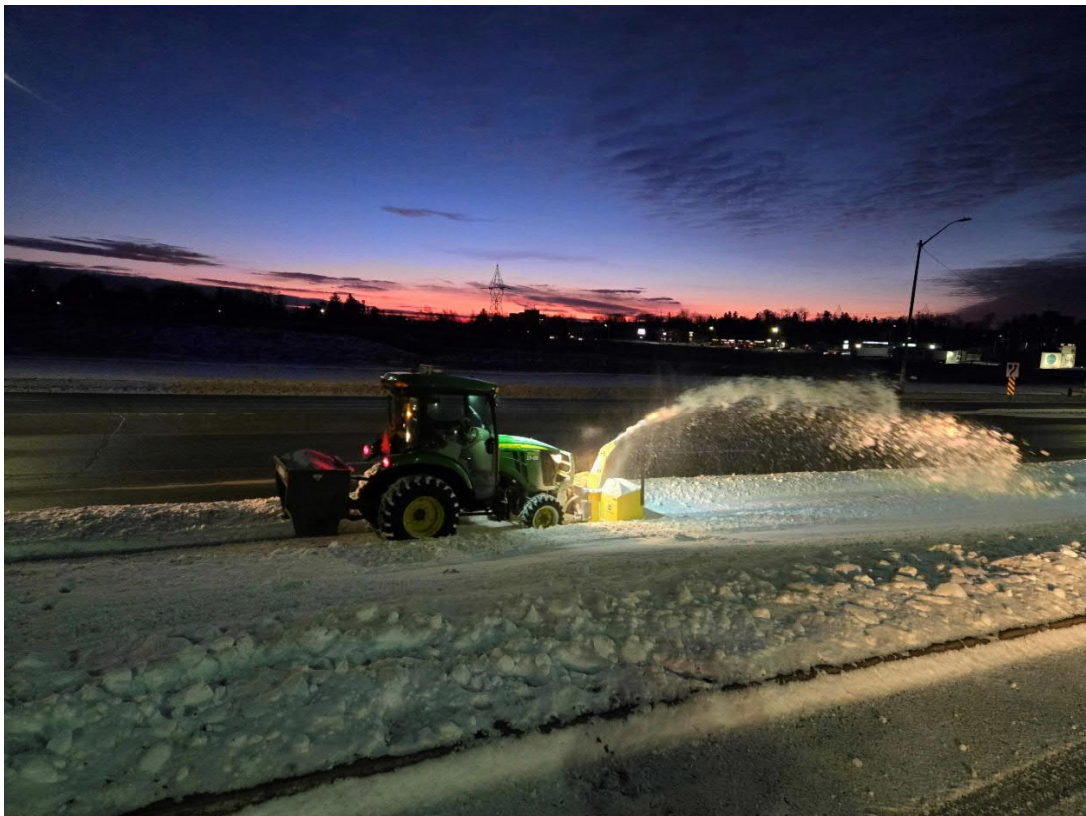


Bradford west Gwillimbury



2025/2026 WINTER OPERATIONS PLAN



Disclaimer

This Policy is based on normal winter weather conditions, reliability and availability of resources both human and physical. The Town does not guarantee a level of service under abnormal or extreme winter conditions nor in the event of a work stoppage.

It is acknowledged that conditions may occur which temporarily prevent achieving levels assigned. In such cases, efforts will be made to keep roads open, consistent with available resources.

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Purpose

This Winter Operations Plan sets out a policy and procedural framework for ensuring that The Town of Bradford West Gwillimbury continuously improves on the effective delivery of winter maintenance services and the management of road salt used in winter maintenance operations, as outlined in Environment Canada's Code of Practice for the Environmental Management of Road Salts.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

As specified in Environment Canada's Code of Practice for the Environmental Management of Road Salts, the Winter Operations Plan for The Town of Bradford West Gwillimbury was originally endorsed by Council in 2015.

Definitions

“Anti-icing” means the application of liquid de-icers directly to the road surface in advance of a winter event.

“Continuous Winter Event Response” is a response to a winter event with full deployment of labour and equipment that plow/salt/sand the entire system.

“De-icing” means the application of liquid de-icers directly to the road surface in advance of a winter event.

“Gravel Road” means road with a surface that is not a paved surface.

“Highway” includes a common and public highway, street, avenue, parkway, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

“Path” located within a park or providing a connection to a park, for use by pedestrians.

“Paved Road” is a road with an asphalt surface, concrete surface, composite pavement, or portland cement.

“Pre-treat” means the application of liquids (calcium chloride, sodium chloride, etc.) to dry sand or salt prior to being loaded for storage or applied to the road surface.

“Pre-wetting” means the application of liquids (calcium chloride, sodium chloride, etc.) at the spinner of the truck just prior to application to the road surface.

“The Town” within this document is to mean The Town of Bradford West Gwillimbury.

“Trail” can be paved or unpaved, typically set aside for pedestrian use for activities such as walking, biking, rollerblading, etc.

“Sidewalk” means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited.

“Significant Weather Event” means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highway within a municipality.

“Spot Winter Event Response” is a response to a winter event with only a part deployment of labour and equipment or with full deployment to only part of the system.

“Storm Event(s)” means a weather event where the Town has deployed resources to plow or treat roads and/or sidewalks. The duration of event is from first resource deployed to road/sidewalks no longer being in a state of repair with respect for snow accumulation. Storm Events are monitored and compared year to year.

“Surface Treated Road” is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

“Walkway” provides a connection from one sidewalk to another, typically consisting of a paved or finished surface.

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

“Winter Event” is a weather condition affecting roads such as snowfall, windblown snow, freezing rain, frost, black ice, etc., to which a winter event response is required.

“Winter Event Response” is a series of winter control activities performed in response to a winter event.

“Winter Event Response Hours” are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

1. Winter Operations Management - Objective

The Town is committed to improving winter maintenance operations while continuing to ensure public safety. The Town will optimize the use of winter maintenance materials containing chlorides on all municipal roads while striving to minimize negative impacts to the environment.

The Town's Transportation staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of The Town of Bradford West Gwillimbury.

