



Staff Report

Report To: General Committee
Meeting Date: October 17, 2023
Prepared By: Phil Wood, Director of Operations
Yanick Beaudin, Supervisor of Public Works
Report Number: 2023-179
Subject: 2023/2024 Winter Maintenance Policy Update

Recommendation

THAT the Winter Maintenance Policy appendix and schedules for roadway and sidewalk routes and priorities be amended as attached; and

THAT the Winter Maintenance Policy be amended, as indicated in the attached appendix and schedules, to include prescribed maintenance for the addition of Adley Dr. extension, Dowsley Cres., Douglas Marshall Cres., Tekamp Terrace, Shearer St. extension and Reynolds Park parking lot; and,

THAT the Winter Maintenance Policy be amended to remove reference to public messaging through twitter social media platform; and,

THAT Council enact any necessary by-laws.

Background

The Winter Maintenance Policy was passed by City Council in November 1999.

The Winter Maintenance Policy is developed by staff to ensure the City's roads and sidewalks are serviced with the appropriate treatments in compliance with Ontario regulation O.Reg 366/18 - Minimum Maintenance Standards for Municipal Highways. The Winter Maintenance Policy describes the strategy staff propose to achieve effective and efficient compliance with Ontario regulations.

Amendments to the policy are proposed by staff annually for consideration and approval by Council in the fall of each year. The proposed amendments are summarized in this report with detail of how City Public Works staff and contractors will carry out winter maintenance operations.

Analysis

Amendments to road plowing schedules:

The following are the proposed amendments to the winter maintenance policy - road plowing schedule of routes and priorities:

- Schedule A1 - District 1 - Uptown - Plow Routes Class 4 and Class 5
This schedule has been updated to include Shearer Dr. extension as a Class 5 plow route, matching the plowing priority of surrounding streets.
- Schedule A3 - District 3 - Downtown - Plow Routes Class 4 and Class 5 - This schedule has been updated to include Adley Dr. extension, Dowsley Cres. and Tekamp Terrace as Class 5 plow routes, matching the plowing priority of surrounding streets.

Amendments to sidewalk plowing schedules:

The following are the proposed amendments to the winter maintenance policy - sidewalks plowing schedule of routes and priorities:

- Schedule B1 - District 1 - City Sidewalk Plow Routes
This schedule has been updated to include the sidewalks on Shearer Dr. extension as a priority 3 sidewalk plow route, matching the priority of the sidewalks on surrounding streets.
- Schedule B3 - District 3 - City Sidewalk Plow Routes
This schedule has been updated to include sidewalks on Adley Dr. extension, and Tekamp Terrace as priority 3 sidewalk plow routes, matching the priority of the sidewalks on surrounding streets.

Amendments to public parking lot plowing schedules:

The following are the proposed amendments to the winter maintenance policy - public parking lot plowing schedule and priorities:

- Schedule D:
This schedule was modified to include the newly constructed Reynolds Park parking lot. This lot was constructed as part of the Reynolds Park reconstruction project.

Special notes:

Roads and sidewalk which are currently under construction as part of an approved development and which are not identified in the current winter maintenance policy by

the date of presentation to Council are eligible for winter maintenance by the City. The City requires that roads under construction have a minimum of a first lift of asphalt to be eligible to receive winter maintenance from the City. The City equivalently requires that sidewalks are completed in compliance with City standard boulevard construction. Developers are required to notify the appropriate City staff of substantial completion of new sections of road and sidewalk to initiate maintenance.

Policy Alignment

Council approval is required for changes to the 2023 / 2024 Winter Maintenance Policy.

Conclusion

The Winter Maintenance Policy is developed by staff to ensure the City's roads and sidewalks are serviced with the appropriate treatments in compliance with Ontario regulation O.Reg 366/18 - Minimum Maintenance Standards for Municipal Highways.

Staff recommendation Council approve the proposed amendments to the 2023/2024 Winter Maintenance Policy.

Approved by:	Status:
Yanick Beaudin, Supervisor of Public Works	Approved - 10 Oct 2023
Phil Wood, Director of Operations	Approved - 10 Oct 2023
Lynda Ferguson, Director of Finance & IT Services	Approved - 10 Oct 2023
Sandra MacDonald, City Manager/City Clerk	Approved - 10 Oct 2023

Attachments:

[Winter Maintenance Policy with Schedules 2023 to 2024](#)



WINTER MAINTENANCE POLICY



2023 WINTER MAINTENANCE POLICY



WINTER MAINTENANCE POLICY

PURPOSE: Describe response times, conditions, and results.

1 Objective and Goals

The Public Works Department will strive, as is reasonably practical, to provide safe and passable winter road and sidewalk conditions for pedestrians and motorists within the City of Brockville. Public Works winter operations will be guided by the level of service requirements defined in this policy, utilizing the resources provided by the City of Brockville Council.

The standards set out in this document are based on the current version of Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways and are supported by procedures outlined in the Public Works Winter Maintenance Policy.

2 Policy

The Winter Maintenance Policy assumes that not all infrastructure need be maintained to the same level of service depending on its role in the total transportation network and on other various services the City provides, be they emergency or non-emergency. To simplify the determination of levels of service, the various infrastructures listed below have been designated classes and priorities. These are fully explained later in this Policy.

3 Responsibility

The responsibility for providing snow clearing, ice control and snow removal from the City's infrastructure of 136 km of roadways (local classes only), 107.7 km of sidewalks, 11 km of walkways (includes the Brock Trail but excludes portions that are sidewalk), 9 parking lots serving city buildings, 19 municipal operated public parking lots and the Brockville Transit bus stops, rests entirely with the Public Works Division.

Snow and ice operations may be conducted on a 24-hour basis, 7 days a week. The Public Works Supervisor will coordinate the overall snow and ice control clearing and removal operations and determine the most effective operation to be undertaken from the procedures as developed by the Public Works Division. The Public Works Division is prepared to shift from normal work procedures any time it becomes necessary to institute snow and ice operations.



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4 Definitions

Ice: means all kinds of ice however formed.

Representative Roadways: means roadways within the City of Brockville that have been identified as representative of the area's various road weather conditions.

Road Condition: means the condition of the roadway surface before, during, and after a winter storm event:

Condition	Description
Bare and Dry	Most of the road surface is dry
Bare and Wet	Most of the road surface is moist
Partially Snow Covered	Two wheels of a vehicle are on bare surface and the other wheels are likely to be on loose snow
Partially Snow Packed	Two wheels of a vehicle are on bare surface and the other wheels are likely to be on snow bonded to the road
Partially Ice Covered	Two wheels of a vehicle are on bare surface and the other wheels are likely to be on ice
Snow Covered	All wheels of a vehicle are on loose snow
Snow Packed	All wheels of a vehicle are on snow bonded to the road
Ice Covered	All wheels of a vehicle are on ice



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Roadway Designation: means the classification or designation assigned to the City of Brockville's various roads, streets or highways. The roadway designation defines the winter operations level of service provision. The City's roadways fall under the four designations, as presented in section 5.1.

Significant Weather Event: means an approaching or occurring weather hazard with the potential to pose a significant danger to sidewalk, bicycle lane, and roadway users.

Snow Accumulation: means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly fallen snow
2. Wind-blown snow
3. Slush

Substantial Probability: means a significant likelihood considerably more than 51%.

Weather Hazard: means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program.

Winter Event: means the weather condition affecting roads such as snowfall, blowing snow, sleet, freezing rain, frost, or ice, to which a winter event response is required.

Winter Event Response: means a series of winter activities performed in response to a winter event.

Winter Patrol: means the field observation of weather and road conditions.

Winter Season: means the season when the Public Works normally perform winter roadway and sidewalk maintenance as identified in the Winter Maintenance Policy.



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Patrol & Monitoring

5.1 Weather Monitoring

From October 1 to April 30, the current and forecasted weather will be monitored once every shift or three times per calendar day, whichever is more frequent, at the intervals identified in the Winter Maintenance Policy.

5.2 Road Patrol

The representative roadways identified in the Winter Maintenance Policy will be patrolled a minimum of twice per day separated by at least eight hours during weekdays and weekends. When roadways are icy or there is a substantial probability of snow accumulation or ice formation, the patrol frequency may increase.

5.3 Sidewalk Patrol

Where there are icy sidewalks or a substantial probability of snow accumulation or ice formation on sidewalks, the representative sidewalks identified in the Winter Maintenance Policy will be patrolled a minimum of once per day.

6.0 Declaration of a Significant Weather Event

Public Works may declare a significant weather event for an approaching or occurring weather hazard with the potential to pose a significant danger to sidewalk, bicycle lane, and roadway users.

A weather hazard that would warrant the declaration of a significant weather event is determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program.

When a significant weather event is declared, the notice will be announced on the City of Brockville website, and on Facebook. Similarly, an announcement to declare the end of a significant weather event will also take place through the same social media platforms.

7.0 Winter Parking Prohibition

On-Street Parking

Parking is prohibited on all streets between the hours of 2:00 a.m. and 7:00 a.m. during the months of November through March inclusive with the following exceptions:

- 1) Parking will be permitted between the hours of 2:00 a.m. and 7:00 a.m. until the first significant snowfall occurs. At that time a notice will inform the general public that the Winter Maintenance Parking By-law is in effect.



