



# The Municipal Corporation of the Town of Fort Erie

## By-law No. 114-2016

---

### Being a By-law to Adopt a Winter Control Plan for 2016-2020 and to repeal By-law No. 124-2013

---

**Whereas** Section 44(1) of the *Municipal Act, 2001*, as amended, provides a municipality that has jurisdiction over a highway or bridge shall keep it in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge; and

**Whereas** O.Regulation 239/02, as amended, establishes Minimum Maintenance Standards For Municipal Highways, which specify service levels based on road classification; and

**Whereas** Report No. IS-35-2016 was considered at the Council-in-Committee Meeting of October 17, 2016, and subsequently authorized and approved by Council to adopt a Winter Control Plan for 2016-2020 comprised of Standards and Operational Guidelines, in the form of Schedule "A" attached to this by-law;

**Whereas** it is deemed expedient to approve and adopt the Winter Control Plan for 2016-2020;

**Now therefore** the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

1. **That** the Winter Control Plan for 2016-2020 attached as Schedule "A" to and forming part of this by-law, is approved and adopted.
2. **That** the Director of Infrastructure Services of The Corporation of the Town of Fort Erie, or his or her designate, is responsible for administering the Winter Control Plan for 2016-2020.
3. **That** notwithstanding the term set out in the Winter Control Plan for 2016-2020, the Plan shall remain in force and effect until such time as it is repealed or replaced.
4. **That** By-law No. 124-2013 is repealed.

5. **That** the Clerk of the Town is authorized to effect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

**Read a first, second and third time and finally passed this 24th day of October, 2016.**

---

Mayor

---

Clerk

I, Laura Bubanko, the Clerk, of The Corporation of the Town of Fort Erie certifies the foregoing to be a true copy of By-law No. 114-2016 of the said Town. Given under my hand and the seal of the said Corporation, this day of \_\_\_\_\_, 20\_\_.

---



**The Town of Fort Erie**  
**Infrastructure Services**

# **Winter Control Plan**

**Effective Fall 2016 - Spring 2020**

**Originally issued:**

**Council-in-Committee**

**October 17, 2016**

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Table of Contents**

<b>Tab</b>		<b>Page</b>
1	Administrative Report IS-35-2016 & By-Law 114-2016	3
2	Minimum Maintenance Standards	10
3	By-law 40-04	11
4	Salt Management Plan	13
5	Hours of Service Operating Procedure	14
6	Road Snow Plowing	22
	Table 2 Assigned Plow Routes	24
	Table 3 Priority Roads - Plow Route 14	25
	Maps	6-1
7	Road Sanding & Salting	27
	Table 4 Assigned Sand & Salt Routes	30
	Salting Routes	31
	Priority Sanding Routes	31
	Secondary Sanding Routes	36
8	Snow Removal	48
9	Snow Fence Erection & Removal	51
10	Winter Road Patrol	56
11	Sidewalk Snow Plowing	58
	Overpass, Shelters, School Crossings	60
	Maps	11-1
12	Parking Lots, Alleyways and Dead Ends	61
13	Regulation of Snow Deposits	84

Infrastructure Services Department  
Winter Control Plan 2016-2020

Administrative Report IS-35-2016



Infrastructure Services

Prepared for	Council-in-Committee	Report No.	IS-35-2016
Agenda Date	October 17, 2016	File No.	360605

**Subject**

**WINTER CONTROL PLAN 2016-2020**

**Recommendations**

**THAT** Council approves the Winter Control Plan for 2016-2020 as the operating protocol for the Town of Fort Erie, and further

**THAT** Council directs staff to prepare a By-law to adopt the Winter Control Plan for 2016-2020.

**Relation to Council's 2015-2018 Corporate Strategic Plan**

**Priority:** C: Strong Customer Service Relationships and Communications

**Goal:** C.1: Create and Communicate a customer service plan

**Initiative:** C.1.1: Develop an inventory of current customer service levels and define standards

**List of Stakeholders**

- 1) Mayor and Council of the Town of Fort Erie
- 2) Town of Fort Erie Motoring Public, Residents & Pedestrians
- 3) Ratepayers of the Town of Fort Erie
- 4) Winter Control Contractors

Prepared by:

Submitted by:

Approved by:

Original signed as per:  
Kevin Boucock, CRS-S  
Supervisor, Road and  
Roadside Drainage  
Services

Original signed as per:  
Doug Campbell, CET  
Manager, Roads & Fleet

Original signed by:  
Kelly M. Walsh P.Eng.  
Director, Infrastructure  
Services

Original signed by:  
Tom Kuchyt, CET  
Chief Administrative Officer

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Administrative Report IS-35-2016**

Infrastructure Services

Page 2 of 5

Report No. IS-35-2016

**Purpose of Report**

The purpose of this report is to seek Council's approval of the Winter Control Plan 2016-2020 as well as to seek direction to prepare a By-law to adopt the Plan and repeal the by-law that adopted the previous plan.

**Analysis**

The previous Winter Control Plan was adopted by Council for the period of Fall 2013 to Spring 2016. The proposed Winter Control Plan, will be drafted as applicable to the winter seasons 2016 to 2020 to facilitate effective budgeting and encourage contractor investment in updated equipment. Additionally, the four (4) year term will allow, on an ongoing basis, a Council to have two (2) winter seasons to become familiar with the Plan and resident winter maintenance concerns and then to provide Council with an opportunity to revise the Plan effective for the final two (2) years of their term.

The time period of the contract for "Winter Control Equipment" which Council awarded through Administrative Report IS-27-2016 on August 25, 2016 is aligned with this revised Winter Control Plan timeframe. The quotation for "Snow Plowing Town Parking Lots and Alleyways" will be aligned with a similar one that was issued by the Parks and Facilities Division and the resulting three (3) year tender will be issued by the Roads and Fleet Division in 2017. This will necessitate changes to this proposed Winter Control Plan and an amended by-law. Subsequent tenders will be issued on a four-year basis to match the "Winter Control Equipment" tender.

In addition to updating the Winter Control Plan for the successful contractors, a thorough review of the Plan for other changes was conducted. The resulting plan encompasses the following revisions:

**Section 2 and 3 Minimum Maintenance Standards** – While there were no revisions to these sections, it is notable that significant changes to the Minimum Maintenance Standards are anticipated during the term of this plan. Proposed changes include standards to clear "all" sidewalks and to treat sidewalks with sand or salt. Additionally, the regulation is expected to include an option to issue public weather event notices to alert the public when weather conditions are significantly challenging the ability of winter control resources to maintain the standards within the normal timeframes.

It should be noted that currently the Town plows 56 km of sidewalks at an annual cost of \$ 60,000. Should the Minimum Maintenance Standards change to include plowing & salting of "all" sidewalks, that would equate to plowing 160 km at an estimated annual cost of \$180,000 plus an additionally estimated \$100,000 for salting.

**Section 4 Salt Management Plan** – No changes. As noted, the National Performance Indicators and Targets for the Code of Practice for Environmental Management of Road Salts in Canada require staff review before completion of a revised Salt Management Plan.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Administrative Report IS-35-2016**

Infrastructure Services

Page 3 of 5

Report No. IS-35-2016

**Section 5 Hours of Work** – The Hours of Service procedure has been updated to a new format and reflects recent department name changes.

**Section 6 Road Snow Plowing** – Table 2 of the Plan was updated to reflect the changes in contractors, based on route assignments following the award of the contract for "Winter Control Equipment" under Report No. IS-27-2016.

**Section 7 Road Sanding and Salting** – Table 4 of the Plan was updated to reflect the change in sanding contractor and all routes were changed to include new roads and subdivisions.

**Section 8 Snow Removal** – No changes to the Plan.

**Section 9 Snow Fence Erection and Removal** – Some additional locations on Point Abino Road have been added to the Plan.

**Section 10 Winter Road Patrols** – The Level of Service was amended to reflect the new role of the Winter Weekend Crew Leader.

**Section 11 Sidewalk Snow Plowing** – Table 6 of the Plan was revised to show the addition of the third contracted sidewalk plow and the maps were revised to exclude the Edgemere / Lakeshore section that is part of the Friendship Trail. Additionally, the footpath connecting Champlain Drive West to Bertie Street was added. The special procedure for clearing the Central Avenue Bridge was removed as sidewalks can now be maintained according to existing procedure there is no longer a need to plow these sidewalks clear with a snow blower.

Additionally, some comments were included regarding the school crossing areas and transit stops. Further to transit stop clearing, if Council accepts the proposed reroute for 2017, a full capital program is to be overlaid onto the transit system for signs/ pads/ shelters and benches by March 2018. This will increase winter maintenance requirements.

**Section 12 Parking Lots, Alleyways** – The maps have been changed to a new format. Both the maps and table reflect the removal of Fire Station 2 and the new page numbers.

**Section 13 Regulation of Snow Deposits** – No changes.

Additionally, the Table of Contents, Title Page and Footer were changed to reflect revised page numbers, the current administrative report and by-law date and numbers.

**Financial/Staffing Implications**

This revision to the Winter Control Plan is not anticipated to affect staffing levels, nor have any financial implications.



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Administrative Report IS-35-2016**

Infrastructure Services

Page 4 of 5

Report No. IS-35-2016

The annual Winter Control budget is based on an average of previous years' winter control costs. Winter control operations will be conducted to meet the requirements of the Minimum Maintenance Standards. Multiple or extreme winter weather events may result in the overrun of the operating budget and Council will be advised accordingly.

Future changes required as a result of changes to legislation, particularly the Minimum Maintenance Standards may have a financial impact, at which time these will be brought to Council's attention.

**Policies Affecting Proposal**

By-law No. 90-15 adopted Council's 2015-2018 Corporate Strategic Plan which included a goal of creating an inventory of customer service levels. The Winter Control Plan documentation of the winter maintenance standards and levels of service provided to roads and sidewalks.

The Municipal Act, 2001, S.O. 2001, c.25 Section 44 provides that municipalities with jurisdiction over a highway or bridge shall keep it in a state of repair that is reasonable in the circumstances. If the municipality defaults in complying with its obligation to maintain and repair, it is liable for all damages any person sustains as a result.

Ontario Regulation 239/02 under the Municipal Act specifies Minimum Maintenance Standards that define service levels of road maintenance based on the road classification system. Winter control maintenance is addressed in the amount of snow that can accumulate and the timeframe to clear it in, as well as the timeframe to treat icy roadways. A municipality can avoid liability for failing to keep a highway or bridge in a reasonable state of repair if, at the time of an accident, the Minimum Standards have been met.

By-law 40-2004 adopts a policy for Minimum Maintenance Standards for roads in the Town of Fort Erie. Through this by-law, the Standards for Maintenance are those set out in the Minimum Maintenance Standards including any subsequent changes.

**Comments from Relevant Departments/Community and Corporate Partners**

The revised Winter Control Plan attempts to address comments and concerns brought forward by Council and the general public. Additionally, input was received from staff and contractors.

**Communicating Results**

Once approved, the Winter Control Plan will be made available on the website and in hard copy for viewing at both Town Hall and the John L. Gibson Operations Centre.

As it is posted to the website, the Communications Coordinator will be asked to promote the Plan through appropriate social media.



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Administrative Report IS-35-2016**

Infrastructure Services

Page 5 of 5

Report No. IS-35-2016

An updated version of our 'Snow-How' brochure created in-house in 2015, that provides a guide to winter control services within the Town, will be distributed through local media channels.

**Alternatives**

As an alternative to approving the Winter Control Plan 2016-2020, Council could withhold approval and thereby advise staff to continue with the current Winter Control Plan. This alternative is not recommended as references to contractors and equipment in the current Plan are outdated, as are the other proposed changes. The revised Plan continues to represent a balance between compliance with applicable legislation and the expectations of ratepayers, as historically expressed.

Council may ask staff to further revise the proposed Winter Control Plan. Note that any increase in service levels would have a budget impact. Alternatively, any reduction in service levels may have legal implications, in addition to a budget impact.

**Conclusion**

Council approval of the revised Winter Control Plan, 2016-2020 will adopt the most current Plan, and will facilitate the defence of liability claims against the Town.

**Attachments**

N/A

**Proposed By-law 114-2016**



**The Municipal Corporation of the  
Town of Fort Erie**

**By-law No. 114-2016**

---

**Being a By-law to Adopt a  
Winter Control Plan for 2016-2020  
and to repeal By-law No. 124-2013**

---

**Whereas** Section 44(1) of the *Municipal Act, 2001*, as amended, provides a municipality that has jurisdiction over a highway or bridge shall keep it in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge; and

**Whereas** O.Regulation 239/02, as amended, establishes Minimum Maintenance Standards For Municipal Highways, which specify service levels based on road classification; and

**Whereas** Report No. IS-35-2016 was considered at the Council-in-Committee Meeting of October 17, 2016, and subsequently authorized and approved by Council to adopt a Winter Control Plan for 2016-2020 comprised of Standards and Operational Guidelines, in the form of Schedule "A" attached to this by-law;

**Whereas** it is deemed expedient to approve and adopt the Winter Control Plan for 2016-2020;

**Now therefore** the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

1. **That** the Winter Control Plan for 2016-2020 attached as Schedule "A" to and forming part of this by-law, is approved and adopted.
2. **That** the Director of Infrastructure Services of The Corporation of the Town of Fort Erie, or his or her designate, is responsible for administering the Winter Control Plan for 2016-2020.
3. **That** notwithstanding the term set out in the Winter Control Plan for 2016-2020, the Plan shall remain in force and effect until such time as it is repealed or replaced.
4. **That** By-law No. 124-2013 is repealed.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**By-law No. 114-2016**

**Page 9**

5. **That** the Clerk of the Town is authorized to effect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

**Read a first, second and third time and finally passed this 24th day of October, 2016.**

---

Mayor

---

Clerk

I, Laura Bubanko, the Clerk, of The Corporation of the Town of Fort Erie certifies the foregoing to be a true copy of By-law No. 114 -2016 of the said Town. Given under my hand and the seal of the said Corporation, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

**By-law 114-2016 is shown here in draft form as proposed by-law only. The adopted by-law is available on the Town's website.**

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

### Minimum Maintenance Standards

Ontario Regulation 239/02 establishes Minimum Maintenance Standards for municipalities that specify general maintenance standards. Portions of these standards address winter road maintenance levels.

In this regulation, roads are divided into classes based on a combination of traffic volume and speed limit factors. The Town of Fort Erie maintains roads that range from Class 3, which are well travelled to Class 6, which include roads with stone surfaces.

Note that Class 6 roads are not subject to the Minimum Maintenance Standards summarized in Table 1 “Summary of Minimum Maintenance Standards” below and will not be further described in this plan. Winter maintenance is performed on Class 6 roads in Fort Erie, generally to the service level of Class 5 roads.

Section 4 of Ontario Regulation 239/02, and as amended by Ontario Regulations 23/10 and 47/13, describes that newly fallen, wind-blown or slush snow is to be cleared once snow accumulation is more than the depth set out in Table 1 below, depending on the road class. The snow clearing is to be done either while the snow continues to accumulate or after the snowfall has ended, but at a minimum, within the timeframes set out in Table 1. This section of the regulation also sets out the width of the clearing and exempts parking areas.

Section 5 specifies that roadways be monitored and patrolled at appropriate intervals for ice and that icy roadways be treated to prevent ice formation. Section 5 further specifies that if ice forms, the roadway is to be treated within the timeframe shown in Table 1.

**Table 1: Summary of Minimum Maintenance Standards**

		<b>Class 3</b>	<b>Class 4</b>	<b>Class 5</b>
<b>Clear Snow Accumulation</b>				
(New fallen, wind-blown or slush)	<b>Depth</b>	8 cm (3 in.)	8 cm (3 in.)	10 cm (4 in.)
Clear within:	<b>Time</b>	12 hours	16 hours	24 hours
<b>Treat Icy Roadways</b>	<b>Time</b>	8 hours	12 hours	16 hours

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**By-law 40-04**, which evolved out of Administrative Report PW-12-04, adopts the standards in Ontario Regulation 239/02 including any amendments as the Maintenance Standards for Municipal Highways in the Town of Fort Erie:



**The Municipal Corporation of the  
Town of Fort Erie**

**BY-LAW NO. 40-04**

---

**BEING A BY-LAW TO ADOPT A POLICY FOR MINIMUM  
MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS  
IN THE TOWN OF FORT ERIE**

---

**WHEREAS** Subsection 11(2) of the *Municipal Act, 2001* as amended provides for spheres of jurisdiction and under the table thereafter it states that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting highways, including parking and traffic on the highways, and

**WHEREAS** Section 30 of the said *Municipal Act* provides that a highway is owned by the municipality that has jurisdiction over it subject to any rights reserved by a person who dedicated the highway or any interest in the land held by any other person, and

**WHEREAS** Subsection 44(1) of the said *Act* provides the municipality that has jurisdiction over a highway or a bridge shall keep it in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge, and

**WHEREAS** Subsection 44(2) of the said *Act* provides a municipality that defaults in complying with Subsection (1) is, subject to the *Negligence Act*, liable for all damages any person sustains because of the default, and

**WHEREAS** Subsection 44(3) of the said *Act* provides that despite Subsection (2), a municipality is not liable for failing to keep a highway or bridge in a reasonable state of repair if,

- (a) it did not know and could not reasonably have been expected to have known about the state of repair of the highway or bridge;
- (b) it took reasonable steps to prevent the default from arising; or
- (c) at the time the cause of action arose, minimum standards established under Subsection (4) applied to the highway or bridge and to the alleged default and those standards have been met, and

**WHEREAS** Subsections 44(4) and (5) of the said *Act* provides the Minister of Transportation may make regulations establishing minimum standards of repair for highways and bridges or any class of them and the minimum standards may be general or specific in their application, and

**WHEREAS** Subsection 44(6) of the said *Act* provides that a regulation made under Subsection (4) may adopt by reference, in whole or in part, with such changes as the Minister of Transportation considers desirable, any code, standard or guideline, as it reads at the time the regulation is made or as it is amended from time to time, whether before or after the regulation is made, and

**WHEREAS** Ontario Regulation 239/02 was filed on August 8, 2002 to establish Minimum Maintenance Standards for Municipal Highways, and

**WHEREAS** at the Council-in-Committee meeting of March 1, 2004 Report No. PW-12-04 was approved to adopt the Minimum Maintenance Standards as prescribed in Ontario Regulation 239/02 as a basic level of service for road maintenance within the Town of Fort Erie, and

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

By-law No. 40-04

Page Two

**WHEREAS** it is deemed desirable to adopt a Policy for Minimum Maintenance Standards for municipal highways in the Town of Fort Erie;

**NOW THEREFORE** the Municipal Council of The Corporation of the Town of Fort Erie hereby enacts as follows:

1. **THAT** the standard of maintenance of municipal highways in the Town of Fort Erie shall be that required by the provisions of Ontario Regulation 239/02 made under the *Municipal Act, 2001* and any amendments thereto or any successor legislation as such may apply from time to time.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8<sup>th</sup> DAY OF MARCH, 2004.**

\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK

I, the Clerk, Carolyn J. Kett, of The Corporation of the Town of Fort Erie hereby certify the foregoing to be a true certified copy of By-law No. 40-04 of the said Town. Given under my hand and the seal of the said Corporation this day of \_\_\_\_\_, 2004.

Ontario Regulation 239/02 was amended by Ontario Regulation 23/10 which increased patrol requirements and added "slush" as a possible snow accumulation. Ontario Regulation 239/02 was further amended by Ontario Regulation 47/13. Some of the changes that affected winter control included:

- Clarification of the definitions of ice and snow accumulation,
- Addition of requirements for weather monitoring, and,
- Further specifications to the standard for treatment of icy roadways.

This plan includes consideration of these additional requirements.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

### **Salt Management Plan**

The Town of Fort Erie Salt Management Plan was adopted in 2004 through Administrative Report IS-04-05, to work towards best management practices as recommended by Environment Canada in the *“Code of Practice for the Environmental Management of Road Salts”*.

These best management practices were designed to minimize the adverse environmental effects of the storage and application of road salts and abrasives during winter road maintenance, as well as the disposal of snow containing road salts.

The *Code of Practice* as well as the Transportation Association of Canada’s *“Syntheses of Best Practices – Road Salt Management”* includes guidelines for the development of a detailed salt management plan.

Both of these guidance documents were reviewed and revised recently by Environment Canada and the Transportation Association of Canada, respectively.

The Town’s Salt Management Plan will be revised to encompass the recommendations contained in the revised guidance documents. The revised Salt Management Plan will include the recommended requirement for an annual review of the plan with specific targets to achieve best management practices.



Infrastructure Services Department  
Winter Control Plan 2016-2020

IS-OPS-P001 Hours of Service Operating Procedure



TOWN OF FORT ERIE  
INFRASTRUCTURE SERVICES

Operating Procedure		Page: 1 of 5
Doc No.: IS-OPS-P001	Original Date: December 2008	Original Developed By G. Boutin
Revision No.: 5	Revision Date: September 21, 2016	Original Authorized By: G. Boutin

Operating Procedure IS-OPS-P001 Hours of Service

**Origin:**

O. Reg. 555/06 made under the *Highway Traffic Act* prescribes hours of service for a driver of a commercial motor vehicle. In particular, it defines duty status time, limits on-duty time and provides for exemptions (s. 3(1), paras. 4 and 4.1) in the case of municipalities responding to situations of imminent danger as well as to emergency situations of major proportions.

**Purpose:**

The Infrastructure Services Department has implemented an electronic database to track employee hours of service to ensure an employee does not exceed 70 hours of on-duty time in the chosen seven-day cycle. A "day" begins 00:00 and ends at 23:59.

The intent of this guideline is to ensure regulatory compliance and to attempt to meet the requirements of our adopted levels of service. The scope and level of service delivery components have been implemented to address the municipality's inherent responsibility for the protection of the public, property and the environment.

This document is intended as a guide. It is understood that our service delivery levels regularly require the deployment of employees outside the normal work schedule. Each employee deployment will be event specific. "Event" includes a situation or impending situation that poses a danger to life, property or the environment.

**Scope:**

Factors affecting employee deployments include:

1. *Nature of the event*
2. *Imminent danger to people, property or environment*
3. *Time of day*
4. *Level of service expectations*
5. *Employee availability – logged hours*

Town of Fort Erie T:\Administrative & Overall\Policies and Procedures\Operations SOPs\IS-OPS-P001 Hours of Service\Hours of Service SOP v.5.docx	Last Review	September 21, 2016
	Next Review Scheduled	September 21, 2017

Infrastructure Services Department  
Winter Control Plan 2016-2020

IS-OPS-P001 Hours of Service Operating Procedure



TOWN OF FORT ERIE  
INFRASTRUCTURE SERVICES

Operating Procedure		Page: 2 of 5
Doc No.: IS-OPS-P001	Original Date: December 2008	Original Developed By G. Boutin
Revision No.: 5	Revision Date: September 21, 2016	Original Authorized By: G. Boutin

Operating Procedure IS-OPS-P001 Hours of Service

1. *Nature of the event:*

Events include, but are not limited to, the following:

- Winter control – road patrols, sanding, plowing
- Wet weather event – surface flooding, sanitary sewer surcharging
- Water main break
- Sanitary sewer main break
- Wind storm – downed trees, powerlines or other installations
- Significant power outages

2. *Imminent danger to life, property or environment:*

- The deployment of employees to deal with each event will be event specific.
- The event needs assessment and degree of risk will be the responsibility of the acting manager/supervisor.

3. *Time of day*

- If the exemption is used, a regularly scheduled 10 hour shift should not be extended more than six hours such that total on-duty time equals 16 hours.
- A minimum 8 hour off-duty rest period will follow the extended shift described above.
- Length of permitted duty time on a call-in may be influenced by time of day and previous on-duty time. For example, if a call-in is required at 11:00 pm, after the end of a regular shift at 5:00 pm, the Duty/On-call Supervisor will assess the need to address the event while remaining aware of logging employee on-duty time in preparation of ensuring appropriate off-duty time once the event has been managed.

4. *Level of service expectations*

- Adopted winter control plans describe service delivery expectations for each class of the road network including sidewalks.
- Water main and sanitary sewer events will be addressed based on the level of danger to life, property and the environment and to ensure continuity of access to essential services.

5. *Employee availability – logged hours*

After hours call-ins will take in to consideration:

- Off-duty time periods (most recent and previous)
- Previous day on-duty hours
- Scheduled shift commitment for remaining week/cycle

Town of Fort Erie I:\Administrative & Overall\Policies and Procedures\Operations SOPs\IS-OPS-P001 Hours of Service\Hours of Service SOP v.5.docx	Last Review	September 21, 2016
	Next Review Scheduled	September 21, 2017

Infrastructure Services Department  
Winter Control Plan 2016-2020

**IS-OPS-P001 Hours of Service Operating Procedure**



TOWN OF FORT ERIE  
INFRASTRUCTURE SERVICES

Operating Procedure		Page: 3 of 5
Doc No.: IS-OPS-P001	Original Date: December 2008	Original Developed By G. Boutin
Revision No.: 5	Revision Date: September 21, 2016	Original Authorized By: G. Boutin

**Operating Procedure IS-OPS-P001 Hours of Service**

**Protocol:**

The Duty/On-call Supervisor will be primarily responsible for assessing each event and determining employees and equipment that may be required to address the event.

The Infrastructure Services Managers will provide consultation as may be required in determining event specific needs.

The Duty Supervisor will:

1. Document the particulars of the event that led to the decision to apply the exemption.
2. Maintain a log of event start and stop times and duration
3. Retain each employee's completed record for the day or Duty Service Log
4. Declare a "return to compliance" with the hours of work requirements
5. Advise employees of mandatory rest period prior to the next on-duty period

**In Summary:**

Management and supervisory staff (including Duty/On-call Supervisors) are tasked with ensuring operations comply with the regulation and this guideline. In addition, every employee has been trained and has a legal responsibility to document and advise the respective supervisor of total hours logged and any and all conditions that impact the safe operation of a municipal vehicle.

Premature termination of a scheduled shift may be warranted if employee fatigue would compromise the safe operation of a vehicle, regardless of hours of service.

Management of each deployment of employees/equipment will be event specific. The exemptions in s. 3(1), paras. 4 and 4.1 of O.Reg. 555/06 will not be utilized as blanket exemptions to all events.

In the event of any extension to an on-duty schedule, a mandatory total of 10 hours of off-duty time will be provided each day, notwithstanding any use of an exemption.

The terms and conditions contained herein will govern employee deployments in ensuring adequate off-duty rest periods are provided.

An employee providing service delivery outside regularly scheduled shifts may be provided paid time off for a portion or all of a normal duty schedule to facilitate the required off-duty rest periods.

Town of Fort Erie E:\Administrative & Overall\Policies and Procedures\Operations SOPs\IS-OPS-P001 Hours of Service\Hours of Service SOP v.5.docx	Last Review	September 21, 2016
	Next Review Scheduled	September 21, 2017



Infrastructure Services Department  
Winter Control Plan 2016-2020

**IS-OPS-P001 Hours of Service Operating Procedure**



**TOWN OF FORT ERIE  
INFRASTRUCTURE SERVICES**

Operating Procedure		Page: 5 of 5
Doc No.: IS-OPS-P001	Original Date: December 2008	Original Developed By G. Boutin
Revision No.: 5	Revision Date: September 21, 2016	Original Authorized By: G. Boutin

**Operating Procedure IS-OPS-P001 Hours of Service**

<b>Sequence of Events Continued:</b>					
Staff Instructed to Maintain On-duty Log	Yes	No	Staff on-duty Logs Retained to File	Yes	No
Staff Advised of Mandatory Rest Period Prior to Returning to On-duty Shift Schedules				Yes	No
Event / Situation Resolved:	Date:		Time:		

Town of Fort Erie	
I:\Administrative & Overall\Policies and Procedures\Operations SOPs\IS-OPS-P001 Hours of Service\Hours of Service SOP v.5.docx	Last Review
	September 21, 2016
	Next Review Scheduled
	September 21, 2017

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Hours of Service Legislation

### Excerpts from Ontario Regulation 555/06

#### DAILY REQUIREMENTS

##### Designation of driver's day

4. (1) The operator shall designate the hour at which the driver's day starts if it does not start at midnight and shall notify the driver of the designation. O. Reg. 555/06, s. 4 (1).

(2) The designation shall apply for the duration of the driver's cycle. O. Reg. 555/06, s. 4 (2).

##### Daily driving time

5. (1) After a driver has accumulated 13 hours of driving time in a day, the driver shall not drive again on the same day. O. Reg. 555/06, s. 5 (1).

(2) After a driver has accumulated 14 hours of on-duty time in a day, the driver shall not drive again on the same day. O. Reg. 555/06, s. 5 (2).

##### Daily off-duty time

6. (1) A driver shall take at least 10 hours of off-duty time in a day. O. Reg. 555/06, s. 6 (1).

(2) Off-duty time under subsection (1) that is in addition to the mandatory eight consecutive hours of off-duty time required by section 9 may be distributed throughout the day in blocks of no less than 30 minutes each. O. Reg. 555/06, s. 6 (2).

(3) The off-duty time referred to in subsection (2) shall be at least two hours and may be added to the mandatory eight consecutive hours of off-duty time but cannot form part of it. O. Reg. 555/06, s. 6 (3).