2. Policy Statement

The Town will provide efficient and cost-effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments shall be met by:

- Adhering to the procedures contained within the Winter Operations Plan;
- Reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments;
- Committing to ongoing winter maintenance staff training and education;
- Monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

3. Winter Maintenance Program

3.1. The System Maintained

The major activities related to winter maintenance are:

- Snow plowing
- Salt/sand application
- Salt and sand storage
- Snow removal, snow storage, sidewalk and walkway plowing and de-icing
- Weather monitoring

The Town of Bradford West Gwillimbury is responsible for winter maintenance for the following surface types illustrated in Table 1 below:

Table 1: Road Surface Types

Surface Type	Current Total
Paved Roads	488 Lane-km
Surface Treated Roads	51 Lane-km
Unpaved Roads	71 Lane-km
Sidewalks	139 km
Walkways	2 km
Parking Lots - Contracted Service	68,000 m2
Fire Hydrant Cleaning - Contracted Service	1355
Bus Stops - Contracted Service	136
Crosswalks – Contracted Service	13

As per O.Reg. 366/18, Section 1 roads are divided into six (6) service classes by posted speed and traffic count, with Class 1 roads requiring the highest service level, down to Class 6 roads which have no service standard. The highways under the jurisdiction of the Town of Bradford West Gwillimbury have been classified as such. Please refer to table 2.0 below.

Table 2.0: AADT Classifications

Average Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	91 - 100	81 - 90	71 - 80	61 - 70	51 - 60	41 - 50	1 - 40
53,000 or more	1	1	1	1	1	1	1
23,000 – 52,999	1	1	1	2	2	2	2
15,000 - 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

For the purposes of Table 2.0, the average daily traffic on a highway or part of a highway under the jurisdiction of the Town shall be determined:

- a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or
- b) by estimating the average daily two-way traffic on the highway or part of the highway.

The minimum maintenance standard (MMS) class distribution for each roadside environment is provided in Table 2.1 below. Please refer to the 2020 Roads Needs Study, section 3.1.4 for more information regarding minimum maintenance standards. To note, the below table refers to centreline kilometers and not lane kilometers.

Table 2.1: Bradford West Gwillimbury Minimum Maintenance Standards Class Distribution

Road Class	Roadside Environment			Total CL-km	% CL-km
	Rural	Semi-Urban	Urban		
2	0	0	1.0	1.0	0.4%
3	22.8	0.8	9.0	32.6	11.8%
4	53.0	0.2	14.7	67.9	24.5%
5	50.5	1.7	47.3	99.5	35.9%
6	21.9	6.8	47.3	76.0	27.4%
Total	148.2	9.5	119.3	277	100%

3.2. Level of Service

The Town of Bradford West Gwillimbury provides the following level of service, as set out in Section 3.3.0 – Winter Maintenance Season, in response to a winter event. In addition, the levels of service are referenced from O.Reg 366/18. In addition, Appendix 9 – addresses classifications of Pedestrian Connecting Links and identifies Sidewalks, Walkways, Paths and Trails. The exception to Appendix 9 however, are the hard-surfaces (paved) walkways that have been added to the Winter Operations Plan for routine maintenance services. The levels of service for these walkways are outlined in this section and they are individually identified in Appendix 3.

Weather Monitoring

1. From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
2. From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

Snow Accumulation, Roadways

This section references O.Reg 366/18, Section 4.1.

1. Subject to section 4.1, of O.Reg 366/18, the standard for addressing snow accumulation is;
 - a) After becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

- b) After the snow accumulation has ended, to address the snow accumulation to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - (i) To provide a minimum lane width of the lesser of three metres for each lane or the actual lane width; or
 - (ii) On a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres.
2. If the depth of snow accumulation on a roadway is less than or equal to the depth set out in Table 4.0 – Snow Accumulation - Roadways, the roadway is deemed to be in a state of repair with respect to snow accumulation.
3. For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1)(b), may be determined in accordance with subsection (1) Snow Accumulation, Roadways, by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:
 - a) Patrolling highways.
 - b) Performing highway maintenance activities.
 - c) Supervising staff who perform activities described in paragraph 1 or 2.
 - d) The depth of snow accumulation on a roadway and lane width may be determined by,
 - Performing an actual measurement;
 - Monitoring the weather; or
 - Performing a visual estimate.
 - e) For the purposes of this section, addressing snow accumulation on a roadway includes,
 - Plowing the roadway,
 - Salting the roadway,
 - Applying abrasive materials to the roadway,
 - Applying other chemical or organic agents to the roadway,
 - Any combination of methods described in (a) to (d).
 - f) This section does not apply to that portion of the roadway,
 - Designated for parking,
 - Consisting of a bicycle lanes or other bicycle facility, or
 - Used by a municipality for snow storage.
 - Is blocked by illegally or legally parked cars or areas not accessible to plowing equipment due to unforeseen or emergency situations.

Table 3.0 – Snow Accumulation - Roadways

Road Class	Service Provided
Arterial Road	<ul style="list-style-type: none"> - After 5-8 cm (2-3") of snowfall, plowing begins - All primary roads cleared within 6-12 hours of the end of snowfall; then clean-up program begins - Maintained to snow-packed condition - Sand and salt applied as needed
Collector Road	<ul style="list-style-type: none"> - After 8 cm (3") of snowfall, plowing begins - All secondary roads cleared within 12-16 hours of the end of snowfall; then clean-up program begins - Maintained to snow-packed condition - Sand and salt applied as needed
Local Priority Road	<ul style="list-style-type: none"> - After 8 cm (3") of snowfall, plowing begins - All local priority roads cleared within 12-16 hours of the end of snowfall; then clean-up program begins - Maintained to snow-packed condition - Sand and salt applied as needed
Local Road	<ul style="list-style-type: none"> - After 10 cm (4") of snowfall, plowing begins - All secondary local roads cleared within 24 hours of the end of snowfall; then cleanup program begins - Maintained to snow-packed condition - Sand and salt applied as needed

Table 4.0: Snow Accumulation Maintenance Timelines

The Provincial standard for treating snow on roadways:

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours
6	10 cm	24 hours

Snow accumulation on Roadways, Significant Weather Event

This section references O.Reg 366/18, Section 4.1.

1. If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,
 - a) To monitor the weather in accordance with Section 3.1 of O.Reg 366/18; and
 - b) If deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so.
2. If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to Section 4 expires following the declaration of the end of the significant weather event by the municipality.
3. Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - a) Declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - b) Address snow accumulation on roadways in accordance with Section 4.

A map of Town road plow routes has been included in Appendix 3.

Snow Accumulation on Sidewalks

This section references O.Reg 366/18, Section 16.3.

1. Subject to Section 16.4, O.Reg 366/18, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,
 - a) To reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
 - b) To provide a minimum sidewalk width of 1 metre.

2. If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation.
3. If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends.
4. For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) of O.Reg 366/18, with necessary modifications.
5. For the purposes of this section, addressing snow accumulation on a sidewalk includes,
 - a) Plowing the sidewalk;
 - b) Snow blowing sidewalk;
 - c) Sweeping sidewalk (power broom);
 - d) Salting the sidewalk;
 - e) Applying abrasive materials to the sidewalk
 - f) Applying other chemical or organic agents to the sidewalk; or
 - g) Any combination of the methods described in the clauses (a) to (f)
6. This section does not apply to that portion of sidewalk,
 - a) Is blocked by illegally or legally parked cars or areas not accessible to plowing equipment due to unforeseen or emergency situations.

