

**THE CORPORATION OF THE CITY OF WINDSOR
POLICY**

Service Area:	Maintenance	Policy No.:	
Department:	Public Works	Approval Date:	
Division:	Office of the City Engineer	Approved By:	M112/2008
		Effective Date:	February 26, 2008
Subject:	Winter Control Service Level Policy	Procedure Ref.:	
		<i>Pages:</i>	Replaces: CR24/2006
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1. POLICY

1.1 The Corporation of the City of Windsor is committed to ensuring that safe levels of winter control service are provided on a regular and on-going basis for residents and visitors to the City. The Corporation of the City of Windsor’s Winter Control Service Level Policy provides information about the specific level of winter control service provided by the Corporation during various types of weather events.

2. PURPOSE

2.1 The purpose of this policy is to ensure the Corporation is providing every effort:

- 2.1.1** To reduce the hazards of snowy/icy road conditions to motorists and pedestrians;
- 2.1.2** To reduce economic losses to the community and industry;
- 2.1.3** To maintain safe and passable public transit and school bus routes;
- 2.1.4** To facilitate the handling of emergencies by Windsor Fire & Rescue and Windsor Police Services and other emergency agencies.

3. SCOPE

3.1 This policy shall govern the actions of the Public Works-Operations-Maintenance Department as directed by City Council within pre-determined budgetary implications.

4. RESPONSIBILITY

4.1 The operational responsibility for the implementation of this policy rests with the Executive Director of Operations or his designate in consultation with the City Engineer as may be applicable given the prevailing circumstances.

4.2 In the event of a winter storm situation in which the Executive Director of Operations deems the situation may require the formation of the Emergency Operations Control Group pursuant to the Emergency Preparedness Plan, the Executive Director of Operations in conjunction with the Chief Administrative Officer, Police Chief, or Fire Chief may request the Emergency Alerting System be activated.

5. GOVERNING RULES AND REGULATIONS

5.1 Operational Strategy:

5.1.1 The salt/plough routes have been redesigned using the City of Windsor's official road classification system. City streets for the purpose of winter control operations have been divided by classification namely:

- a)** Controlled Access Highway (EC Row)
- b)** Class I & Class II Arterial Roads
- c)** Scenic Parkway (Riverside Drive)
- d)** Class I & Class II Collector Roads
- e)** Local Roads

5.2 The new route design encompasses uniformity by road classification which will provide a more strategic plan to ensure roads that are the highest priority are done prior to lower priority roads.

5.3 During major snow storms first priority will be EC Row Expressway and the arterial Roads. This will optimize the mobility under adverse weather conditions.

5.4 Main Routes:

5.4.1 The main routes are comprised of EC Row Expressway, Arterial roadways, Riverside Drive and Collector Roads.

5.4.2 Under the new routing systems there are 21 routes.

5.4.3 EC Row Expressway has 3 routes.

5.4.4 Arterial Roadways & Scenic Parkways have 11 routes.

5.4.5 Collector Roadways have 7 routes.

5.5 Local Routes:

5.5.1 The local (residential) streets have been divided in 36 areas. Once the accumulated snowfall has exceeded 10.0 cm (4 inches) and the storm has ended, ploughing will commence in the residential areas.

5.6 Tiered Operational Deployment Strategy

Class 1 Storm – Less than 10.0 cm (4 in.) Accumulation

5.6.1 Salting of main routes is the first priority.

5.6.2 The number of salting units deployed will be dependent upon location, severity, ambient temperatures, wind speed and direction, and weather patterns proceeding and following the storm.

5.6.3 Only when road conditions warrant and only after the main routes have been completed, salting of streets/intersections around schools will be undertaken.

5.6.4 Only when extreme glare ice conditions occur and forecasts are for below freezing, salting of local streets/intersections will be undertaken once the main routes are completed.

5.7 Class 2 Storm—10.0 cm (4 in.) to 25 cm (10 in.) Accumulation

- 5.7.1** When snowfall exceeds 10.0 cm (4 in.) salting is temporarily suspended and ploughing of routes will start.
- 5.7.2** All salt/plough trucks will be redeployed to EC Row and arterial roads as the first priority.
- 5.7.3** Once EC Row and the arterial roads have been cleared, trucks will once again be reassigned to the collector routes.
- 5.7.4** When the storm has ended, salting/ploughing will continue on all main routes until they are completed. Also available road graders, loaders, backhoes and plough trucks will be deployed to plough local streets.
- 5.7.5** Once main routes are completed all available City and Contractor salter/plough units will be reassigned to assist with local streets.
- 5.7.6** Salting of streets and intersections around schools will be given priority.
- 5.7.7** Only when extreme glare ice conditions occur and forecasts are for below freezing, salting of local streets/intersections will be undertaken once the main routes are completed.
- 5.7.8** Windrows at intersections on arterial roads will be removed as required.
- 5.7.9** If deemed appropriate based upon snow accumulations removals of snow along curbs in business improvement areas and other commercial areas across the City will commence. Handicap parking areas will be addressed as a first priority.
- 5.7.10** In consultation with Transit Windsor, priority 1 and 2 bus stops will be cleared for accumulations of over 15cm (6 in.) of snow.

5.8 Class 3 Storm—Greater than 25 cm (10 in.) Accumulation

- 5.8.1** When snowfall exceeds 10 cm (4 in.) salting is suspended and ploughing of routes will continue.
- 5.8.2** All salt/plough trucks will be redeployed to EC Row and arterial roads as a first priority.
- 5.8.3** All available road graders, loaders, backhoes, and hired plough trucks will be redeployed to plough the collector roads.
- 5.8.4** Once EC Row and arterial roads have been completed all available plough trucks will be reassigned to the collector roads.
- 5.8.5** All available road graders, loaders, backhoes, and hired plough trucks will be redeployed to the local roads.
- 5.8.6** Once the collector roads have been completed all available City and Contractor salter/plough units will be redeployed to the local roads.
- 5.8.7** Salting of streets and intersections around schools will be given a priority.
- 5.8.8** Only in extreme glare ice conditions and forecasts are for below freezing, salting of local streets/intersections will be undertaken once main routes are complete.
- 5.8.9** The City's large snow blower, loaders, backhoes, bobcats, and trucks will be deployed to commence removal of major snow accumulations in business improvement areas and other commercial areas across the City. Handicap parking areas will be addressed as a first priority.
- 5.8.10** Windrows at intersections on arterial roads will be removed as required.

5.8.11 In consultation with Transit Windsor, Priority 1 and 2 bus stops will be cleared for accumulations of over 15 cm (6 in.) of snow.

****Note:** The operational requirements for the three (3) classes of storms provide an outline of the methods used to deal with the various winter weather conditions. There are many factors that may affect the methods utilized and discretion is essential in determining the optimal course of action given the prevailing circumstances.

5.9 Sidewalks

5.9.1 Once the storm has ended a combination of City employees and hired equipment (sidewalk ploughs, bobcats) will clear snow from sidewalks, walkways and underpasses that are the responsibility of the City to maintain.

5.10 Parking

5.10.1 If a Snow Emergency is declared, subject to Parking By-Law 9023 Section 10 (1) j, on street parking is prohibited on main routes for 48 hours following the end of snowfalls above 10 cm (4 in.)

5.10.2 Free parking is authorized as may be deemed appropriate in municipal surface lots following the end of any snowfalls above 10 cm (4 in.).

5.10.3 This information will be disseminated through the local media.