##### Deferral of off-duty time

7. A driver may split the off-duty time required by section 6 over any two consecutive days by deferring a maximum of two hours of the daily off-duty time from the first day to the second day and increasing the total of the driving and on-duty times in the first day by not more than two hours if,

- (a) the deferred off-duty time does not form part of the mandatory period of eight consecutive hours of off-duty time required by section 9;
- (b) before the end of the second day, the driver takes a consecutive period of off-duty time consisting of the eight consecutive hours required by section 9 plus the off-duty time deferred from the first day;
- (c) the total off-duty time taken in the two days is at least 20 hours;
- (d) the total driving time in the two days does not exceed 26 hours;
- (e) the total on-duty time in the two days does not exceed 28 hours;
- (f) the driver is not splitting off-duty time under section 11 at any time during the two days; and
- (g) an entry is made in the "Remarks" section of the daily log or on the record required by subsection 18 (3) clearly indicating the day from which the off-duty time has been deferred and the day to which it was deferred. O. Reg. 555/06, s. 7.



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Hours of Service Legislation

### Excerpts from Ontario Regulation 555/06, Continued

#### Mandatory off-duty time

9. (1) After a driver has accumulated 13 hours of driving time from the end of the most recent period of eight or more consecutive hours of off-duty time, the driver shall not drive again unless he or she takes at least eight consecutive hours of off-duty time. O. Reg. 555/06, s. 9 (1).

(2) After a driver has accumulated 14 hours of on-duty time from the end of the most recent period of eight or more consecutive hours of off-duty time, the driver shall not drive again unless he or she takes at least eight consecutive hours of off-duty time. O. Reg. 555/06, s. 9 (2).

(3) After 16 hours have elapsed from the end of the most recent period of eight or more consecutive hours of off-duty time, the driver shall not drive again unless he or she takes at least eight consecutive hours of off-duty time. O. Reg. 555/06, s. 9 (3).

#### Exemptions from Regulation

3. (1) Subject to subsection (3), a driver and operator are exempt from this Regulation while the driver is driving a commercial motor vehicle of a type and in the circumstances described in any of the following paragraphs:

4.A vehicle engaged in providing relief in an emergency, being a situation or impending situation that constitutes a danger of major proportions to life, property or the environment, whether caused by forces of nature, an accident, an intentional act or otherwise.

4.1A vehicle operated by or on behalf of a municipality, road authority or public utility while responding to a situation or impending situation that constitutes an imminent danger, though not one of major proportions, to life, property or the environment, whether caused by forces of nature, an accident, an intentional act or otherwise.

(3) A driver's on-duty time and off-duty time, within the meaning of this Regulation, when he or she is exempt from this Regulation under subsection (1) shall nonetheless be included in the calculations of a driver's hours of off-duty and on-duty time for the purposes of complying with this Regulation on the days when the driver is not exempt under subsection (1). O. Reg. 555/06, s. 3 (3).



Infrastructure Services Department  
Winter Control Plan 2016-2020

Hours of Service - Sample Duty Log Form

Name: <i>John Smith</i>		Duty Service Log																							
		<div> <div>On Duty</div> <div>Off Duty</div> <div>Off Duty Paid</div> </div>																							
mm/dd/yy		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
12/1/2007	Sat																								
12/2/2007	Sun	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
12/3/2007	Mon	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
WINTER CONTROL SAND / PLOW																									
12/4/2007	Tues	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
WINTER CONTROL SAND / PLOW																									
12/5/2007	Wed	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
TRAFFIC SIGNS SAND / PLOW																									
12/6/2007	Thurs	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
CULVERT INSTALL																									
12/7/2007	Fri	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
WINTER CONTROL SAND / PLOW																									

Signature: \_\_\_\_\_

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G001 Road Snow Plowing Guideline**

**Objectives:**

- To adhere to the snow clearing standards set out in the Minimum Maintenance Standards and adopted by By-law 40-04.
- To reduce the hazards of snow and ice accumulation.
- To endeavour to maintain passable road conditions for emergency vehicles.
- To maintain safe, passable school and public transit bus routes.
- To reduce economic losses to the community and industry caused by workers not able to get to their jobs or companies not able to move goods.
- To ensure cost-effective winter control snow plowing operations.

**Level of Service:**

In accordance with the Minimum Maintenance Standards set out in Ontario Regulation 239/02 and amended by Ontario Regulations 23/10 and 47/13, all roads are divided into classes based on a combination of traffic volume and speed limit factors. The Town of Fort Erie maintains roads that range from Class 3, which are well travelled to Class 5, which include roads with stone surfaces. The level of service varies by the road class:

**Class 3 – Goal Conditions – Bare Pavement**

- Applies to all roads identified in gold on the attached Snow Plow maps.
- Surfaces will be maintained as bare as possible through the continued use of all labour, equipment and materials suited to the conditions.
- To maintain the prescribed level of service on all of the Class 3 roads, Route 14, as shown on Page 27, will be continuously plowed during a normal winter control event, as conditions warrant.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G001 Road Snow Plowing Guideline, Continued**

**Class 4 – Goal Conditions – Centre Bare Pavement**

- Applies to all roads identified in red on the attached Snow Plow maps.
- Surfaces will be maintained to achieve centre bare pavement through the use of all labour, equipment and materials suited to the conditions.

**Class 5 – Goal Conditions – Snow Packed Surface**

- Applies to all roads identified in green on the attached Snow Plow maps.
- Surfaces shall be maintained in a snow packed condition, (i.e. not maintained to bare pavement).

**Procedure:**

- The Supervisor, Road and Roadside Drainage Services, or his designate will determine the proper action to be taken based on the level of service to be provided. Weather forecasts, temperature and road conditions for each stage of the storm will be considered.
- Predetermined routes for plowing shall be followed except in critical situations.
- Initially it may be necessary to sand intersections, railroad crossings and dangerous curves and areas during icy conditions. Particular attention will be paid to the priority roads in each area.
- At accumulations of 8 centimetres, the Supervisor of Road and Roadside Drainage Services, or his designate, will activate a plowing operation. Contractors' and Town equipment (see Table 2 "Assigned Plow Routes" on the following page) will be assigned to their designated areas at the discretion of the Supervisor of Road and Roadside Drainage Services, or his designate, based on weather and road conditions.
- As all equipment is deployed to its designated area, roads will be plowed in priority sequence.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Road Snow Plow Routes and Equipment**

**Table 2: Assigned Plow Routes**  
(subject to change as conditions warrant)

<b>Snow Plow Route</b>	<b>Assigned Equipment</b>
Route 1	Peters Excavating - Grader
Route 2	V. Gibbons Contracting – Loader 1
Route 2A	V. Gibbons Contracting - Grader
Route 3	Peters Excavating – Loader 1
Route 3A	Alfred Beam Excavating – Loader
Route 4	Peters Excavating – Loader 2
Route 5	Town - Loader #509
Route 6	Ducheron Ltd. - Loader
Route 7	CRL Campbell Construction - Loader
Route 8	V. Gibbons Contracting – Loader 2
Route 9	Town - #432 8 Ton Truck with One Way Plow and Wing
Route 10	Town - #423 Tandem Truck with One Way Plow and Wing
Route 11	Ducheron Dump Truck
Route 12	Town - #433 8 Ton Truck with One Way Plow and Wing
Route 13	Town - #430 Tandem Truck with One Way Plow and Wing
Route 14 Priority Roads	Town #431 8 Ton Truck with One Way Plow and Wing
Spare Truck	Town #422 Tandem Truck with One Way Plow and Wing

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Route 14 Snow Plowing of Priority Roads  
(Done by Town Truck)**

Town truck(s) will plow the following priority roads during a normal winter control event, as conditions warrant, to maintain the prescribed level of service. Currently this route is as follows, but subject to change as road class designations change.

**Table 3: Priority Roads - Plow Route 14**

	Road	From	To
1	Pettit Rd	Gilmore Rd	Garrison Rd
2	Concession Rd	Garrison Rd	Gilmore Rd
3	Concession Rd	Gilmore Rd	Garrison Rd
4	Concession Rd	Turning Lane @ Bertie	
5	Bertie St	Concession Rd	Thompson Rd
6	Bertie St	Thompson Rd	Niagara Blvd
7	Niagara Blvd *	Bertie St	Old Fort
8	Niagara Blvd *	Old Fort	Bowen Rd
9	Niagara Blvd *	Bowen Rd	Bertie St

*\* Niagara Boulevard maintenance is under review and subject to change.*

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Winter Parking Restrictions**

To facilitate effective snow plowing of town roads, the following reminder is published in the Fort Erie Times every week during the winter season. The By-law Enforcement Officers issue warning tags in November before parking tickets are issued.

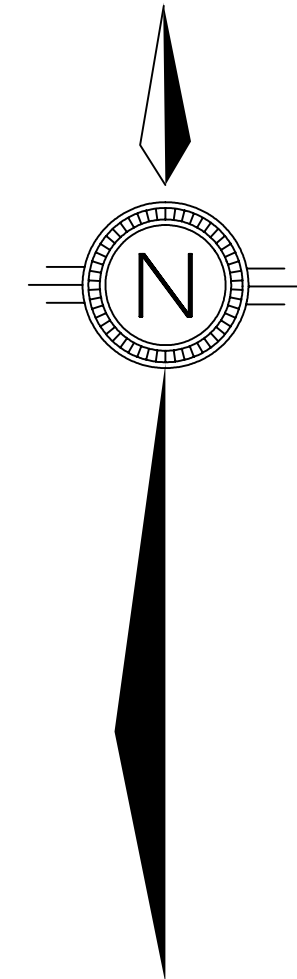
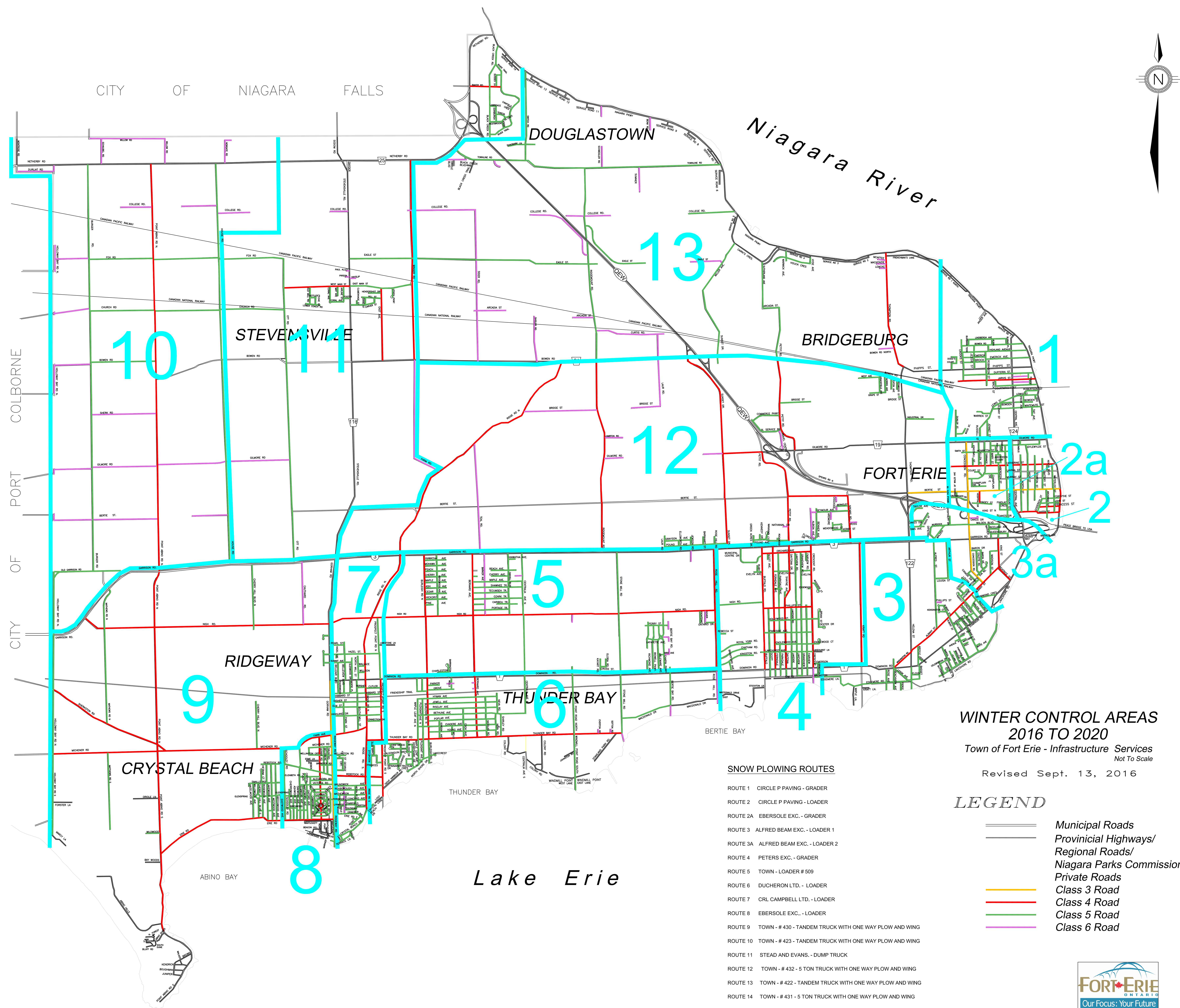
**OVERNIGHT WINTER PARKING ON STREETS**

**ATTENTION ALL MOTORISTS**

Residents are reminded that no overnight winter parking is permitted in the Town of Fort Erie between the hours of 2:00 a.m. and 7:00 a.m. from November 1 through March 31 of the following year. The Town's By-law Enforcement Officers will be enforcing Traffic By-law No. 84-2014. **The fine for this offence is \$40.00 and in addition, your vehicle may be towed at your expense.**



G:\COMMON\Mapping\Public Works\Snowplow Routes Map Book 2016 to 2020.dwg



**WINTER CONTROL AREAS  
2016 TO 2020**  
Town of Fort Erie - Infrastructure Services  
Not To Scale  
Revised Sept. 13, 2016

**SNOW PLOWING ROUTES**

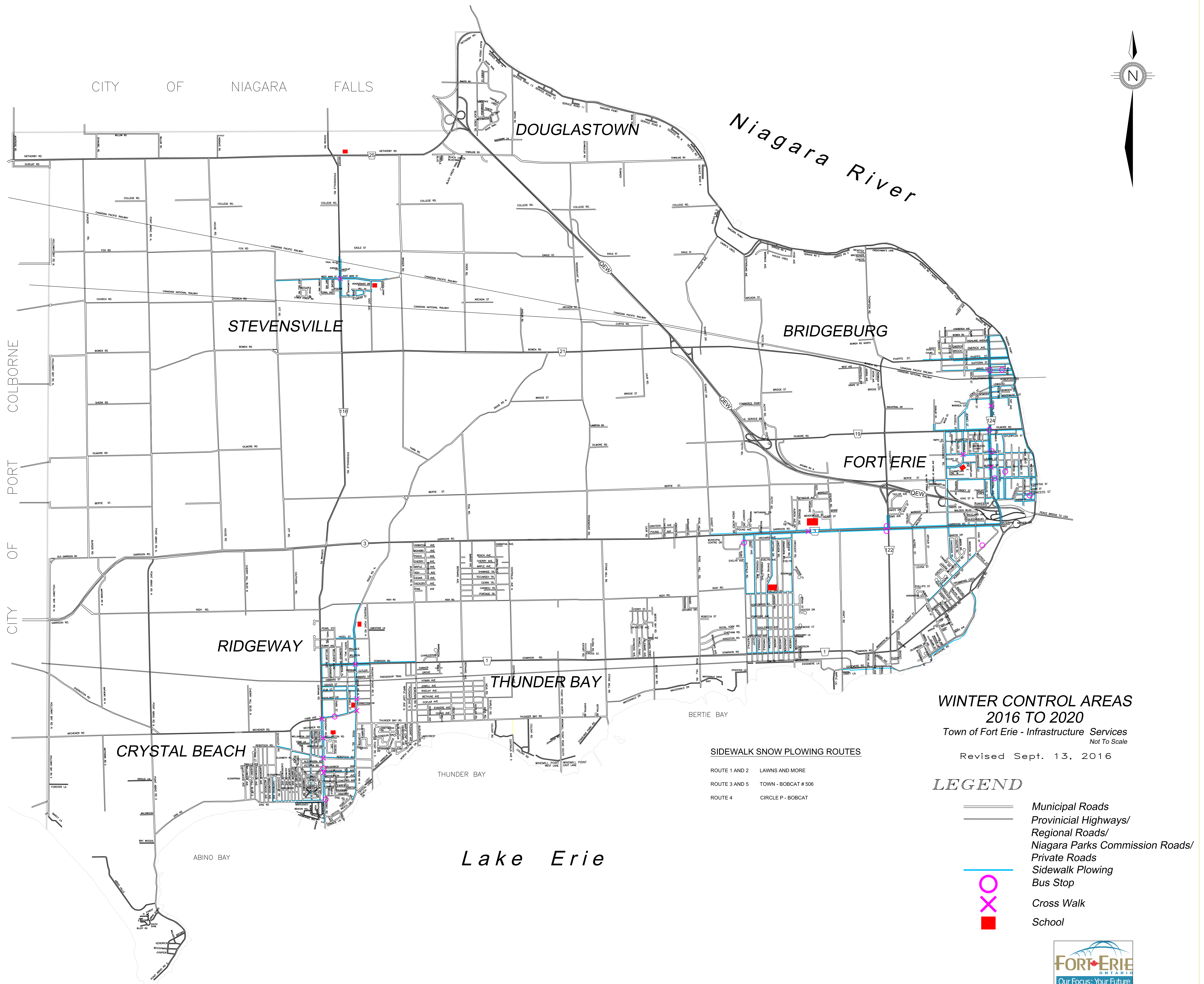
- ROUTE 1 CIRCLE P PAVING - GRADER
- ROUTE 2 CIRCLE P PAVING - LOADER
- ROUTE 2A EBERSOLE EXC. - GRADER
- ROUTE 3 ALFRED BEAM EXC. - LOADER 1
- ROUTE 3A ALFRED BEAM EXC. - LOADER 2
- ROUTE 4 PETERS EXC. - GRADER
- ROUTE 5 TOWN - LOADER # 509
- ROUTE 6 DUCHERON LTD. - LOADER
- ROUTE 7 CRL CAMPBELL LTD. - LOADER
- ROUTE 8 EBERSOLE EXC. - LOADER
- ROUTE 9 TOWN - # 430 - TANDEM TRUCK WITH ONE WAY PLOW AND WING
- ROUTE 10 TOWN - # 423 - TANDEM TRUCK WITH ONE WAY PLOW AND WING
- ROUTE 11 STEAD AND EVANS. - DUMP TRUCK
- ROUTE 12 TOWN - # 432 - 5 TON TRUCK WITH ONE WAY PLOW AND WING
- ROUTE 13 TOWN - # 422 - TANDEM TRUCK WITH ONE WAY PLOW AND WING
- ROUTE 14 TOWN - # 431 - 5 TON TRUCK WITH ONE WAY PLOW AND WING

**LEGEND**

-  Municipal Roads
-  Provincial Highways/  
Regional Roads/  
Niagara Parks Commission Roads/  
Private Roads
-  Class 3 Road
-  Class 4 Road
-  Class 5 Road
-  Class 6 Road

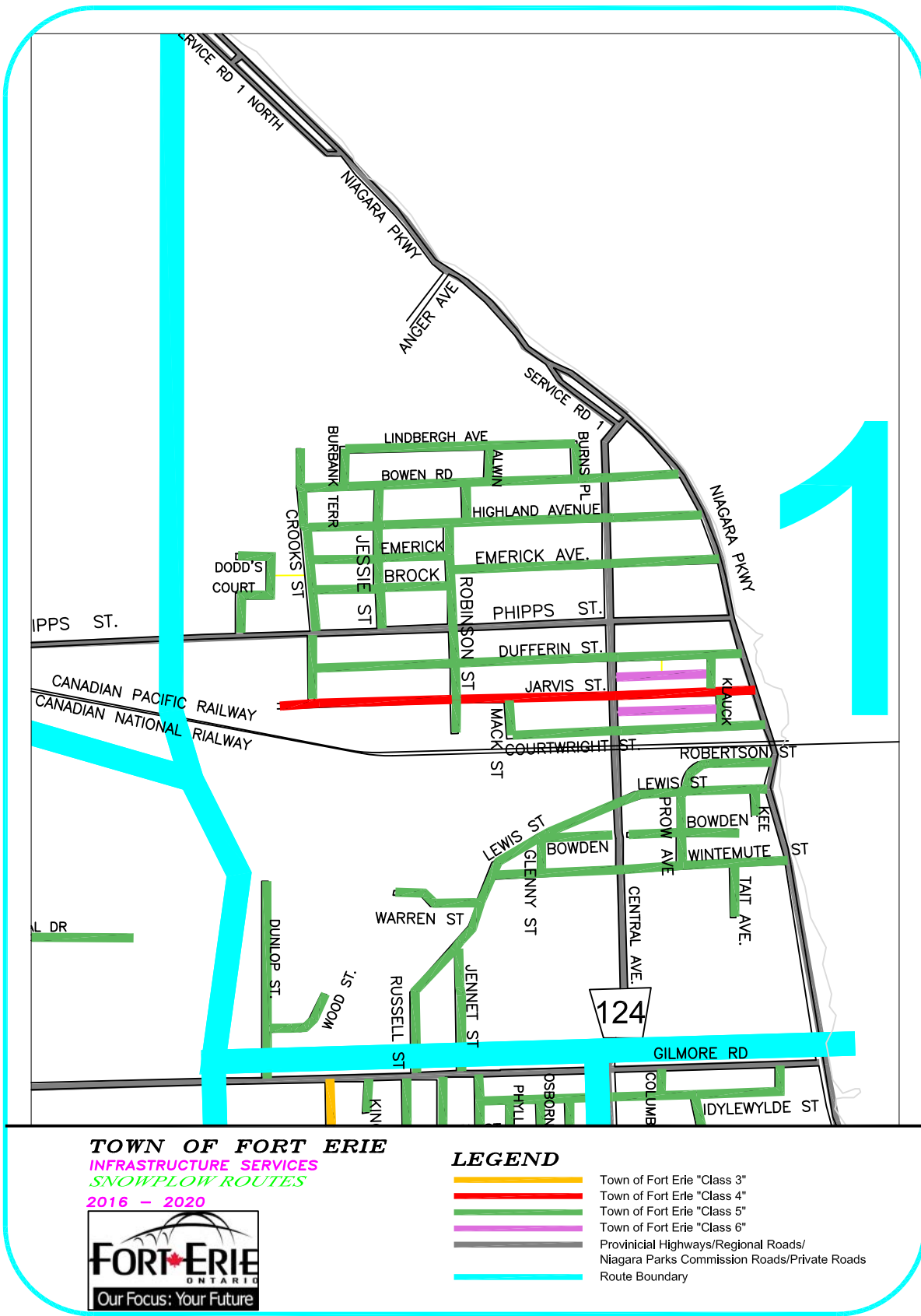






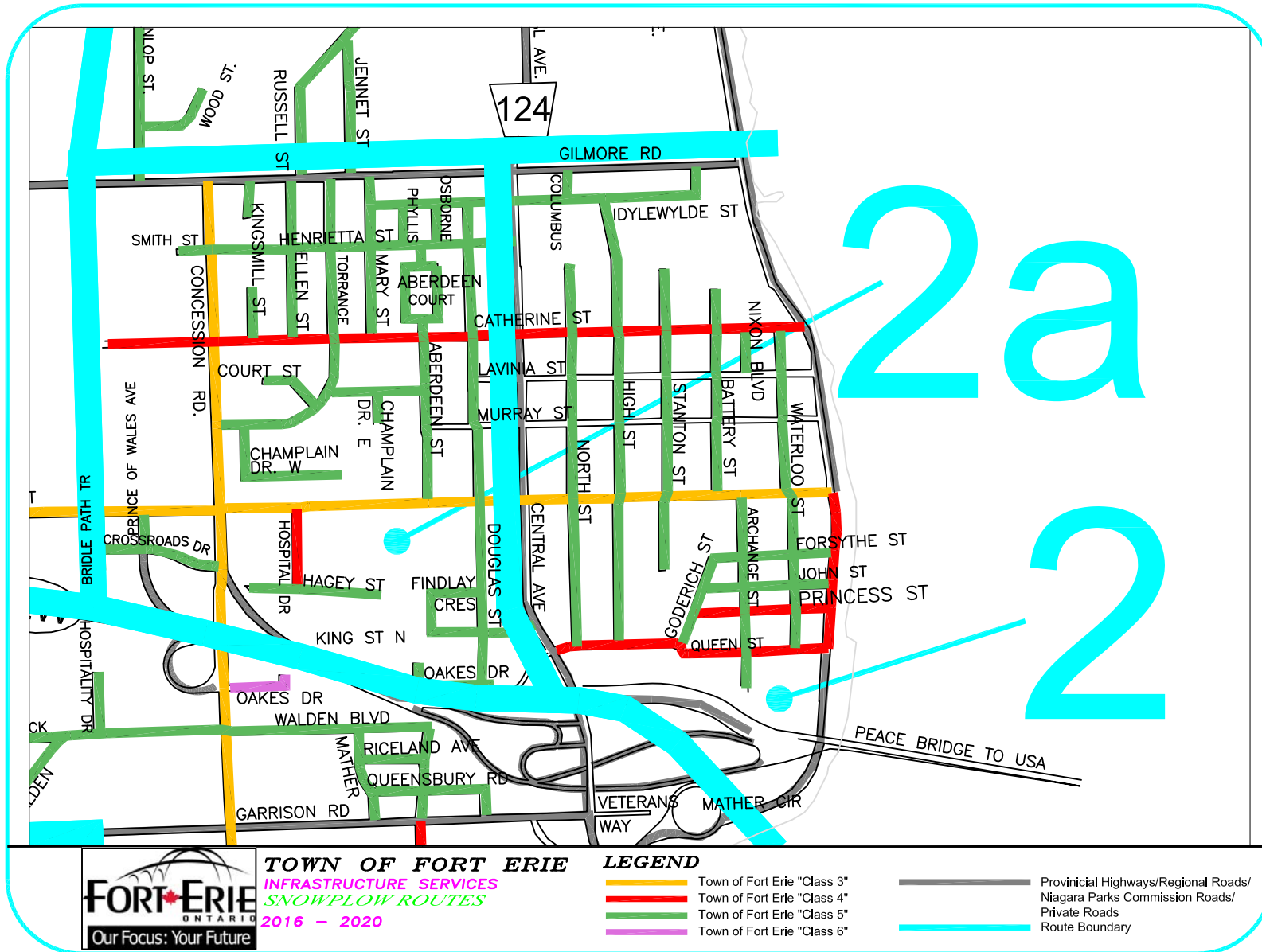


# Infrastructure Services Department Winter Control Plan 2016 - 2020



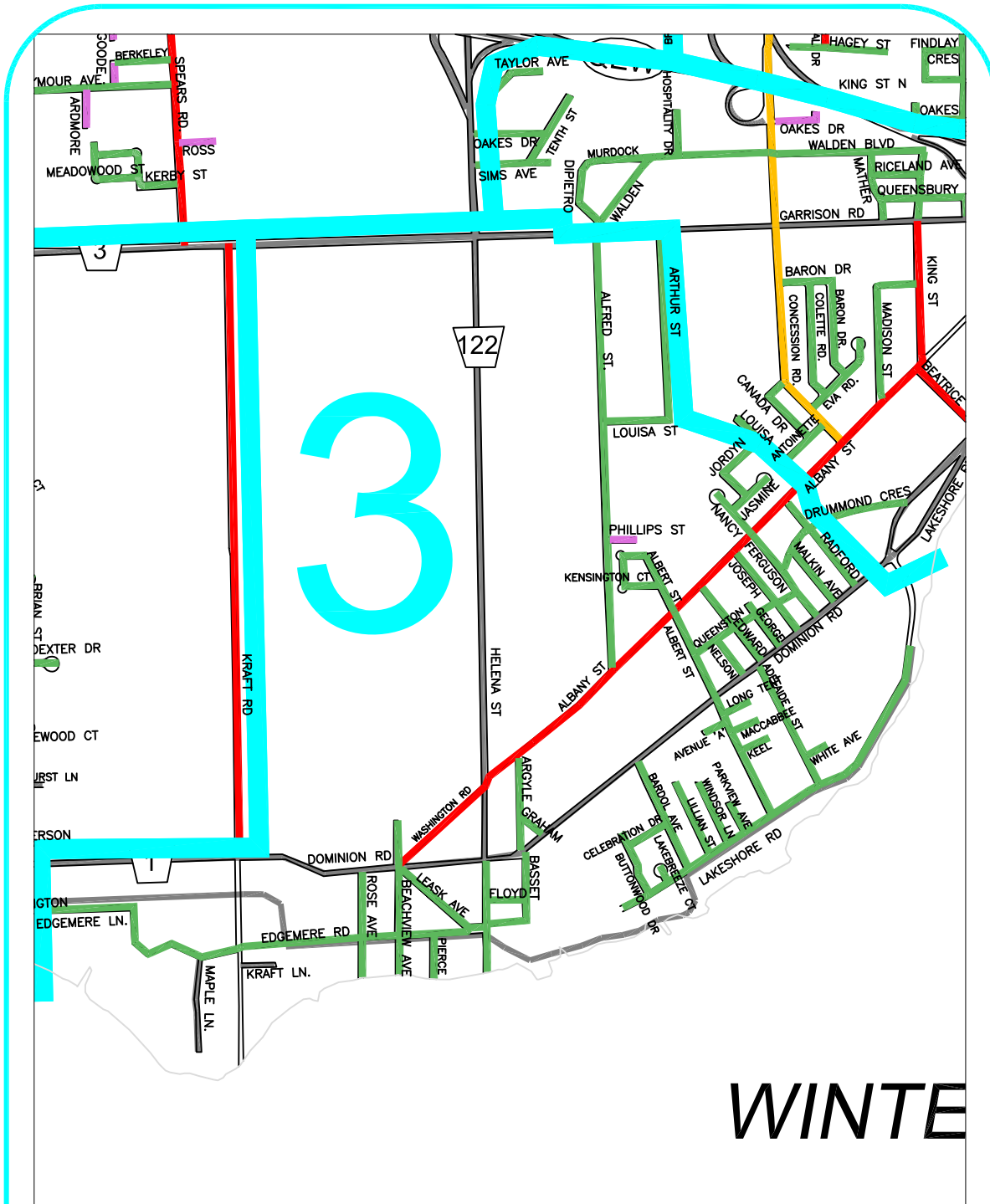
G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