Snow accumulation on Sidewalks, Significant Weather Event

This section references O.Reg 366/18, Section 16.4.

1. If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,
 - a) To monitor the weather in accordance with Section 3.1, O.Reg 366/18; and
 - b) If deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so.

2. If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow that is present 48 hours following the declaration of the end of the significant weather event by the municipality.
3. Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - a) Declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - b) Address snow accumulation on sidewalks in accordance with Section 16.3, O.Reg 366/18.

A map of Town sidewalk plow routes has been included in Appendix 3.

Ice Formation on Roadways and Icy Roadways

This section references O.Reg 366/18, Section 5.0.

1. The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:
 - a) Monitor the weather in accordance with Section 3.1, O.Reg 366/18.
 - b) Patrol in accordance with Section 3, O.Reg 366/18.
 - c) If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose.
2. If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,
 - a) The time that the municipality becomes aware of the fact that the roadway is icy; or
 - b) The applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires.
3. The standard for treating icy roadways is to treat the icy roadway within the time set out in Table 5.1 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 5.1 to this section

expires after the municipality becomes aware of the fact that a roadway is icy.

4. For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand.

Table 5.0: Ice Formation Prevention

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours
6	24 hours

Table 5.1: Treatment of Icy Roadways

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours
6	16 hours

Icy Roadways, Significant Weather Event

This section references O.Reg 366/18, Section 5.1.

1. If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,
 - a) To monitor the weather in accordance with Section 3.1, O.Reg 366/18; and

- b) If deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so.
2. If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to Section 5, O.Reg 366/18 expires after the declaration of the end of the significant weather event by the municipality.
3. Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - a) Declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - b) Treat icy roadways in accordance with Section 5, O.Reg 366/18.

Ice Formation on Sidewalks and Icy Sidewalks

This section references O.Reg 366/18, Section 16.5.

1. Subject to section 16.6 of O.Reg 366/18, the standard for the prevention of ice formation on sidewalks is to,
 - a) Monitor the weather in accordance with section 3.1, O.Reg 366/18 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
 - b) Treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose.
2. If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy.
3. The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated.
4. For the purpose of this section, treating a sidewalk means applying materials including salt, sand, or any combination of salt and sand to the sidewalk.

Icy Sidewalks, Significant Weather Event

This section references O.Reg 366/18, Section 16.6.

1. If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,
 - a) To monitor the weather in accordance with section 3.1, O.Reg 366/18; and
 - b) If deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so.
2. If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality.
3. Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - a) Declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - b) Address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5, O.Reg 366/18.

Hard-Surfaced Walkways – Levels of Service

For the purpose of consistency and expected service level by the users of the walkways network, hard-surfaced (paved) walkways added to the winter maintenance program will receive the same level of service as the Town's sidewalks.

It is important to note that walkways are not included in O.Reg 366/18 and therefore, the levels of service provided exceed what is typically expected for the winter maintenance of a walkway.

Furthermore, should a Significant Weather Event be declared, all winter maintenance of walkways cease until the declaration of the end of the significant weather event and, only when all sidewalks have been maintained and are no

longer deemed to be in a state of repair, will winter maintenance for walkways resume.

3.3. Winter Maintenance Season

The winter maintenance season commences on November 03, 2025 and is completed on April 13, 2026.

3.4. Winter Preparations

In the months prior to the start of the winter maintenance season, as identified in Section 3.3 – Winter Maintenance Season, The Town undertakes the following tasks to prepare for the upcoming winter season.

3.4.1. Prior to the Winter Season

Prior to the winter season, if required, prepare and call tenders for the supply of materials (salt, sand), replacement parts (for plows, solid, equipment), and contract equipment (plow trucks, spreader trucks, combination units).

1. Conduct mandatory training sessions for staff and contract operators where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions will be discussed. Any issues resulting from the meeting concerning the policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions shall be resolved at either the meeting or prior to the winter season.
2. Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled between winter events, their duties during a winter event, record keeping requirements and callout procedures to be applied for the forecast weather conditions.
3. Inspect equipment to ensure proper working order. Schedule and complete all equipment repairs if necessary.
4. Arrange for the delivery of materials (salt, sand) and begin stockpiling storage facilities.
5. Confirm that all guiderail, catchbasin, hazard and fire hydrant markers, if any, are in place. Any missing markers will be replaced prior to the winter session.

3.4.2. One Month Prior to the Winter Season

One month prior to the winter season, the Town will:

1. Post the winter shift schedule in accordance with the municipality's collective agreement, if any.
2. Assign equipment to staff.
3. Calibrate material application equipment.
4. Allow operators (staff and contract) time to familiarize themselves with any new equipment, material application rates, material application equipment and their route (driving the route and noting obstacles/obstructions along the route).
5. Assign staff to monitor weather forecasts daily. Assign night patrol shift if forecast indicates an overnight winter event is probable. The patrol person will be authorized to initiate a winter event response if conditions warrant a response.
6. Have 15% of the fleet ready to respond to a winter event.
7. Have sufficient staff available to operate the fleet if conditions warrant a winter event response.
8. Communication alerts will be reviewed, and schedule postings will be established. Winter communication alerts include parking restrictions, mailbox information, waste placement etc.

3.4.3. Two Weeks Prior to the Winter Season

1. Two weeks prior to the winter season, the Town will have the required complement of the fleet ready to respond to a winter event.
2. Have staff available to operate the required complement of the fleet if conditions warrant a winter event response.

3.5. Winter Patrol

As per Section 3.3.0 – Winter Maintenance Season, The Town of Bradford West Gwillimbury carries out a winter patrol on a route of representative roads daily, 7 days a week. Two patrollers are assigned to carry out patrolling of representative roads/sidewalks during staggered shifts on weekends. During the week, patrolling will be carried out during regular working hours.

The purpose of the patrol is to monitor and record weather and road conditions as well as mobilize winter maintenance operators and equipment should a winter event be observed, and a winter event response is required. On the approach of a winter event or during a winter event, the route of representative roads may be modified, insofar as reasonably practicable, depending on the type and severity of winter event or the direction from which the storm approaches.

The patrol person will be familiar with local conditions in their patrol area and prepare a condition log of road and weather conditions as well as any actions taken during the shift. This log will be completed on electronic patrol software or handwritten on patrol log sheet. The winter patrol schedule parallels the designated winter season. A sample representative road patrols are listed in Appendix 2.