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- 2) The City will inform the public by 6:00 p.m. on the day that Public Works Division crews will be doing evening ice and snow clearing/removal operations in specific areas of the City. Parking prohibitions will be changed in the announced areas listed below to 11:00 p.m. to 7:00 a.m. on the evening that the work is to be undertaken:

- A - City Wide
- B - Area south of CNR
- C - Area between CNR and 401
- D - Area north of 401

The public will be informed prior to 6:00 p.m. via the City of Brockville website, Facebook and other platforms.

The City has also established a winter maintenance bulletin telephone number (342-8772 extension 600 #) to provide the public with up-to-date information on our winter maintenance activities.

Parking Lots

Overnight parking is also prohibited in all city public parking lots, with the exception of the George Street lot, Henry Street lot, the south side of Water Street lot, and the east side of John St. lot from 11:00 p.m. to 7:00 a.m. from November 1st to March 31st of each year

8 By-Laws

Applicable By-laws passed for the purposes of supporting snow and ice control efforts and other related By-laws which could be enforced during all out emergencies are listed below:

- By-Law 119-89 - Winter Parking Prohibitions - On Street and Parking Lots
- By-Law 024-2022 - Care & Use of Streets
- By-Law 127-85 - Lease Agreement - Arvic Realty (Loeb Lot)
- By-Law 210-83 - Emergency Plan
- By-Law 078-2015 Property Standards

9 Property Damage

During the course of operations through any given winter, a certain amount of damage to city and private property may be incurred by snow clearing forces. In the event that sod damage is sustained it will be restored by the Public Works Division using topsoil and seed at the earliest availability of material (usually April). Any damage sustained due to salt brine inadvertently splashed onto a boulevard or lawn during the course of the winter will not be treated or repaired by the City.



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If a City plow or truck damages a mailbox either through direct contact or due to the force of the snow rolling off the plow, the mailbox will be repaired or replaced by Public Works personnel with a standard type mailbox as established by the Public Works Division. The City cannot replace decorative mailboxes. A property owner who installs decorative materials on the city right-of-way does so at his own risk.

10 Driveway Entrance Clearing

It can be expected that snow will be plowed into driveways and pathways as a normal part of roadway and sidewalk snow clearing operations. Owners of properties which the driveways and pathways service will be responsible for removal of the snow deposited in those entrances by city snow clearing operations, under the By-law 078-2015 Property Standards.

11 Assistance to Private Property

Under no circumstances will a City employee be allowed to use a city owned vehicle to push, pull, or tow a stranded private vehicle from a roadway or parking lot. The employee may, if a hazard exists, use his radio to notify the Dispatcher of the hazardous condition. Likewise, under no circumstances will a City employee use a City owned vehicle to perform any snow removal or ice control operation on private or commercial property and the employee will not be allowed to use personal equipment during working hours.

12 Roadways

12.1 Designations

Designation	
Class 1	There are presently no Class 1 Roadways that the City of Brockville is responsible for maintaining.
Class 2	Are the arterial roadways which carry traffic to and through the City, as well as emergency routes for hospital and fire services. These Class 2 roadways carry large volumes of traffic. Except for emergency route roadways, these roadways are identified as Arterial in Part 5, Section 5.2.2.2 of the City of Brockville's Official Plan 2012. Dead end stub portions of these roadways will be assigned a lower priority level for Winter Maintenance operations in accordance with the classification table of the Regulation.
Class 3	Are the Collector Roadways which carry both through and local traffic. These Class 3 roadways are identified as Collector roadways in in Part 5, Section



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	5.2.2.3 of the City of Brockville's Official Plan 2012. Dead end stub portions of these roadways will be assigned a lower priority level for Winter Maintenance operations in accordance with the Classification Table of the Regulation. Public Transit bus routes are also included in this second priority classification.
Class 4	Are local roadways which carry local traffic to a specific address. Any roadway that publicly funded schools are located on, has main driveway entrance onto, or connect the street that the school fronts onto, to the closest arterial or collector roadway, would automatically qualify for this classification. These Class 4 roadways are identified as Local roadways in Part 5, Section 5.2.2.4 of the City of Brockville's Official Plan 2012.
Class 5	Are all remaining roadways including City maintained laneways and specific dead end stub roadways/cul de sacs. These Class 5 roadways may service residential, industrial or commercial addresses depending on the property zoning on them, and are identified as Local roadways in Part 5, Section 5.2.2.4 of the City of Brockville's Official Plan 2012.



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12.2 Level of Service Standards

Snow Accumulation

When snow begins to accumulate, resources to clear the snow from roadways should be deployed as soon as practicable after becoming aware of the snow accumulation and in accordance with the snow depth defined in the following table.

Designation	Snow Depth for Accumulation Response	Treatment Used	Objective During Storm	*Objective After Storm	Timeframe to Achieve Objective <u>After End of Winter Event</u>
Class 2	5 cm	Plow/Sand De-ice as required	Safe and passable	Bare and wet	6 hours
Class 3	8 cm	Plow/Sand De-ice as required	Safe and passable	Bare and wet	12 hours
Class 4	8 cm	Plow/Sand De-ice as required	Safe and passable	Bare and wet	16 hours
Class 5	10 cm	Plow/Sand De-ice as required	Safe and passable	Bare and wet	24 hours

*The after-storm objective is to be reached as soon as possible and normally within the timeframe indicated in the table, weather conditions permitting.

It is inevitable that the City's snowplows will create a windrow of snow across driveways in the normal course of plowing operations. The resident, business owner or property owner is responsible for clearing driveway snow that accumulates as a result of roadway or sidewalk snow plowing operations.



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When a significant weather event is declared related to snow accumulation, weather forecasts will be monitored and when deemed practicable, resources will be deployed to address the snow accumulation on roadways. When the end of the significant weather event is declared, the winter event response will continue until the snow accumulation objectives in the above table are met.

Ice Formation Prevention and Treatment

Resources to prevent or treat ice formation should be deployed as soon as practicable after:

- Weather monitoring or patrolling indicates a substantial probability of ice forming on a roadway, due to a pending winter weather event.
- Becoming aware that a roadway is icy.

Designation	Preventative Treatment Used	Objective During and After Storm	Reactive Treatment Used	Timeframe to Achieve Objective After End of Winter Event
Class 2	De-ice / Anti-ice	Safe and passable	Sand/Salt/De-ice / Plow as required	4 hours
Class 3	De-ice / Anti-ice	Safe and passable	Sand/Salt/De-ice / Plow as required	8 hours
Class 4	De-ice	Safe and passable	Sand/Salt/De-ice / Plow as required	12 hours
Class 5	Sand/salt mix to help de-ice and add traction	Safe and passable	Sand/Salt/De-ice / Plow as required	16 hours



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13 Bicycle Lanes

This section applies to treating ice formation on bicycle lanes on a roadway only and does not apply to other types of bicycle facilities.

When a significant weather event is declared relating to ice, weather forecasts will be monitored and, when deemed practicable, resources will be deployed to treat icy roadways. When the end of the significant weather event is declared, the winter event response will continue until objectives in the above table are met.

13.1 Designations

Winter priority bicycle routes have been established for winter maintenance during a winter event. Priority bicycle routes may include a portion of the roadway designated as a bicycle lane or roadways without designated bicycle lanes or a combination of both. These routes are maintained as part of the roadway, such as the shared bike lane on Water Street.

All other on-road bicycle lanes are maintained in the winter in conjunction with the priority of the adjacent roadway. Level of service for on-road bicycle lanes follows the roadway designation unless the bike lane has been deemed “unmaintained” during the winter months.

The bicycle lane of King Street West from 90m east of Rivers Avenue (bike lane start) to the West City limits will be closed from November 1 – March 31. Winter maintenance operations will not be prioritized during or after a storm for the bicycle lane.

Designation	Description
Class 2	Bicycle lanes on Class 2 roadways
Class 3	Bicycle lanes on Class 3 roadways
Class 4	Bicycle lanes on Class 4 roadways



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13.2 Level of Service Standards

Snow accumulation

When snow begins to accumulate, resources to clear snow from bicycle lanes should be deployed as soon as practicable after becoming aware of the snow accumulation and in accordance with the snow depth defined in the following table.

Designation	Snow Depth for Accumulation Response	Treatment Used	*Objective After Storm	Timeframe to Achieve Objective <u>After End</u> of Winter Event
Class 2	≤ 2.5 cm	Plow / Sand / De-ice as required	Bare and wet	8 hours
Class 3	≤ 5 cm	Plow / Sand / De-ice as required	Bare and wet	12 hours
Class 4	≤ 8cm	Plow / Sand / De-ice as required	Partially snow packed	24 hours
UN	Unmaintained in the Winter	Unmaintained in the Winter	Unmaintained in the Winter	Unmaintained in the Winter

* The after-storm condition is the objective to be reached to at least 1 meter width, as soon as possible and normally within the timeframe indicated in the table, weather condition permitting.

When a significant weather event is declared relating to snow accumulation, weather forecasts will be monitored and when deemed practicable, resources will be deployed to address the snow accumulation on roadways. When the end of the significant weather event is declared the winter event response will continue until the snow accumulation objectives in the above table are met.



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14 Sidewalks and Walkways

14.1 Designations

Public Works designates sidewalks and walkways into four sidewalk designations according to their associated pedestrian traffic and proximity to high volume roadways, in addition to the ease with which they can be cleared.