WINTER

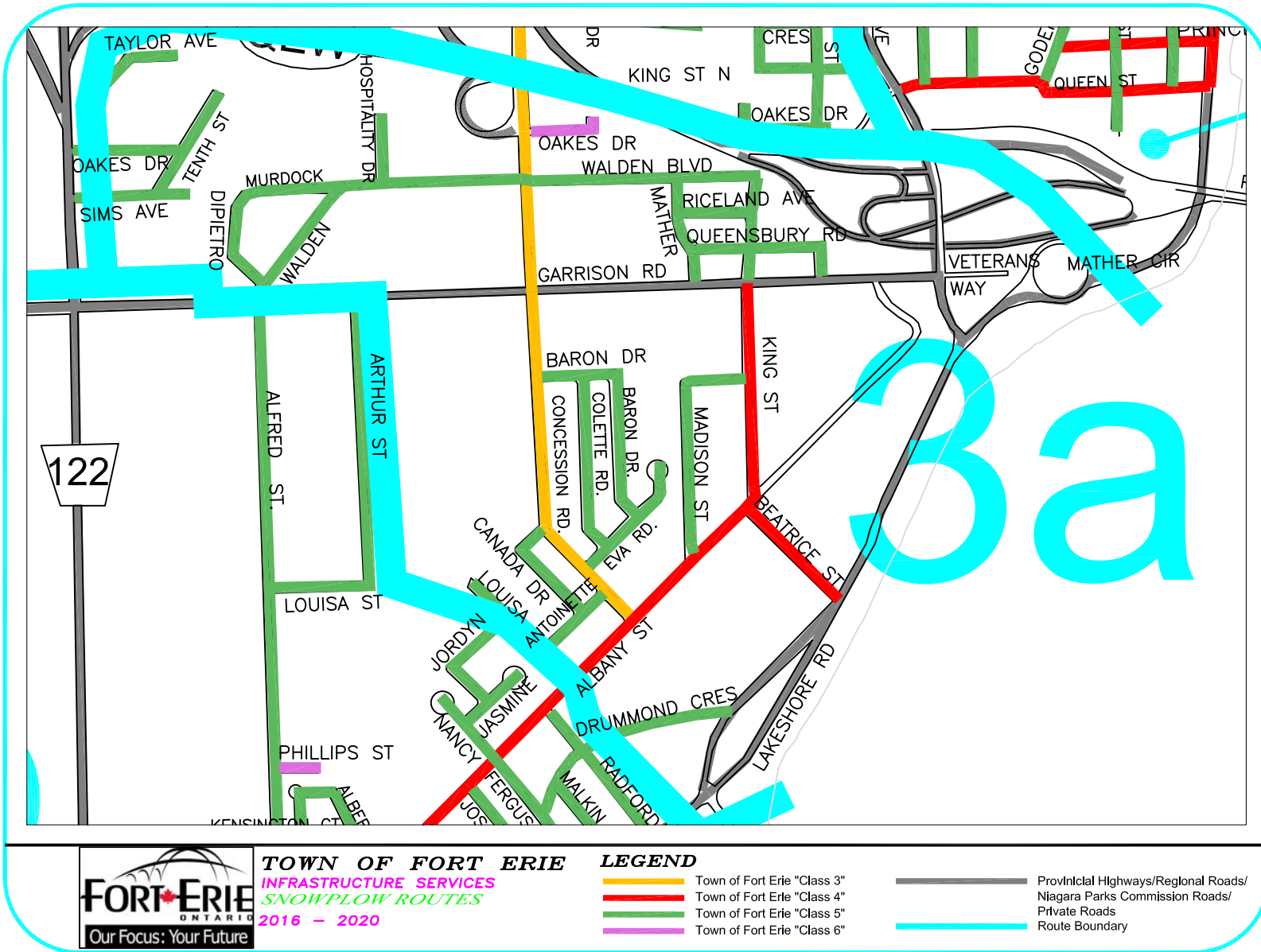
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

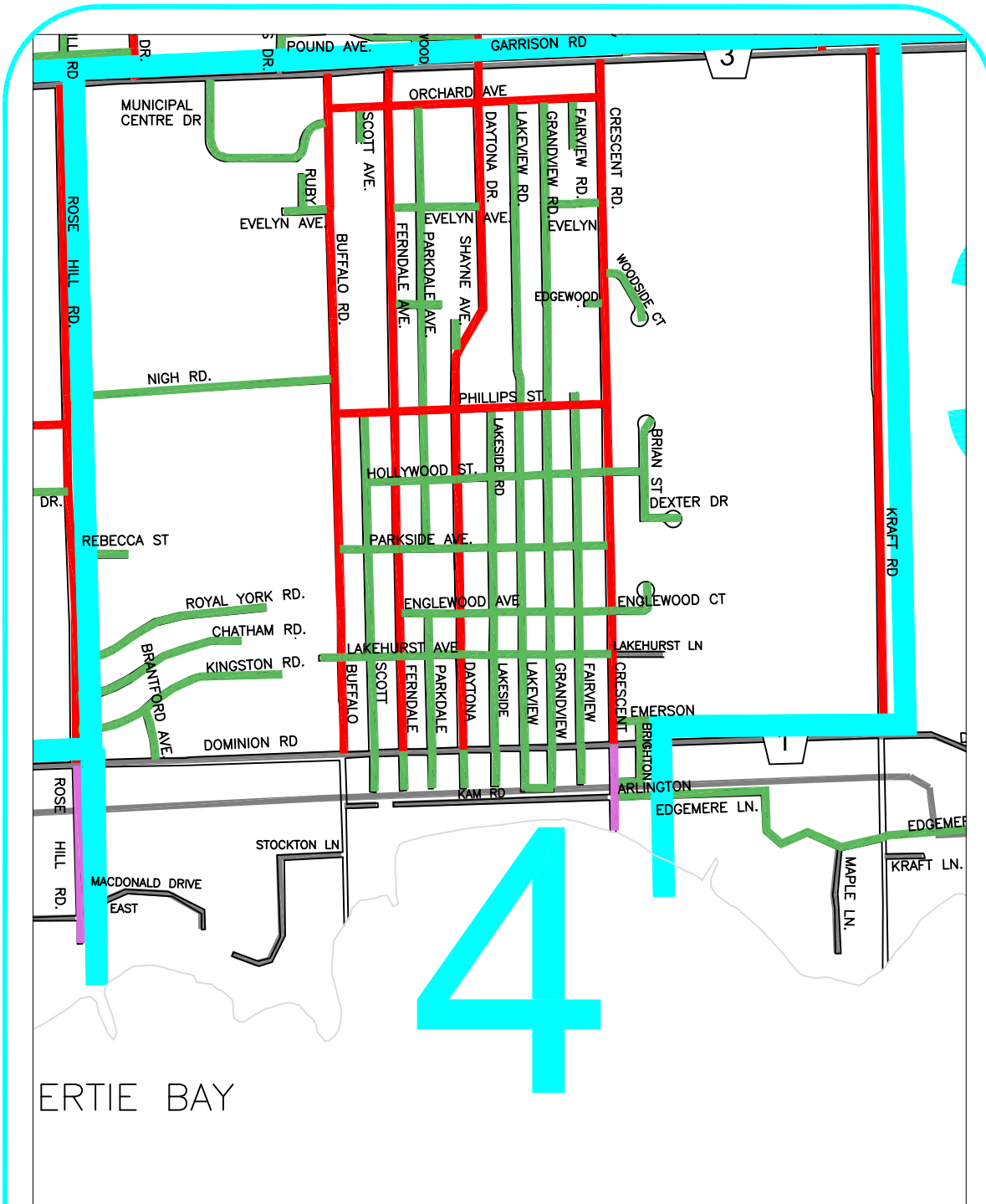
- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
- Route Boundary

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



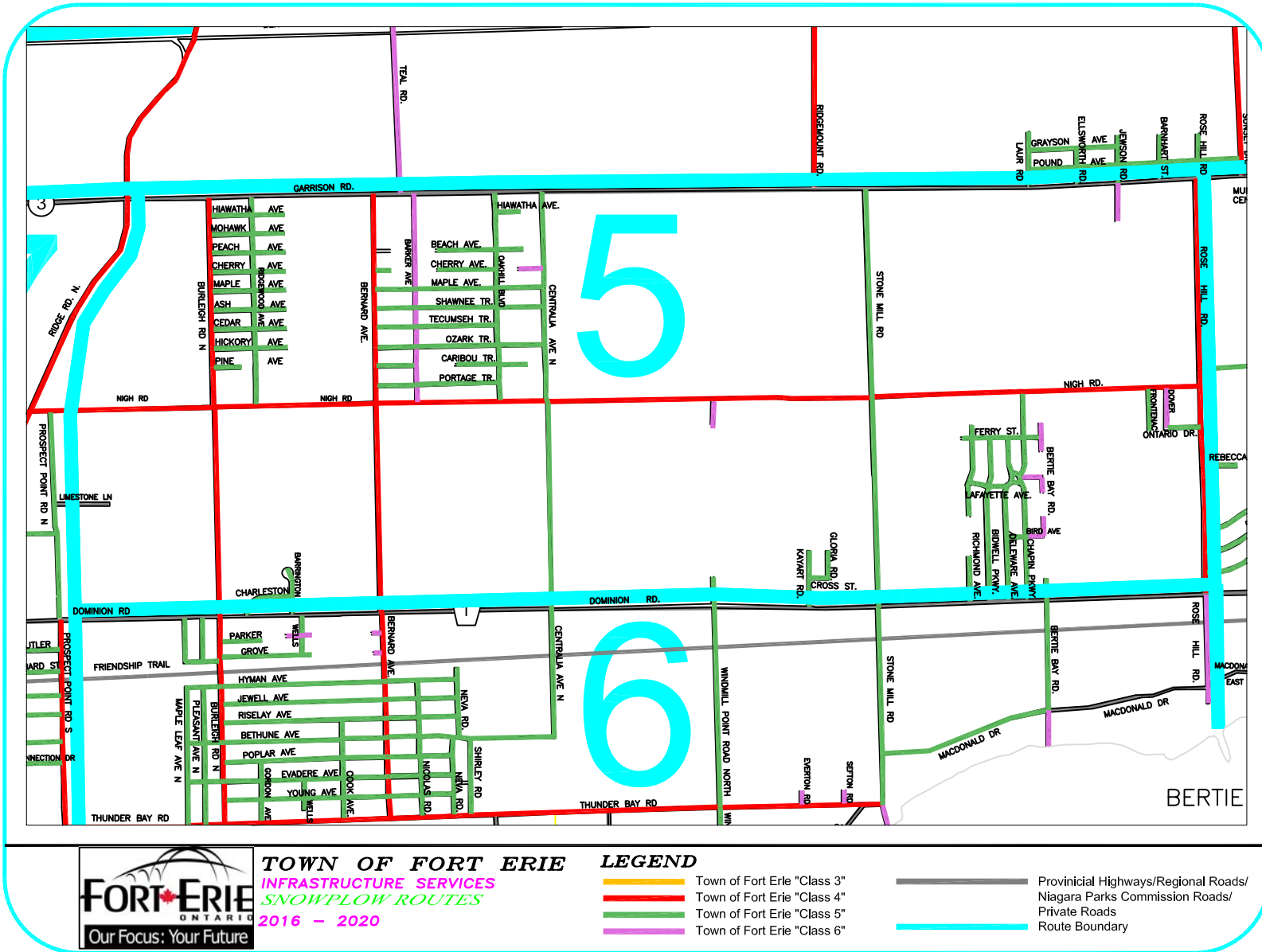
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
- Route Boundary

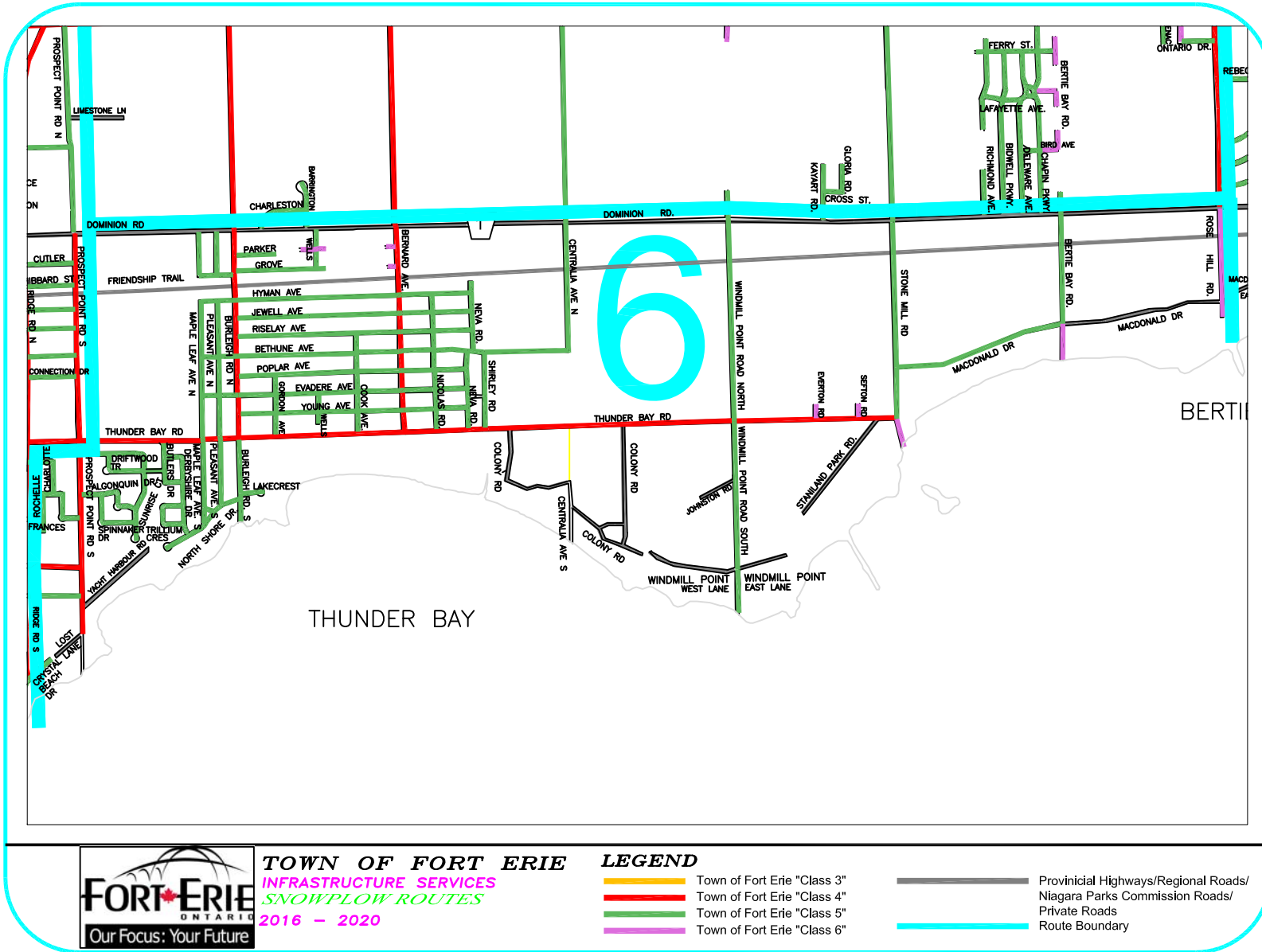
# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

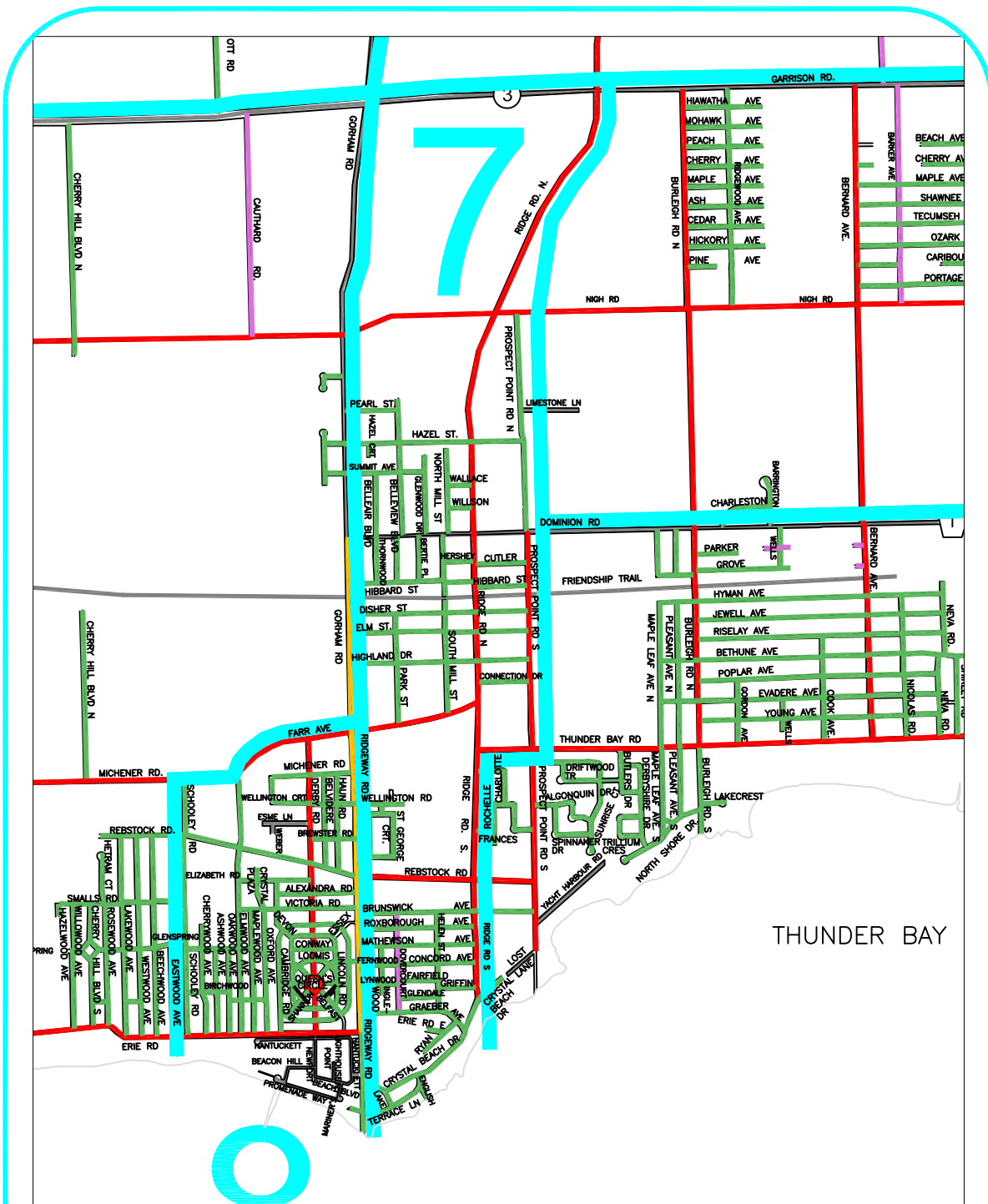


# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMONMapping\Public Works\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



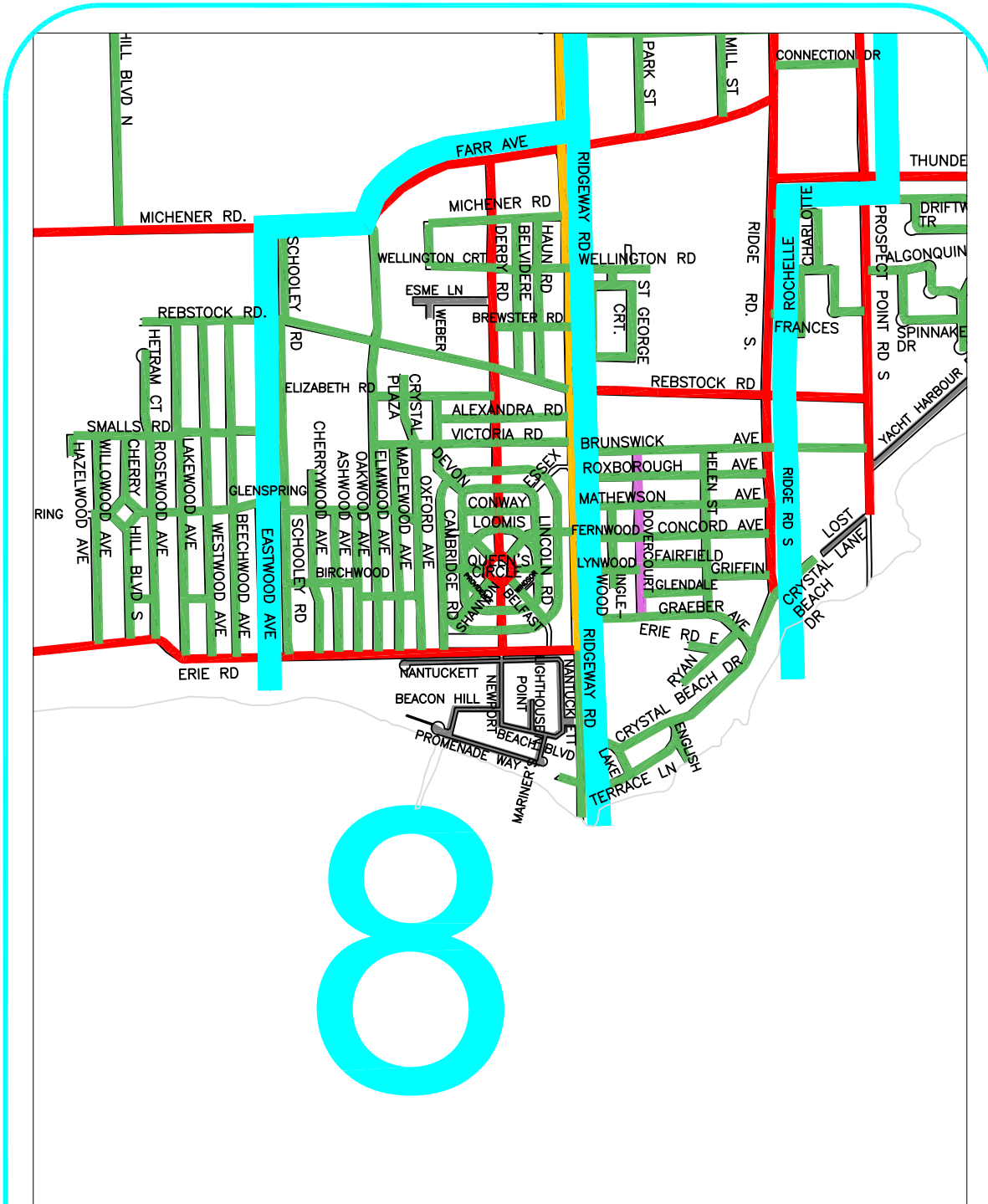
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
- Route Boundary

# Infrastructure Services Department Winter Control Plan 2016 - 2020



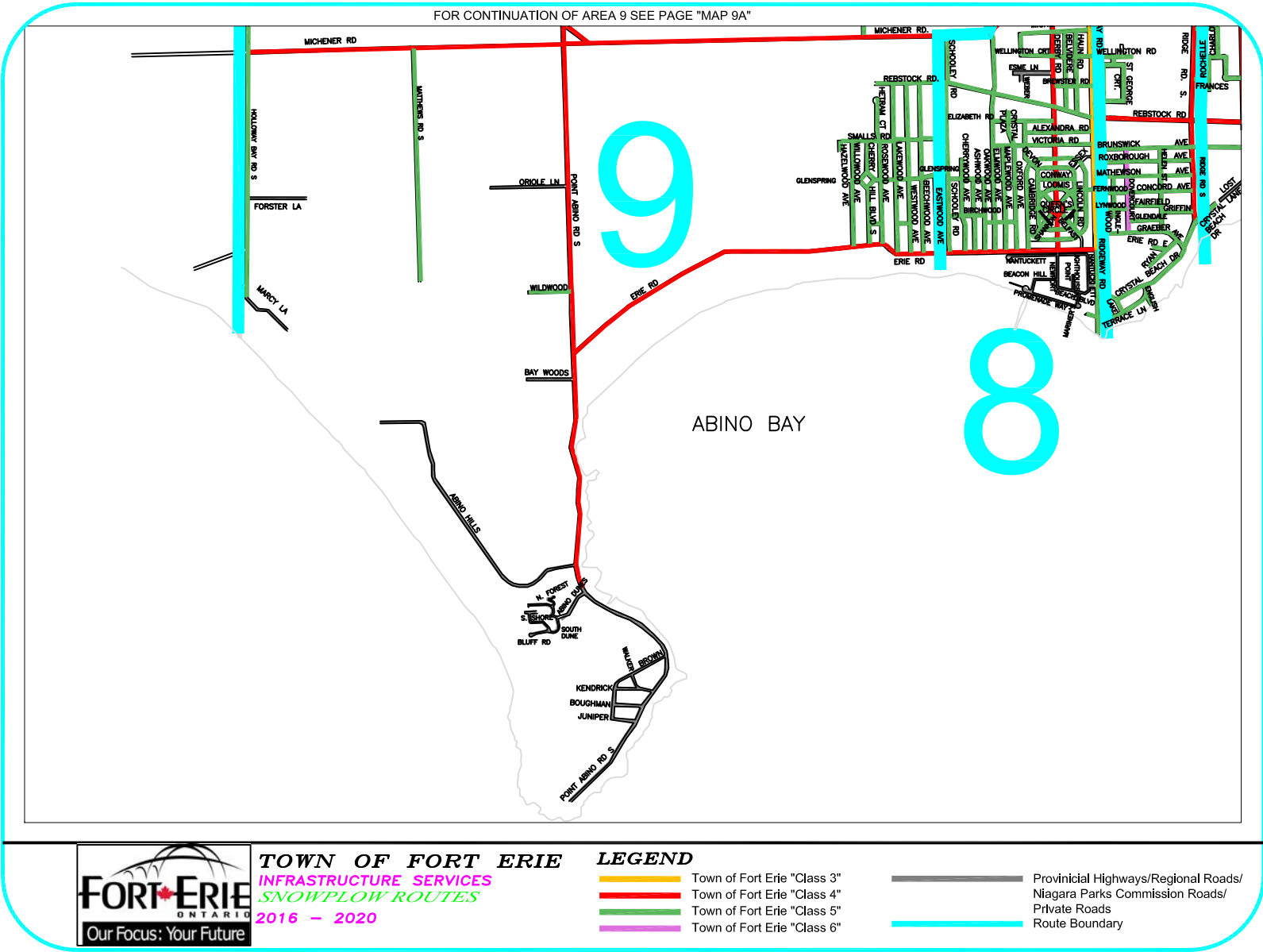
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