3.6. Operations

3.6.1. Staffing and Hours of Work

The Town has employees assigned to each vehicle used for winter operations. Truck assignment and route designations will be reviewed at the start of each winter season. Each vehicle is assigned a route for sanding/salting and/or plowing however truck and route assignment may change as required.

The Town of Bradford West Gwillimbury adheres to the hours of service as set out in the Highway Traffic Act, Reg.555/06.

3.6.2. Winter Materials Used

The Town of Bradford purchases road salt from Compass Minerals. In previous years, the Town has purchased the following quantities found in Table 6.0 and 6.1 below:

Table 6.0 – Total Annual Regular Salt Usage

Regular Salt Usage		
Year	Tonnes	Storm Events
2012-2013	3400.63	
2013-2014	5588.49	
2014-2015	4246.35	
2015-2016	2935.55	
2016-2017	4147.85	
2017-2018	4655.21	
2018-2019	5175.91	
2019-2020	4839.28	
2020-2021	3689.00	
2021-2022	3950.70	
2022-2023	2477.00	58
2023-2024	1130.35	33
2024-2025	1769.00	69

Table 6.1 – Total Annual Treated Salt Usage

Treated Salt Usage		
Year	Tonnes	Storm Events
2022-2023	1973.00	58
2023-2024	1403.00	33
2024-2025	3271.00	69

The Town switched to the use of Treated Salt on the Town's urban roadways during the 2023/2024 winter season. Treated Salt is used in its direct application and will not be mixed with sand. The Town will continue to use Regular Salt to mix with sand to ensure it may be used in both urban and rural applications. All paved rural roadways will continue to use Regular Salt/Sand mix during the 2025/2026 winter season. Sidewalks and walkways are treated with a 50/50 mix of treated salt and sand.

3.6.3. Application Rates

Table 7.0: Spreader Application Rates Guide - Sand/Salt Mix

SAND/SALT MIXTURE	Pavement Temperatures				
	0 to -5 C and Rising	0 to -5 C	-5 to -12 C	Below -12 C	Gravel Roads
Some snowpack or ice No precipitation	350kg/km	450kg/km	450kg/km	650kg/km	450kg/km
Mostly snowpack or ice covered or light precipitation	450kg/km	450kg/km	550kg/km	650kg/km	450kg/km
Snowpack or ice covered or heavy precipitation	450kg/km	550kg/km	550kg/km	750+kg/km	550kg/km
Freezing Rain/Black Ice	450+kg/km	550+kg/km	550+kg/km	570+kg/km	550+kg/km

* Blast 1000kg/km of sand, Blast 260kg/km for salt, Calibration: November 2025

Table 7.1: Spreader Application Rates Guide - Straight Salt

STRAIGHT SALT	Pavement Temperatures				
	0 to -5 C and Rising	0 to -5 C	-5 to -12 C	Below -12 C	Gravel Roads
Some snowpack or ice No precipitation	100 kg/km	130kg/km	150kg/km	180kg/km	Sand
Mostly snowpack or ice covered or light precipitation	130kg/km	130kg/km	150kg/km	180kg/km	Sand
Snowpack or ice covered or heavy precipitation	130kg/km	150kg/km	180kg/km	200kg/km	Sand

Table 7.2: Spreader Application Rates Guide - Treated Salt

TREATED SALT	Pavement Temperatures				
	0 to -5 C and Rising	0 to -5 C	-5 to -12 C	Below -12 C	Gravel Roads
Some snowpack or ice No precipitation	70 kg/km	100kg/km	130kg/km	150kg/km	Sand
Mostly snowpack or ice covered or light precipitation	100kg/km	100kg/km	130kg/km	150kg/km	Sand
Snowpack or ice covered or heavy precipitation	100kg/km	130kg/km	150kg/km	180kg/km	Sand

Notes:

- Action required as listed for various conditions shown on this chart should be used in most cases. However, unusual circumstances may necessitate departure from the recommendations.
- Assumes loose snow is plowed off road prior to application.
- Application speed to be between 30-45 km/h
- Contact Supervisor or Crew Lead if application rates are not working and one feels they need to vary from assigned route and application.

3.6.4. Winter Maintenance Fleet

The Municipality provides winter maintenance services on 16 road plow routes and 7 sidewalk plow routes included in Appendix 3, with the fleet listed in Appendix 1.

3.6.5. Yard Facilities

3.6.5.1. 75 Melbourne Drive – Urban Yard

General Yard Details

Urban winter operations commence out of the Urban Operations Centre located at 75 Melbourne Drive (old fire hall building).

During the winter season, there is one (1) supervisor, one (1) mechanic, two (2) lead-hand operators, nine (9) full time employees and ten (10) seasonal staff that deploy from the Urban Yard.

Equipment Storage Details

A 7 bay drive in shed was built directly behind the main building during the construction of the new Fire Hall. This building contains 6 plow trucks and 1 sidewalk supply truck. The main shop contains the vacuum excavation unit (vac truck), 2 ¾ ton plow/salters, 7 sidewalk clearing machines, one patrol truck, back-hoe and skid steer loader. All other equipment and trucks will remain outdoors.

Material Storage Details

In 2016, a new 64'x51' concrete foundation fabric coverall building with a concrete floor and a centre wall for material separation was constructed at this location. This building holds approximately 800 tonnes of salt and 200 tonnes of sand-salt mix.

Site Drainage Details

The topography of this site is split drainage where the frontage of the lot drains from the Urban Operations Centre to Melbourne Drive and consists of Hot Mix Asphalt. The rear of the building drains toward a in-lot storm catchbasin and consist of a mix of Hot Mix Asphalt, Granular 'A' gravel and recycled asphalt. Both front and rear drainage passes through two stormwater treatment filtration membrane units (Jellyfish Filters). These units were installed during the new fire hall construction and maintained by Transportation staff.

3.6.5.2. 3451 Line 11 – Rural Yard

General Yard Details

The yard facility at 3451 Line 11 – Rural Yard was originally placed into operation as an MTO yard and the Town took possession in the 1960's. This yard maintains the rural roads and rural hamlets within Bradford West Gwillimbury.

During the winter season, there is currently one (1) supervisor, two (2) lead-hand operators, one (1) mechanic, six (6) full-time operators and one (1) seasonal workers that deploy from the Rural Yard.

The Rural Yard is located behind the Town's Community Services building and it consists of four (4) separate buildings.

The main shop 6 bay steel building was constructed in 1989. It was refurbished in 2005 following a truck fire within the building.

During the first phase of the 75 Melbourne Drive redevelopment project, a new 8 bay steel building was constructed in 2020 for equipment and fleet storage.

In addition, a 100' x 100' fabric covered galvanized steel structure with 9' prefabricated concrete foundation walls sand storage facility was constructed in 2008.