Designation	Description
1	Sidewalks / walkways with high pedestrian volumes and / or sidewalks adjacent to high volume roadways, as well as designated sidewalks in the downtown core area
2	Sidewalks designated for access routes for public funded schools, and bus transit ways
3	Balance of sidewalks, normally residential areas that can be cleared with mechanized plow equipment
4	Sidewalks / walkways that will not be cleared due to the destination until such time as time, equipment, and labor permits
4UN	Trails /Sidewalks / walkways that will not be maintained during the winter and have posted signage.

14.2 Level of Service Standards

When snow begins to accumulate, resources to clear snow from sidewalks and walkways should be deployed as soon as practicable after becoming aware of the snow accumulation and in accordance with the snow defined in the following table.

Sidewalk/Walkway- Snow Treatment

Designation	Snow Depth for Accumulation Response	Treatment Used	Objective After Winter Event	Timeframe to Achieve Objective <u>After End of</u> Winter Event
1	≤ 8cm	Plow / Sand / De-ice as required	Safe and passable for pedestrians	48 hours
2	≤ 8cm	Plow / Sand / De-ice as required	Safe and passable for pedestrians	48 hours
3	≤ 8cm	Plow / Sand / De-ice as required	Safe and passable for pedestrians	48 hours
4	≤ 8cm	Plow / Sand / De-ice as required	Safe and passable for pedestrians	48 hours
4UN	N/A	Unmaintained	N/A	N/A

14.3 Sidewalk/Walkway - Ice Formation and Treatment

Resources to prevent or treat ice formation should be deployed as soon as practicable after:

- Weather monitoring or patrolling indicates a substantial probability of ice forming on a roadway, due to a pending winter weather event.
- Becoming aware that a sidewalk/walkway is icy.

Designation	Preventative Treatment Used	Reactive Treatment Used	Sidewalk Objection During and After Storm	Timeframe to Achieve Objective <u>After End</u> of Winter Event
1	Sand / De-ice	Sand / De-ice / Plow as required	Safe and passable	48 hours
2	Sand / De-ice	Sand / De-ice / Plow as required	Safe and passable	48 hours
3	Sand / De-ice	Sand / De-ice / Plow as required	Safe and passable	48 hours
4	Sand / De-ice	Sand / De-ice / Plow as required	Safe and passable	48 hours
4UN	Unmaintained	Unmaintained	Unmaintained	Unmaintained

15 Bus Shelters and Stops

15.1 Designation

Public Works has only 1 classification of Bus Shelters and Stop based on the City's current level of service.

Designation	Description
Local	Bus shelters and stops on local bus routes.

15.2 Level of Service Standards

When snow begins to accumulate, resources to clear snow from bus shelters and stops should be deployed as soon as practicable after becoming aware of the snow accumulation and in accordance with the snow depth defined in the following table.



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Designation	Snow Depth for Accumulation Response	Treatment Used	Objective After Winter Event	Timeframe to Achieve Objective <u>After End</u> of Winter Event
Local	≤ 8cm	Plow / Sand / De-ice / as required	Safe and passable	48 hours

16 Snow Removal

Snow removal on roadways, parking lots and Transit bus stops will be carried out when required, by the Public Works Division. Depending on the area and number of locations to be undertaken, a decision will be made to implement a specific operation to carry out the removal process. The different operations employed would vary in the amount of service performed and the manpower and equipment required to perform them. The Public Works Supervisor will determine if removal is required, and if so, which type of removal will be utilized.

Class Designation

For snow removal operations, the City infrastructure has been divided into three classes which determine the priority for servicing.

Designation	Description
Class 1	Roadway including transit stops
Class 2	Municipal public parking lots
Class 3	Parking lots serving City buildings

Roadways

Roadway snow storage conditions and intersection sight line requirements will be assessed by the Public Works Supervisor following the completion of the post storm snow clearing operations.

The qualifying factors for consideration for removal will be:

- 1) If snow storage at the sides of roadway impedes normal traffic flow.
- 2) If snow storage at intersections restricts required visibility sight lines.



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- 3) If snow storage restricts parking meter accessibility or significantly hampers occupants of the vehicle from safely accessing the sidewalk (not applicable for areas with boulevard greater than 1 meter wide) from the metered parking location.
- 4) If additional snow storage required for:
 - a) sidewalk clearing operations.
 - b) cull-de-sacs/indented corners/dead end

Types of Removal

- 1) Areas to be considered for full length removal are shown on Schedule J.
- 2) All remaining urban areas to have snow blown back onto boulevard/lawn area of city right-of-way.
- 3) All intersections will be eligible for removal if qualifying factors are met.
- 4) Rural areas will have snow winged back to provide additional snow storage capacity.
- 5) Cul-de-sacs/indented corners/dead ends will be eligible for removal if additional snow storage capacity is determined to be required. These areas are shown on Schedule K.

Priority for Servicing

Priority Between Types of Removal

Priority between types of removal operations to carry out the 4 listed removal area types would be separate but overlap in the time frame that they were ongoing, i.e:

- 1) full length removal is usually carried out between 11:00 p.m. and 7:30 a.m.
- 2) areas to be blown onto lawns and winging back snow on rural road sections are usually carried out between 7:00 a.m. and 3:30 p.m.
- 3) removal at intersections could be carried out any time of the day or night.
- 4) Removal at cull-de-sacs/indented corners/dead ends is usually carried out between



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7:00 a.m. and 11:00 p.m.

Therefore, all 4 operations may be ongoing in a 24-hour period.

Priority Within Types Of Removal

- 1) Full length removal, if all areas starting at zero snow storage base, would be undertaken in the following order:

Area 1 - King St. - Orchard to Edward
 Area 2 - Remainder of on street metered areas
 Area 3 - Remainder of areas south of CNR from Perth to North Augusta Road
 Area 4 - Areas south of CNR and west of Perth
 Area 5 - Areas south of CNR and east of North Augusta Road
 Area 6 - Areas north of CNR

Severe weather conditions/storms may necessitate removal by roadway class.

- 2) Areas to be blown back onto lawns or boulevards would be undertaken in the following order:

Area 1 - South CNR
 Area 2 - North of CNR and south of 401
 Area 3 - North of 401

- 3) Intersection Removal would be undertaken in the following order:

Area 1 - Intersections of Class 2 Streets
 Area 2 - Intersections of Class 2 & Class 3 Streets
 Area 3 - Intersections of Class 2 & Class 4 Streets
 Area 4 - Intersections of Class 2 & Class 5 & 6 Streets
 Area 5 - Intersections of Class 3 & Class 3 Streets
 Area 6 - Intersections of Class 3 & Class 4 Streets
 Area 7 - Intersections of Class 3 & Class 5 & 6 Streets
 Area 8 - Intersections of Class 4 & Class 4 Streets
 Area 9 - Intersections of Class 4 & Class 5 & 6 Streets
 Area10 - Intersections of Class 5 & 6 & Class 5 & 6 Streets

Traffic volumes and time of removal operations may necessitate deviations from the priority order.



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- 4) Wingback of snowbanks on roads with rural cross section would be carried out as per roadway classification for snow clearing and ice control operations.
- 5) Removal at cul-de-sacs/indented corners/dead ends priority would be undertaken in the following order:

Area #1 - south of CNR

Area #2 - north of CNR and south of 401

Area #3 - north of 401

Commencement of roadway removal operations will normally not commence until 24 hours after post storm plowing operations are completed.

Weekend removal operations will be kept to a minimum and be carried out for severe conditions only.

Municipal Public Parking Lots

Removal of snow piled at designated locations within these lots will not normally begin until 24 hours after post storm plowing operations have been completed. Removal operations will only be carried out Monday to Friday/Statutory Holidays excluded.

Parking Lots Serving City Buildings

Snow piled at these lots will not normally be removed. Extreme conditions may necessitate limited removal operations to be carried out.

Public Transit Stops

Snow removal at bus stops will only be commenced if the snow storage area of the stop is exceeded, or if accumulated snow obstructs sight lines at intersections. Removal operations will not normally commence until 24 hours after post storm plowing operations have been completed. Removal operations will only be carried out Monday to Friday/Statutory Holidays excluded.



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Priority for Servicing (Roadways, Transit Stops, Parking Lots)

Snow removal from City roadways and municipal public parking lots will normally be undertaken during the same time period. In severe weather, however, the following prioritization of service would be initiated.

Class 1 - Roadways
- Transit Stops

Class 2 - Municipal Public Parking Lots

Class 3 - Parking lots serving City buildings.

Removal will not normally be carried out at parking lots serving city buildings unless emergency conditions dictate.

17 Annual Monitoring

Winter storm analysis will be undertaken at the end of each winter season to provide a basis for continuous improvement of the winter operations practices and procedures as outlined in the current Winter Maintenance Policy.