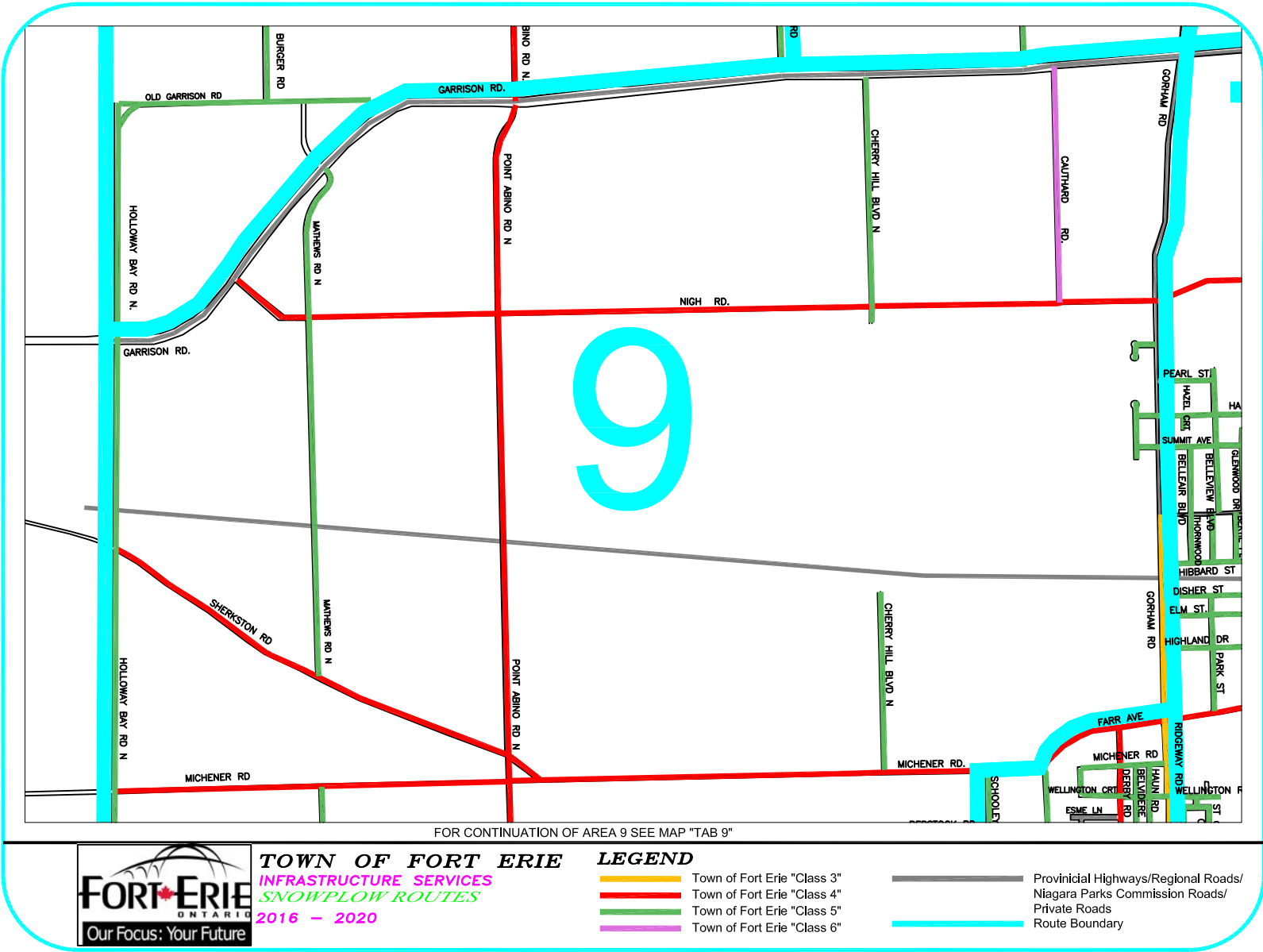
- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
- Route Boundary

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020

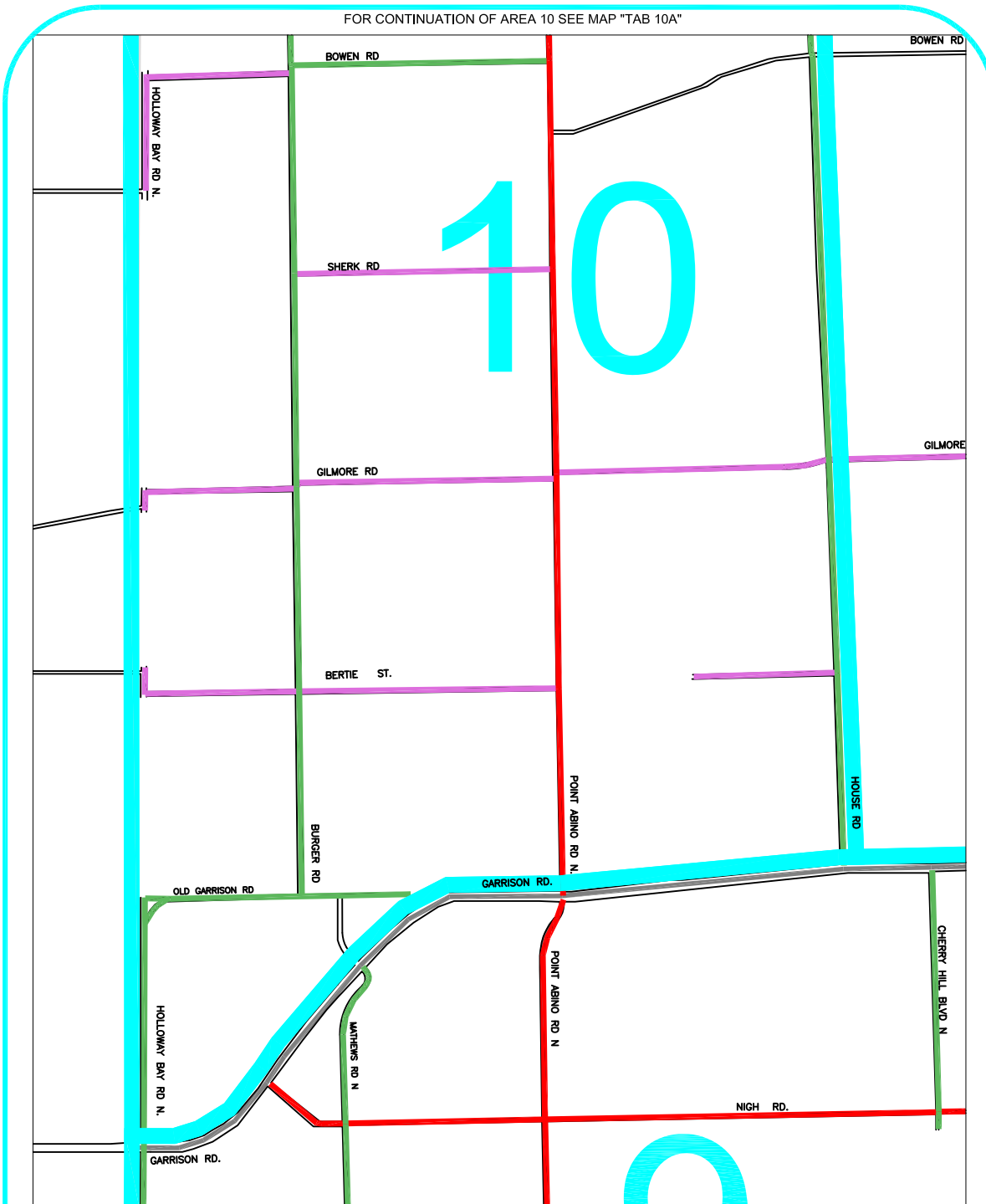


G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



FOR CONTINUATION OF AREA 10 SEE MAP "TAB 10A"



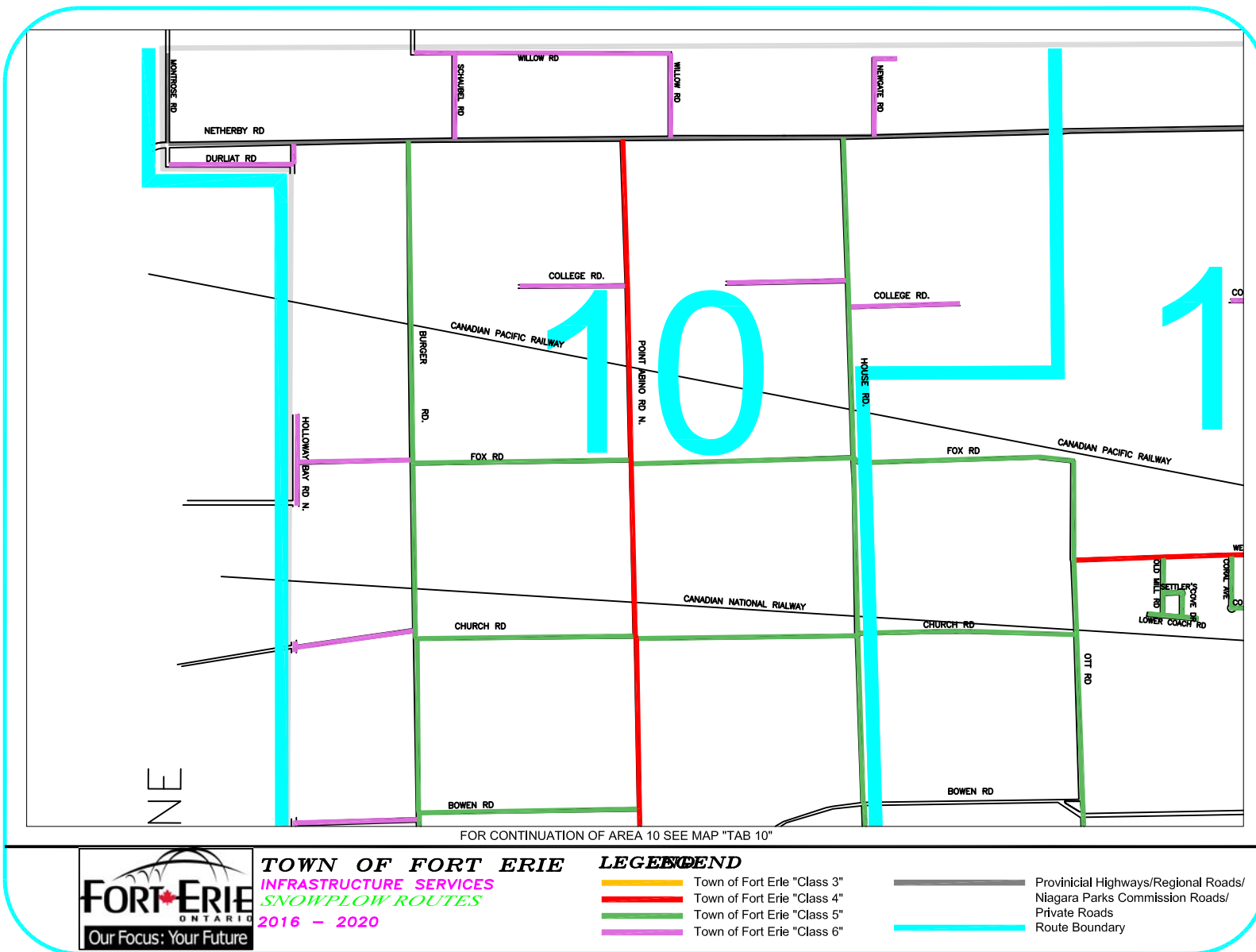
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Nlagara Parks Commsslon Roads/Private Roads
- Route Boundary

# Infrastructure Services Department Winter Control Plan 2016 - 2020



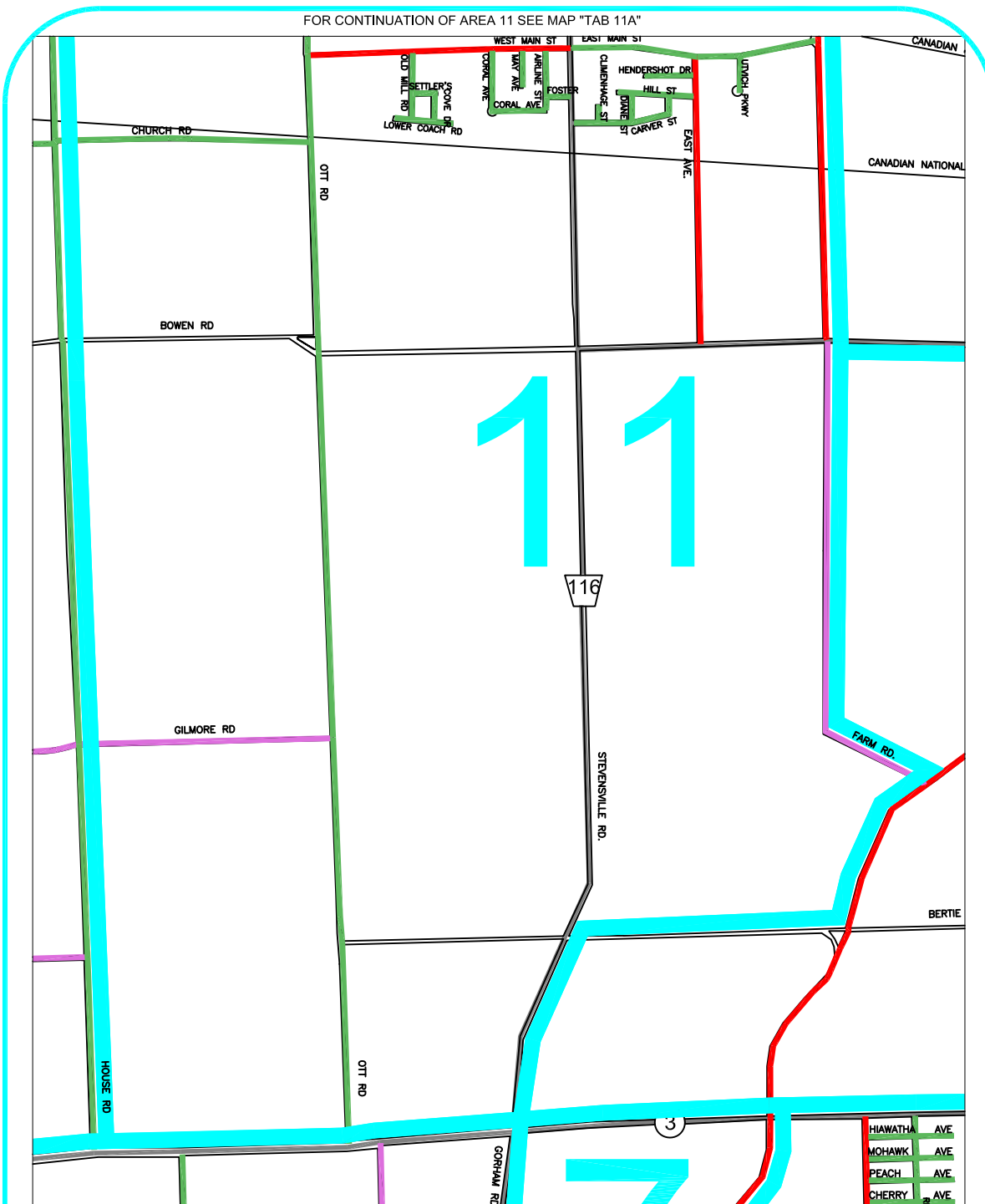
G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg



# Infrastructure Services Department Winter Control Plan 2016 - 2020



FOR CONTINUATION OF AREA 11 SEE MAP "TAB 11A"



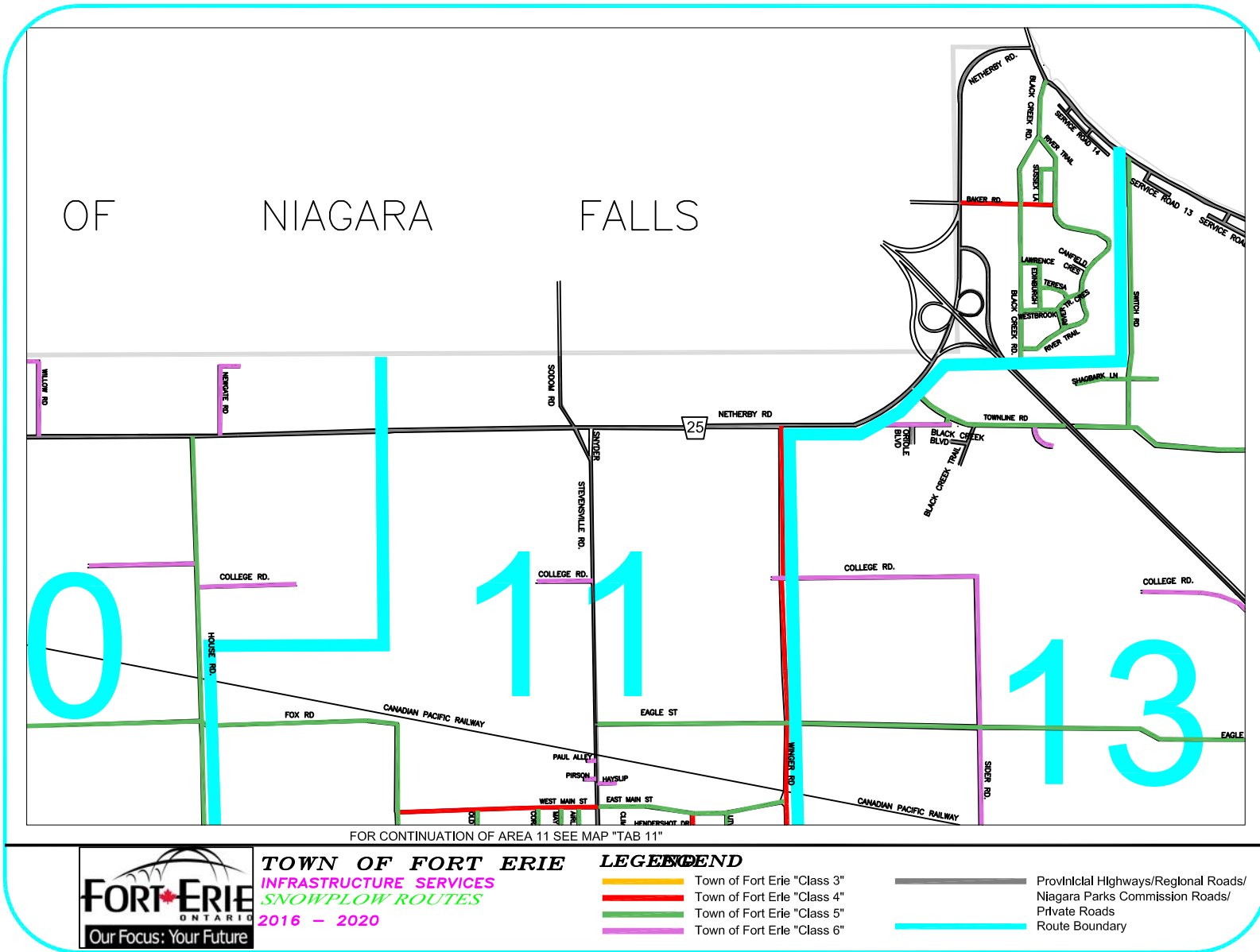
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

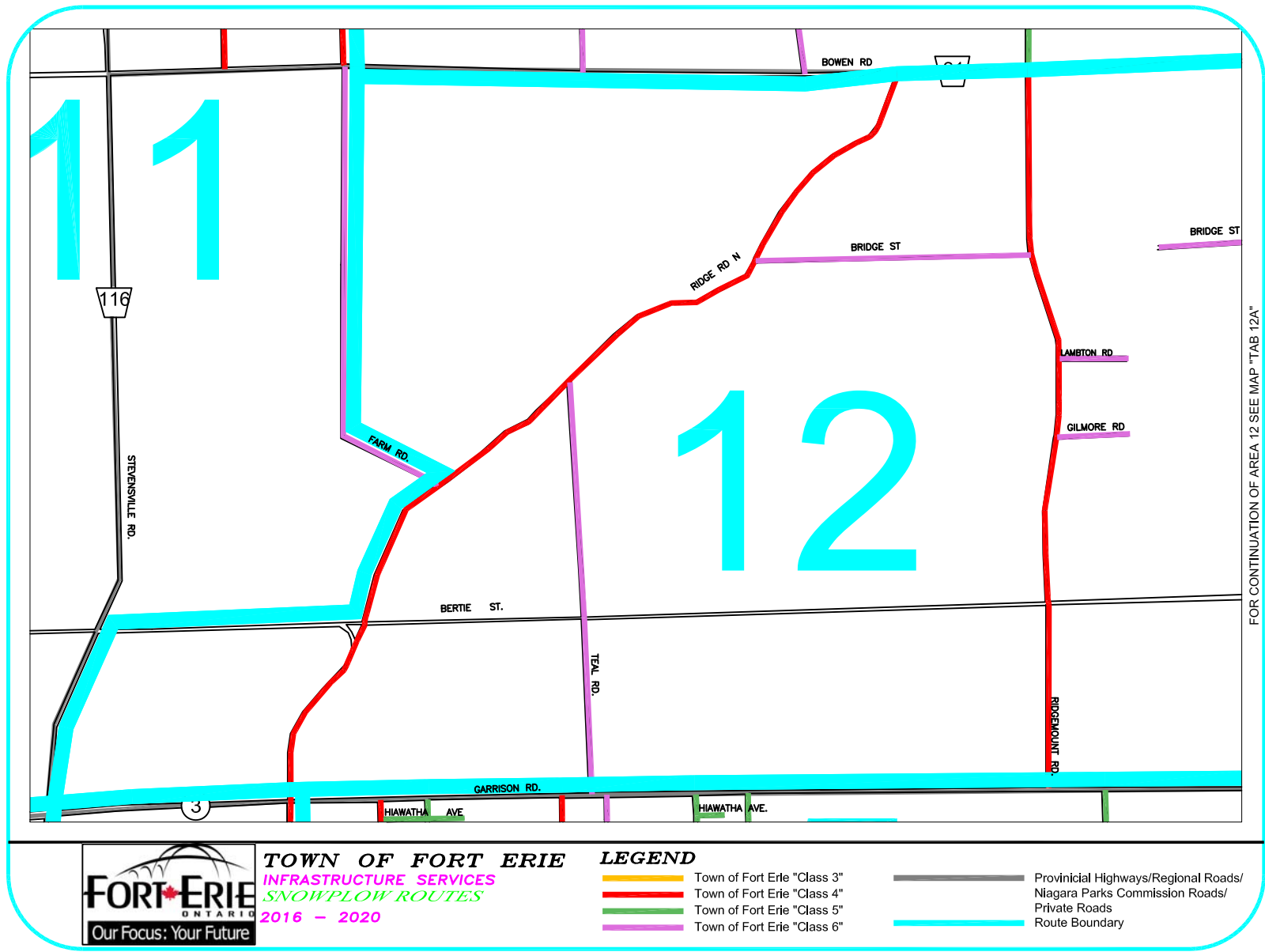
- Town of Fort Erie "Class 3"
- Town of Fort Erie "Class 4"
- Town of Fort Erie "Class 5"
- Town of Fort Erie "Class 6"
- Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
- Route Boundary

# Infrastructure Services Department Winter Control Plan 2016 - 2020



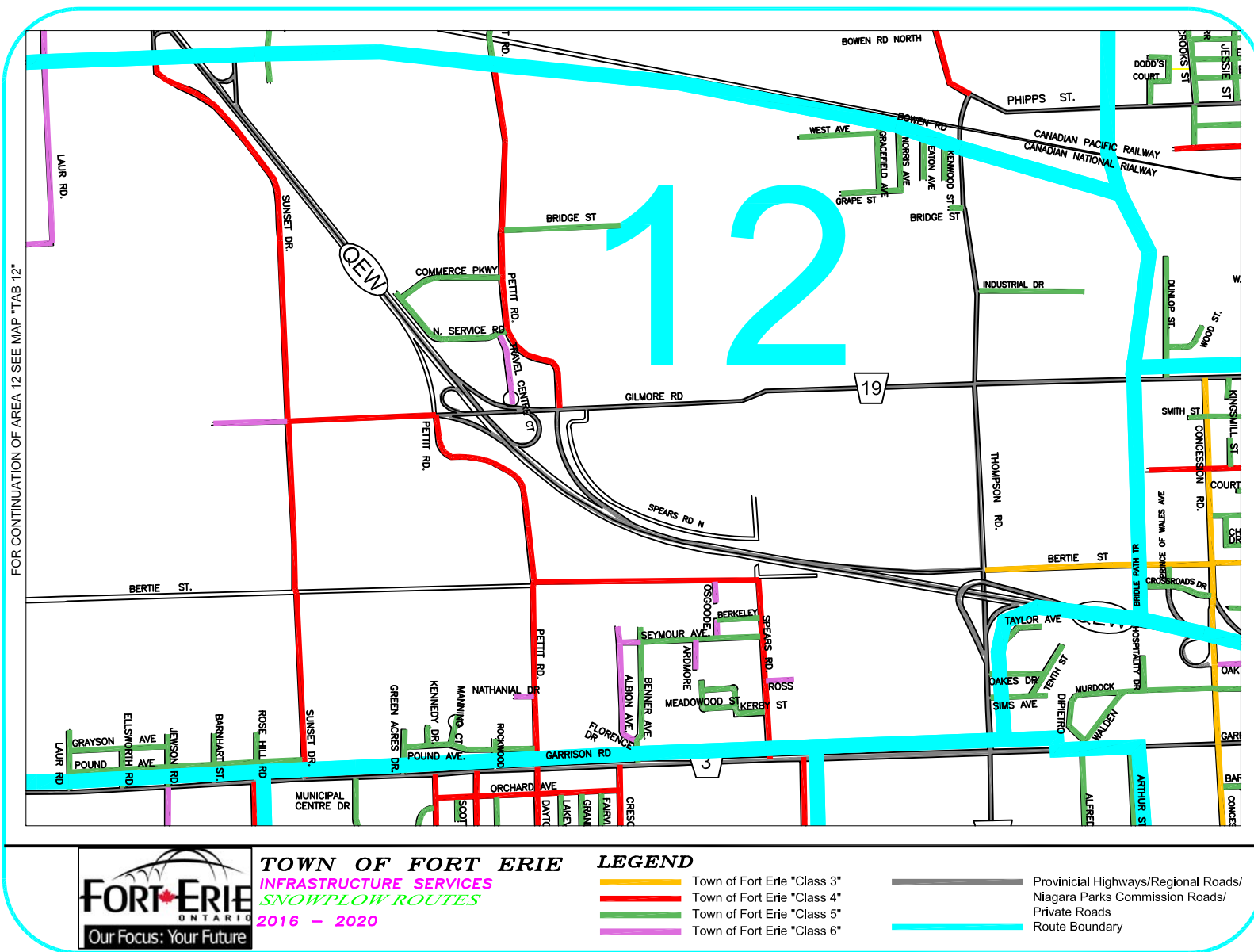
G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



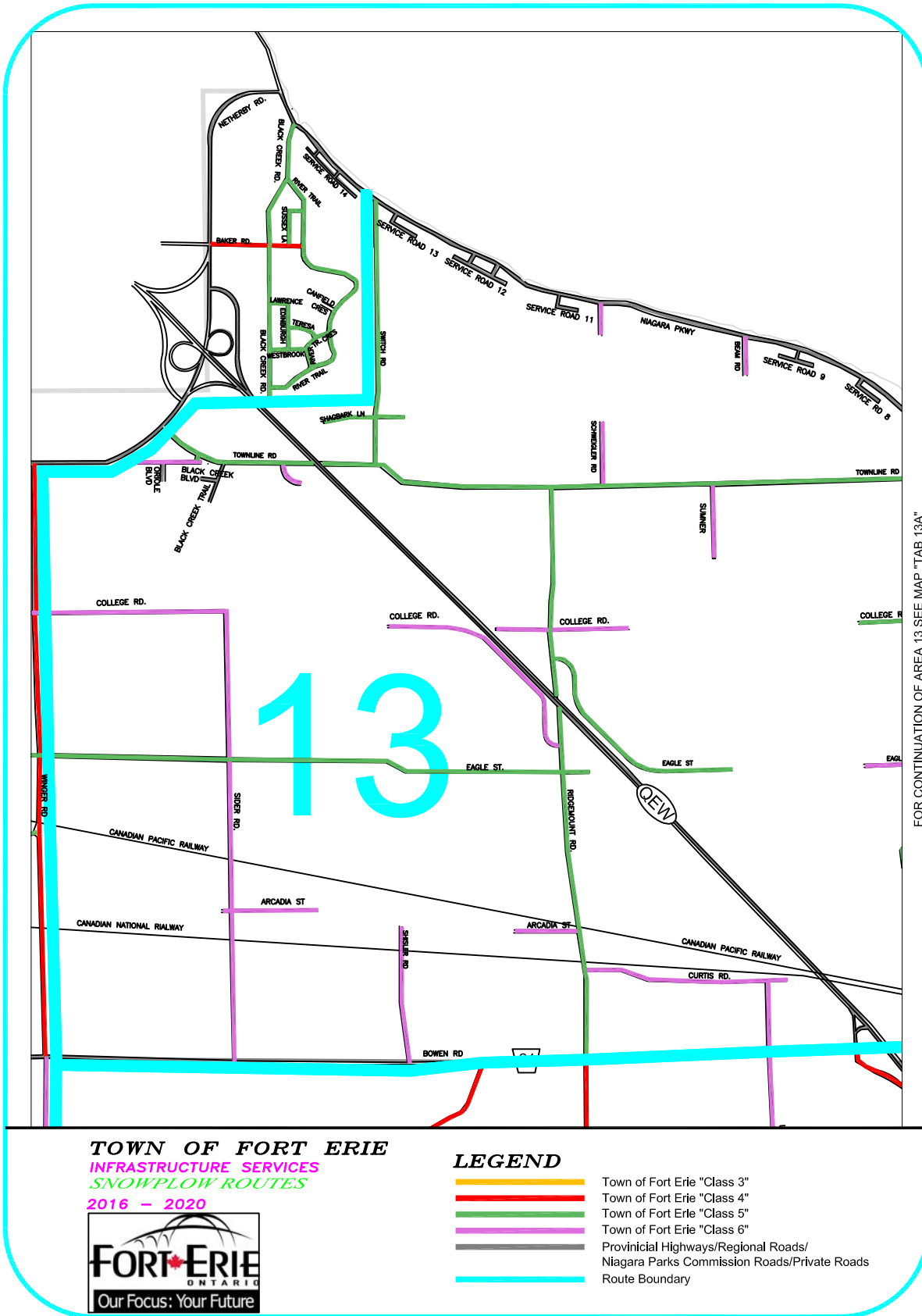
G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