The fourth building is a 20' x 20' vinyl clad shed with a wood frame, block foundation and concrete floor. The construction timeline of this shed is unknown, however, it is assumed to have been built sometime in the 1960's when the Town originally took possession of the yard.

Equipment Storage Details

Plow trucks are stored indoors in the main shop along with the loader and one patrol truck during the winter months. The 8 bay storage building houses 2 plow trucks, float/excavator, wheeled excavator and numerous other off season equipment and attachments.

Material Storage Details

Salt and Mix Sand is stored in the 100' x 100' fabric covered galvanized steel structure with 9' prefabricated concrete foundation walls. The floor consists of asphalt and extends out from the open door to provide a 20' apron across the front of the building.

Site Drainage Details

The topography of this site is generally flat, sloping to the West and consists of granular type 'A' material with a sandy type natural base. The water from the 100' x 100' sand dome and granular storage area flows west from the structure over land. Overland drainage from the dome flows west to a shallow swale composed of a granular bottom. This swale flows south towards Laws Pit. Before entering the pit, overland flow enters a vegetated ditch that flows west toward Hwy 400.

3.6.6. Snow Removal and Disposal

Currently, municipal staff removes and hauls snow to the site listed in Table 8.0 below when the accumulation of piled snow impedes traffic on the road and/or sight lines at intersections as well as within the downtown core. Snow accumulated within parking lots is also removed and hauled to this location.

The Comprehensive Stormwater Management Master Plan Environmental Assessment that was conducted in January 2016, Chapter 6, 7 & 8 – indicated a number of pollution prevention measures that the Town should consider reducing the quantity of salt runoff from entering local streams and tributaries. The site listed in the table below is not considered a designated snow dumpsite as it does not have control measures that are intended to mitigate salt runoff from leaching into ground and surface water sources.

In 2022, a location and feasibility study was completed to determine the most suitable location for a future Snow Management Facility. The feasibility study determined that the most suitable location for the future Snow Management Facility is behind the Town’s Waste Water Treatment Plant at 225 Dissette Street.

In early 2024, the Town acquired GHD Limited through the public procurement process to complete the detailed design of the proposed Snow Management Facility at 225 Dissette Street. The detailed design of this project is currently underway, construction is anticipated in 2026.

Table 8.0: Current Snow Disposal Facility

Name	Location	Surface Paved	Run Off Controlled	Drainage/Run Off	Surrounding Land Use
Snow dump site	2244 Line 8	No	No	There are no controls on site	North: C South: C West: C East: C

C = Commercial; R = Residential

3.6.7. Sand/ Salt and Plow Routes

Appendix 3 contains maps of the sand/salt routes and plow routes.

It shall be noted that the type of route used will be based on operational need and may vary due to unforeseen circumstances.

3.6.8. Vulnerable Areas

The Town of Bradford West Gwillimbury operating wells are outside the area of the Town's road operations. York Region currently monitors the area of Source Water Protection for the Town wells.

3.6.9. Weather Monitoring

1. From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
2. From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

In order to determine an effective winter event response and allocate the appropriate resources, the Town supplements road patrol information with weather information from various sources, including:

- Monitoring App: Winter Web App provided by the Ontario Good Roads Association (OGRA). The app emails Management, on-call and patrol staff three (3) times per calendar day with automated weather reports providing regular weather updates.
- Staff also monitor pavement temperatures by means of on-board infrared thermometers which are mounted on the patrol vehicles
- Supervisory and On-Call staff are equipped with mobile cellular devices with The Weather Network and AccuWeather mobile applications for regular weather updates.

Declaration of a Significant Weather Event

Under unusual circumstances, a municipality may also declare the beginning of a significant weather event or declare the end of a significant weather event under O.Reg 366/18, Section 16.9, and shall do so in one or more of the following ways:

1. By posting a notice to the municipality's website.
2. By making an announcement on the Town's social media channels (Facebook, Instagram)

3. By sending a press release or similar communication to internet, newspaper, radio or television media.
4. By notification through the municipalities police service.
5. By any other notification method required in a by-law of the municipality.

3.6.10. Communications & Customer Service

All winter maintenance vehicles are equipped with two-way communications (radios, cell phone, etc.). Municipal staff are responsible for reporting changing winter weather and/or road conditions, as changes are observed, to their supervisor.

Information regarding standard snow operations are available to the public at any time through the Town's website. The site describes service level standards, provides answers to common questions and directs residents to appropriate sources of information should there be a disruption or delay in normal winter operations. The site is updated as needed to reflect common concerns or emerging issues.

Transportation Services staff are responsible for keeping Communications staff apprised of anticipated unusual winter storm events, and to provide ongoing updates as required to be shared with Council and the public. Standard messaging has been prepared to allow prompt response during storm events. Information is relayed on a staged basis; for example, notifying residents that plows are working on primary roads, then providing an update when plows begin work on collector or local roads.

Under normal circumstances, communications to the public are made between the hours of 6:00 a.m. and 4:00 p.m. During an unusual winter storm event, if there are disruptions or delays in winter operations, Communications staff are available on an on-call basis to assist with disseminating information to the media and the public.

During a winter storm event, updates are available through three primary channels:

1. Telephone: "Snow Line"

In order to accommodate the volume of incoming calls during snow events, a dedicated voicemail box has been established (905-775-5366 ext. 2222). The message is updated to provide the status of winter

operations. The public may leave messages if they wish to report a concern such as an un-serviced road. Staff will call to follow up only if necessary; calls will not be returned to confirm receipt or provide updates. Callers may speak to a live customer service representative during normal office hours at 905-775-5366 ext. 2200. Leading up to and during the winter months, the Town's website encourage the use of the Snow Line and social media platforms for winter operations updates during storm events.

2. Online: Towns Social Media Platforms

Online updates are provided via the Town's social media platforms. These online channels are most used by residents to receive information from the Town and is easily updated by staff using mobile devices.

Emergency information such as the closure of roads, cancellation of transit or other substantial service disruption resulting from a winter storm event are communicated to local media, including newspaper and radio outlets, in addition to being communicated to the public through the Snow Line and the Towns social media platforms.

3. Online: "MyBWG App"

The MyBWG App and Online report form from the Towns website allows the public to report any concerns that they have online. Concerns are then assigned to Town Staff during normal business hours and during storm events.

3.6.11. Call Out Procedures

Operational decisions will be made by On-Call "A" Phone Public works (Patrol Supervisor) or designate with the aid of available forecasting, Level of Service policy, patrolling etc. However, it should be emphasized that decisions will be subjective and external input, whether in this plan or elsewhere, merely acts as an aid in determining if a call out of staff and equipment by the Patrol Supervisor to respond to a winter event is warranted. It is vital therefore that the Patrol Supervisor records the prevalent conditions and relevant information when a decision has been made.

