plowing operations shall generally conform to the requirements of Section 4.

**ONTARIO REGULATION 239/02- SECTION 4**

1. The minimum standard for clearing snow accumulation is:

   a) While the snow continues to accumulate, to deploy resources to clear the snow as soon as practicable after becoming aware of the fact that the snow accumulation on the roadway is greater than the depth set out in the Table below and;
b) After the snow accumulation has ended and after becoming aware that the snow accumulation is greater than the depth set in SAT below, to clear snow accumulations in accordance with subsections (2) and (3) or subsections (2) and (4), as the case may be, within the time set out in SAT.

2. The snow accumulation must be cleared to a depth less than or equal to the depth set out in SAT below.

3. The snow accumulation must be cleared from the roadway to within a distance of 0.6 metres inside the outer edges of the roadway.

4. Despite subsection (3), for a class 4 highway with two lanes, the snow accumulation on the roadway must be cleared to a width of at least 5 metres.

5. This section:
   a) does not apply to that portion of the roadway designated for parking and;
   b) only applies to a Township during the season when it performs winter maintenance.

6. In this section:
   a) “Snow accumulation,” means the natural accumulation of new fallen snow or wind-blown snow that covers more than half a lane width of roadway.

   **Snow Accumulation Table (SAT)**

<table>
<thead>
<tr>
<th>Class of Highway</th>
<th>Depth</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>5 cm</td>
<td>6 hours</td>
</tr>
<tr>
<td>3</td>
<td>8 cm</td>
<td>12 hours</td>
</tr>
<tr>
<td>4</td>
<td>8 cm</td>
<td>16 hours</td>
</tr>
</tbody>
</table>

   **Note:** Snow removal on the roadways in the Shallow Lake area is completed by Georgian Bluffs staff using a single axle truck. The Township truck is then used to complete the street sanding. The seasonal part time staff remove the snow from the Shallow Lake main sidewalks, the water treatment plant, Community Centre and Maplewood Crescent.

**SANDING AND SALTING**

For the purpose of planning the winter spreading operations, the Township of Georgian Bluffs recognizes Ontario Regulation 239/02 and shall generally conform to the requirements of Section 5.

**CLASS 3 (UNDER 5000 AADT)**

The objective of treatment is to achieve center bare or track bare pavement by applying salt/sand within the time frame as per the Icy Roadways Table. It will be understood that in cold or windy conditions, sand will be used in place of salt.

**CLASS 4A (250 to 1000 AADT)**

The objective of treatment is to achieve center bare or track bare pavement by applying salt/sand after the storm within the time frame as per the Icy Roadways Table. It will be understood that in cold or windy conditions, sand will be used in place of salt.
CLASS 4B (0 to 250 AADT)

The objective is to provide a sanded surface by applying sand at an average rate of .35 cubic metre per road kilometer within the time frame as per the Icy Roadways Table. A heavier sand/salt mixture will only be applied to bituminous roads whenever a serious build-up occurs on the road or when in a sleet storm. Gravel roads in this category should be spot sanded only on hills, curves and intersections. The gravel roads will only be sanded continuously when in a sleet storm or when the road becomes quite slippery.

<table>
<thead>
<tr>
<th>Class of Highway</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>4 hours</td>
</tr>
<tr>
<td>3</td>
<td>8 hours</td>
</tr>
<tr>
<td>4</td>
<td>12 hours</td>
</tr>
</tbody>
</table>

ALL GEORGIAN BLUFF TOWNSHIP ROADWAYS ARE CLASSIFIED 4B

ONTARIO REGULATION 239/02- SECTION 5

1. The minimum standard for treating icy roadways is:
   a) To deploy resources to treat an icy roadway as soon as practicable after becoming aware that the roadway is icy and;
   b) To treat the icy roadway within the time frame set out in the Icy Roadways Table after becoming aware that the roadway is icy.

2. This section only applies to a municipality during the season when the municipality performs Winter highway maintenance.