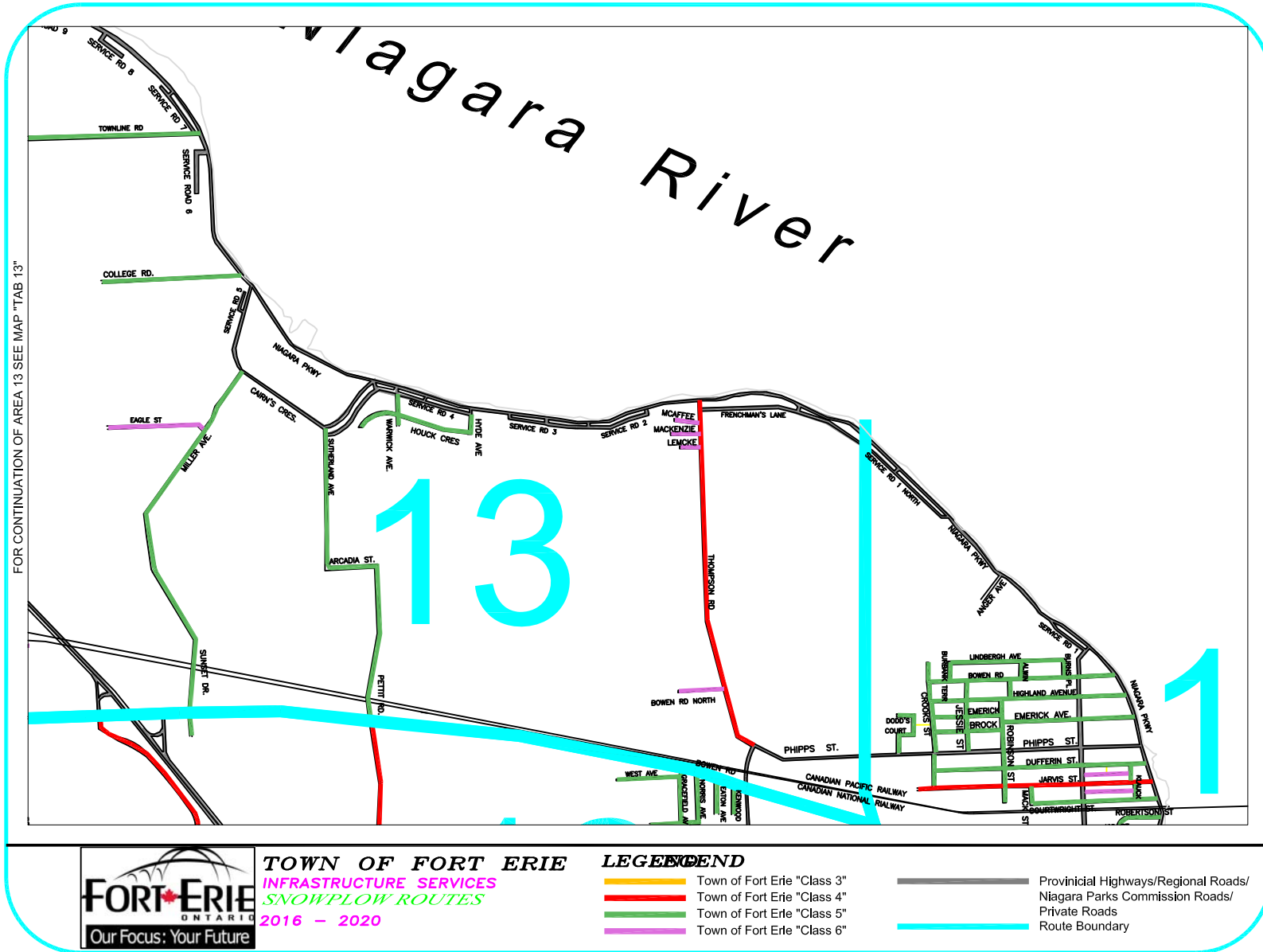
G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMON\Mapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg

Infrastructure Services Department  
**Winter Control Plan 2016-2020**

---

**IS-RDS-GOO2 Road Sanding and Salting Guideline**

**Objectives:**

- To adhere to the treatment of icy conditions standards set out in the Minimum Maintenance Standards and adopted by By-law 40-04.
- To minimize the hazard of icy road conditions to motorists.
- To reduce economic losses to the community and industry caused by workers not being able to get to their jobs or companies not able to move goods.
- To endeavour to maintain passable road conditions for emergency vehicles.
- To maintain safe, passable school bus and public transit bus routes.
- To minimize impacts on the environment.
- To ensure cost-effective winter control sanding operations.

**Level of Service:**

In accordance with the Minimum Maintenance Standards set out in Ontario Regulation 239/02 and amended by Ontario Regulations 23/10 and 47/13, all roads are divided into classes based on a combination of traffic volume and speed limit factors. The Town of Fort Erie maintains roads that range from Class 3, which are well travelled to Class 5, which include roads with stone surfaces. The level of service varies by the road class:

**Class 3 – Goal Condition – Bare Pavement**

- Applies to all Class 3 roads, which are included as part of the Salting Routes, shown in the following table.
- Surfaces will be maintained as bare as possible through the continued use of all assigned labour, equipment and materials suited to the conditions.
- Primary goal will be to achieve bare pavement through treatment of roads for their entire length; the use of straight salt and brine mixture is permitted to bring the desired results.



**IS-RDS-GOO2 Road Sanding and Salting Guideline, Continued**

**Class 4 – Goal Condition – Centre Bare Pavement**

- Applies to Class 4 roads, which are included as part of the Priority Sanding Routes, shown in the following table.
- Surfaces will be maintained to achieve centre bare pavement through the use of all assigned labour, equipment and materials suited to the conditions.
- Primary goal will be to achieve centre bare pavement with minimal, cost effective use of sand/salt mixture and liquid brine.
- During storm and icy conditions, sanding of icy areas will be performed or carried out on curves, steep grades, intersections, school areas, school bus drop off points, business areas and pedestrian crossing areas.

**Class 5 – Goal Condition – Snow Packed Surface**

- Applies to Class 5 roads, which are included as part of the Secondary Sanding Routes, shown in the following table.
- Primary goal will be a snow packed surface.
- During storm and icy conditions, sanding of icy areas will be performed or carried out on curves, steep grades, intersections, school areas, school bus drop off points, business areas and pedestrian crossing areas.
- Salt will never be applied to primed or graveled roads. Salt use will also be limited on surface-treated and paved surfaces that are in generally poor condition with extensive cracking and poor base conditions.

**Brine**

Liquid brine is used as the dissolved salt releases heat, melting and breaking the bond of ice and snow on roadways. The brine is mixed on the truck and applied using a spray system.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-GOO2 Road Sanding and Salting Guideline, Continued**

**Standard Salt / Sand Mixture**

The general application will be a standard mixture of 10% salt and 90% natural sand. Where weather and road conditions indicate an advantage for removal of packed snow and ice, a higher salt content may be used in the mixture at the direction of the Manager of Roads and Fleet, or his designate.

**Procedure:**

- Necessary sand and salt will normally be stockpiled by November 1<sup>st</sup>. The larger of the two domes at the Gibson Centre will be filled with the standard salt/sand mixture. The small dome at the Gibson Centre will be stockpiled with salt.
- All equipment used in the course of winter sanding operations will be checked and ready for use by November 1<sup>st</sup>. This will include all regular maintenance, repairs and performance checks.
- The Supervisor of Road and Roadside Drainage Services, or his designate, will determine the proper action to be taken based on the level of service to be provided. Weather forecasts, temperature and road conditions for each stage of the storm will be considered.
- Predetermined routes for sanding and salting shall be followed except in critical conditions.
- The speed of the sander unit will be regulated and kept consistent to maintain a uniform spread.
- For spreading sand, the spinner will be turning only fast enough for the sand to be spread in a 2 to 2 1/2 metre path down the centre of the road or lane as required.
- Additional salt must not be added to the standard mixture unless instructed by the Manager of Roads and Fleet, or his designate.
- The use of salt is to be limited, in terms of quantity and frequency, to that which is necessary to prevent snow and ice from sticking to the pavement or to remove snow and ice already formed on the pavement.
- For spreading salt, a narrow strip (30 cm wide) shall be spread on the crown of the road. On curves, the salt shall be spread on the high side.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-GOO2 Road Sanding and Salting Guideline, Continued**

**Procedure, Continued**

- During storm and icy conditions, sanding of icy areas will be performed or carried out on curves, steep grades, intersections, school areas, school bus drop off points, business areas and pedestrian crossing areas.
- Continuous sanding shall be carried out only during freezing rain or general icy conditions.
- The Supervisor of Road and Roadside Drainage Services, or his designate, will determine the appropriate response to any request from the Niagara Regional Police Service to sand or salt road sections which they have identified as a hazard.
- Winter sand clean up, including machine sweeping, shall commence as soon as weather permits, and will be completed generally by the end of May.

**Table 4: Assigned Sand and Salt Routes**  
(subject to change as conditions warrant)

<b>Sand &amp; Salt Route</b>	<b>Area</b>	<b>Assigned Equipment</b>
Route A	Ridgeway/ Crystal Beach	Truck – 423 / Tandem
Route B	Stevensville / Black Creek	Truck – 422 / Tandem
Route C	Fort Erie North	Truck – 430 / Tandem
Route D	Fort Erie South	Truck – 433 / 8 Ton
Route E	Crescent Park	Gibbons Sander
Route F	Class 3 – Rosehill Rd. to East	Truck – 431 / 8 Ton
Route G	Class 3 – Rosehill Rd. to West	Truck – 432 / 8 Ton

Infrastructure Services Department  
Winter Control Plan 2016-2020

Salting Routes				
Route	Order	Street	From	To
F	1	Pettit Rd	Gilmore Rd	Garrison Rd
F	2	Concession Rd	Garrison Rd	Gilmore Rd
F	3	Concession Rd	Gilmore Rd	Garrison Rd
F	4	Concession Rd	Turning Lane @ Bertie	
F	5	Bertie St	Concession Rd	Thompson Rd
F	6	Bertie St	Thompson Rd	Niagara Blvd
F	7	Niagara Blvd *	Bertie St	Old Fort
F	8	Niagara Blvd *	Old Fort	Bowen Rd
F	9	Niagara Blvd *	Bowen Rd	Bertie St
F	10	Industrial Dr	Thompson Rd	Dead End
G	1	Ridge Rd	Bowen Rd	Garrison Rd
G	2	Ridgeway Rd	Dominion Rd	Erie Rd
G	3	Ridge Rd	Dominion Rd	Farr Ave
G	4	Farr Ave	Ridge Rd	Dominion Rd
G	5	Michener Rd	Ridgeway Rd	Pt Abino Rd
G	6	Pt Abino Rd	Michener Rd	Netherby Rd
G	7	Townline Rd Overpass		
G	8	Ridgemount Rd Overpass		
G	9	Ridgemount Rd	Propane Station	Garrison Rd

\* Niagara Boulevard maintenance is under review and subject to change.

Priority Sanding Routes				
Route	Order	Street	From	To
A	1	Nigh Rd	Rosehill Rd	Gorham Rd
A	2	Ridge Rd	Garrison Rd	Dominion Rd
A	3	Ridge Rd	Farr Rd	Crystal Beach Dr
A	4	Crystal Beach Dr	Ridge Rd	Ridgeway Rd
A	5	Ridgeway Rd	Crystal Beach Dr	Erie Rd
A	6	Ridgeway Rd	Erie Rd	Terrace Lane
A	7	Erie Rd	Ridgeway Rd	Pt Abino Rd

Infrastructure Services Department  
Winter Control Plan 2016-2020

Priority Sanding Routes				
Route	Order	Street	From	To
A	8	Pt Abino Rd	Gates	Michener Rd
A	9	Michener Rd	Pt Abino Rd	Holloway Bay Rd
A	10	Holloway Bay Rd	Michener Rd	Garrison Rd
A	11	Sherkston Rd	Holloway Bay Rd	Michener Rd
A	12	Elmwood Ave	Michener Rd	Erie Rd
A	13	Schooley Rd	Erie Rd	Michener Rd
A	14	Derby Rd	Michener Rd	Erie Rd
A	15	Oxford Ave (Hill)	Erie Rd	Victoria Rd
A	16	Maplewood Ave (Hill)	Victoria Rd	Erie Rd
A	17	Rebstock Rd	Schooley Rd	Ridge Rd
A	18	Roxborough Ave	Ridge Rd	Ridgeway Rd
A	19	Park St	Farr Rd	Disher St
A	20	South Mill St	Disher St	Farr Rd
A	21	Highland Dr	Ridge Rd	Gorham Rd
A	22	Disher St	Gorham Rd	Ridge Rd
A	23	Hazel St	Ridge Rd	Gorham Rd
A	24	Pearl St	Gorham Rd	Bellevue Blvd
A	25	Bellevue Blvd	Pearl St	Dominion Rd
A	26	Thunder Bay Rd	Ridge Rd	Stonemill Rd
A	27	Stonemill Rd	Thunderbay Rd	Garrison Rd
A	28	Bernard Ave	Garrison Rd	Thunderbay Rd
A	29	Burleigh Rd	Thunderbay Rd	Garrison Rd
B	1	Bertie St	Ridge Rd (Curve)	Stevensville Rd
B	2	Nigh Rd	Gorham Rd	Garrison Rd
B	3	Holloway Bay Rd	Garrison Rd	Burger Rd
B	4	Burger Rd	Old Garrison Rd	Netherby Rd
B	5	Fox Rd	Pt Abino Rd	Ott Rd

Infrastructure Services Department  
Winter Control Plan 2016-2020

Priority Sanding Routes				
Route	Order	Street	From	To
B	6	Ott Rd	Fox Rd	Garrison Rd
B	7	Bowen Rd	Pt Abino Rd	Stevensville Rd
B	8	West Main St	Ott Rd	Stevensville Rd
B	9	East Main St	Stevensville Rd	Winger Rd
B	10	Eagle St	Winger Rd	Stevensville Rd
B	11	East Ave	East Main St	Bowen Rd
B	12	Winger Rd	Bowen Rd	Netherby Rd
B	13	Townline Rd	Netherby Rd	Niagara Blvd
B	14	Ridgemount Rd	Townline Rd	Bowen Rd
B	15	Baker Rd	Netherby Rd	River Trail
C	1	Thompson Rd	Phipps St	Niagara Blvd
C	2	Bowen Rd	Niagara Blvd	Central Ave
C	3	Highland Ave	Central Ave	Niagara Blvd
C	4	Emerick Ave	Niagara Blvd	Central Ave
C	5	Dufferin St	Central Ave	Niagara Blvd
C	6	Jarvis St	Niagara Blvd	Crooks St
C	7	Crooks St	Jarvis St	Phipps St
C	8	Courtwright St	Central Ave	Niagara Blvd
C	9	Wintemute St	Niagara Blvd	Tait Ave
C	10	Tait Ave	Wintemute St	Dead End
C	11	Wintemute St	Tait Ave	Lewis St
C	12	Lewis St	Wintemute St	Russell St
C	13	Russell St	Lewis St	Gilmore Rd
C	14	Torrance St	Gilmore Rd	Concession Rd
C	15	Catherine St	Race Track	Central Ave
C	16	Aberdeen St	Catherine St	Bertie St
C	17	Hospital Dr	Bertie St	Hagey Ave

Infrastructure Services Department  
Winter Control Plan 2016-2020

Priority Sanding Routes				
Route	Order	Street	From	To
C	18	Hagey Ave	Dead End	Dead End
C	19	Crossroads	Concession Rd	Bridle Path Trail
C	20	Bridle Path Trail	Crossroads	Bertie St
C	21	Prince of Wales	Crossroads	Bertie St
D	1	Douglas St	Catherine St	Queen St
D	2	Queen St	Douglas St	Niagara Blvd
D	3	Princess St	Niagara Blvd	Goderich St
D	4	Queen St	Goderich St	Central Ave
D	5	High St	Queen St	Bertie St
D	6	Murray St	Aberdeen St	Niagara Blvd
D	7	Lavinia St	Niagara Blvd	Douglas St
D	8	Catherine St	Central Ave	Niagara Blvd
D	9	Battery St	Catherine St	Bertie St
D	10	King St	Garrison Rd	Walden Blvd
D	11	Mather Blvd	Walden Blvd	Garrison Rd
D	12	King St	Garrison Rd	Albany St
D	13	Beatrice St	Albany St	Niagara Blvd
D	14	Lakeshore Rd	Old Fort	Bardol Ave
D	15	Bardol Ave	Lakeshore Rd	Dominion Rd
D	16	Washington Rd	Dominion Rd	Helena St
D	17	Albany St	Helena St	Garrison Rd
D	18	Concession Rd	Garrison Rd	Albany St
D	19	Albert St	Albany St	Dominion Rd
E	1	Gilmore Rd	Pettit Rd	Sunset Dr
E	2	Sunset Dr	Gilmore Rd	Garrison Rd
E	3	Rosehill Rd	Garrison Rd	Dominion Rd

Infrastructure Services Department  
Winter Control Plan 2016-2020

Priority Sanding Routes				
Route	Order	Street	From	To
E	4	Buffalo Rd	Dominion Rd	Garrison Rd
E	5	Municipal Centre Dr	Garrison Rd	Buffalo Rd
E	6	Orchard Ave	Buffalo Rd	Crescent Rd
E	7	Daytona Dr	Garrison Rd	Dominion Rd
E	8	Ferndale Ave	Dominion Rd	Garrison Rd
E	9	Crescent Rd	Garrison Rd	Dominion Rd
E	10	Phillips St	Buffalo Rd	Crescent Rd
E	11	Kraft Rd	Dominion Rd	Garrison Rd
E	12	Spears Rd	Garrison Rd	Bertie St
E	13	Bertie St	Spears Rd	Pettit Rd
E	14	Sunset Dr	Gilmore Rd	Bowen Rd
E	15	Sunset Dr	Bowen Rd	Miller Ave
E	16	Miller Ave	Sunset Dr	Cairns Cres
E	17	College Rd	Niagara Blvd	NCC
E	18	Sutherland Ave	Cairns Cres	Arcadia St
E	19	Arcadia St	Sutherland Ave	Pettit Rd
E	20	Pettit Rd	Arcadia St	Gilmore Rd



Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
A	Ridgewood Ave	
A	Pine Ave	
A	Hickory Ave	
A	Cedar Ave	
A	Ash Ave	Ridgewood Area
A	Maple Ave	
A	Cherry Ave	
A	Peach Ave	
A	Mohawk Ave	
A	Hiawatha Ave	
A	Barker Ave	
A	Oakhill Blvd	
A	Hiawatha Ave	
A	Beach Ave	
A	Cherry Ave	
A	Maple Ave	Oakhill Forest
A	Shawnee Trail	
A	Tecumseh Trail	
A	Ozark Trail	
A	Caribou Trail	
A	Portage Trail	
A	Centralia Ave	
A	Bethune Ave	
A	Maple Leaf Ave	
A	Riselay Ave	
A	Pleasant Ave	
A	Northshore Dr	
A	Lakecrest Crt	
A	Young Ave	
A	Evadere Ave	Thunderbay Area
A	Poplar Ave	
A	Jewell Ave	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
A	Hyman Ave	
A	Cook Ave	
A	Gordon Ave	
A	Wells Ave	
A	Grove Ave	
A	Parker Ave	Thunderbay Area
A	Nicolas Rd	
A	Shirley Rd	
A	Neva Rd	
A	Charleston Dr	
A	Brighton Ave	
A	Prospect Pt Rd	
A	Connection Dr	
A	Highland Dr	
A	Elm St	
A	Disher St	
A	Hibbard St	
A	Cutler St	
A	Hershey St	
A	North Mill St	Ridgeway Area
A	Wilson St	
A	Wallace St	
A	Hazel St	
A	Hazel Court	
A	Summit Ave	
A	Pearl St	
A	Belleair Blvd	
A	Belleview Blvd	
A	Glenwood Dr	
A	South Mill St	
A	Bertie Pl	Ridgeway Area
A	Thornwood Ave	
A	Christina Crt	

Infrastructure Services Department  
**Winter Control Plan 2016-2020**

<b>Secondary Sanding Routes</b>		
<b>Route</b>	<b>Street</b>	<b>Area</b>
A	Carrie Ave	
A	Michener Rd	
A	Wellington Rd	
A	Brewster Rd	
A	Belvidere Rd	
A	Haun Rd	
A	St George Crt	
A	Rochelle Cres	
A	Charlotte St	
A	Frances St	
A	Sunrise Crt	
A	Driftwood Trail	Ridgeway By The Lake
A	Spinnaker Dr	
A	Algonquin Dr	
A	Butlers Dr	
A	Derbyshire Dr	
A	Trillium Cres	
A	Brunswick Ave	
A	Mathewson Ave	
A	Concord Ave	
A	Fairfield Ave	
A	Glendale Ave	
A	Griffin Ave	
A	Lynwood Lane	
A	Fernwood Lane	Tim Hortons Area
A	Inglewood Rd	
A	Dovercourt Rd	
A	Helen St	
A	Graeber Ave	
A	Ryan St	
A	Crystal Beach Dr	
A	Terrace Lane	
A	Lake St	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
A	Elizabeth Rd	
A	Alexandra Rd	
A	Victoria Rd	
A	Crystal Plaza	
A	Devon Pl	
A	Cambridge Rd	Crystal Beach Area
A	Lincoln Rd	
A	Conway Pl	
A	Loomis Cres	
A	Shannon Rd	
A	Belfast Rd	
A	Essex Pl	
A	Oakwood Ave	
A	Ashwood Ave	
A	Cherrywood Ave	
A	Glenspring Rd	
A	Birchwood	
A	Smalls Rd	
A	Glenspring Rd	
A	Rebstock Rd	
A	Eastwood Ave	Bay Beach Area
A	Beechwood Ave	
A	Westwood Ave	
A	Lakewood Ave	
A	Rosewood Ave	
A	Cherryhill Blvd	
A	Willowood Ave	
A	Wildwood Ave	
A	Hetram Crt	
A	Mathews Rd S	
A	Mathews Rd N	
A	Cherryhill Blvd	off Michner
A	Holloway Bay Rd S	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
A	Windmill Pt Rd	
B	Black Creek Rd	
B	River Trail	
B	Westbrook Ave	
B	Edinburgh Rd	
B	Teresa Dr	Black Creek Area
B	Sussex Lane	
B	Switch Rd	
B	Shagbark Ln	
B	Townline cul de sac	
B	Eagle St ( Trailer Park )	
B	Eagle St	
B	College E&W of Ridgemount	
B	Gilmore & Lampton	Ridgemount
B	Laur N&S of Bowen	
B	Curtis, Bridge & Arcadia	
B	Sider & Shisler	
B	College W of Winger	
B	College E of Winger	
B	Winger & Farm	
B	Utvich Pkwy	
B	Hendershot Dr	
B	Hill St	
B	Diane St & Carver St	
B	Foster St	
B	Airline St	
B	Coral Ave & May Ave	Stevensville
B	Old Mill Rd	
B	Lower Coach Rd	
B	Settler's Cove Dr	
B	Village Creek Dr.	
B	Paul, Pirson & Hayslip	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
B	Church Rd	Church w of Burger
B	Willow Rd	
B	Schaubel Rd	
B	Durlait Rd	
B	House Rd	Garrison to Gilmore
B	House Rd	Gilmore to Netherby
B	Bertie St W of House	
B	Bertie St	Pt Abino to Burger
B	Mathews Rd N	to old Garrison
B	Holloway Bay & Old Garrison	
B	Cherry Hill Blvd	
B	Cauthard Rd	
B	Teal Rd	Teal stone section
B	College W of Stevensville	
B	College W of Pt Abino	
B	Fox from House to Holloway Bay	
B	Bowen Rd from Pt Abino to Holloway Bay	
B	Sherk Rd	
B	Bertie from Burger to Holloway Bay	
B	Gilmore from Ott to Holloway Bay	
B	Mathews N of Sherkston	
B	Bertie from Sunset to Ridge	
C	Dodds Crt	
C	Crooks St	
C	Lindberg Dr	
C	Burbank Terr	
C	Alwin Pl	
C	Burns Pl	
C	Bowen Rd	
C	Highland Ave	
C	Emerick Ave	
C	Brock St	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
C	Jessie St	Fort Erie North End
C	Robinson St	
C	Jarvis N Crooks	
C	Dufferin St	
C	Mack St	
C	Courtwright St	
C	Klauck St	
C	Dufferin Jarvis Alley	
C	Royal Bank Alleyway	
C	Anger Ave	
C	Lewis St	
C	Kee Lane	
C	Prow Ave	
C	Bowden St	N & S of Central
C	Glenny St	
C	Warren St	
C	Jennet St	
C	Dunlop St	
C	Wood St	
C	Smith St	
C	Idylewylde Pl	
C	Columbus Dr	
C	Henrietta St	
C	Kingsmill St	
C	Ellen St	
C	Mary St	
C	Phyllis St	
C	Osborne Ave	
C	Douglas St	
C	Aberdeen Crt	
C	Aberdeen St	
C	Lavinia St	
C	Champlain Dr E	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
C	Court St	
C	Champlain Dr W	
C	Findlay Cres	
C	Oakes Dr	
C	Kenwood St	
C	Eaton Ave	
C	Norris Ave	The Hollow Area
C	Grape St	
C	Gracefield Ave	
C	West Ave	
C	McAfee, Mackenzie	& Lemke
C	Bridge Thompson west	Bridge Pettit to gate
D	Nixon Blvd	
D	Waterloo St	
D	Forsythe St	South End Fort Erie
D	John St	
D	Goderich St	
D	Archange St	
D	Battery St	
D	High St	
D	North St	
D	Queensbury Rd	
D	Riceland Ave	
D	Walden Blvd	
D	Hospitality Dr	
D	Murdock Ave	
D	Dipietro St	
D	Oakes Dr	
D	Tenth St	Walmart Area
D	Sims Ave	
D	Taylor Ave	
D	Madison St	



Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
D	Eva Rd	
D	Collette Rd	
D	Baron Dr	
D	Canada Dr	Behind Canadian Tire Area
D	Antoinette Rd	
D	Louisa St	
D	Jordyn Dr	
D	Jasmine Crt	
D	Nancy Rd	
D	Radford Ave	
D	Malkin Ave	
D	Ferguson Ave	
D	Joseph St	
D	George Rd	
D	Edward Ave	Old Fort Area
D	Nelson Ave	
D	Albert N Of Albany	
D	Kensington Crt	
D	Queenston Blvd	
D	Drummond Cres	
D	Adelaide St	
D	White Ave	
D	Keel St	
D	Maccabee Ave	
D	Long Tent Ave	
D	Avenue A	
D	Parkview Ave	Old Fort Area
D	Windsor Ave	
D	Lillian Pl	
D	Lakebreeze Crt	
D	Buttonwood Dr	
D	Celebration Dr	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
D	Alfred St	
D	Arthur St	
D	Phillips St	
E	Kayart Rd	
E	Gloria Rd	
E	Cross St	
E	Windmill Pt Rd lake to	north of Garrison
E	Richmond Ave	
E	Bidwell Pkwy	
E	Delaware Ave	
E	Chapin Pkwy	
E	Lafayette Ave	Chapin Pkwy Area
E	Ferry St	
E	Bertie Bay Rd	5 sections
E	MacDonald Dr	
E	Frontenac Rd	
E	Dover Rd	
E	Ontario Dr	
E	Rebecca St	
E	Royal York Rd	
E	Chatham Rd	Off Rosehill
E	Kingston Rd	
E	Brantford Ave	
E	Nigh Rd	Buffalo to Rosehill
E	Scott Dominion North	Orchard south
E	Parkdale Ave	
E	Lakeside Rd	
E	Lakeview Rd	
E	Grandview Rd	
E	Fairview Rd	Orchard south
E	Lakehurst Ave	
E	Englewood Ave	

Infrastructure Services Department  
Winter Control Plan 2016-2020

Secondary Sanding Routes		
Route	Street	Area
E	Parkside Ave	Crescent Park Area
E	Hollywood St	
E	Edgewood Ave	
E	Evelyn Ave	#3sections
E	Ruby Ave	
E	Woodside Crt	
E	Brian St & Dexter Dr	
E	Emerson Ave	
E	Brighton Ave	
E	Arlington Ave	
E	Edgemere Ln	
E	Edgemere Rd	
E	Helena St	
E	Basset Ave	Waverly Beach Area
E	Floyd Pl	
E	Leask Ave	
E	Rose Ave	
E	Beachview Ave	
E	Graham Ave	
E	Argyle Rd	
E	Benner Ave	
E	Florence Dr	
E	Albion Ave	
E	Ardmore Pl	
E	Berkley Pl	
E	Ross Ave	
E	Seymour Ave	
E	Osgoode Ave	
E	Kerby St	
E	Meadowood St	
E	Nathaniel	
E	Pound Ave	
E	Rockwood Dr	

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

Secondary Sanding Routes		
Route	Street	Area
E	Manning Crt	Green Acres
E	Kennedy Dr	
E	Green Acres Dr	
E	Pound Ave	
E	Grayson Ave	
E	Laur Rd	
E	Ellsworth Rd	Behind 3 West
E	Jewson Rd	N & S Garrison
E	Barnhart St	
E	Rosehill Rd	
E	Spears Rd N	
E	North Service Rd	
E	Commerce Pkwy	

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G003 Snow Removal Guideline**

**Objectives:**

- To prevent large accumulations of snow from reducing the required travelled portion of roads and streets.
- To accommodate on street parking in business areas of the town.
- To reduce the hazard to motorists and pedestrians.
- To reduce the occurrence of drainage blockages and the possibility of road flooding.
- To prevent the unauthorized depositing of snow, ice or other material from private property such as driveways or parking lots, onto Town of Fort Erie road allowances.

