

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

POLICY TITLE:

Winter Snow plow/Sanding Operations

SUBJECT:

Winter Snow Plow/Sanding Operations For Township of The North Shore Public Works Department, Volunteer Firefighters, Temporary Casual Employee

POLICY SECTION:

P

POLICY NO:

3

EFFECTIVE DATE: March 17, 2008
AMENDED: June 21, 2023

ENACTED BY: By-Law 23-50

The snow plowing and sanding of Township of The North Shore roadways will be maintained to the standards set out in Ont.Reg. 239/02. The following tables set out the minimum standard for roads. Keep in mind that all Township roads are classed as Class 5.

Snow Accumulation

<u>Class of Highway</u>	<u>Depth</u>	<u>Time</u>
5	10 cm	24 Hours

For the Township of The North Shore, this table means two things.

- 1) That we must deploy the trucks to clear the snow as soon as practical after becoming aware that the snow has accumulated on the roadway greater than the depth set out in the table; and
- 2) After the snow has ended and after becoming aware that the accumulation is greater than the depths set out in the table, to clear the snow accumulation to a depth less than or equal to that is set out in the table

For a Class 5 road, a two-lane roadway must be cleared to a width of at least five metres.

If the snow accumulation is to exceed this amount, the Township of The North Shore will deploy its equipment and personnel in two stages. The first stage is to remove the accumulation from all Municipal roads and lots midway through the event.

The second stage will be deployed after the event is over, at which time the balance of the accumulation will be removed. If the amount between stage one and stage two is to exceed the amount set out in the table, then a third stage is to be added to keep the roads relatively open and lessen the workload on the snow removal equipment.

Snowfall accumulation of 2.5 cm or less are not required to be plowed.

Snowfall accumulations of 2.5 cm to 5 cm will be left to the discretion of the plow operator for that event. Consideration will be given to the type of snow (wet, light, etc.) as well as to the existing condition of the roads (hard packed, etc.) and projected forecast for the next 24 hours (more snow expected or rainfall expected, etc.). If any single or combination of these factors leads the operator to believe a liability or serious hazard exists to the township, the operator will commence plowing duties to the affected roads.

Snowfall accumulations of 5 cm to 9 cm will be plowed as soon as possible, which may or may not meet the 24-hour timeline of a 10 cm event.

Due to the hazard's associated with night plowing; the Township of The North Shore will limit the amount of night plowing wherever possible. The bulk of the plowing is to be started in the early morning hours, when visibility is optimal.

It is important to remember to always utilize the blue light when plowing any road or lot.

All qualified Volunteer Firefighters will be contacted to be deployed by the Public Works Manager in the case of a snow event where backup and the use of other Township vehicles are needed for snow removal. In the case that the Public Works Manager is not available for the snow event, the Temporary Casual Employee hired will be contacted for winter operations in the absence of public works staff, on emergency basis only, per Resolution 21-52 that was passed by Council on February 24, 2021 – See Schedule “A” of Policy

The Public Works Manager will consult with the Volunteer Firefighters and Temporary Casual Employee on when is best to proceed with the plowing.

If the same snow plow operator is to be utilized for both stages of snow removal, it is essential that the mandatory rest periods between shifts are adhered to. The Township of The North Shore will expect all Volunteer Firefighters and the Temporary Casual Employee to adhere to the Highway Traffic Act regarding operator work time. The Highway Traffic Act allows for a total of 15 hours of on-duty time, of which the driving time will not exceed 13 hours. After this limit has been reached, the driver must have a consecutive 8-hour rest period before the next shift is started. The driver is also limited to no more than 60 hours of on-duty time in a 7-day period. The driver's times, including both on-duty and driving periods will be recorded in the Operators Log Book, which is to be kept in the plow truck at all times to satisfy any MTO inspection.

Icy Roadways

<u>Class of Highway</u>	<u>Time</u>
5	16 Hours

For the Township of The North Shore, this table means that we are to deploy our resources as soon as practical after becoming aware that the roads are icy and treat them within the time set out in the table.

It is important to remember to utilize the yellow light located at the rear of the truck at all times when sanding.

The amount of sand that is used for each event will be written on the tickets provided, and these will be forwarded to the Public Works Manager as soon as the event is over.

Roads Schedule

The order in which the roads are to be plowed/sanded will be left up to the discretion of the operator. The operator will consider the following in mind when deciding which to do first:

Priority should be given to roads that have a higher volume of traffic, roads that are utilized by school buses and any lots that are deemed to be a high priority. The roads that fit these conditions are Riverview Road, Handi Spot Road, Serpent River Firehall, Pronto Road, and Lauzon Village Road. In most circumstances, these roads should be given first consideration when commencing operations.

While the municipal lot in Algoma Mills is a secondary priority, it should be attempted to have it plowed no later than 8:30 am on weekdays, due to the staff and public traffic into the building. The balance of the roads and lots can be done on a secondary basis.

Truck Breakdowns

If the plow truck breaks down or becomes stuck and requires a tow truck for assistance, Trans Can Service Centre in Blind River will be called first. Both of his contact numbers are given on the emergency list. If he is not available then call Pine Ridge Auto, whose contact number is listed with the emergency numbers.

Plow Operations

When operating the plow, it is important to remember the amperage output and watch the draw on the alternator in certain situations. When the hydraulic fluid is cold, it will be at its highest amperage draw on the alternator (approx. 1500 amps). Once the fluid has warmed up (through usage of the plow), the output will drop to approx. 150 amps @ 30 seconds max on the uplift (when lifting the blade up). When there is a load on the plow (i.e., the plow is buried in snowbank), the maximum uplift is 5 seconds, as the draw jumps to 230 amps.

It is important to not exceed the time limits set out on the uplifts, as this will cause a serious draw on the electrical system and long-term damage could occur to the batteries, starter and other electrical components.