18 Overall Priority for Snow Clearing Ice Control Operations *During or After Storm*

The Public Works Division has developed a priority list to be followed during a storm with the overall efforts for snow clearing and ice control based on the following:

Overall Priority for Snow Clearing Ice Control Operations *During a Storm*

Priority	Class	Operation	Infrastructure
1 (a)	2	Snow Clearing/Ice Control	Roadways
1 (b)	1	Snow Clearing/Ice Control	Fire Hall - 2 main bays front entrance
	1	Snow Clearing/Ice Control	Metro driving lanes and defined roadways between Perth & King
1 (c)	3	Snow Clearing/Ice Control	Roadways
2	4	Snow Clearing/Ice Control	Roadways



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3 (a)	1	Snow Clearing/Ice Control	Sidewalks
3 (b)	5 & 6	Snow Clearing/Ice Control	Roadways
4	2	Snow Clearing/Ice Control	City Public Parking Lots
5	3	Snow Clearing/Ice Control	Parking Lots servicing City Buildings

For severe weather conditions, manpower shortages or equipment breakdowns, lower priority servicing will be dropped until level of service is achieved on higher priority levels.

Note:

Individual Class designations only determine the priority of snow and ice control operations within their applicable grouping.

- Overall priority designations determine the sequence of snow and ice control operations of all combined infrastructure groupings.
- Infrastructure groupings are: roads, sidewalks, and parking lots.

Overall Priority for Snow Clearing Ice Control Operations *After* a Storm

Priority	Class	Operation	Infrastructure
1	2	Snow Clearing/Ice Control	Roadways (including shoulders)
2	3	Snow Clearing/Ice Control	Roadways (including shoulders)
3	4	Snow Clearing/Ice Control	Roadways (including shoulders)
4	5,6	Snow Clearing/Ice Control	Roadways
5	1	Snow Clearing/Ice Control	Sidewalks
6	1	Snow Clearing/Ice Control	Fire Station #2
7	1	Snow Clearing/Ice Control	Metro Roadway & Parking Lot
8	2	Snow Clearing/Ice Control	City Public Parking Lots



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		Control	
9	3	Snow Clearing/Ice Control	Parking Lots servicing City Buildings
10	2	Snow Clearing/Ice Control	Sidewalks
11	4	Snow Clearing/Ice Control	Transit Stops
12	3	Snow Clearing/Ice Control	Residential Sidewalks
13	4	Snow Clearing/Ice Control	Brock Trail

Priority Items 1 through 10 are normally serviced concurrently. For severe weather, equipment breakdowns, or manpower shortages, operations through priority sequence would be consecutive.

Note:

Individual Class designations only determine the priority of snow and ice control operations within their applicable grouping.

- Overall priority designations determine the sequence of snow and ice control operations of all combined infrastructure groupings.
 - Infrastructure groupings are roads, sidewalks, and parking lots/ transit stops

Overall Priority or Snow Removal Operations after a Storm following Completion of Snow Clearing & ice Control Operations

Priority	Class	Operation	Infrastructure
1	1	snow removal	roadways
2	2	snow removal	municipal public parking lots
3	3	snow removal	parking lots servicing city buildings

Priority items 1 through 3 are normally serviced concurrently. For severe weather, equipment breakdowns, or manpower shortages, operations through priority sequence would be consecutive.



WINTER MAINTENANCE POLICY

Snow Clearing Ice Control & Removal System - Procedure Schedule G

Winter Storm Guidelines - Salt Application Rates

Type of Precipitation	Temperature	Pavement Condition	Action Required
Wet snow with freezing rain	Holding near -1°C (30°F)	Wet	Salt application of 50kg-130kg/ 2 lane km as specified by supervisory personnel in charge of operation Reapply as necessary. Plow as necessary
Sleet	Holding near -1°C (30°F)	Wet	Salt application of 50kg-130kg/ 2 lane km as specified by supervisory personnel in charge of operation. Plow as necessary
Accumulating snow	Holding near -1°C (30°F)	Wet	Salt application of 50kg-130kg/ 2 lane km as specified by supervisory personnel in charge of operation. Plow as necessary
Freezing rain	Below freezing and falling	Wet or sticky	Salt application of 50kg-130kg/ 2 lane km as specified by supervisory personnel in charge of operation. Plow as necessary
Sleet or snow	Below -1°C (30°F) and falling	Wet or sticky	Salt application of 50kg-130kg/ 2 lane km as specified by supervisory personnel in charge of operation. Repeat until sleet or snow stops. Plow as necessary
Dry snow	Below -6°C (20°F) and falling	Dry	Plow immediately Apply salt only to wet, packed or icy 50kg-130kg/2 lane km as specified by supervisory personnel in charge of operation. Frequent plowing
Packed snow and ice on pavement	-1°C (30°F) down to -17°C (0°F)	Packed snow and ice buildup	Salt application of 50 kg-130 kg as specified by supervisory personnel in charge of operation

Note: 1) Action required as listed for various conditions shown on this chart should be used in most cases. However, unusual circumstances may necessitate departure from the recommendations.



WINTER MAINTENANCE POLICY

- 2) When pre-wetting is employed, recommended salt application rates may be reduced by 10%.
- 3) For multiple lane roads, i.e. North Augusta Rd., Stewart Blvd., Parkedale Ave., the salt distribution rate has to be increased proportionately to number of additional two lanes or extra passes have to be made.

MIX/SAND APPLICATION RATES

Sand/mix when used is to be spread at a rate of 150-200 kg/2 lane kl

*Mix is stockpiled at 50% salt 50% sand mix ratio. Additional salt will not be added unless authorized by Public Works Supervisor

Salt Brine Application Rates

Event Type	Temp	Action
Anti-ice prior to snow/freezing rain event	Min. - 9° C steady or rising	100 – 180 L/lane/km. As specified by supervisory personnel in charge of operations.
Anti-ice at beginning of light snow event	Min. - 9° steady or rising	100 – 180 L/lane/km. As specified by supervisory personnel in charge of operations
Anti-ice upon termination of rain event	Temp. projected to fall to or below 0° C	100 – 180 L/lane/km. As specified by supervisory personnel in charge of operation.
Anti-ice frost event (bridge decks)		100 – 180 L/lane/km. As specified by supervisory personnel in charge of operations.
Deice following storm event To bare off ice in conjunction with granular application.	Min. - 9° C steady or rising	180 L/lane/km
Brine Concentration 23.5%		



WINTER MAINTENANCE POLICY

LIST OF SCHEDULES

- Schedule A - Roadway Classification for Winter Snow and Ice Control Purposes
- Schedule B - Sidewalk Classification for Winter Snow and Ice Control Purposes
Priority 1, 2, 3, 4 & 4 no winter maintenance.
- Schedule D - Municipal Public Parking Lots to be Serviced for Snow and Ice Control
- Schedule E - Parking Lots Servicing City Buildings to be Serviced for Snow and Ice Control
- Schedule F - Servicing Treatment Guidelines for Class 2, Class 3 and Class 4 Roadways
- Schedule G - Salt and Sand Application Rates for Class 2, Class 3, Class 4 and Class 5 & 6 Roadways and Class 2 and Class 3 Parking Lots
- Schedule H - Servicing Treatment for Class 5 & 6 Roadways
- Schedule I - Servicing Treatment for Parking Lots
- Schedule J - Areas to be Considered for Full Length Snow Removal Operations
- Schedule K - Cul-de-sacs/Indented Corners/Dead End Areas to be Considered for Snow Removal Operations
- Schedule L - Winter Roadway Patrol Representative Route
- Schedule M - Sidewalk Hand List