**Level of Service:**

- Snow shall be removed from the designated areas as indicated on the attached list as soon as possible after a storm when the windrow on the sidewalk exceeds 1 metre in height.
- Snow to be removed from priority streets and roads when windrow exceeds 1 metre in height and presents a parking hazard, a drainage problem or a sight line obstruction.
- Snow will be removed from other locations such as cul-de-sacs, intersections, and school crossings as required.
- Prior to Nighttime Snow Removal operations, the area will be posted to advise the public of the work intended.

Infrastructure Services Department  
**Winter Control Plan 2016-2020**

---

**IS-RDS-G003 Snow Removal Guideline, Continued**

**Procedure:**

- Snow will be removed from the areas identified on the attached list as soon after a storm as labour and equipment are available.
- Under provincial Hours of Work legislation, the removal of snow may be delayed by required rest time, if manpower is unavailable due to a lengthy storm.
- In rural areas, snow will be blown or pushed back where possible to widen the travelled portion of the road or to improve sight lines at intersections.

**Nighttime Snow Removal Procedures**

- The area scheduled for snow removal will have an appropriate sign indicating parking restrictions installed no later than 4:00 p.m. on the afternoon prior to removal.
- When possible, phone contact will be made to the appropriate Business Improvement Area to inform them of the scheduled snow removal.
- The By-Law Enforcement division will be notified to assist in the removal of illegally parked cars, as specified in Parking By-law 2000-89.
- Initially, snow will be piled using the appropriate equipment starting at 10:00 p.m. or later if the amount of snow is relatively small.
- Trucks will be called out approximately two hours later and the snow hauled to the closest area designated for dumping.
- Snow hauling operations will be completed, when possible, by the start of the business day at 9:00 a.m.

Infrastructure Services Department  
**Winter Control Plan 2016-2020**

---

**Areas Designated for Regular Snow Removal**

**Nighttime Snow Removal only:**

**Jarvis Street** – Niagara Boulevard to east of Mack Street

**Niagara Boulevard** – Queen Street to Bertie Street (both sides)  
– West side, Bertie Street to Catherine Street (in front of businesses only)

**Ridge Road** – Wilson Avenue to Farr Avenue

**Day or Nighttime Snow Removal:**

**Derby Road** – Erie Road to North of Queens Circle

**Derby Road** – North Side of Queens Circle to Rebstock Road (West Side only.)

**Erie Road** – North side from Ridgeway Rd. to Schooley Rd. (in front of businesses only)

**Central Avenue** – QEW bridge deck from Queen St to Garrison (to clear sidewalks)

**Daytime Snow Removal:**

**Other Locations as required** - Cul-de-sacs, intersections, bus loading areas, school crossings

## **IS-RDS-GOO4 Snow Fence Erection and Removal Guideline**

### **Objectives:**

The objective of snow fence is to trap and deposit blowing snow on the ground before it causes whiteouts or accumulates on municipally controlled roadways during the winter season.

### **Level of Service:**

Snow fence shall be erected where snow drifting across Town roadways is commonly expected.

### **Procedure:**

#### **Snow Fence Erection**

When possible, property owners will be advised of the erection of fence. Snow fence can be erected on private property under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, s. 60:

“Despite section 19, a municipality may, at any reasonable time, enter upon any land within the municipality or within an adjoining municipality and lying along any highway under its jurisdiction, including land owned by Her Majesty in right of Ontario, for the purpose of erecting and maintaining a snow fence.”

- Snow fence shall be erected in the months of November and December.
- Snow fence will be erected between 15 to 30 metres from the edge of the travelled portion of the side of road mainly on the prevailing wind side.
- T-bars (posts) shall be spaced evenly at approximately 5 metres apart in a straight line and at a uniform height to the top of the T-bars.
- T-bars shall be driven a minimum of 60 centimetres into the ground.



**IS-RDS-GOO4 Snow Fence Erection and Removal Guideline, Continued**

**Snow Fence Erection, Continued**

- Fence is to be placed on the prevailing upwind (windward side) side of the T-bars and fastened to the T-bars with tie wires.
- Snow fence shall be erected so that the bottom of the fence is 15 centimetres above the ground.
- Fence shall be stretched tight enough to prevent excessive vertical sag.
- T-bars shall be braced with additional T-bars on a 45-degree angle every ninth post and at the ends. In areas susceptible to high winds, additional T-bars may be braced.
- The number of rolls used at each location is approximate.

**Snow Fence Removal**

- Snow fence shall be removed in the months of March and April.
- Repairs required to the snow fence shall be made while the fence is in place, if possible.

Infrastructure Services Department  
Winter Control Plan 2016-2020

**Table 5: Snow Fence Locations**

<b>Snow Fence Locations</b> (subject to change)	<b>Number of Rolls</b>
Sherkston Rd. west of Mathews Rd. s/s (Sahs Farm). 6 mts. from barn west to brush line.	17
Mathews and #3 Highway	7
Burger Rd north of first house mts. from Spruce trees, strait with an angle at end. 6 mts. from second house. #1217	28
Burger Rd. at Bertie with an "L" to cover the corner.	6
Burger Rd. North of Gilmore Rd.	7
Burger Rd. and Church Rd. Put an "L" to cover the corner.	5
Burger Rd. south of Fox put an "L" to cover the corner.	5
Burger Rd. south of Netherby 6 mts. from trees going north. No gap.	10
Holloway Bay Rd. south of Durlait Rd.	4
Holloway Bay Rd. at Bertie St. Cover intersection with an "L" at Concession Rd. #2.	6
Holloway Bay Rd. (Old #3) across from house # 800 towards the steel shed.	6
House Rd. at the # 3 Highway	36
House Rd. south of Church Rd. with an "L" to cover the corner	10
Point Abino Rd. south of Michener, south of the first house	8
Point Abino Rd. from Friendship Trail south towards Sherkston Rd.	45
Point Abino Rd. south of Garrison, south of the bend	10
Point Abino Rd. at #3 with an "L" to cover the corner. North to 6 mts. from the brush line.	11
Point Abino Rd. South of Bertie St. Put an "L" to cover the corner.	6
Point Abino Rd. North of Bertie St.	12
Point Abino Rd. South of Sherk Rd. south of bush. Enter through gate at north end of field.	5
Point Abino Rd. from an "L" at Sherk Rd. North to Creek at Bowen. No gaps at brush lines.	40
Ott Rd. at Gilmore. Put an "L" to cover the corner.	4

Infrastructure Services Department  
Winter Control Plan 2016-2020

<b>Snow Fence Locations</b> (subject to change)	<b>Number of Rolls</b>
Gorham Rd. at Ridgeway Memorial. From the Water Tower to Michener Rd with an "L" to cover the corner.	12
Bay Beach on the hill east side of parking lot. 3 rows of 5 rolls. Last 2 rows close to road cover with land -scape cloth.	15
Schooley Rd. at Michener. Put an "L" with 2 rolls to cover the corner	15
Cherry Hill Blvd. North of Michener Rd. Brush line to brush line. No gaps.	32
East Ave. South of the C.N.R. tracks	15
Laur Rd. South of Bowen Rd. With an "L" to cover corner. Go to the berm by the Barn	17
Laur Rd. North of Bridge St. With an "L" to cover corner.	17
Netherby Rd. NW corner at House Rd – with an "L"	8
Ridgemount Rd. between Gilmore Rd. and Bridge St. Across from Lambton Rd.	24
Ridgemount Rd. at Bertie St. with an "L" to cover the corner.	7
Ridgemount Rd. From Brian Curtis's House north towards the tracks.	5
Ridgemount Rd. Across from the Propane Station. Brush line to brush line.	10
Baker Rd. at Black Creek Rd. 6mts from parking lot at the Church with an "L" to cover the corner.	8
Black Creek Rd. North of Baker Rd. at the un-opened Road Allowance in the field.	3
River Trail at the Park. From the back-stop and attach it to the tennis court fence.	15
River Trail at the Pump house. Cover both sides.	9
Stonemill Rd. South of Nigh. Put an "L" at the corner and go south towards the house #565 with 1 roll in the yard. (Both Fields.) No gaps at the brush line.	28
Sunset Dr. North of Alf Beams office. Office north to the house.	7
Sunset Dr. North of Gilmore Rd. to the Farm. "L" to cover corner straight to the pond by the farm	25
Sunset Dr. South of Bowen Rd. From the corner around the bend and attach to the Towers fence.	18
Pettit Rd. South of Bowen Rd. From the "L" at the corner to 8 mts. from the old Eagles Hall.	7

Infrastructure Services Department  
Winter Control Plan 2016-2020

<b>Snow Fence Locations</b> (subject to change)	<b>Number of Rolls</b>
Pettit Rd. South side of the old Eagles Hall Driveway	5
Pettit Rd. South of Gilmore Rd. Go south in the field to bush. Put an "L" with 4 rolls to cover Gilmore Rd.	10
Pettit Rd. South of Bertie Rd. by the Hill.	5
Lakeview Ave at the School.	10
Ferndale Park.	10
Phipps St. and Crooks St.	4
Concession Rd. at the Race Track Parking Lot & Corner of Catherine St. Put an "L" to cover the corner.	26
Concession Rd. South of Bertie St. Put an "L" at the corner of Cross Roads Drive.	11
Concession Rd. South of Cross Roads Drive. Put an "L" on the corner and go south up to and on the hill.	6
Concession at Shoppers Drug Mart. North side of parking lot entrance.	2
Bertie St. at Concession Rd. S/E side	3
Douglas Park along Bertie St. Go half of a roll past the Aberdeen St. rolls of fence to cover the corner.	8
Douglas Park along Aberdeen St. In the yard to cover the driveway and the corner.	12
Douglas St. at Lavinia St.	1
Champlain Dr. East at Dead end	5
King St at Oaks Drive	2
Thompson Rd. North of the old Sports Complex.	10
Bay Beach on the Hill. 3 rolls of 5. Roll at the shore with cloth, 1 in the middle and 1 nearest the road with cloth.	15
<b>(Approximately 50 feet per roll and 10 T-bar per 50 feet)</b>	<b>Total Rolls 730</b>
The rolls of fence at each location are approximate depending on the quality of fence (i.e. new, old, or pieced). Some locations may not have fence erected if natural wind break is present (i.e. if corn stubble is present)	

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G005 Winter Road Patrol Guideline**

**Objectives:**

- To adhere to the Minimum Maintenance Standards, O.Reg. 239/02, and in particular, the amendments for increased patrol requirements set out in O.Reg. 23/10 and the increased weather monitoring specified in O.Reg. 47/13;
- To provide regular monitoring of winter road conditions;
- To provide a written record of conditions and actions;
- To ensure that patrols and inspections address the essential and important aspects of conditions; and,
- To provide factual documented information in a manner that can be used in defence of future potential liability actions.

**Level of Service:**

- During business hours, Monday to Friday, 7 a.m. to 5 p.m., road patrols will be assigned as required by the Supervisor, Road and Roadside Drainage Services, or his designate.
- After business hours, road patrols will be conducted as required by the Roads On-call Supervisor.
- From approximately November 1<sup>st</sup> to March 31<sup>st</sup> of each winter season, roads will be patrolled from 9 p.m. to 7 a.m. by the following staff:
  - a Midnight Road Patrol person - Monday evening to Friday morning
  - a Weekend Crew Leader – Friday evening to Tuesday morning
- Daily records of temperature and weather conditions will be maintained as per the Minimum Maintenance Standards.
- During inclement winter weather conditions, Road Surface Condition Reports (Winter) as in the following example will be completed and filed.

# Infrastructure Services Department Winter Control Plan 2016-2020

## IS-RDS-G005 Winter Road Patrol Guideline, Continued

### Procedure:

- Road Patrols are to be conducted by qualified municipal employees in a safe and legal manner, for the purpose of establishing and reporting the condition of the road. The patrol may also be used to initiate action, perform activity to remedy or mitigate the circumstances found.
- Standard forms for reporting road patrols shall be used. A sample form follows.



### TOWN OF FORT ERIE STANDARD ROAD SURFACE CONDITION REPORT (winter)

DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_ START TIME \_\_\_\_ AM or PM  
yy / mm / dd FINISH TIME \_\_\_\_ AM or PM

WEATHER		TEMPERATURE ( °C )		ROAD CONDITIONS	
Partly Cloudy				Dry	
Overcast				Wet	
Rain		-20 to -10		Loose snow: 0-5 cm	
Snow		-10 to 0		Loose snow: 5-10 cm	
Freezing rain		0 to +10		Loose snow: 10 cm +	
High winds		+10 to +20		Slush	
Clear		+20 to +30		Snow packed	
Visibility - good		Falling		Ice	
- poor		Rising		Centre bare	
Distance				Ice Patches	
				Road Surface Temperature	

ROAD/STREET	CC	NOTE#	ROAD/STREET	CC	NOTE#	AC - ACTION CODES
						RS Radio Sander
						RSS Radio Salter
						RP Radio Plow
						F Foreman
						WO Filed Work Order
						RP Restored on Patrol
						CC - CONDITION CODE
						A Acceptable
						D Deteriorating
						S Needs service

#	AC	NOTES	TIME
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

NOTE: THIS REPRESENTS A SUMMARY OF CONDITIONS FOUND AND ACTIONS TAKEN BY UNDERSIGNED:

G:\Roads & Drainage\Winter Control\Winter Patrol Blank.doc

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G006 Sidewalk Snow Plowing Guideline**

**Objectives:**

- To maintain safe, passable priority sidewalks for pedestrian traffic during winter months.
- To reduce the number of occasions that sidewalk conditions might discourage pedestrian traffic in commercial areas, thereby creating a hardship for citizens and the business community.
- To reduce the possibility of incidents that could result in liability claims against the Town of Fort Erie.

**Level of Service:**

- This guideline applies only to Priority Sidewalks (approximately 56 kms of total 160 kms) based on
  - Proximity and access to schools, hospital, senior citizens' housing and business areas.
  - Volume of vehicular traffic adjacent to sidewalks.
- Priority Sidewalks are shown in blue in the following Sidewalk Snow Plowing Maps.
- Priority Sidewalks will be cleared as quickly as possible upon the completion of road surface maintenance and subject to the availability of Town staff and contract equipment.
- Property owners are encouraged to clear the sidewalks adjacent to their property as there is no plowing of sidewalks not deemed Priority Sidewalks and, in severe conditions, there may be a delay in the clearing of the Priority Sidewalks.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G006 Sidewalk Snow Plowing Guideline, Continued**

**Procedure:**

- The Supervisor of Road and Roadside Drainage Services, or his designate, will determine the proper action to be taken based on the level of service indicated above.
- Plowing of sidewalks along priority roads will be conducted first in each of the five areas.

**Sidewalk Snow Plow Routes and Equipment:**

The following is the general assignment of sidewalk plow equipment but may vary as conditions warrant.

**Table 6: Assigned Sidewalk Plow Routes**  
(subject to change as conditions warrant)

Route	Equipment
Sidewalk Area 1 and 2	Lawns And More - Gehl
Sidewalk Area 3 and 5	Lawns And More - Gehl
Sidewalk Area 4	Lawns And More - Gehl
As Required	Town – Bobcat #507



**IS-RDS-G006 Sidewalk Snow Plowing Guideline, Continued**

**Special Locations:**

QEW Overpass between Highway 3 and Queen Street.

- The sidewalk will be cleared using appropriate equipment when required.
- Sidewalk plowing will commence at approximately 10 centimetres of accumulation.
- Sidewalk snow removal will be done by hand when required and as resources become available.

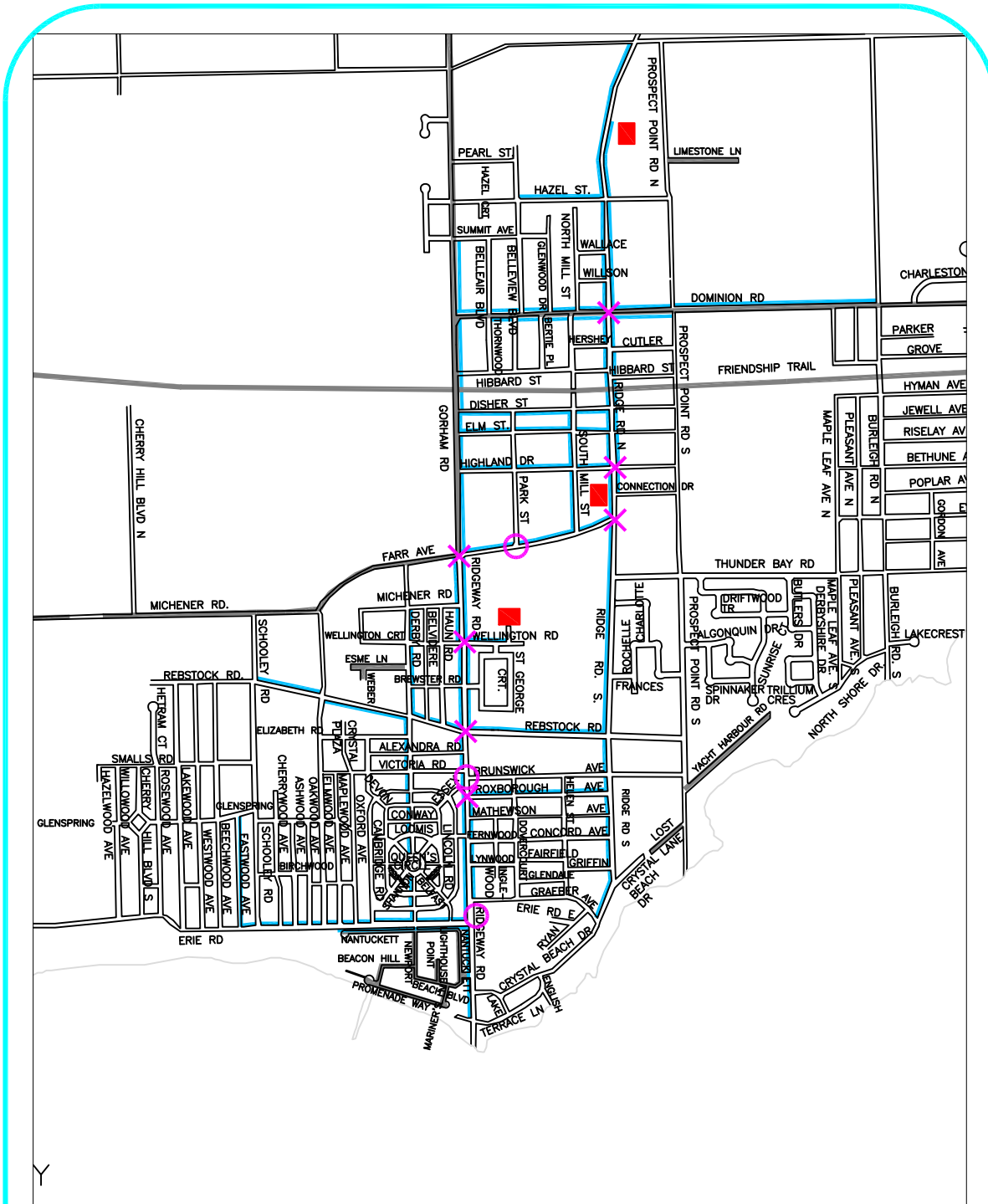
**Transit Shelters and Bench Sites**

- Currently 7 bus shelters and 6 sites with benches.
- Transit Stop clearing will be performed once after plowing and completed within 48 hours of the end of accumulation.

**School Crossing areas**

- Currently 12 school crossing areas manned by crossing guards.
- School crossings will be cleared as required at the direction of the Supervisor of Road and Roadside Drainage Services, or his designate.
- Salt boxes are provided for the crossing guards to salt as necessary.


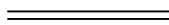




# Infrastructure Services Department Winter Control Plan 2016 - 2020



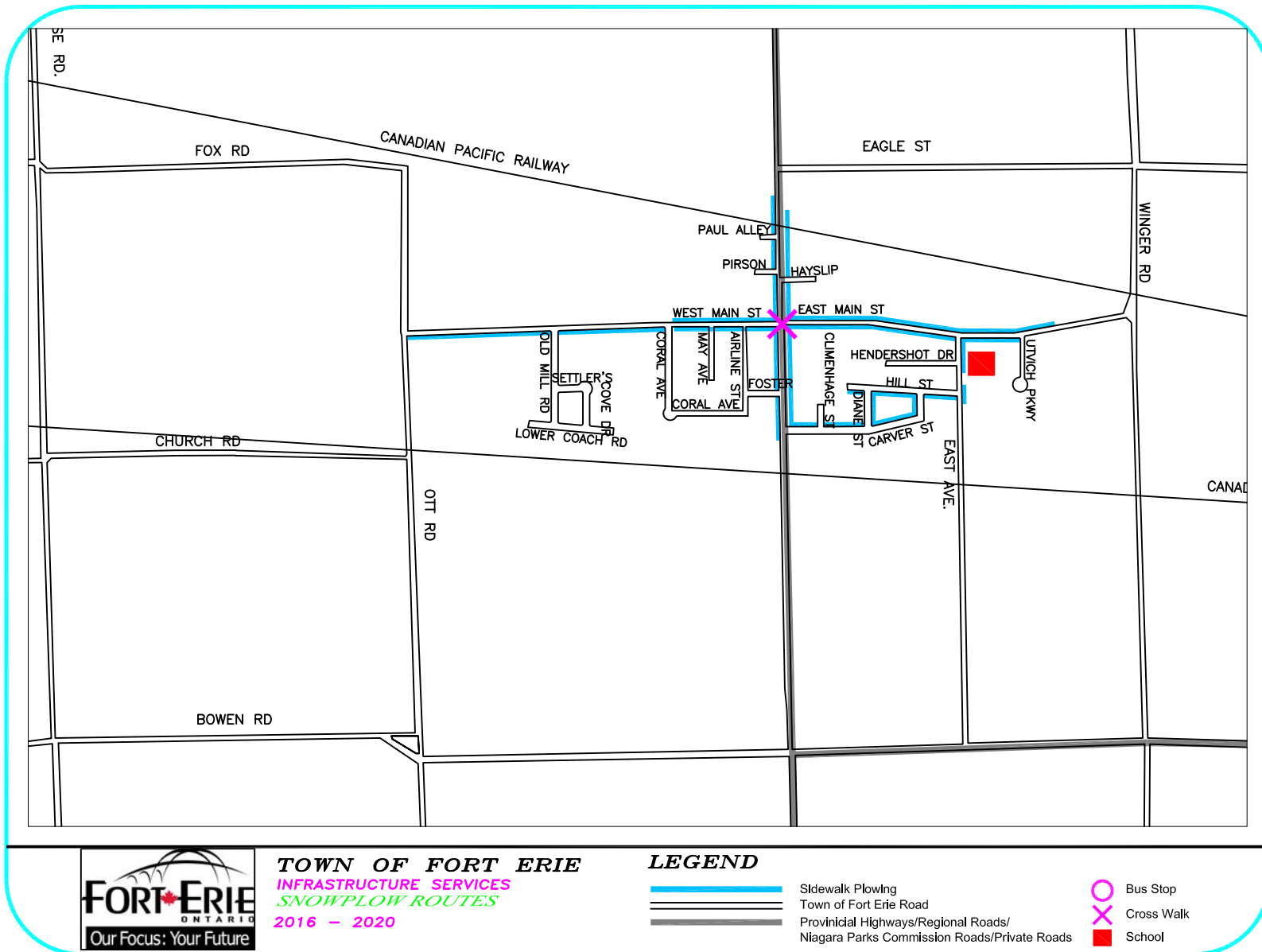
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

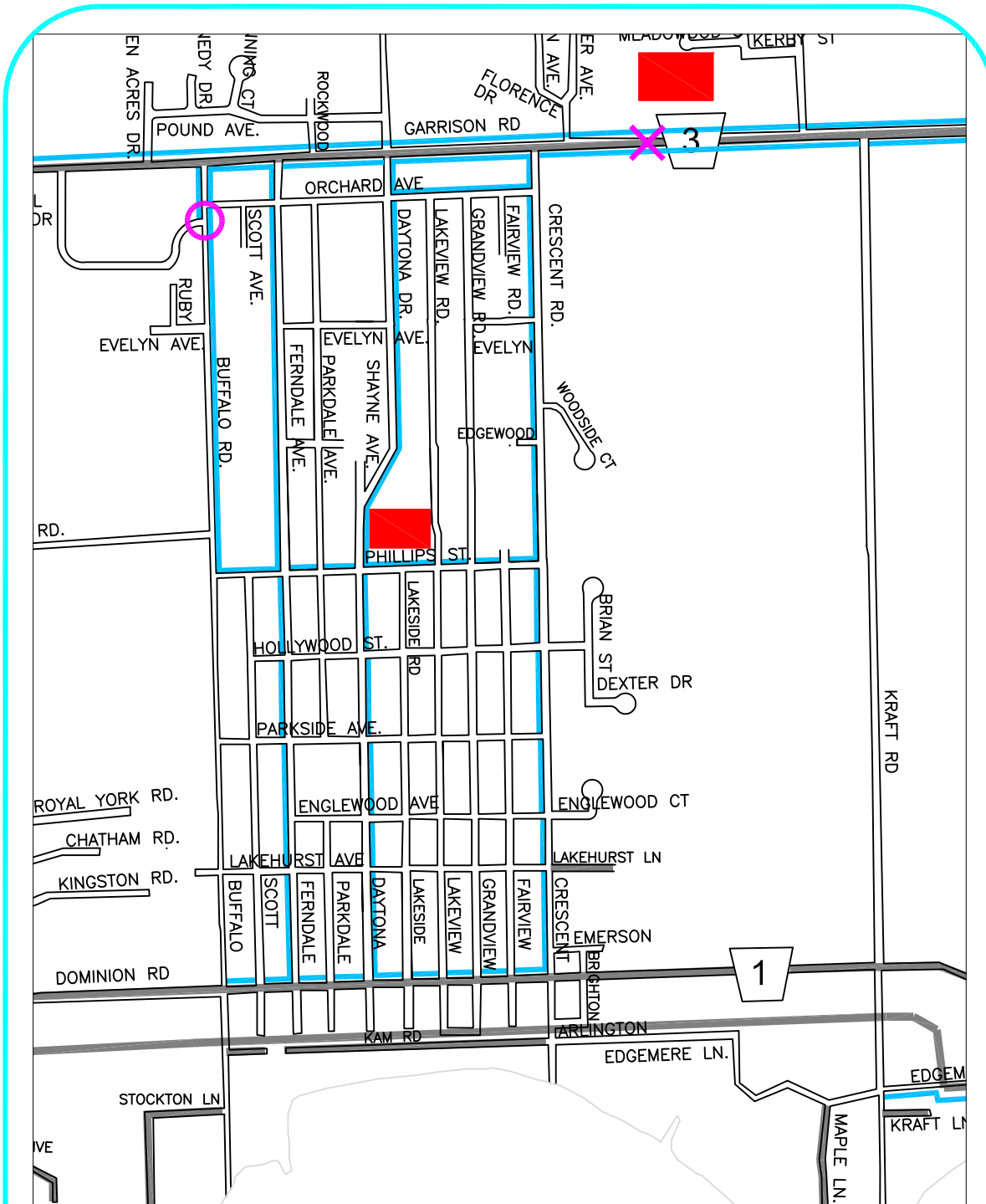
-  Sidewalk Plowing
-  Town of Fort Erie Road
-  Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
-  Bus Stop
-  Cross Walk
-  School

# Infrastructure Services Department Winter Control Plan 2016 - 2020



G:\COMMONMapping\Public Works\Snowplow Mapping\2016\Snowplow Routes Map Book 2016 to 2020.dwg