The patrol person shall inform the Patrol Supervisor of changing road and weather conditions observed in the field. When a winter event response is required, the Patrol Supervisor will contact the staff as per the shift schedule

and provide direction. In the absence of the Patrol Supervisor, the patrol person shall be it's designate and initiate a call out in response to a winter event, unless otherwise directed by the CAO.

Once a winter response operation is implemented, the patrol and documentation of routes will be completed by the operator assigned to that route and/or by any staff augmenting/ assisting with winter operations.

3.6.12. Road Closure Procedures

In the event a road must be closed due to a severe winter storm, South Simcoe Police will request signs be placed to close the road. Rb-92 Road Closed Signs on portable stands and/or TC-54 flexible drums and barricades will be available at the patrol yard.

Upon receiving a request from South Simcoe Police to close a road to traffic, the Patrol Supervisor (or designate) will organize staffing requirements and equipment to place the signs and/or barricades. The Patrol Supervisor (or designate) will contact the superintendent or designate and request that a media release (Appendix 4) be sent to the local news and radio stations advising of the road closure. Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the Patrol Supervisor (or designate) will advise South Simcoe Police and request South Simcoe Police permission to send the media release (Appendix 4).

3.7. Decommissioning Winter Operations

After the winter season expires (identified in section 3.3.0 – Winter Maintenance Season), the Town of Bradford West Gwillimbury undertakes the following tasks to decommission winter operations.

3.7.1. Two Weeks After the Winter Season Ends

1. Cease regularly scheduled winter night patrols.
2. Continue monitoring weather forecasts. Assign night patrol shift if forecast indicates an overnight winter event is probable.
3. Decommission 10% of the fleet.

3.7.2. One Month after the Winter Season Ends

One month after the winter season ends, cease all winter highway maintenance operations and decommission the remainder of the equipment providing weather forecasts warrant the decommissioning. Spring operations and cleanup of abrasive winter materials will be scheduled.

3.7.2.1. Winter Sand Removal

Each spring, street sweeping equipment is deployed to collect the winter sand that was applied during the winter season.

The duration to complete the town-wide winter sweeping program is approximately six (6) weeks (weather permitting) and is typically completed by the middle of June.

Spring wet weather can impact the performance of flushing/cleaning equipment and parked cars can hamper operations and give the appearance that some areas may have been missed. Any of these factors may require operational adjustments that can affect the schedule.

3.7.2.2. Damage Resulting from Winter Maintenance Operations

3.7.2.2.1. Private Encroachments

The Town will not be responsible for damage to items on the municipal right-of-way by property owners. To prevent damage of private property, residents are required not to place cars, fences, posts, hedges, shrubs, driveway curbs/ edging or other obstructions, including garbage bins on the road allowance.

The Town will not be responsible for any damage to irrigation systems, including sprinkler heads that have been installed within the municipal right-of-way.

Property owners are discouraged from placing private markers and reflectors at the end of their driveways as these may be damaged from snow plowing operations. Property owners that install markers other than wooden stakes (1"x 2") or plastic reflectors will be asked to remove these obstructions as they pose safety concerns, cause damage to equipment and interfere with maintenance operations.

3.7.2.2.2. Boulevard Damage

Sidewalk plowing presents many challenges. It is difficult to locate exactly where the edge of the sidewalks are, and when the ground is not frozen, sod damage may occur.

Residents are advised to contact Transportation Services at (905) 775-5305 ext. 2200 when damage is first noticed. Residents may also submit inquiries through the MyBWG App for such issues. The homeowner's name and address will be added to a list for repair when temperatures permit and materials are available.

Damage to municipal boulevard sod will be repaired in the spring. Boulevard reinstatement will be completed using topsoil and seed only. Residents are requested to assist by watering the areas that are repaired.

Where a boulevard has been impacted by “winter kill”, no boulevard maintenance shall be done by the Town. Abutting property owners may, at their discretion, take steps to help expedite the re-vegetation process. Winter kill is defined as areas of grassed boulevard that have been impacted by cold weather and sand/salt from winter control operations.

3.7.2.2.3. Mailbox Damage

During winter maintenance operations, mailboxes in the right-of-way are prone to damage due to their proximity to the travelled portion of the road. Transportation Services makes every effort to not damage these items. During winter maintenance activities, damage may occur to mailboxes or other private features that the public has installed within the Town's road allowance.

If a call is received concerning mailbox damage, Transportation Services will record the name and contact information. The Roads Supervisor or designate will investigate to determine if plow impact occurred.

In general, if a mailbox and/or post is damaged by snow or the impact of the snow load from plowing operations due to improper mailbox location, decay or improper installation; the Town is not negligent and therefore not responsible for the repair/replacement.

If the Town's equipment (plow or wing) impacts the mailbox and/or post, the Town will assume responsibility. If the mailbox can be repaired, the Town will repair the mailbox. If the mailbox is not repairable, a temporary standard mailbox will be installed until corrective action can be taken however, this will likely not occur until mid-spring.

Prior to the winter season, if the Town notes a mailbox is in disrepair during patrols, Town Staff will record the condition and location of the box. A letter stating that the box is defective will be provided to the owner. Once the letter is delivered, it will be the responsibility of the box owner to rectify any issues with their mailbox, and the Town will not take any actions toward repairs of a noted box unless so repaired.

3.8. Training

The Town provides winter operations training for all staff involved in the delivery of winter services. Training is provided by OGRA and AORS. It is compulsory for municipal staff to attend the training sessions.

Staff, including contract staff, will verify that the training was received by signing the "Record of Training" included in Appendix 6, or the night patroller "Record of Training" Appendix 7.

Current Winter Operations Training:

- Equipment Circle Check
- Equipment Calibration Record Keeping
- Health and Safety
- Identification of Plow Routes – including variations of year-to-year and issues identified along the routes
- Driver Training and Assessment
- Yard and Equipment Maintenance
- De-icing Chemicals – application procedures, rates, storage and handling
- Level of Service – policies, practices and procedures

Future Winter Operations Training:

- Identification of vulnerable areas

3.9. Record Keeping

Full and accurate completion of the documents listed below, according to the applicable procedures, ensures that the municipality is protected from liability by providing solid documentation that procedures have been followed.

Staff is responsible for keeping the following records:

Equipment Operators:

- Materials used (sand, salt, liquids)
- Route plowed and strategy used (plow, sand/salt, and the combination of plowing/sanding/salting)

Patrollers:

- Winter patrol records
- Call out diary
- Weather information received

Operations Supervisors:

- Operations diary
- Equipment calibration records

Always retain the original copy of documents regardless of their appearance. Writing must be legible for others to read and written in ink. Stains or dirt on the documents is not an issue. If a document requires correction, then a line is to be placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the colour of ink in a case where you change writing pens.