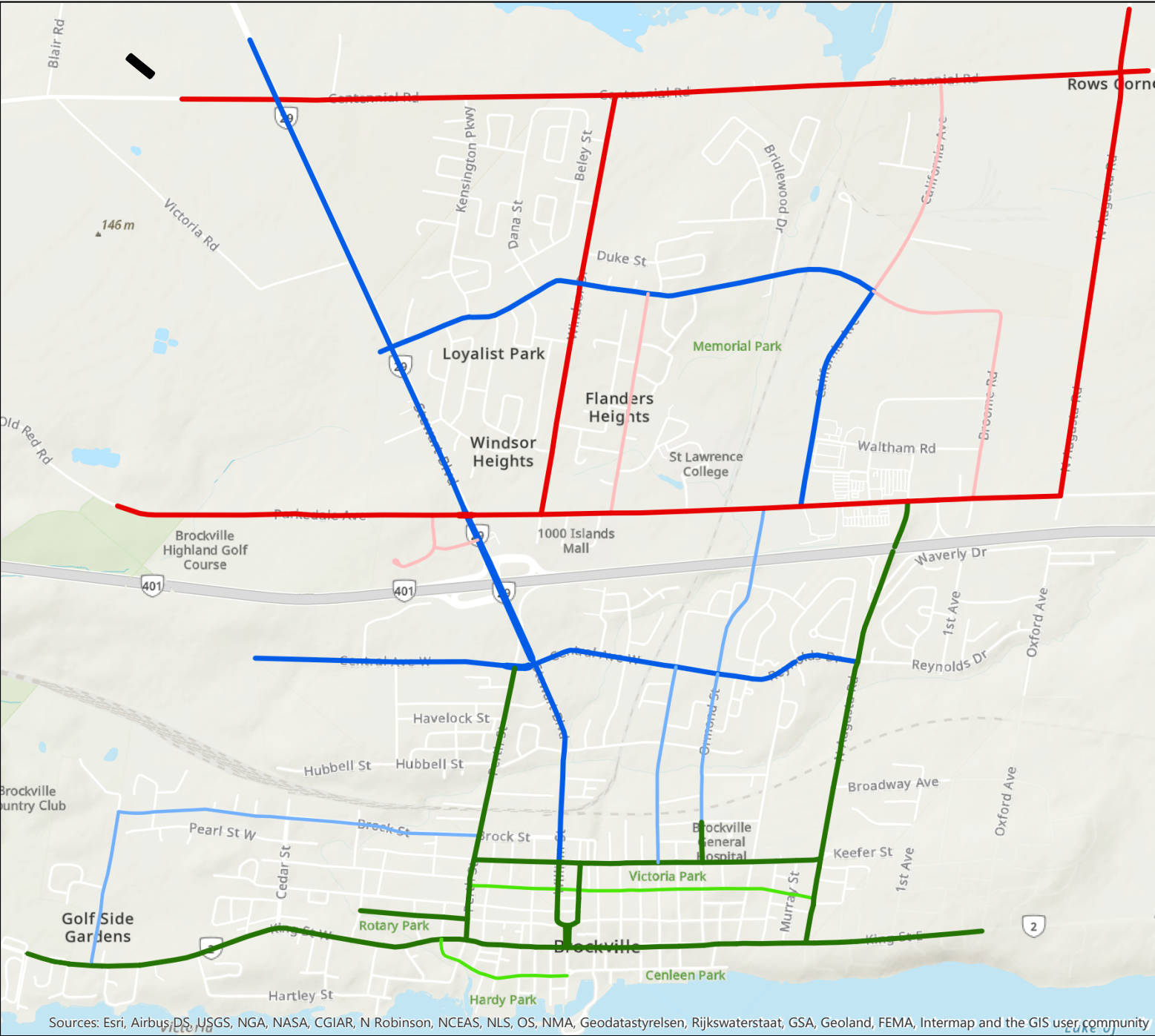
Schedule A

City of Brockville Road Plow Routes Class 2 and 3 Roads



Routes

- Centertown Class 2
- Centertown Class 3
- Downtown Class 2
- Downtown Class 3
- Uptown Class 2
- Uptown Class 3



Schedule A1

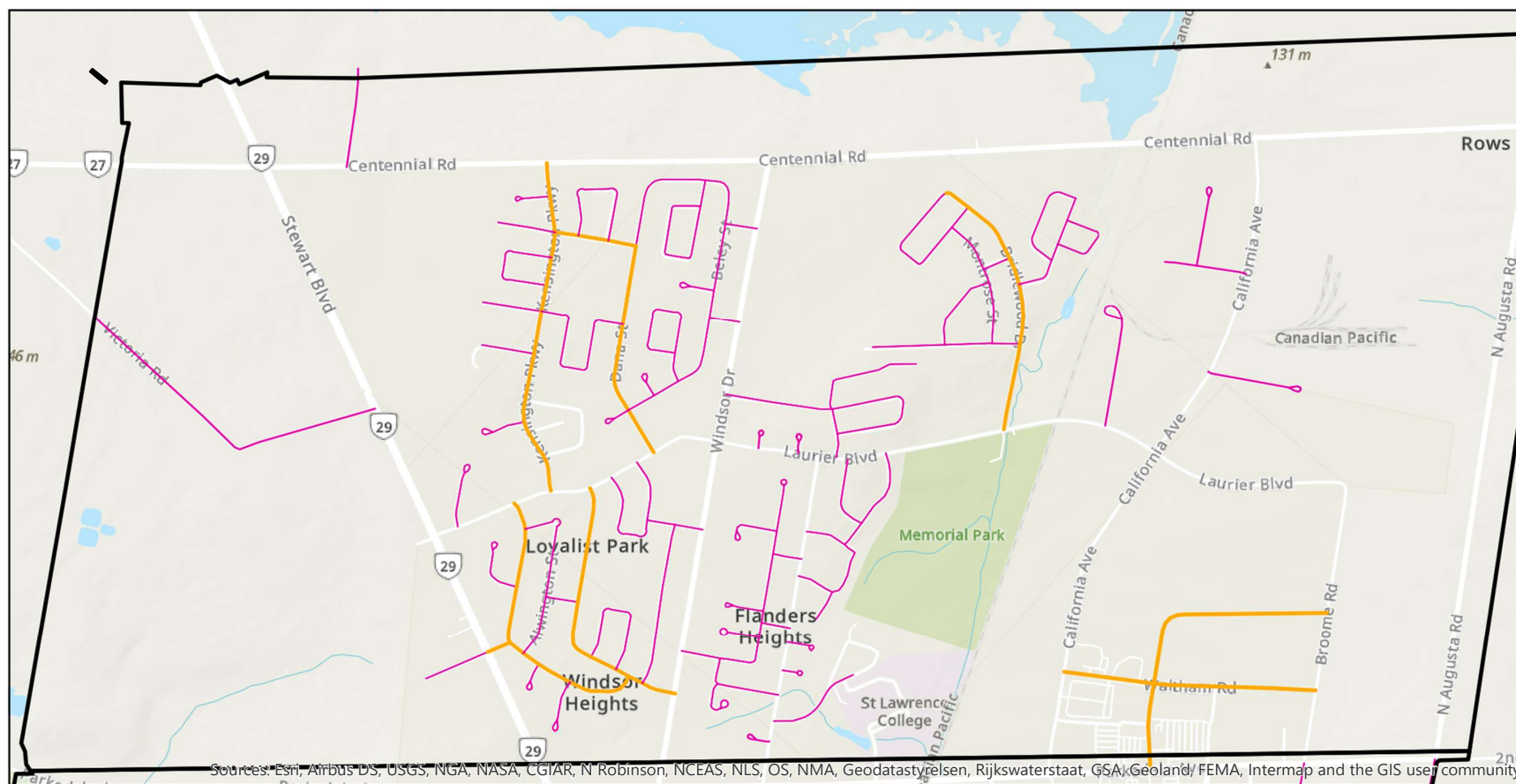
City of Brockville Road Plow Routes District 1 - Class 4 and 5 Roads



Road Class

— 4

— 5



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastylelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

