

	<b>TOWNSHIP OF SOUTH STORMONT</b>
	Title: Winter Maintenance Level of Service Policy Schedule "A" to By-law No. 2020-010, Schedule "A" to By-law No. 2021-093
	Policy Category: Public Works and Municipal Services
	Effective Date: February 12, 2020
	Revision Date: November 24, 2021

## Policy Statement

The Township of South Stormont will strive, as is reasonably practical, to provide safe and passable winter road and sidewalk conditions for vehicular and pedestrian traffic within the Township of South Stormont based on the Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways.

## Purpose

The purpose of this policy is:

- To reduce the hazards of snow covered and icy road conditions to motorists.
- To maintain public access to all community and industrial facilities.
- To ensure an accessible road system for the handling of emergencies by fire, ambulance and police services.
- To maintain safe, passable school bus routes.

## Scope

This policy applies to all roads and sidewalks falling under the jurisdiction of the Township of South Stormont that will be maintained by the Township following the Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways.

## Objectives

The Township of South Stormont aims to achieve safe roadway and sidewalk conditions in a timely and effective manner as set out in the Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways.

## Policy

The Township of South Stormont's Winter Maintenance Level of Service will meet the Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways. Utilizing the resources provided by the Township of South Stormont and contractors, the following procedures have been put in place to follow the Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways:

### Winter Road Patrolling

- The Lead hands will monitor weather, patrol township roadways and sidewalks and determine if winter maintenance is required.

### Plowing Operations on Township Roadways and Sidewalks

- The Lead hand will deploy operators on township roadway and sidewalk routes should winter maintenance be required.

### Reporting and Record Keeping

- Monthly reporting shall be completed by the Public Works Supervisor and submitted to the Public Works Coordinator for filing.

### Winter Mailbox Maintenance

- The Township does not provide snow removal for rural mailboxes and cannot ensure access to mailboxes for mail delivery.
- In all cases, mailboxes should be properly located, and constructed to avoid being damaged during snow removal operations. Decorative mailboxes which are placed in the Township's right of way are done so at the owners' own risk.
- If rural mailbox and/or post are damaged by snow being discharged from snowplows during snow removal operations, the Township is not negligent and is not responsible for repairs.
- If the mailbox and/or post is damaged by direct contact with the Township's snow removal equipment the Township will repair or replace the damaged items with a standard mailbox and/or post only.
- Determination of the responsibility for damage to mailbox will be by the Director of Public Works or designate. It shall also be at the Township's sole discretion as to whether the damage can be repaired or replacement with new materials is warranted.
- If determined the responsibility of the Township, the mailbox shall be repaired and/or replaced with a new metal mailbox supported by a wooden post which meets the standard as established by Canada Post. The Township reserves the right to have a mailbox relocated if it is considered to obstruct traffic or snow removal operations.

Applicable procedures have been developed to support his policy. The Director of Public Works is authorized to amend the Significant Weather Event Policy Procedures from time to time, as necessary.

### Monitoring Compliance

The Director of Public Works is responsible for the Winter Level of Service Policy and any future updates. The policy will be reviewed and updated as required by the Director of Public Works.

## Authority and Related Policies

Legislated Requirements:	Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways
Related Policies:	Significant Weather Event Policy

## Definitions

None

## Keywords

Snow removal

Snow plowing

## Contact

For more information on this policy, contact:

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