Records will be completed daily and forwarded to the Road Supervisor weekly for retention.

4. Plan Improvements

The current winter maintenance policies, practices and procedures form the baseline or benchmark upon which improvements can be made to the winter operations and/or the use and management of road salt.

Salting quantities and the number of storm events from the previous winter season have been included in Table 6.0 and Table 6.1. These tables may be found under section 3.6.2 “Winter Materials Used”. Storm events have been included in these tables as a tool to aid in tracking salt usage compared to winter severity and climate change.

The equipment list found under Appendix 1 has been updated to reflect the Town’s fleet changes of updated equipment, added and/or disposed.

The Town of Bradford West Gwillimbury plans to undertake improvements to improve service delivery. Improvements planned for 2024/2025 are as follows:

Staff:

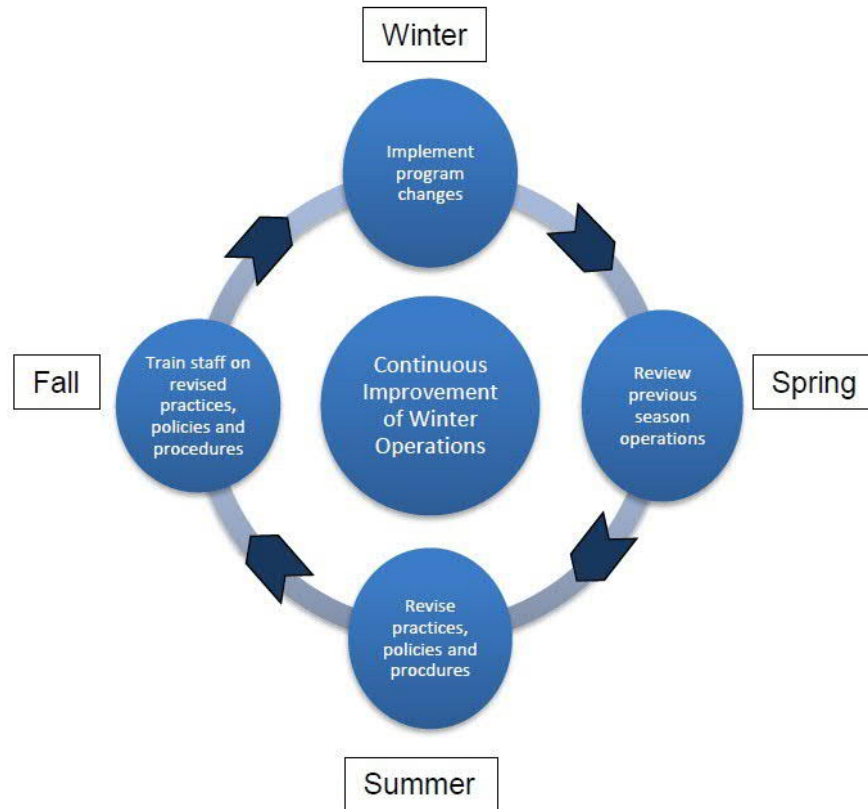
2026
Additional full-time personnel – 1 additional full-time operator

Facilities:

2026
Estimated Construction for the proposed Snow Management Facility.

5. Monitoring and Updating

The purpose of monitoring and updating is to provide a basis for continuous improvement of the winter operations plan and the winter maintenance policies, practices and procedures of the Town.



At the end of the winter season, as identified in Section 3.3 – Winter Maintenance Season, a meeting to review winter operations will be held each year with all winter operations staff to itemize all issues that arose during the winter season and discuss how these issues may be resolved. Prior to the start of the next winter season and with sufficient lead-time to implement any changes, the Town shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures.

The winter season of 2015/16 was the benchmark year. Year-over-year achievement using the performance measures listed below will be measured against the benchmark year. Performance measures will be used to determine whether the objectives of the Winter Operations Plan and/or winter maintenance policies. Practices, and procedures have been met.

Performance Measures:

- Monitoring severity of the winter season.
- Monitoring quantities of salt used.
- Ensuring the satisfaction of customers.