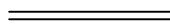



# Infrastructure Services Department Winter Control Plan 2016 - 2020



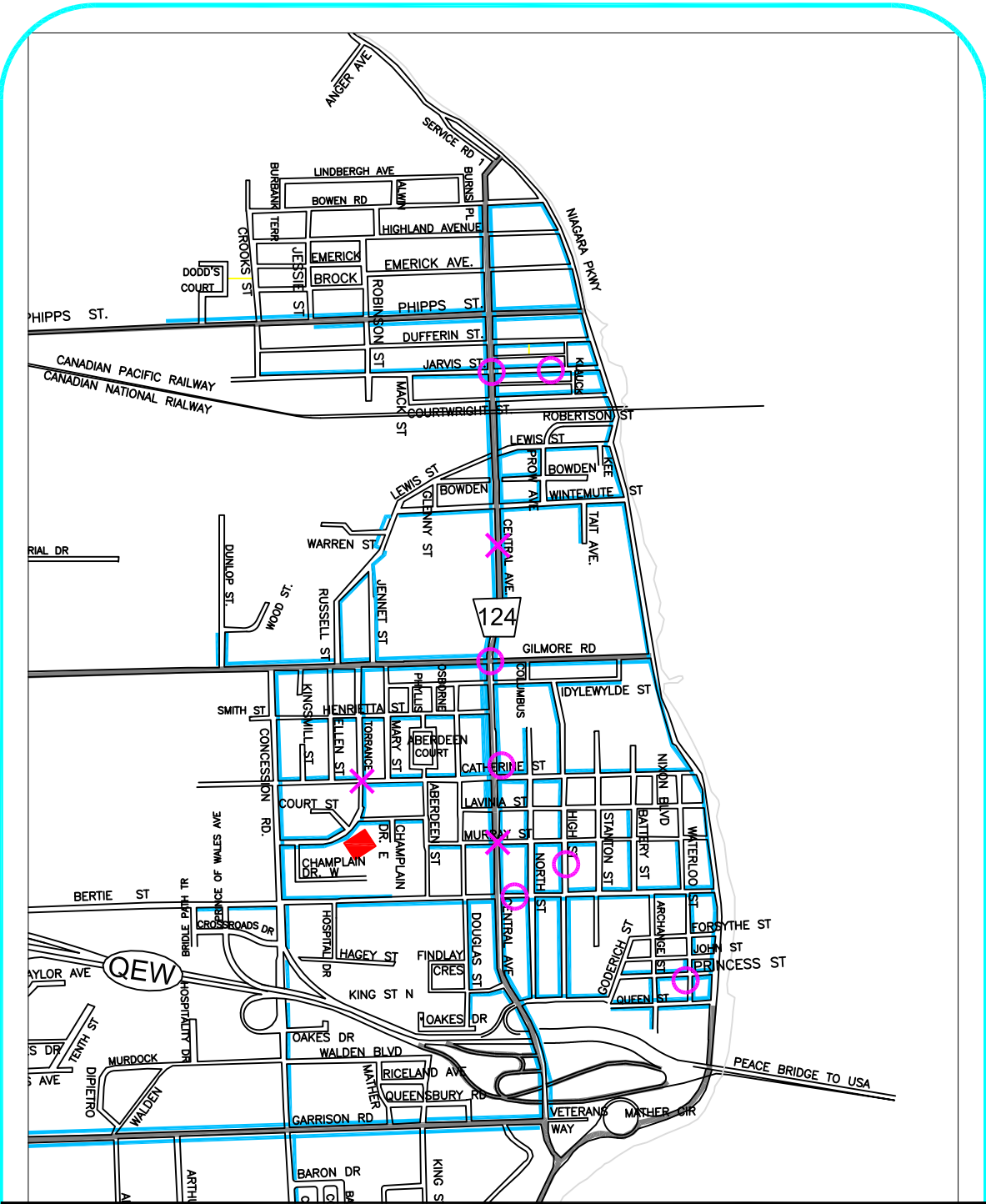
**TOWN OF FORT ERIE**  
INFRASTRUCTURE SERVICES  
SNOWPLOW ROUTES  
2016 - 2020



## LEGEND

-  Sidewalk Plowing
-  Town of Fort Erie Road
-  Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
-  Bus Stop
-  Cross Walk
-  School



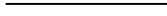



# Infrastructure Services Department Winter Control Plan 2016 - 2020



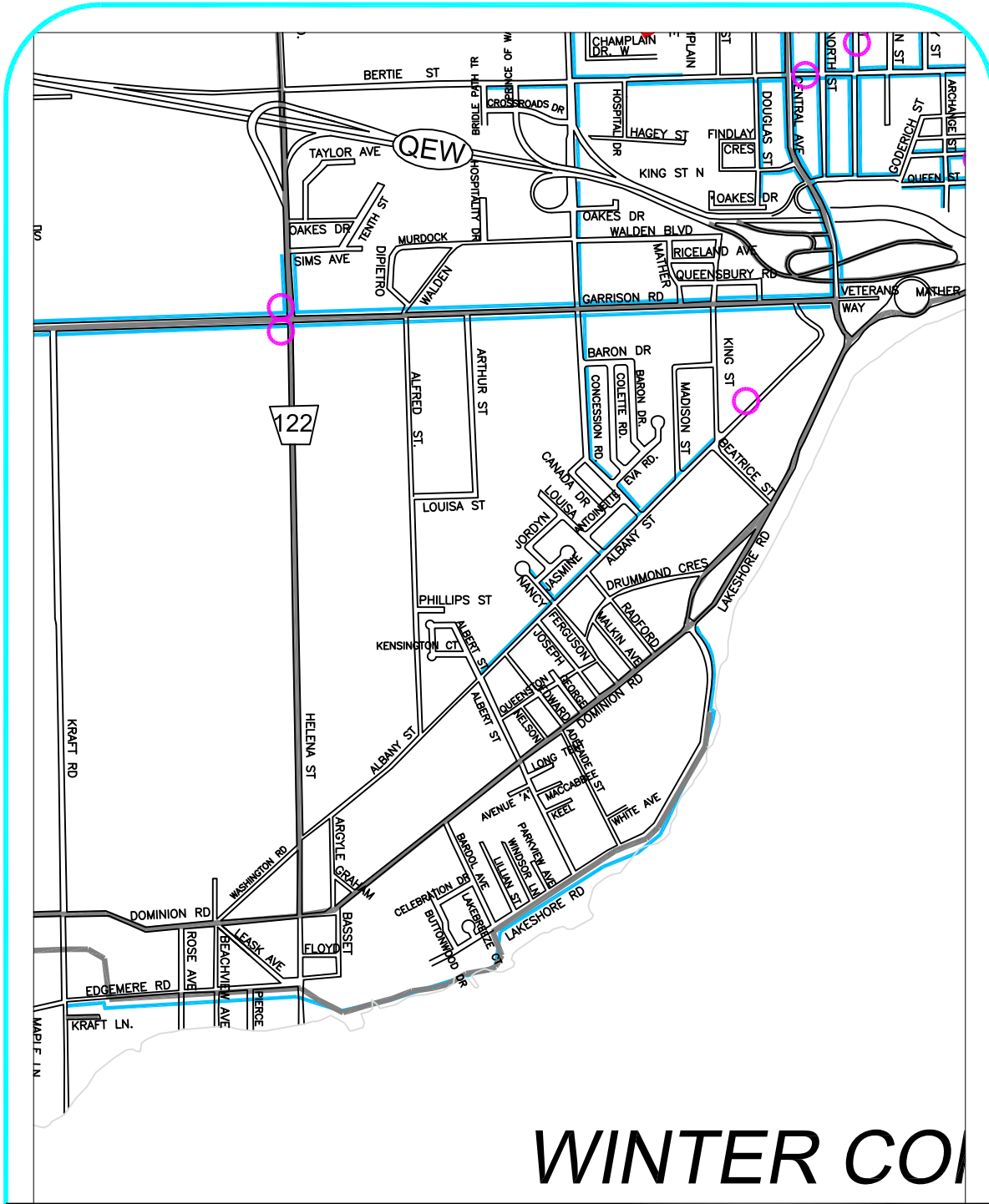
**TOWN OF FORT ERIE**  
**INFRASTRUCTURE SERVICES**  
**SNOWPLOW ROUTES**  
**2016 - 2020**



## LEGEND

-  Sidewalk Plowing
-  Town of Fort Erie Road
-  Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
-  Bus Stop
-  Cross Walk
-  School

# Infrastructure Services Department Winter Control Plan 2016 - 2020









## WINTER CO

**TOWN OF FORT ERIE**  
**INFRASTRUCTURE SERVICES**  
**SNOWPLOW ROUTES**  
**2016 - 2020**



### LEGEND

-  Sidewalk Plowing
-  Town of Fort Erie Road
-  Provincial Highways/Regional Roads/  
Niagara Parks Commission Roads/Private Roads
-  Bus Stop
-  Cross Walk
-  School

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**IS-RDS-G007 Parking Lots, Alleyways and Dead End Snow Plow Guideline**

**Objectives:**

- To reduce the hazards of snow and ice accumulation.
- To endeavour to maintain passable road conditions for emergency vehicles.
- To maintain safe and passable routes for the public.
- To ensure the cost effectiveness of winter control operations.

**Level of Service:**

- All parking lots and alleyways will be considered Class 6 in the road care system, (i.e. not subject to legislated Minimum Maintenance Standards.)
- The parking lots, alleyways and dead ends will be those identified in the periodic contract for plowing.
- Snow plowing of these areas will commence, if required, at the end of an event during overnight hours.
- Surfaces will be maintained in a snow packed condition.

**Procedure:**

- The Supervisor, Road and Roadside Drainage Services, or his designate shall determine the proper action to be taken based on the level of service to be provided.
- The predetermined list specifies the areas to be cleared and may be revised at the discretion of the Manager of Roads and Fleet, or his designate.
- The Supervisor of Road and Roadside Drainage Services, or his designate, will call the parking lot contractor to plow the lots listed in Table 7: "Assignment of Parking Lot, Alleyway and Dead End Plowing" on the following pages.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends to be Snow Plowed**

**Table 7: Assignment of Parking Lot, Alleyway and Dead End Plowing**

Type	See Page	Number on Map	Parking Lot, Alleyway, Dead End or Facility	Equipment
<b>Parking Lots</b>				
	66	1	Courtwright Street	Stevensville Lawn Service
	66	2	South side of Jarvis Street east of Central Avenue	Stevensville Lawn Service
	73	20	North side of Erie Road between Ridgeway Road and Derby Road	Stevensville Lawn Service
	75	22	East side of Ridge Road at the Friendship Trail (Market)	Stevensville Lawn Service
<b>Alleyways</b>				
	66	3	Between Courtwright Street and Jarvis Street, from Central Avenue E to Klauck Street	Stevensville Lawn Service
	66	4	Between Jarvis Street and Dufferin Street from Central Avenue east to Klauck Street	Stevensville Lawn Service
	66	5	Between Dufferin Street and Phipps Street from Central Avenue east to Klauck Street	Stevensville Lawn Service
	67	6	Between Dufferin Street and Phipps Street from Crooks Street to Robinson Street	Stevensville Lawn Service
	67	7	Between Dufferin Street and Phipps Street from Robinson Street east for 100 meters	Stevensville Lawn Service
	67	8	Between Dufferin Street and Jarvis Street from Crooks Street east to Robinson Street	Stevensville Lawn Service



Infrastructure Services Department  
Winter Control Plan 2016-2020

Type	See Page	Number on Map	Parking Lot, Alleyway, Dead End or Facility	Equipment
	66	9	Between Dufferin Street and Jarvis Street west of Central Avenue for 100 meters	Stevensville Lawn Service
<b>Dead Ends</b>				
	68	11	Two (2) dead ends at Bowden Street, east and west of Central Avenue	Stevensville Lawn Service
	68	11	Cul-de-sac at easterly end of Bowden Street	Stevensville Lawn Service
	68	12	Kee Lane	Stevensville Lawn Service
	69	14	Smith Street – off Concession, opposite Henrietta	Stevensville Lawn Service
	71	16	Dexter Drive at the south end of Brian Street – wide sweep and dead end	Stevensville Lawn Service
	71	17	Brian Street – dead end	Stevensville Lawn Service
	72	19	Lakecrest Court – east of Burleigh Road South	Stevensville Lawn Service
	74	21	Rochelle Court – 3 wide sweeps and 2 dead ends (1 south of Francis and 1 is Charlotte)	Stevensville Lawn Service
	75	23	Northmill Street – from Wallace to dead end	Stevensville Lawn Service
	75	24	Glenwood Drive – north of Summit Avenue	Stevensville Lawn Service
	75	25	Hazel Court – south of Hazel Street	Stevensville Lawn Service
	77	27	Pirson Laneway west of Stevensville Road	Stevensville Lawn Service
	77	28	Hayslip Laneway east of Stevensville Road	Stevensville Lawn Service
	77	29	Paul Alley west of Stevensville Road	Stevensville Lawn Service

Infrastructure Services Department  
Winter Control Plan 2016-2020

Type	See Page	Number on Map	Parking Lot, Alleyway, Dead End or Facility	Equipment
	78	30	College Road – west of Stevensville Road	Stevensville Lawn Service
	79	31	Schweigler Road off the Niagara Parkway	Stevensville Lawn Service
<b>Dead Ends</b>	79	32	Beam Road off the Niagara Blvd	Stevensville Lawn Service
	80	33	Bridge Street, west of Thompson Road	Stevensville Lawn Service
	83	50	McAffee Street, west of Thompson Road	Stevensville Lawn Service
	83	51	Mackenzie Street, west of Thompson Road	Stevensville Lawn Service
	83	52	Lemcke Road, west of Thompson Road	Stevensville Lawn Service
<b>Other</b>				
	66	10	Klauck Street from Dufferin Street to Phipps Street	Stevensville Lawn Service
	70	15	John Street from Niagara Blvd to Goderich Street	Stevensville Lawn Service
	76	26	Bertie Water Hauler Station - Bertie Street east of Stevensville Road	Stevensville Lawn Service
<b>Facility</b>				
*	68	34	Central Fire Station	Parks and Facilities Division – Contractor Season's Change
*	81	36	Fire Station 3	Parks and Facilities Division – Contractor Season's Change
*	75	37	Fire Station 4 / Ridgeway Museum	Parks and Facilities Division – Contractor Season's Change
*	77 & 78	38	Fire Station 5	Parks and Facilities Division – Contractor Season's Change
*	73	39	Fire Station 6	Parks and Facilities Division – Contractor Season's Change

Infrastructure Services Department  
Winter Control Plan 2016-2020

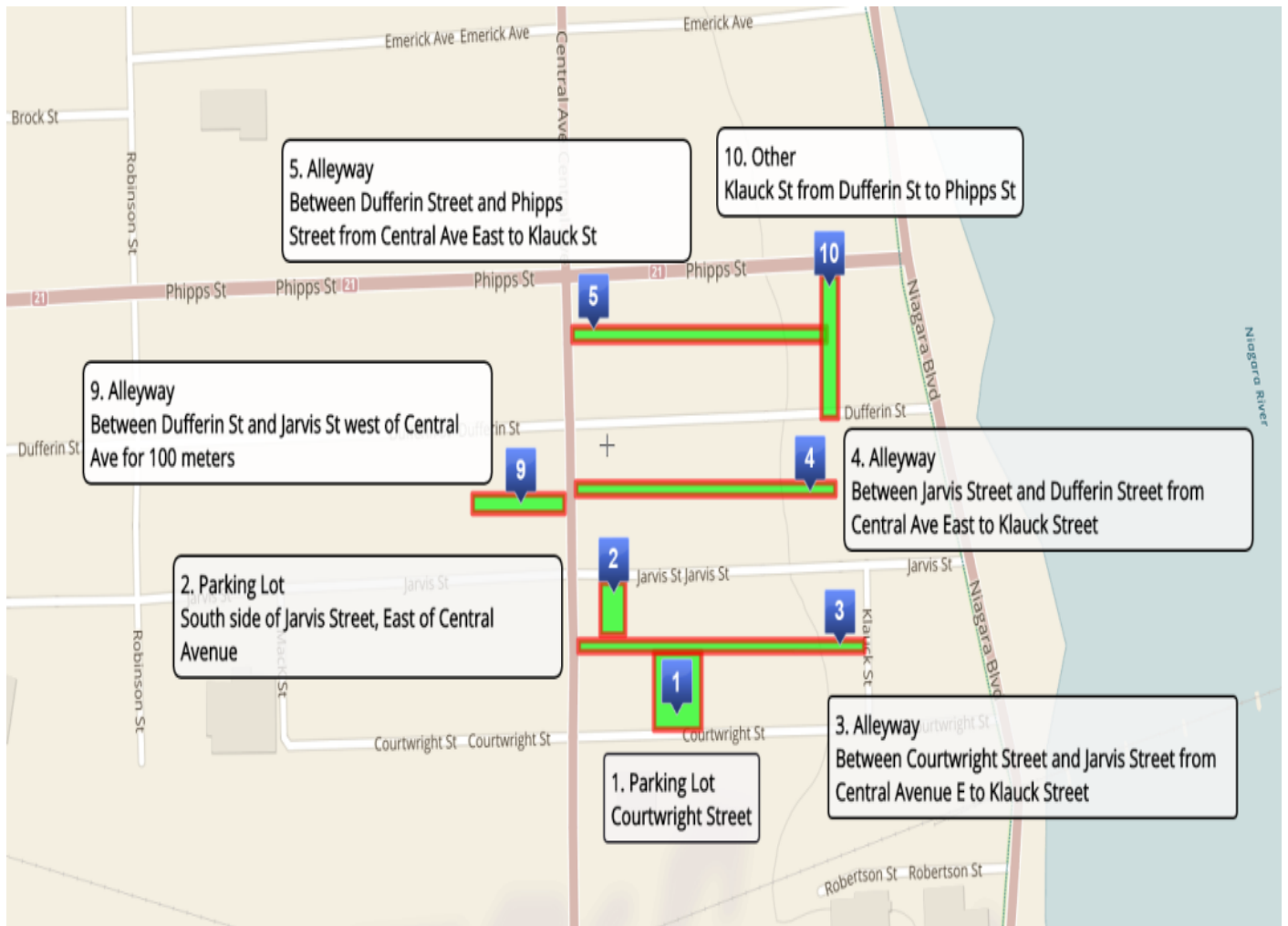
Type	See Page	Number on Map	Parking Lot, Alleyway, Dead End or Facility	Equipment
*	82	40	Leisureplex & Town Hall	Parks and Facilities Division – arena staff
<b>Facility</b> *	71	41	YMCA Parking Lot	Parks and Facilities Division – Contractor Season's Change
*	74	42	Crystal Ridge Community Centre	Parks and Facilities Division – arena staff
	68	43	FE Public Library, Centennial Branch	Contracted services through Library administration
*	78	44	Stevensville Hall	Parks and Facilities Division – Contractor Season's Change
*	80	45	Greenwood Cemetery	Parks and Facilities Division – year-round Parks staff
*	74	46	Ridgeway Memorial Cemetery	Parks and Facilities Division – year-round Parks staff
*	76	58	Mausoleum	Parks and Facilities Division – year-round Parks staff
*	74	59	Ridgeway Old Cemetery	Parks and Facilities Division – year-round Parks staff
*	76	57	Battle of Ridgeway Park	Parks and Facilities Division – year-round Parks staff
*	78	47	United Empire Loyalist Park (Ott Road)	Parks and Facilities Division – year-round Parks staff
*	71	48	Ferndale Park	Parks and Facilities Division – year-round Parks staff
*	68	49	Oakes Park	Parks and Facilities Division – year-round Parks staff
*	68	56	20 Lewis Street, aka Mentholatum Building	Parks and Facilities Division – Contractor Season's Change