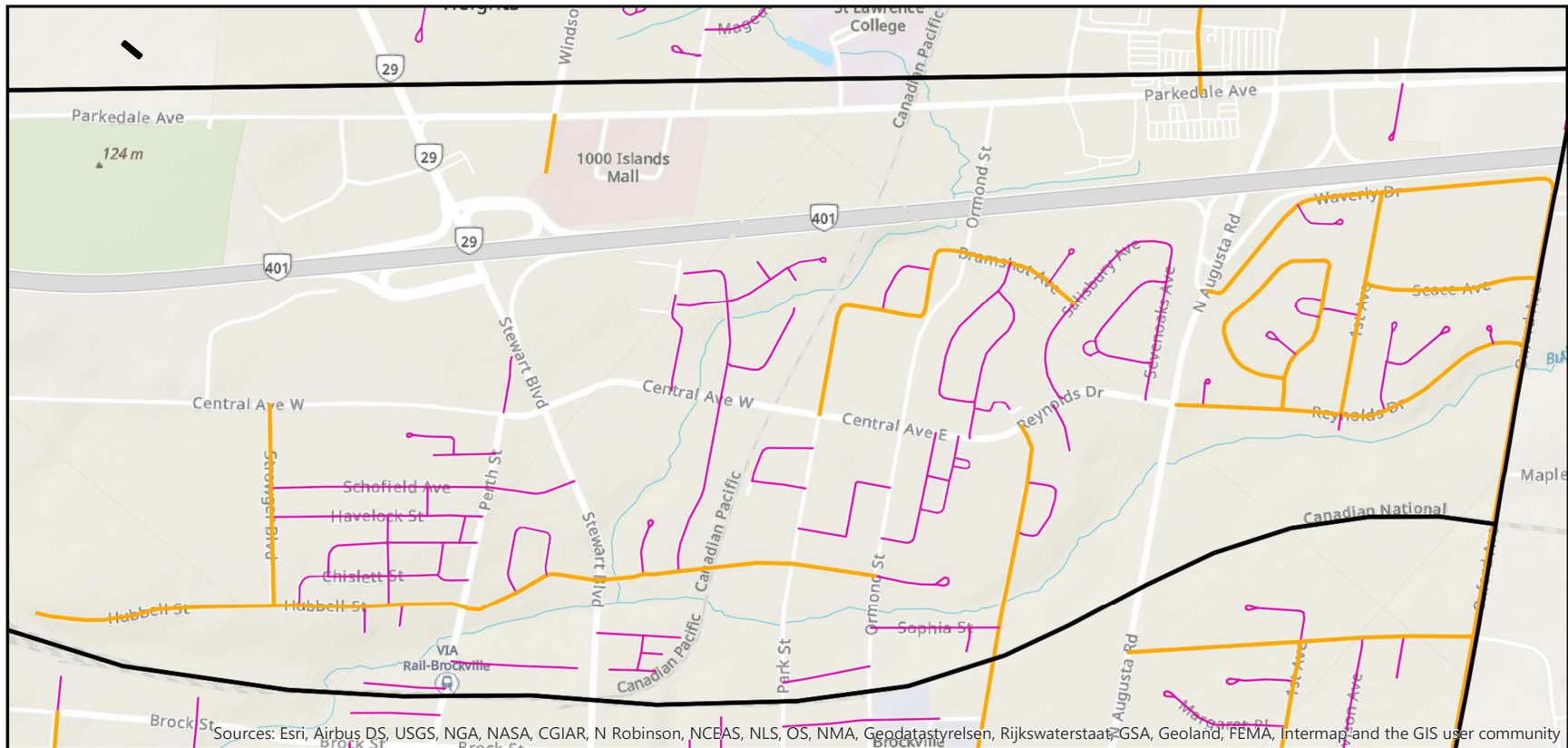
Schedule A2

City of Brockville Road Plow Routes District 2 - Class 4 and 5 Roads



Road Class

- 4
- 5

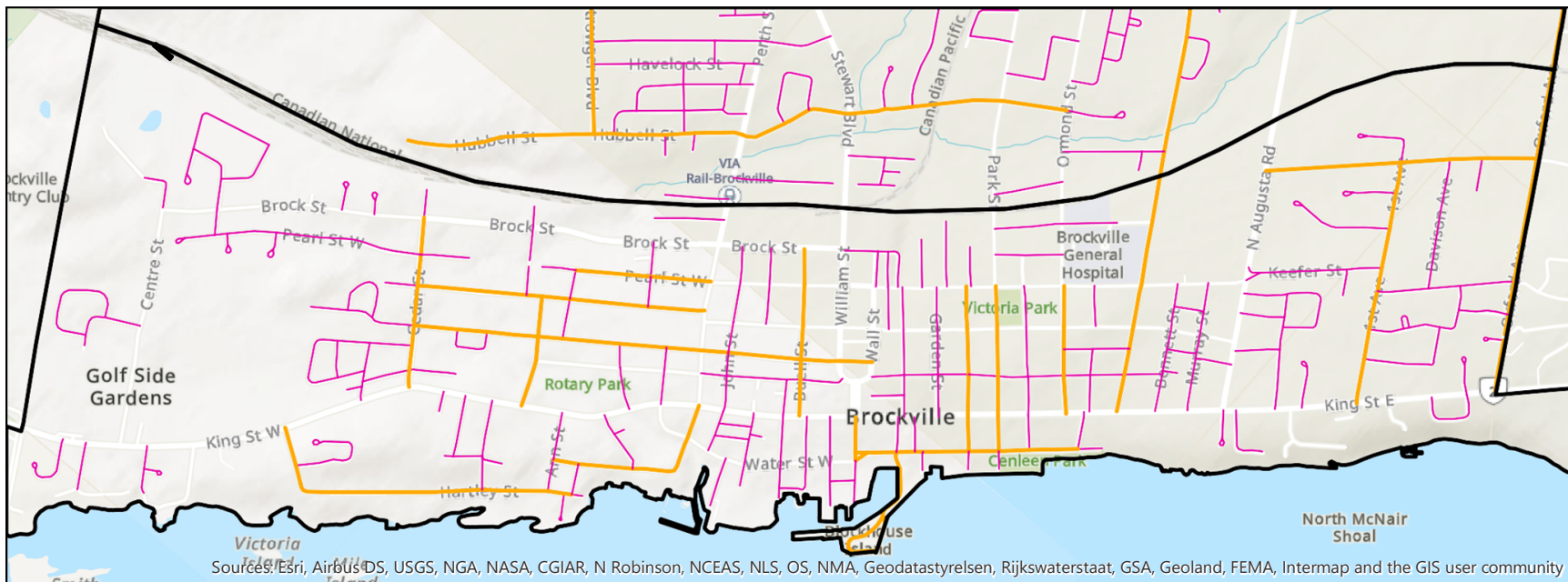


Schedule A3

City of Brockville Road Plow Routes District 3 - Class 4 and 5 Roads

Road Class

- 4
- 5

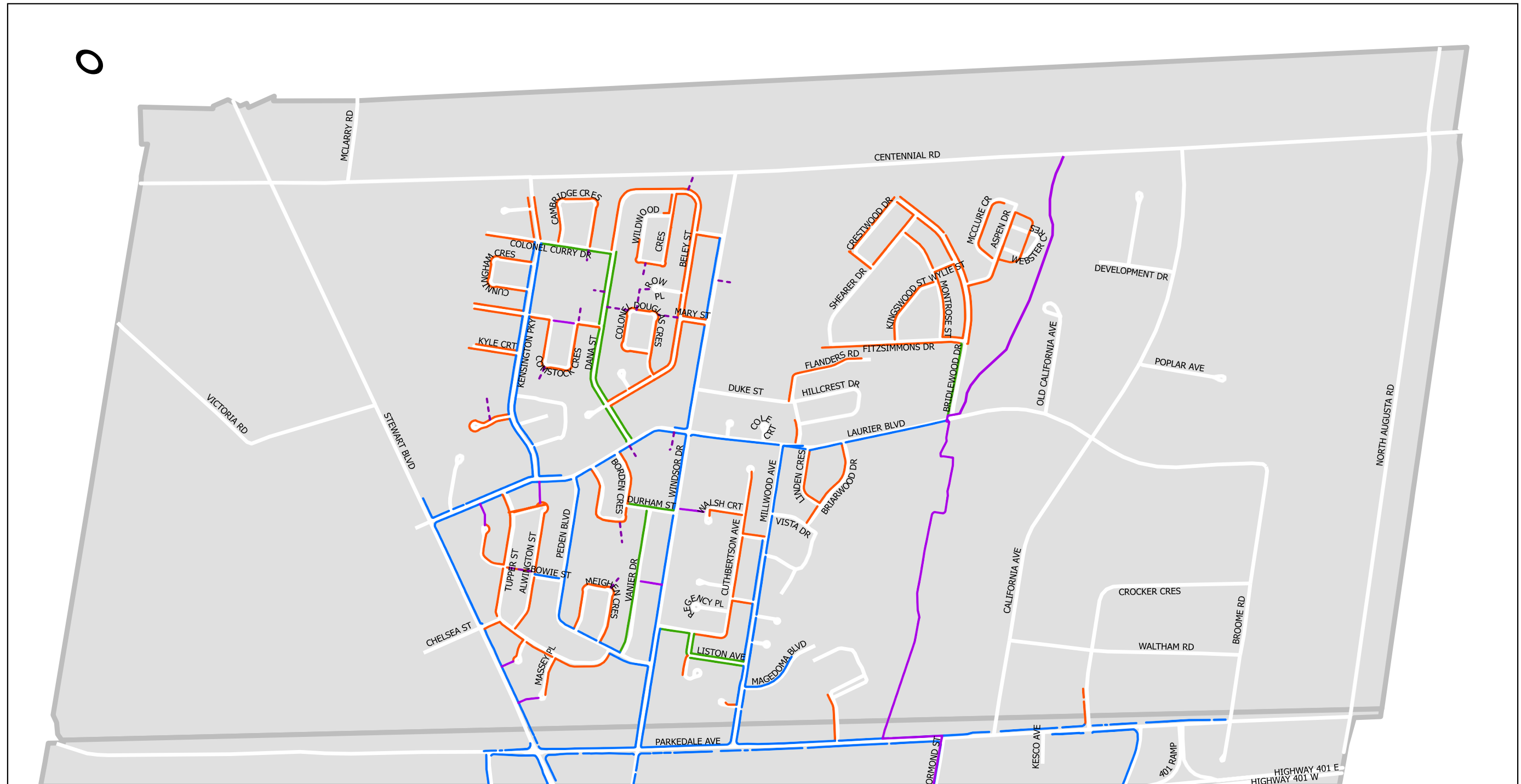


Schedule B1

City of Brockville Sidewalk Plow Routes
District 1

Sidewalk and Walkway Winter Maintenance

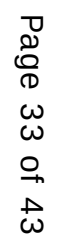
- Priority 1
- Priority 2
- Priority 3
- Priority 4 - Winter Maintenance
- Priority 4 - No Winter Maintenance





City of Brockville Sidewalk Plow Routes District 2

- Priority 1
- Priority 2
- Priority 3
- Priority 4 - Winter Maintenance
- Priority 4 - No Winter Maintenance