Icy Roadways Table

<table>
<thead>
<tr>
<th>Class of Highway</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>4 hours</td>
</tr>
<tr>
<td>3</td>
<td>8 hours</td>
</tr>
<tr>
<td>4</td>
<td>12 hours</td>
</tr>
</tbody>
</table>

RECOMMENDED TREATMENTS FOR CLASS “4” GRAVEL ROADS FOR VARIOUS CONDITIONS

<table>
<thead>
<tr>
<th>Temperature Range</th>
<th>Type of Precipitation</th>
<th>Road Surface Condition</th>
<th>Activity</th>
<th>Beginning of Storm</th>
<th>During Storm</th>
<th>After Storm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any temperature</td>
<td>Dry or wet snow</td>
<td>snow packed</td>
<td>Plowing</td>
<td>Yes – 8 cm maintain snow packed</td>
<td>Yes – 8 cm maintain snow packed</td>
<td>Yes-wing back shoulders, clean up intersections</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sanding</td>
<td>No</td>
<td></td>
<td>Yes, mainly on hills, curves, intersections</td>
</tr>
<tr>
<td>1</td>
<td>Sleet, Rain or freezing rain</td>
<td>Icing and/or snow packed</td>
<td>Scarify</td>
<td>No</td>
<td>Yes – On snow packed and slippery sections</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sanding</td>
<td>Occasionally on hills and intersections</td>
<td>Yes- Mainly on hills, curves and intersections</td>
<td></td>
</tr>
</tbody>
</table>
Recommended treatment for various conditions outlined in this chart will be used in most cases. However, wind and unusual temperature fluctuations may necessitate departure from the recommended procedures.

Township does not provide 24 hour service. Rural area plowing normally starts at 3-5 am.

**RECOMMENDED TREATMENTS FOR ROAD CLASS “5 AND “6” GRAVEL SURFACE FOR VARIOUS CONDITIONS**

<table>
<thead>
<tr>
<th>Temperature Range</th>
<th>Type of Precipitation</th>
<th>Road Surface Condition</th>
<th>Activity</th>
<th>Beginning of Storm</th>
<th>During Storm</th>
<th>After Storm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any Temperature</td>
<td>Dry or Wet Snow</td>
<td>Snow packed</td>
<td>Plowing</td>
<td>Yes-10 cm maintain to Snow packed condition</td>
<td>Yes-10 cm maintain to Snow packed condition</td>
<td>Yes – Wing Back Shoulders, cleanup inter sections</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sanding</td>
<td>No</td>
<td></td>
<td>Yes – Mainly on hills, curves and inter sections</td>
</tr>
<tr>
<td>Any Temperature</td>
<td>Scarify</td>
<td></td>
<td>No</td>
<td></td>
<td></td>
<td>Yes – on snow packed and slippery sections</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sanding</td>
<td>Occasionally on hills and intersections</td>
<td></td>
<td>Yes – Mainly on hills, curves and intersections</td>
</tr>
</tbody>
</table>

Recommended treatment for various conditions outlines in this chart should be used in most cases. However, wind and unusual temperature fluctuations may necessitate departure from the recommended procedures.

**SIDEWALK MAINTENANCE**

Sidewalk winter maintenance is completed using the tractor and blower and by utilizing part time seasonal staff. There are approximately 4.5 km of sidewalk to be maintained. Georgian Bluffs is responsible for the winter maintenance of the sidewalks on the Sunset Strip, a length of 2.5 km and the Shallow Lake a length of 2 km. Only the sidewalks within these two areas are maintained by the Township during the winter months. Sidewalks do not receive sand or salt unless extreme conditions occur (ice/sleet storm). The Supervisor for each area decides when the snow removal will be done based on factors as public safety, snow accumulation and weather forecasts. All other sidewalks not specifically identified above are unmaintained for snow clearing and maintenance.

**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 South Bruce Part of Concession 21, Elm Street until 2022;
a total distance 1.04 km. See Appendix C- By-law 31A-2012. 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 8th Ave. W. until December 31, 2018, for a distance of 1.09 km and concession roads 2 & 3 from the city limits 1200 m north of Sub Rd 5 to 350 m north thereof. See Appendix D – By-law 4-2013 There is no financial compensation exchanged for these services.