**\* Plowing as indicated. Sanding and salting as required undertaken by Town forces.**

Infrastructure Services Department  
Winter Control Plan 2016-2020

**Parking Lots, Alleyways and Dead Ends**

**Locations 1, 2, 3, 4, 5, 9, 10**



Infrastructure Services Department  
Winter Control Plan 2016-2020

**Parking Lots, Alleyways and Dead Ends**

**Locations 6, 7, 8**



Infrastructure Services Department  
Winter Control Plan 2016-2020

Parking Lots, Alleyways and Dead Ends

Locations 11, 12, 34, 43, 49, 56

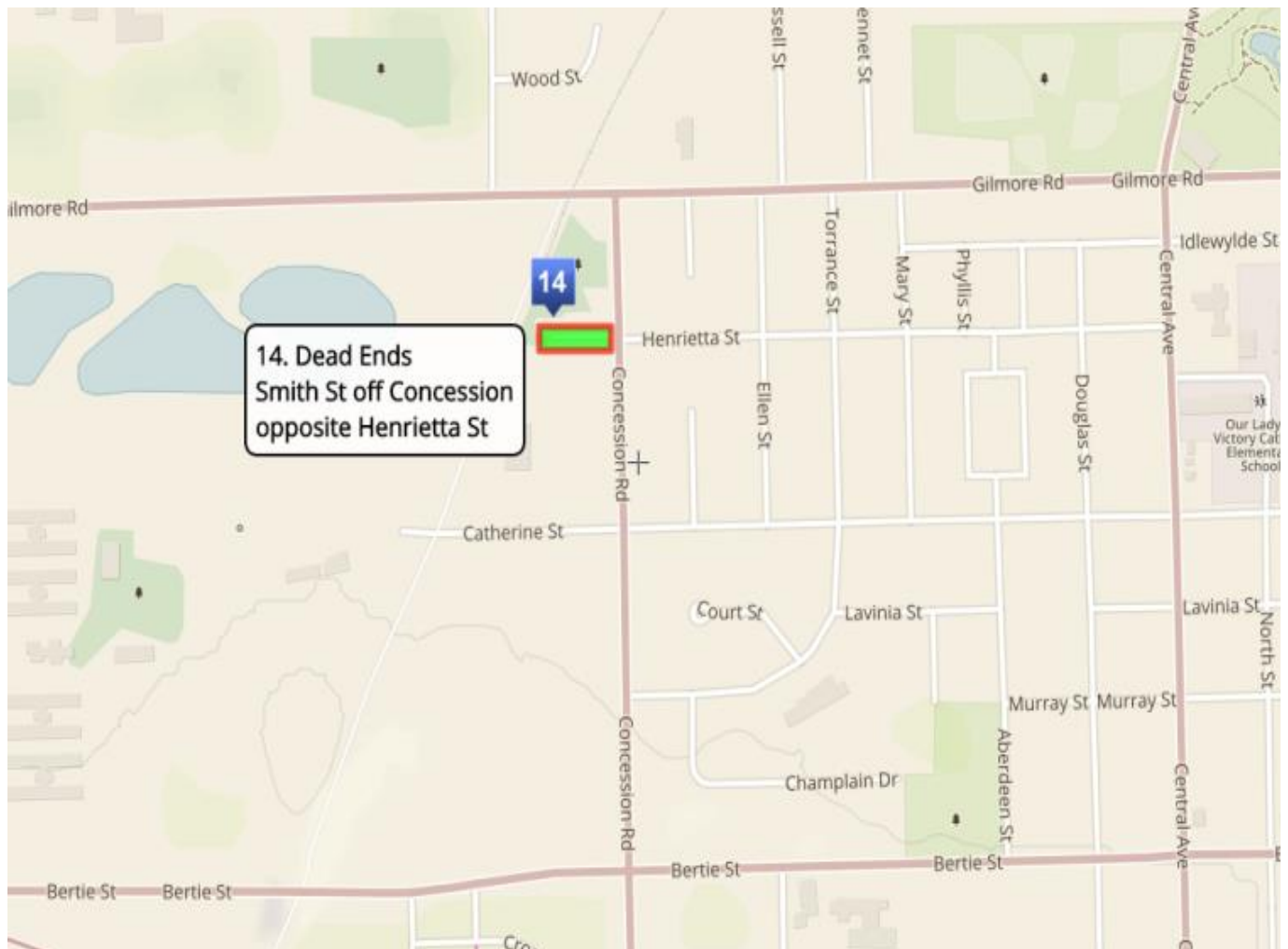


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Location 14**

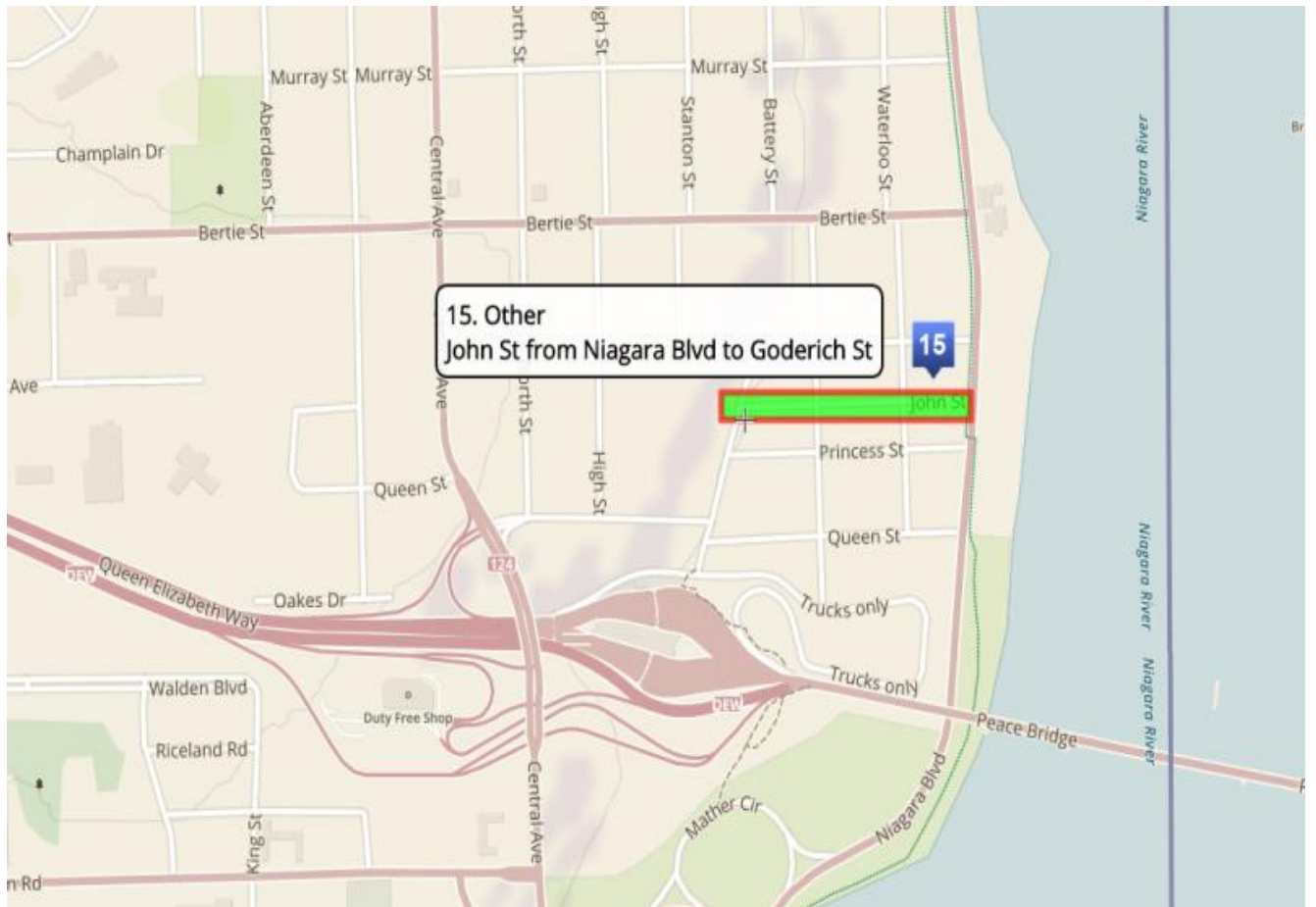


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Location 15**





Infrastructure Services Department  
Winter Control Plan 2016-2020

Parking Lots, Alleyways and Dead Ends

Locations 16, 17, 41, 48



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Location 19**



Infrastructure Services Department  
Winter Control Plan 2016-2020

Parking Lots, Alleyways and Dead Ends

Locations 20, 39

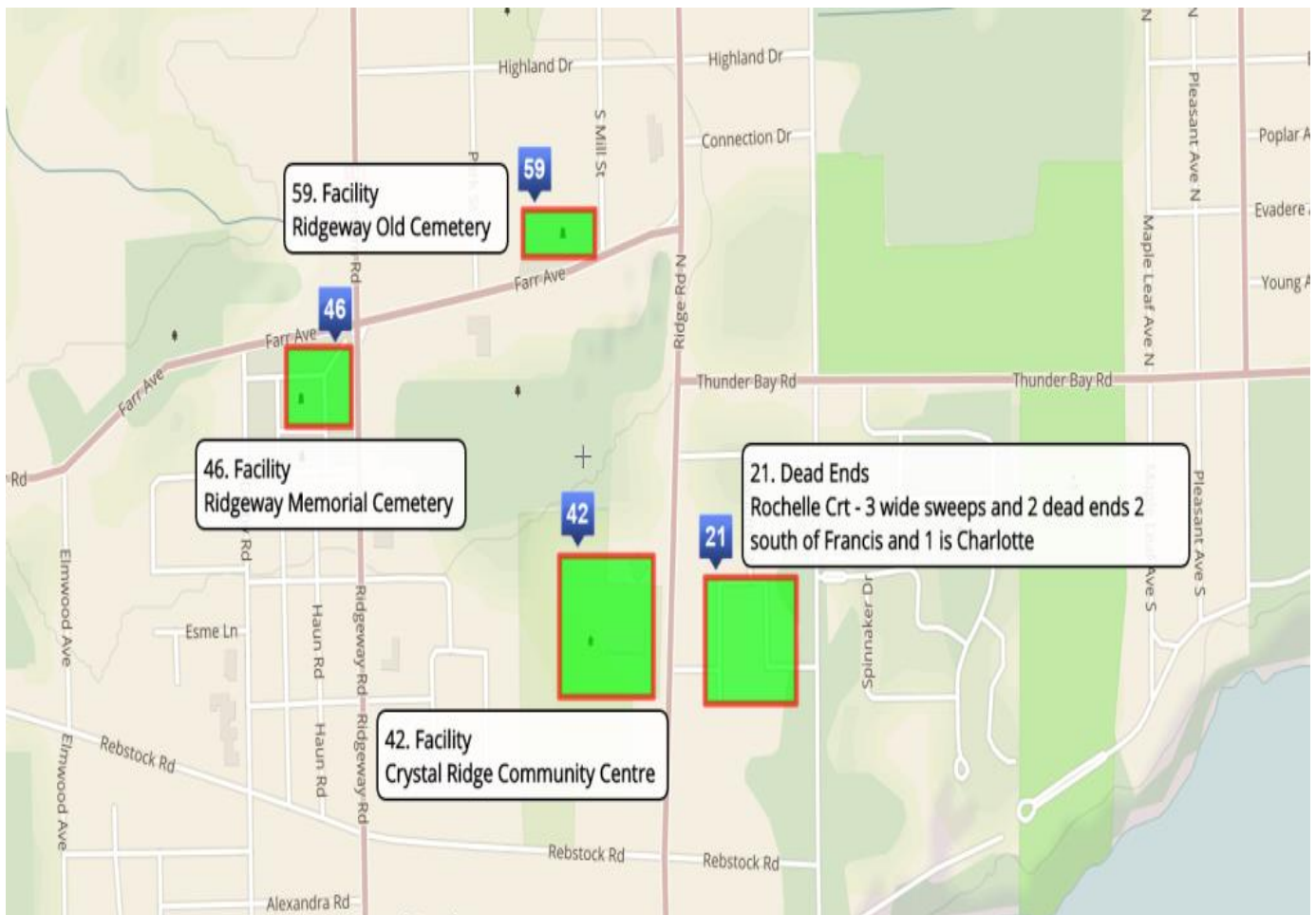


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 21, 42, 46, 59**



Infrastructure Services Department  
Winter Control Plan 2016-2020

**Parking Lots, Alleyways and Dead Ends**

**Locations 22, 23, 24, 25, 37**



Infrastructure Services Department  
Winter Control Plan 2016-2020

**Parking Lots, Alleyways and Dead Ends**

**Locations 26, 57, 58**





Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 27, 28, 29, 38**

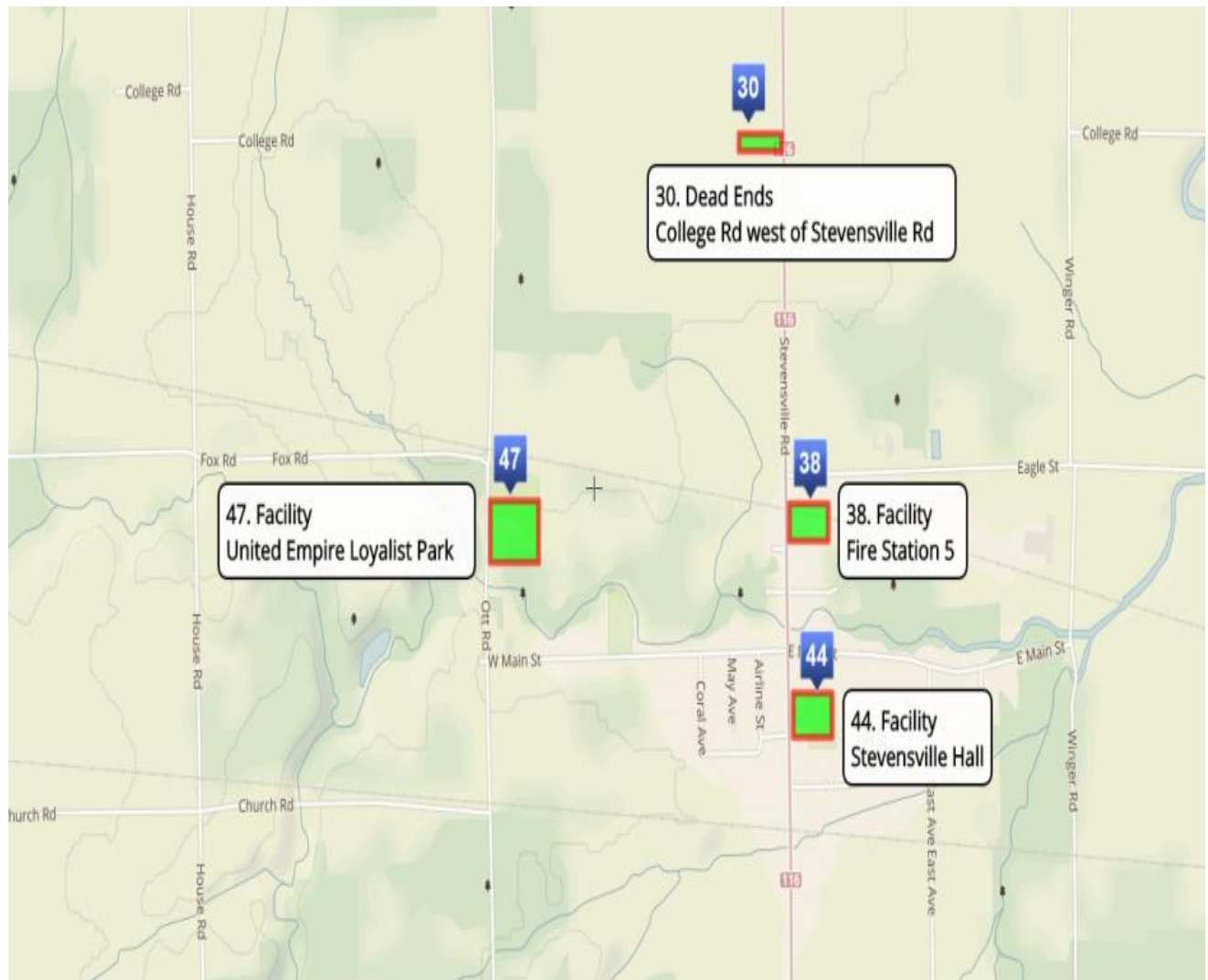


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 30, 38, 44, 47**



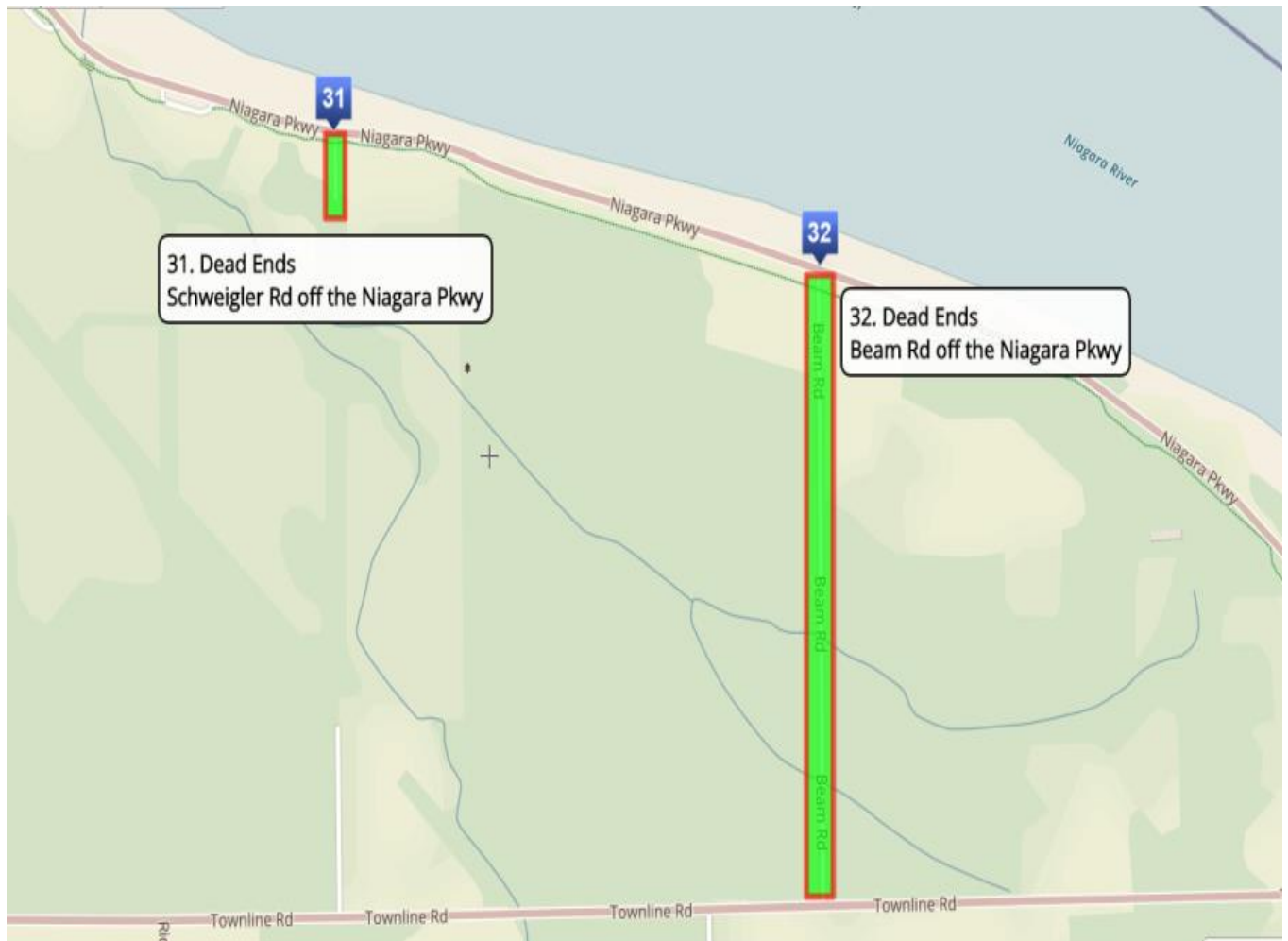


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 31, 32**



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 33, 45**

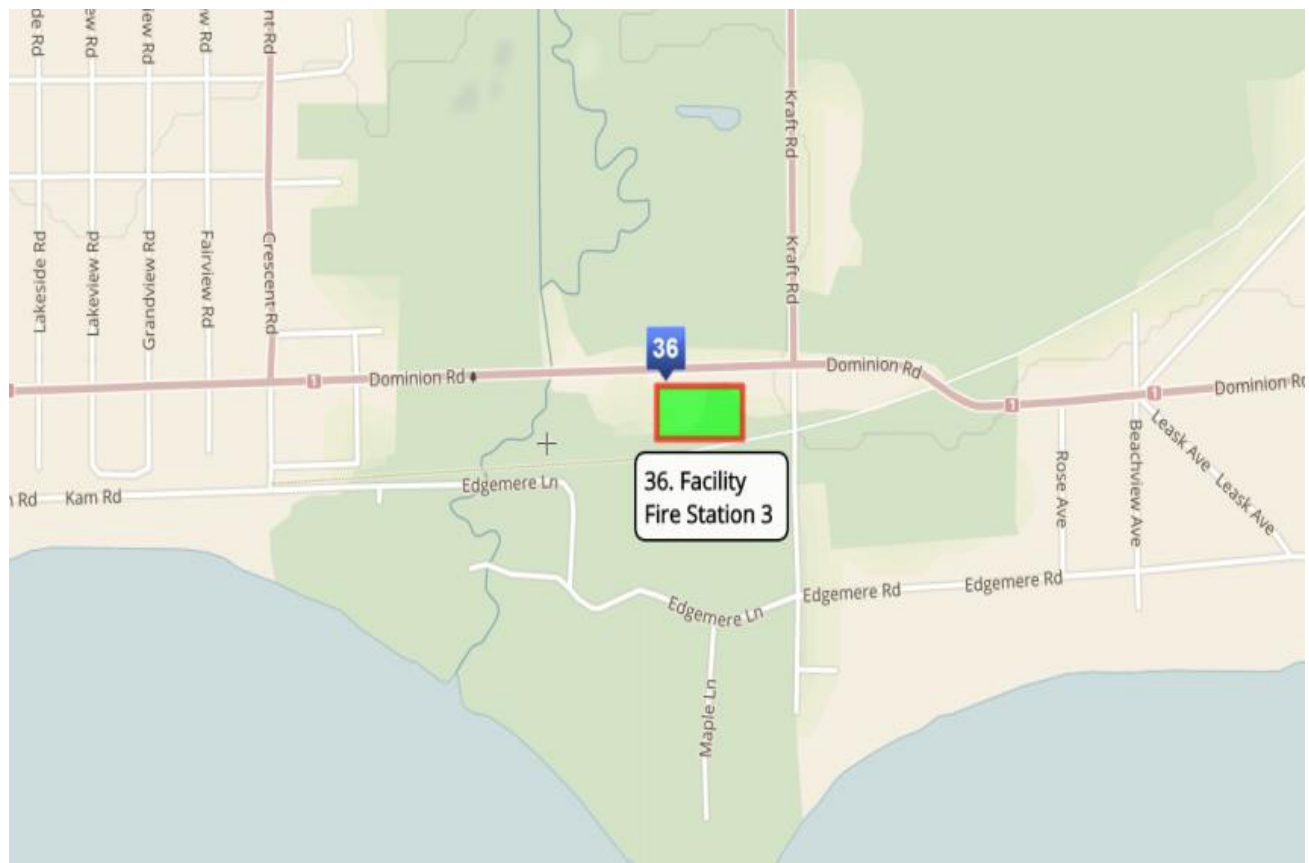


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Location 36**



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Location 40**

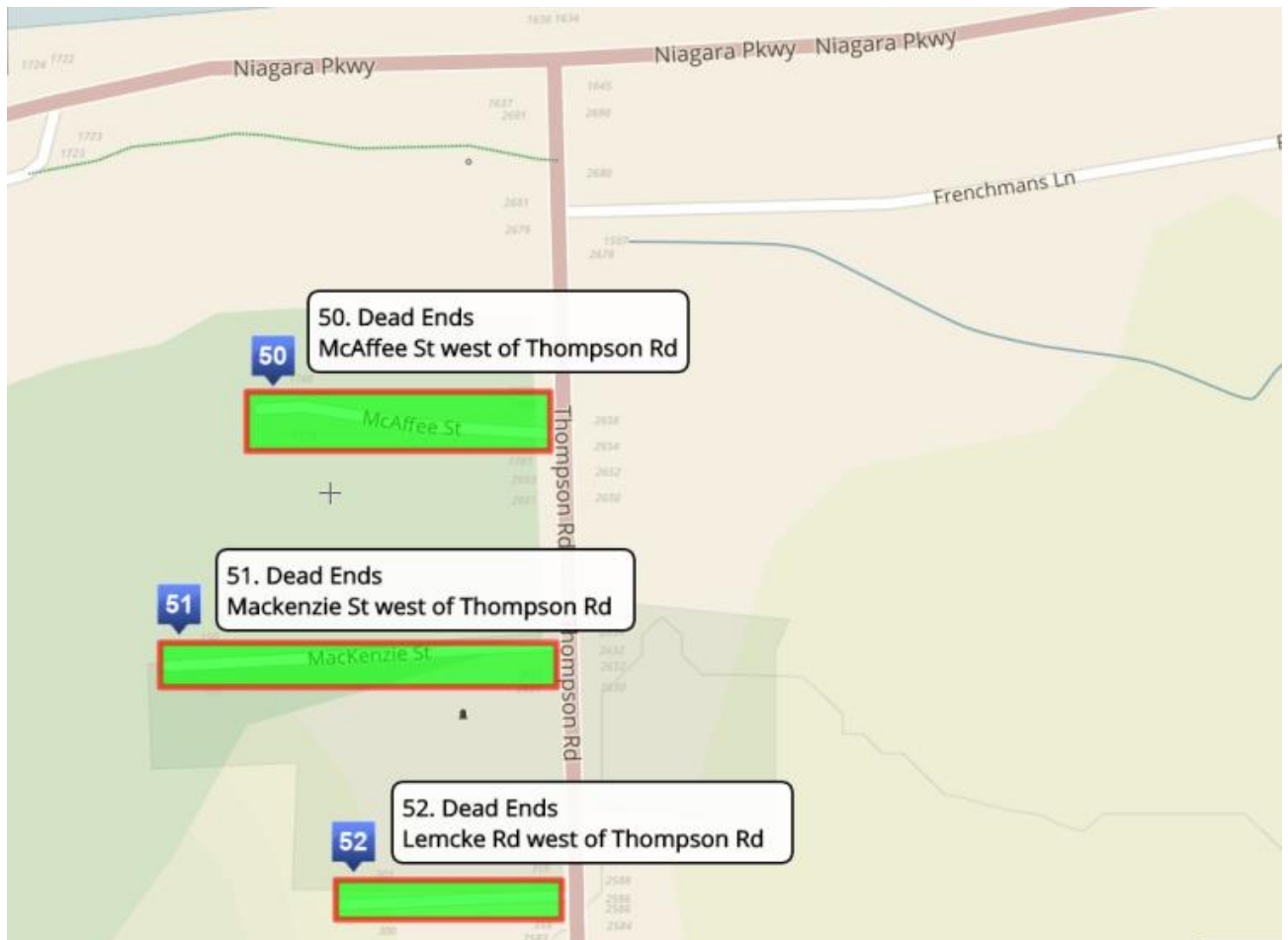


Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Parking Lots, Alleyways and Dead Ends**

**Locations 50, 51, 52**



## Regulation of Snow Deposits



# The Town of Fort Erie

---

## Did you know?

Shovelling, snowblowing or plowing snow or ice onto sidewalks, boulevards or Town streets is prohibited and could be subject to financial penalty.

---

**ATTENTION ALL PROPERTY OWNERS:** In an effort to keep the streets and sidewalks cleared and passable in winter months following snowplowing and sanding operations, residents are advised that a new by-law prohibits the depositing of snow or ice on Town maintained streets and sidewalks.

Specifically, By-law No. 2009-017 provides that

- 3.1 "No person shall obstruct or permit to be obstructed a sidewalk, by depositing snow or ice on the sidewalk."**
- 3.2 "No person shall deposit or permit to be deposited snow or ice on a highway that will cause interference with vehicular traffic."**

The Town will be exercising enforcement of By-law No. 2009-017. An Order will be issued to have any snow deposits found to be obstructing or interfering with safe passage on a street or sidewalk removed within twelve (12) hours, unless imminent danger exists. If this Order is not complied with, the Town may clear the deposited snow at the Owner's expense. The cost for this removal will be added to the tax roll and subject to tax collection procedures.

Property owners should advise any contractors and others responsible for clearing snow from their property of this By-law.

Enquiries may be directed to Infrastructure Services – Roads at (905) 871-1600, Ext. 2466.

Doug Campbell, Manager, Roads and Fleet  
Town of Fort Erie

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Regulation of Snow Deposits



The Municipal Corporation of the  
Town of Fort Erie  
BY-LAW NO. 17-09

---

**BEING A BY-LAW TO REGULATE THE DEPOSITING OF SNOW  
AND ICE FROM PRIVATELY OWNED PROPERTY ONTO TOWN  
OWNED OR TOWN MAINTAINED SIDEWALKS AND ROAD  
ALLOWANCES**

---

**WHEREAS** Subsection 11 of the *Municipal Act, 2001 S.O. 2006, .32* as amended provides that the municipality may pass by-laws relating to the health, safety and well being of the inhabitants of the municipality; and

**WHEREAS** Subsections 445.1 and 446 of the *Municipal Act, 2001*, as amended, provides that if a municipality has the authority under this or any other *Act* or under a by-law under this or any other *Act* direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and may recover the costs by adding them to the tax roll and collecting them in the same manner as taxes;

**NOW THEREFORE** the Municipal Council of the Town of Fort Erie hereby enacts as follows:

**1.0 SHORT TITLE**

The short title for this by-law is the "Snow Removal By-Law."

**2.0 DEFINITIONS**

**2.1** The following terms are defined for the purposes of this by-law:

**"highway"** means a common and public highway and includes a street and a bridge forming part of a highway or on, over or across which a highway passes;

**"officer"** means a Municipal Law Enforcement Officer, Niagara Regional Police Officer or the Supervisor of Roads and Drainage Services or his designate;

**"owner"** means a registered owner, but also includes an occupant, lessee, tenant or any other in charge or in control of the premises

**"person"** includes an owner and may be a natural person, firm, corporation, partnership or association.

**"sidewalk"** means the portion of the highway or common or public walkway designed for the passage of persons and includes that part of the road where pedestrians have priority over traffic.



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Regulation of Snow Deposits**

BY-LAW NO. 17-09

PAGE TWO

**3.0 GENERAL PROHIBITIONS**

- 3.1 No person shall obstruct or permit to be obstructed a sidewalk, by depositing snow or ice on the sidewalk.
- 3.2 No person shall deposit or permit to be deposited snow or ice on a highway that will cause interference with vehicular traffic.
- 3.3 Every person that has or permitted snow and ice to be deposited within a highway or sidewalk shall comply with an order to have the snow or ice removed within the required time period set out in the Order.
- 3.4 All snow or ice shall be removed immediately if there is a danger to vehicles or pedestrians.

**4.0 ENFORCEMENT**

- 4.1 An officer or their designate shall enforce the provisions of By-law and are authorised to enter on any land at any reasonable time for the purposes of carrying out an inspection to determine whether or not this by-law is being complied with.
- 4.2 Where an owner fails to comply with any provision of this by-law, an Order may be issued to the owner requiring compliance. The Order will give reasonable particulars of the reasons why the snow removal does not comply and indicate the time for complying with the Order and giving notice that, if the Order is not complied with within that time, the Town may carry out the Order at the Owners expense.
- 4.3 An Order may be personally delivered or served by Registered Mail. Where an Order is mailed, the Order shall be deemed delivered on the earlier receipt of the Order by the addressee or the fifth day following the date of mailing, whether actually received or not.
- 4.4 Where an Order has been issued and compliance has not been achieved within the required time period as set out in the Order the Town may through its employees or agents or persons acting on its behalf may take the necessary steps to effect compliance, and all expenses incurred may be added to the tax roll and collected from the Owner of the property in the same manner as municipal taxes.
- 4.5 Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to the penalties as prescribed by the *Provincial Offences Act*, R.S.O. 1990 c.P.33



Infrastructure Services Department  
Winter Control Plan 2016-2020

---

**Regulation of Snow Deposits**

BY-LAW NO. 17-09

PAGE THREE

**5.0 ADMINISTRATION AND INTERPRETATION**

- 5.1 If there is a conflict between a provision of this By-law and a provision of any Other Town By-law, the provisions in this By-law shall apply.
- 5.2 Pursuant to the provisions of Section 23.1 to 23.5 of the Municipal Act, 2001 the Clerk of the Town of Fort Erie is hereby authorised to effect any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the By-law and schedules as may be necessary after the passage of this By-law.
- 5.3 This by-law shall come into force and effect on the date of passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 26<sup>th</sup> DAY OF JANUARY, 2009.**

  
MAYOR

CLERK

I, Carolyn J. Kent, the Clerk, of The Corporation of the Town of Fort Erie hereby certify the foregoing to be a true certified copy of By-law No. 17-09 of the said Town. Given under my hand and the seal of the said Corporation this \_\_\_\_\_ day of, 2009.

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Regulation of Snow Deposits

### Town of Fort Erie

### Infrastructure Services

*Our Focus: Your Future*

<b>Prepared for</b>	Council-in-Committee	<b>Report No.</b>	IS-03-09
<b>Agenda Date</b>	January 26, 2009	<b>File No.</b>	230803-126

#### Subject

REGULATE THE DEPOSITING OF SNOW AND ICE FROM PRIVATELY OWNED PROPERTY ONTO TOWN OWNED OR MAINTAINED SIDEWALKS AND ROAD ALLOWANCES

#### Recommendations

- THAT** Council hereby receives this report regarding regulation requirements for the depositing of snow and ice from privately owned property onto town owned or maintained sidewalks and road allowances, and further
- THAT** Staff be directed to prepare the necessary by-law to enforce this regulation regarding the depositing of snow and ice.

#### Relation to Council's 2007-2010 Corporate Strategic Plan

Priority: C – Financial Stewardship  
Goal: C1 – Efficient and effective Town services  
Initiative: C1.1 – Promote a high level of responsiveness and service to the public  
C1.3 – Ensure any fees reflect the true costs of service delivery

#### List of Stakeholders

1. Mayor and Council of the Town of Fort Erie
2. Property owners or tenants in charge of snow removal from premises
3. Pedestrians and roadway users
4. Ratepayers of the Town of Fort Erie

Prepared by:	Submitted by:	Approved by:
<i>Original signed by:</i> Kevin Boucock, Supervisor of Road & Drainage Services	<i>Original signed by:</i> Ron Tripp, P.Eng. Director of Infrastructure Services	<i>Original signed by:</i> Harry Schlange, MBA Chief Administrative Officer
<i>Original signed by:</i> Doug Campbell, CET Manager of Operations		

G:\Admin Reports\2009 Admin Reports\IS-03-09 Snow and Ice Removal 26Jan09.doc

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Regulation of Snow Deposits

Infrastructure Services

Page 2 of 3

Report No. IS-03-09

### **Purpose of Report**

The purpose of this report is to recommend that Council approve an enforceable by-law to regulate the depositing of snow and ice from privately owned property onto town owned or maintained sidewalks and road allowances.

### **Analysis**

#### Background

Through By-law 118-08 *Adoption of a Winter Control Plan 2008-2010*, Council approved, in principle, the prevention of the depositing of snow and ice from privately owned property onto town owned and maintained sidewalks and roadways:

*IS-RDS-G003 Snow Removal Guideline  
Level of Service:*

*The depositing of snow, ice or other material from private property onto municipal property is strictly prohibited. Property owners will be required to remove the deposit immediately if there is imminent danger to the motoring public, or within 12 hours otherwise. Failure to remove the snow, ice or other material deposit within the specified timeframe will result in removal by the Town or its contractors, at the property owner's expense.*

Snow and ice that is moved from private property onto sidewalks and roadways can disrupt snow plowing efforts and cause imminent danger to pedestrians and travelers. For example, a snow plow route may be considered complete but subsequently deposited snow could obstruct a roadway, posing a safety threat that will not be noted until a resident calls in or a road patrol is conducted.

Significant snow deposited on sidewalks may prevent the passage of the sidewalk snowplow and require the deployment of larger equipment such as a loader to further move the deposit.

#### Analysis

During recent snowfalls and the subsequent winter control operations, staff has noted a significant number of locations where snow and ice is deposited in sidewalks and highways maintained by Town staff.

These have caused additional costs through the use of various Town equipment such as loaders, graders, trucks and sidewalk snow plows.

A by-law will formalize the guidelines to facilitate Town staff to have these deposits removed. It is recommended that property owners be provided with written notice in person or by registered mail that the deposit is not acceptable. The written notice will provide a timeframe that the property owner or tenant has to remove the deposit, either immediately in the event of imminent danger to pedestrians or highway users, or twelve (12) hours for

Infrastructure Services Department  
Winter Control Plan 2016-2020

---

## Regulation of Snow Deposits

Infrastructure Services

Page 3 of 3

Report No. IS-03-09

all other deposits. If the deposit is not removed within the specified timeframe, the Town will remove it using Town staff and equipment or arrange the removal through a contractor. In either case, the charges for this removal will be added to the property taxes and collected in the same manner as the taxes.

As the charge may ultimately be added to the property taxes, all reasonable efforts will be made to present the property owner directly with the notice to remove the deposit, to enable him or her to choose to have the deposit removed by his agents.

To facilitate the timely removal of snow and ice deposits that present an imminent danger, it is recommended that the Supervisor of Road and Drainage Services be authorized as an officer to enforce this regulation, in addition to the Municipal Law Enforcement Officer and the Niagara Regional Police.

### **Financial/Staffing Implications**

In the event that a property owner or his designate does not remove the snow in the timeframe detailed by notice provided by the enforcement officer, the Town will have the deposit removed and the cost incurred for this removal will be added to the property taxes.

Currently this cost has been absorbed by the Town of Fort Erie's winter control operating budget.

### **Policies Affecting Proposal**

By-law No. 41-07 adopted Council's 2007-2010 Corporate Strategic Plan, which included the promotion of a high level of responsiveness and service to the public and Council's desire to ensure any fees reflect the true costs of service delivery.

By-law No. 118-08 adopted the Winter Control Plan for 2008-2010 and the principle that snow and ice deposits from private to Town owned property would be prevented.

### **Comments from Relevant Departments/Community and Corporate Partners**

The Town Solicitor has reviewed the provisions of Winter Control Plan, 2008-2010 and the details of this report and supports the development of a by-law to facilitate the enforcement of the principle to prevent snow and ice deposits set out in the Winter Control Plan, 2008-2010.

Operations staff has worked closely with the Municipal Enforcement team to develop clear enforcement provisions and guidelines.

### **Alternatives**

None