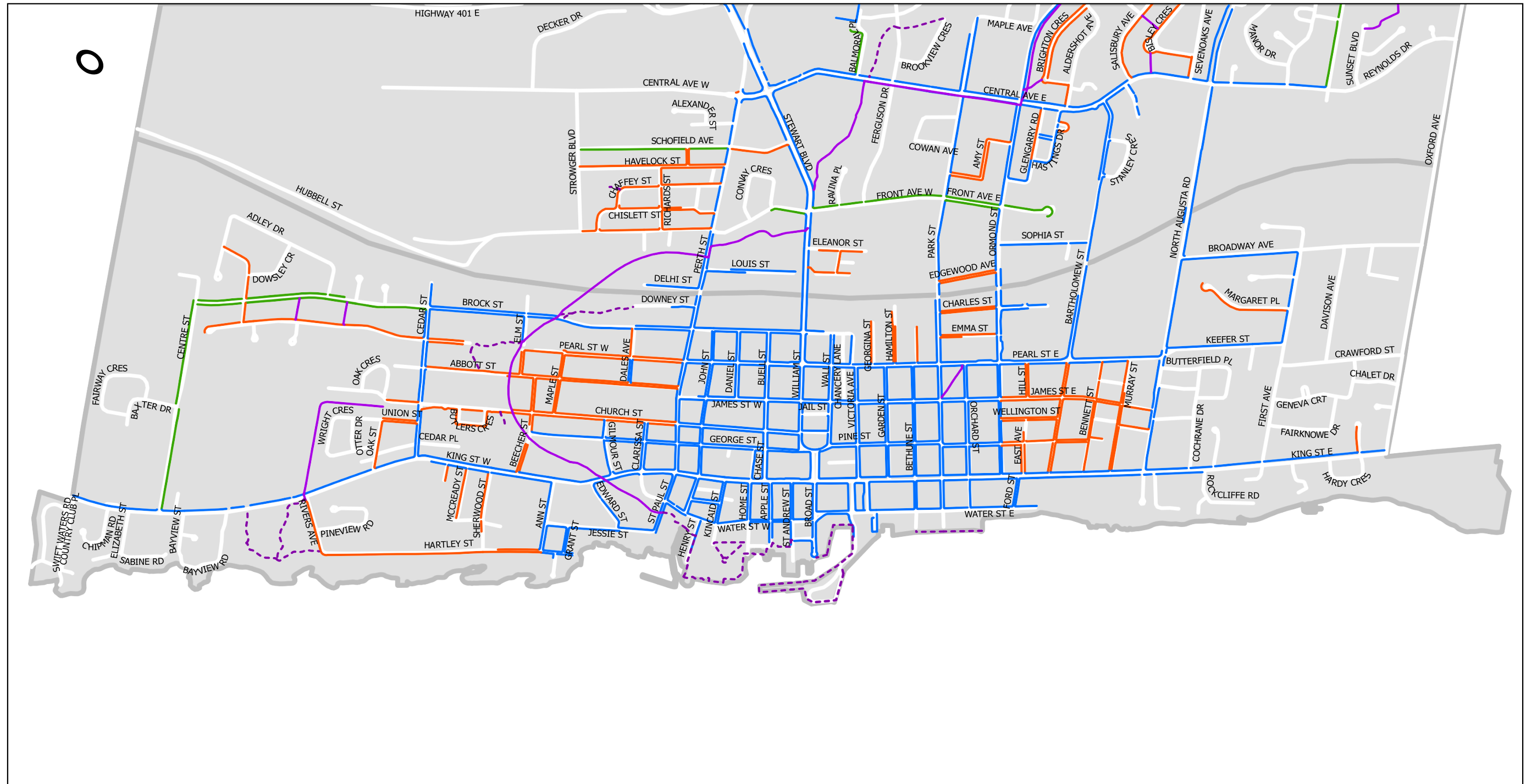


Schedule B3

City of Brockville Sidewalk Plow Routes District 3

Sidewalk and Walkway Winter Maintenance

- Priority 1
- Priority 2
- Priority 3
- Priority 4 - Winter Maintenance
- Priority 4 - No Winter Maintenance





WINTER MAINTENANCE POLICY

Schedule D Municipal Public Parking Lots to be Serviced for Snow and Ice Control

1. Metro Lot
2. Reliable Lot
3. Henry Street Lot
4. Home Street Lot
5. Buell Street Lot
6. George Street Lot
7. Water Street Lot
8. West Market Lot
9. Park Street Lot
10. Ferry Street Lot
11. Kincaid Street Stalls
12. Block House Island Parkway Stalls
13. Home Street Stalls
14. Rivers Avenue Lot
15. Ernie Fox Quay (parking stalls on south side of street)
16. Aquatarium (5 stalls on east side of St. Andrew St.)
17. Reynolds Park St. Lot
18. St. Andrew St. Lot
19. Market St. West Lot Extension



WINTER MAINTENANCE POLICY

Policy - Winter Maintenance Operations

Schedule E

Parking Lots Servicing City Buildings to be Serviced for Snow and Ice Control

1. Memorial Centre
2. Youth Arena
3. Gord Watts Municipal Centre
4. Arts Centre
5. Fire Hall #2
6. Rotary Field House
7. St. Lawrence Park
8. Rotary Park (Gilmour St.)

					Schedule F	Recommended Treatments - for Class 2, 3 & 4 Roadways	Schedule F
Temperature	Type of Precipitation	Road Condition	Temp.	Activity	Beginning Of Storm	During Storm	After Storm
Below -18°C	Dry Snow	No packing Dry pavement	Rising	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Bare pavement (wing shoulders/clean up Slippery sections only To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Bare pavement/wing shoulders/clean up Slippery sections only No
-18°to -12°C	Dry Snow	No packing Dry Pavement	Rising	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously No No	Bare pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously No No	Bare pavement/wing shoulders/clean up Slippery Sections only No
-18°to -12°C	Dry Snow	Packing	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Bare pavement/wing shoulders/clean up Slippery sections only To bare or assist is baring pavement
			Falling	Plowing Sanding Salting	After 2 cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Bare pavement/wing shoulders/clean up Slippery sections only No
-12° to -7°C	Dry Snow	No Packing Dry Pavement	Rising	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Bare pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	After 2cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Bare pavement/wing shoulders/clean up Slippery sections only No
-12° to -7°C	Dry Snow	Packing	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm accumulation	Continuously Follow after plowing if slippery As necessary after plowing to assist plowing	Bare pavement/wing shoulders/clean up No To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	After 2cm of snow accumulation No No	Continuously Follow after plowing if slippery No	Bare pavement/wing shoulders/clean up Slippery sections only No
Above -7°C	Wet Snow	Packing Wet Pavement	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm of snow accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Bare pavement/wing shoulders/clean up No To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	.5 hr after salting No Before .5cm of snow accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Bare pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement
Above -7°C	Sleet or Freezing Rain	Possible Icing, Wet pavement	Rising	Plowing Sanding Salting	No No When icing starts	No Yes Yes	Remove slush Slippery sections only Slippery sections only
			Falling	Plowing Sanding Salting	No No When icing starts	No Yes Yes	Remove slush Slippery sections only To bare or assist in baring pavement
After Storm - any temperature	No precipitation	Road snow packed or icy	Rising	Plowing Sanding Salting			Continuously to bare pavement As necessary When above --18°C
			Falling	Plowing Sanding Salting			Continuously to bare pavement As necessary No
After Storm - any temperature	No precipitation	Drifting	Rising	Plowing Sanding Salting			Continuously to bare pavement No Slippery sections only
			Falling	Plowing Sanding Salting			Continuously to bare pavement Slippery sections only No

NOTE: Recommended treatment for various conditions shown on this chart should be used in MOST cases. However, unusual circumstances may necessitate departure from the recommended treatment. Temp. rising means temp to remain in or rise above temperature range. Temp. falling means temp. to remain in or fall below temp. range

					Schedule H Recommended Treatments - For Class 5 & 6 Roadways		
Temperature	Type of Precipitation	Road Condition	Temp.	Activity	Beginning Of Storm - Following Completion of Class 2, 3, & 4 roads	During Storm - Following Completion of Class 2,3 & 4 roads	After Storm
Below -18°C	Dry Snow	No packing Dry pavement	Rising	Plowing Sanding Salting	After 3.75cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement if required
			Falling	Plowing Sanding Salting	After 3.75cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only No
-18°to -12°C	Dry Snow	No packing Dry Pavement	Rising	Plowing Sanding Salting	After 3.75 cm of snow accumulation Follow after plowing if slippery No	Continuously No No	Plow pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement if required
			Falling	Plowing Sanding Salting	After 3.75cm of snow accumulation Follow after plowing if slippery No	Continuously No No	Plow pavement/wing shoulders/clean up Slippery Sections only No
-18°to -12°C	Dry Snow	Packing	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Plow pavement/wing shoulders/clean up Slippery sections only To bare or assist is baring pavement if required
			Falling	Plowing Sanding Salting	After 3.75 cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only No
-12° to -7°C	Dry Snow	No Packing Dry Pavement	Rising	Plowing Sanding Salting	After 3.75cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement
			Falling	Plowing Sanding Salting	After 3.75cm of snow accumulation Follow after plowing if slippery No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only No
-12° to -7°C	Dry Snow	Packing	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm accumulation	Continuously Follow after plowing if slippery As necessary after plowing to assist plowing	Plow pavement/wing shoulders/clean up No To bare or assist in baring pavement if required
			Falling	Plowing Sanding Salting	After 3.75cm of snow accumulation No No	Continuously Follow after plowing if slippery No	Plow pavement/wing shoulders/clean up Slippery sections only No
Above -7°C	Wet Snow	Packing Wet Pavement	Rising	Plowing Sanding Salting	.5 hrs after salting No Before .5cm of snow accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Plow pavement/wing shoulders/clean up No To bare or assist in baring pavement if required
			Falling	Plowing Sanding Salting	.5 hr after salting No Before .5cm of snow accumulation	Continuously Follow after plowing if slippery As necessary after plowing	Plow pavement/wing shoulders/clean up Slippery sections only To bare or assist in baring pavement if required
Above -7°C	Sleet or Freezing Rain	Possible Icing, Wet pavement	Rising	Plowing Sanding Salting	No No When icing starts	No Yes Yes	Remove slush Slippery sections only Slippery sections only
			Falling	Plowing Sanding Salting	No No When icing starts	No Yes Yes	Remove slush Slippery sections only To bare or assist in baring pavement
After Storm - any temperature	No precipitation	Road snow packed or icy	Rising	Plowing Sanding Salting			No As necessary When above --18°C
			Falling	Plowing Sanding Salting			No As necessary No
After Storm - any temperature	No precipitation	Drifting	Rising	Plowing Sanding Salting			Plow drifts No Slippery sections only
			Falling	Plowing Sanding Salting			Plow drifts Slippery sections only No