EXTERNAL AGREEMENTS FOR ROAD MAINTENANCE

County of Grey
Grey County shares the use of sand for road maintenance out of the Keppel and Sarawak yards. A sand ticket is generated for each truck and is tracked by the # of loader buckets it take to fill the truck. Each loader bucket equals 1.25 yd. At the end of the winter season the County is invoiced for the sand.

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.

Grey County Winter Patrolling
Grey County provides 24/7 winter road patrolling. If the municipalities wished, 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 accessing their roads and initiating winter services when they are justified.

HIGHWAY AND COUNTY ROAD CLOSURES
The Township Works 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 occur as a result of direction from the MTO or OPP. County roads will only be closed when directed to do so by the County Staff. In all cases the Township employee(s) must accurately record the location and time they are involved with each closure.

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.

OPERATOR RESPONSIBILITIES
The Township of Georgian Bluffs has ten full time staff and six part time seasonal staff working for the Township during the winter season. Annually, prior to the start of the winter season, training related to winter operations is arranged and all staff involved in winter operations attend.

The Director of Operations and Roads Supervisors or his/her designate is responsible for the roadways maintained out of the Keppel, Sarawak and Derby Township Yards. Supervisory staff are on-call seven days a week during the winter season to provide patrolling and to respond to emergency situations on their respective roads. See Appendix H for the winter patrol schedule.
On-call for the winter season normally begins by November 15th and ends by April 15th the following year.

The person on-call is required to keep records of patrolling activities using Mr. Compliance, the information collected on the computer is to be backed up daily by syncing it at the Township office. All snow plow operators are required to keep daily logs and collect GPS and fuel information which include information on: roads that were maintained, the times at which the work was completed, the type of work performed, kilometers driven/truck or hours/grader and fuel used. The application of sand/salt placed on the roads is also recorded. This information is recorded by the GPS on the truck and is backed up through the service provider of the GPS service.

Equipment operators must operate the Township’s equipment in a safe and appropriate manner at all times. Loader operators are responsible to not overload trucks, reduce spillage of sand while loading and to clean up the loading area each time trucks are loaded. Truck drivers are responsible for vehicle inspections and general vehicle maintenance.

**It is every Works Department employee’s responsibility:**

a) To ensure that the Township roads are maintained in accordance to the “policies established by the Township of Georgian Bluffs” and to inform their supervisor of any safety or operational concerns that need to be addressed.
b) To ensure that the GPS documentation is recorded and backed up.
c) That the “Minimum Maintenance Standards for Municipal Highways” and Township policy are followed.
d) To comply with the Township’s Occupational Health and Safety Policy

**GENERAL**

Each Spring the sand is swept off of the streets by a contracted company and disposed of at the landfill for cover material.

During the winter season, staff use the Environment Canada and Weather Network site for weather information within the Township. Daily weather forecasts are distributed from the Township Office to each Works Yard to assist the Manager and Supervisors with scheduling the appropriate men and equipment required to meet the expected weather conditions.

All trucks, backhoes and the grader have a two-way radios for internal communication and GPS. The radios are programmed to be able to communicate with the hand held radio stationed in the Director of Operations office at the Georgian Bluffs administration office. This allows for better co-ordination of boundary road maintenance during severe weather conditions.

The Director of Operations, and Roads Supervisor have had training, and are familiar with and participate in the Township’s Emergency Plan to ensure an effective response should an emergency take place.

The following information is a representation of what occurs when an average storm event occurs. Route plowing times take in 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, plowing generally commences by 3 AM from each yard.
DEPOSIT OF SNOW ON THE ROADWAY

The Highway Traffic Act RSO. 1990, c H.8 s181 says 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. A sample of the
handout being left with homeowners that “deposit snow on the roadway” is attached in Appendix E.

PARKING ON THE STREET OR ROADWAY

It is expected that vehicles will not park on the street or roadway between November 14 and April 14 as to
allow for proper winter control operations. The Highway Traffic Act RSO. 1990, s134.1 says the following:
“Vehicles obstructing proper maintenance of the roadway may be towed at the Owners expense.”
Staff have 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.” A card is applied to the windshield of the
vehicle refer to Appendix F for a copy of the card.

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, un-assumed roadway” will be 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 of the slow plow operators and in Appendix G.