



To: Council
From: Ross Gellately, Director of Public Works
Date of Meeting: November 24, 2021
Subject: By-law No. 2021-093 Amend By-law No, 2020-010
Winter Maintenance Level of Service Policy

Recommendation:

That By-law No. 2021-093, being a by-law to amend By-law No. 2020-010, Winter Maintenance Level of Service Policy, be read and passed in open Council, signed and sealed this 24th day of November, 2021.

Executive Summary:

By-law No. 2020-010 "Winter Maintenance Level of Service Policy" was established to provide policy and procedures for winter maintenance on Township Roads and Sidewalks.

In 2020 the Township's Service Delivery Review consultant team recommended changes to the policy.

Suggested changes to the Levels of Service Policy include:

- Standards be revised to be consistent with *O.Reg. 239/02 Minimum Maintenance Standards for Municipal Highways*,
- Sections that were deemed Standard Operating Procedures (SOP) be removed from the policy and added as referenced SOPs,
- A separate Policy be created which references the declaration of a "Significant Weather Event" which was previously included in the Levels of Service Policy.

These changes were reviewed and considered by staff and the Policy was revised.

Policy for mailbox replacement remains in the policy and has not been changed.

Alignment with Community Strategic Plan:

Goal 1: Corporate Capacity

Objective 1.1: Implement Service Delivery and Policies Review

Risk and Asset Management Considerations:

- Revisions to the Winter Maintenance Level of Service Policy reduces the Township's exposure to litigation. Reference to the Minimum Maintenance

Standards and further, documentation consistent with the Standard's requirements provides a "due diligence" or statutory defense to municipalities who comply with the Regulation.

Options:

1. That Council amend the existing Winter Maintenance Level of Service by-law to ensure compliance with *O.Reg. 239/02 Minimum Maintenance Standards for Municipal Highways*.
 2. Other
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Financial Impact:

There is no financial impact with the proposed change.

Others Consulted:

4 Roads Management Services Inc.
Public Works Staff