NOTE: Recommended treatment for various conditions shown on this chart should be used in MOST cases. However, unusual circumstances may necessitate departure from the recommended treatment. Temp. rising means temp to remain in or rise above temperature range. Temp. falling means temp. to remain in or fall below temp. range

					Schedule I - Recommended Treatments - All Parking Lots	
Temperature	Type of Precipitation	Road Condition	Temp.	Activity	During Storm	After Storm
Below -18°C	Dry Snow	No packing Dry pavement	Rising	Sanding Salting	Follow after plowing if slippery No	Slippery sections only To bare or assist in baring pavement if required
			Falling	Sanding Salting	Follow after plowing if slippery No	Slippery sections only No
-18°to -12°C	Dry Snow	No packing Dry Pavement	Rising	Sanding Salting	No No	Slippery sections only To bare or assist in baring pavement if required
			Falling	Sanding Salting	No No	Slippery Sections only No
-18°to -12°C	Dry Snow	Packing	Rising	Sanding Salting	Follow after plowing if slippery As necessary after plowing	Slippery sections only To bare or assist is baring pavement if required
			Falling	Sanding Salting	Follow after plowing if slippery No	Slippery sections only No
-12° to -7°C	Dry Snow	No Packing Dry Pavement	Rising	Sanding Salting	Follow after plowing if slippery No	Slippery sections only To bare or assist in baring pavement if required
			Falling	Sanding Salting	Follow after plowing if slippery No	Slippery sections only No
-12° to -7°C	Dry Snow	Packing	Rising	Sanding Salting	Follow after plowing if slippery As necessary after plowing to assist plowing	No To bare or assist in baring pavement if required
			Falling	Sanding Salting	Follow after plowing if slippery No	Slippery sections only No
Above -7°C	Wet Snow	Packing Wet Pavement	Rising	Sanding Salting	Follow after plowing if slippery As necessary after plowing	No To bare or assist in baring pavement if required
			Falling	Sanding Salting	Follow after plowing if slippery As necessary after plowing	Slippery sections only To bare or assist in baring pavement if required
Above -7°C	Sleet or Freezing Rain	Possible Icing, Wet pavement	Rising	Sanding Salting	Yes Yes	Slippery sections only Slippery sections only
			Falling	Sanding Salting	Yes Yes	Slippery sections only To bare or assist in baring pavement if required
After Storm - any temperature	No precipitation	snow packed or icy	Rising	Sanding Salting		As necessary When above --18°C to bare or assist in baring pavement if required
			Falling	Sanding Salting		As necessary No

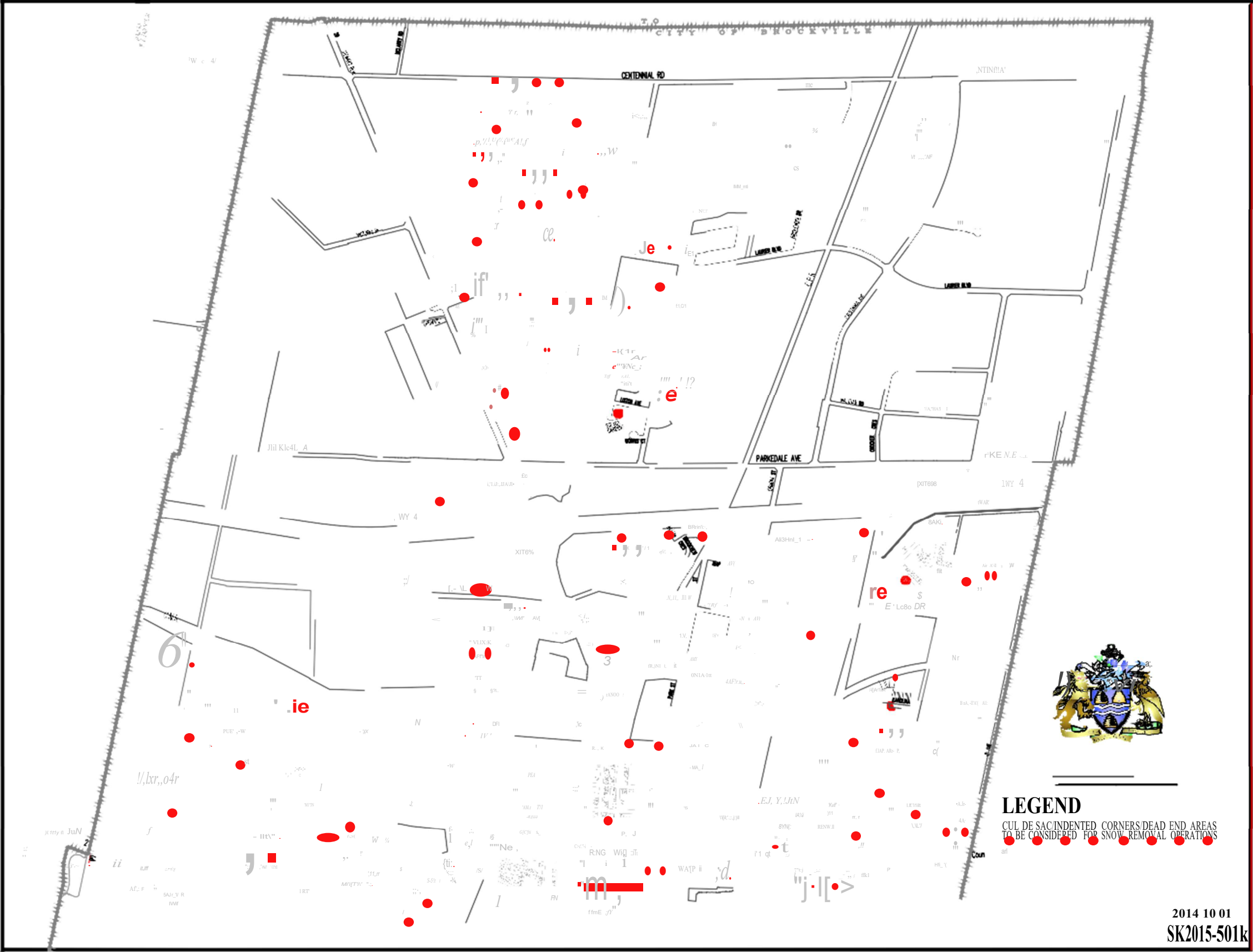
NOTE: Recommended treatment for various conditions shown on this chart should be used in MOST cases. However, unusual circumstances may necessitate departure from the recommended treatment. Temp. rising means temp to remain in or rise above temperature range. Temp. falling means temp. to remain in or fall below temp. range

ROADWAYS SNOW REMOVAL

SCHEDULE J



SCHEDULE K



WINTER ROADWAY PATROL SCHEDULE L

Date _____
 Patroller _____
 Temperature _____
 Weather _____

REPRESENTATIVE ROADWAY	TIME OF PATROL	ACCUMULATION ON ROADWAY	ICY ROADWAY		ACTION REQUIRED	
		0 cm ≤ 5 cm > 5 cm	Yes	No	Yes	No
<u>CLASS 2</u> 1) WILLIAM/STEWART/CENTENNIAL/WINDSOR 2) REYNOLDS DR/CENTRAL AVE. 3) WILLIAM ST./COURTHOUSE AVE./BROAD ST. 4) GARDEN ST.	_____ _____ _____	0 cm ≤ 5 cm > 5 cm ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐	☐	☐	☐
<u>CLASS 3</u> 1) MILLWOOD AVE. 2) ORMOND ST. 3) STROWGER BLVD./SCHOFFIELD AVE./FRONT AVE. 4) BROCK ST./CENTRE ST. 5) CEDAR ST. 6) MARKET ST. EAST/MARKET ST. WEST	_____ _____ _____ _____ _____	0 cm ≤ 5 cm > 5 cm ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐	☐	☐	☐
<u>CLASS 4</u> 1) TUPPER ST. 2) BARTHOLOMEW 3) APPLE ST./ HOME ST. 4) ORCHARD ST.	_____ _____ _____	0 cm ≤ 5 cm > 5 cm ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐	☐	☐	☐
<u>CLASS 2</u> 5) WILLIAM/STEWART/CENTENNIAL/WINDSOR 6) REYNOLDS DR/CENTRAL AVE. 7) WILLIAM ST./COURTHOUSE AVE./BROAD ST. 8) GARDEN ST.	_____ _____ _____	0 cm ≤ 5 cm > 5 cm ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐	☐	☐	☐

***See Winter Maintenance Roadway Service Record if action required**

Winter Roadway Patrol to be initiated within 1 hour of becoming aware of a winter storm event having commenced or being in progress.
 Winter Roadway Patrol to be carried out once every shift.



DATE _____ TEMPERATURE _____

PATROLLER _____ WEATHER _____

WINTER SIDEWALK INSPECTION

SIDEWALK CLASS	TIME	LOCATION	NEW SNOW COVER		ICY CONDITIONS			ACTION REQUIRED
			0 ➡ <2”	≥2	YES		NO	
					Freezing Rain	Thaw/Freeze		
#1		1361 Millwood Ave						
#1		32 Cedar St						
#1		46 William St						