Appendix 1 – Equipment List

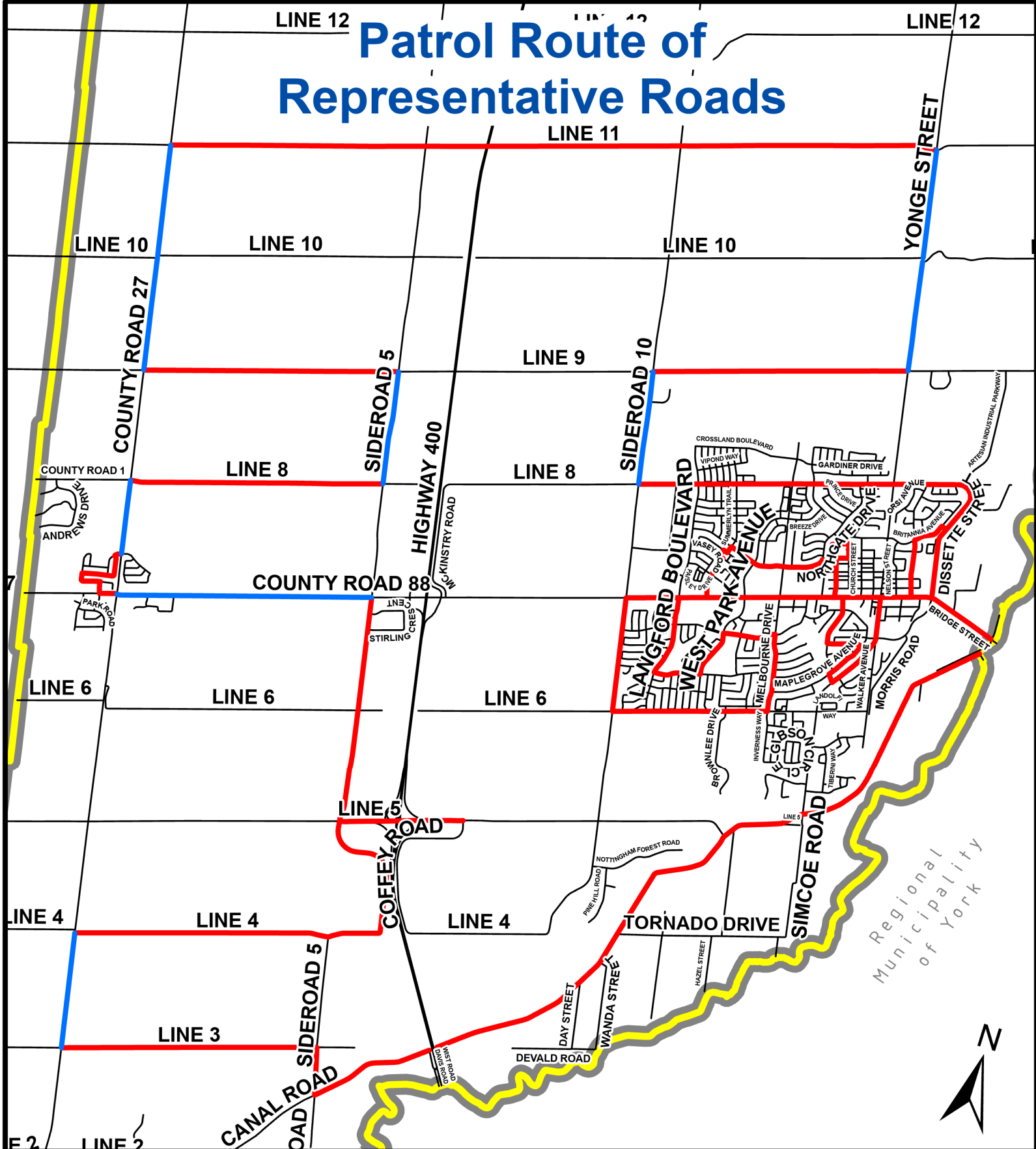
Equipment ID & Description	Class	Location	Replacement Year
12-15 UT718 Canada Trailer 7 X 18 ft Landscape	FL Trailer	Urban Yard	2025
12-17 D.O.W. Float Trailer (25 Ton)	FL Trailer	Rural Yard	2024
14-1 Freightliner 108SD with Viking Equipment	FL Heavy Veh	Urban Yard	2025
14-8 Dodge Ram 3500 Sign Truck	FL Medium Veh	Urban Yard	2023
15-12 Emergency Road Closed Trailer #1	FL Trailer	Rural Yard	2030
15-13 Emergency Road Closed Trailer #2	FL Trailer	Rural Yard	2030
15-3 John Deere 710K Backhoe Loader	FL Heavy Equip	Rural Yard	2025
15-5 Ford F450 1 Ton w/ plow pkg	FL Medium Veh	Urban Yard	2024
15-6 MadVac LN50 Litter Vacuum	FL Light Equip	Urban Yard	2025
15-8 Freightliner Single Axle Dump Plow/Sander Combo	FL Heavy Veh	Urban Yard	2026
15-9 Freightliner 114SD Tandem Dump Plow/Sander	FL Heavy Veh	Rural Yard	2026
16-3 Trackless MT6 Tractor w Plow/Sander/Sweeper/Ribbon Blower	FL Light Equip	Urban Yard	2026
16-4 Trackless MT6 Tractor w Plow/Sander/Sweeper/Dual Aug Blower	FL Light Equip	Urban Yard	2026
17-2 Freightliner 114SD with Viking Equipment	FL Heavy Veh	Rural Yard	2026
17-3 Freightliner 108SD with Viking Equipment	FL Heavy Veh	Urban Yard	2026
18-10 Case Rubber Tire Backhoe 580SN	FL Heavy Equip	Urban Yard	2029
18-12 Ford F550 w/ Altec AT35G Lift System (Bucket Truck)	FL Medium Veh	Urban Yard	2026
18-2 Elgin Eagle Sweeper	FL Heavy Equip	Urban Yard	2028
18-3 Hyundai HL940TM Rubber Wheeled Loader	FL Heavy Equip	Urban Yard	2029
18-5 Trackless MT7 Sidewalk Tractor w V-Plow/Rear Sander	FL Light Equip	Urban Yard	2028
18-6 Hook Truck (the Myth) with Del Equipment	FL Medium Veh	Urban Yard	2026
18-9 Wacker Neuson SW28 Skid Steer Loader with Attachments	FL Light Equip	Urban Yard	2030
19-03 John Deere 770G Motor Grader	FL Heavy Equip	Rural Yard	2044
19-07 John Deere 3046R Compact Tractor with plow/snow blower	FL Light Equip	Urban Yard	2029
19-08 John Deere 3046R Compact Tractor with plow/snow blower	FL Light Equip	Urban Yard	2029
19-1 Freightliner Single Axle Plow/Dump Combo	FL Heavy Veh	Urban Yard	2028
19-2 Freightliner 114SD Tandem with Viking Equipment	FL Heavy Veh	Rural Yard	2028
20-01 Western Star 4700SB Tandem with Viking Equipment	FL Heavy Veh	Rural Yard	2030
20-02 Freightliner Tandem 114SD with Viking Equipment (Replaceliner)	FL Heavy Veh	Urban Yard	2030
20-06 John Deere 544L Front End Loader	FL Heavy Equip	Rural Yard	2033
20-08 JCB HD110WT 4F Hydradig Wheeled Excavator with attachments	FL Heavy Equip	Rural Yard	2030
21-10 Trackless MT7 Sidewalk Tractor w V-Plow/Rear Sander	FL Light Equip	Urban Yard	2031

Equipment ID & Description	Class	Location	Replacement Year
21-13 Madvac LP61-GT Litter Collector - Trailer Mounted	FL Light Equip	Rural Yard	2031
22-01 Dodge Ram 4500 1.5 Ton w. Aluminum Dump Box	FL Medium Veh	Urban Yard	2032
22-02 Case 580SN WT Rubber Wheeled Backhoe Loader	FL Heavy Equip	Rural Yard	2036
22-03 Dodge Ram 2500 w. plow and sander	FL Light Veh	Urban Yard	2031
22-07 Freightliner Single Axle with Viking Equipment	FL Heavy Veh	Urban Yard	2032
22-08 Freightliner Tandem Axle with Viking Equipment	FL Heavy Veh	Rural Yard	2032
22-09 Freightliner Single Axle with Viking Equipment	FL Heavy Veh	Urban Yard	2032
22-10 Freightliner Tandem Axle with Viking Equipment	FL Heavy Veh	Rural Yard	2032
22-11 John Deere 160GLC Excavator	FL Heavy Equip	Rural Yard	2037
23-04 Dodge Ram 2500 Diesel (Asphalt Repairs)	FL Light Veh	Urban Yard	2033
23-07 Dodge Ram 1500 Urban Supervisor	FL Light Veh	Urban Yard	2033
23-08 Dodge Ram 1500 Urban Patrol	FL Light Veh	Urban Yard	2033
23-09 Dodge Ram 1500 Rural Patrol (backup)	FL Light Veh	Urban Yard	2032
23-10 Dodge Ram 1500 Rural Supervisor	FL Light Veh	Rural Yard	2033
23-12 KM 4000TEDD 2 Ton Asphalt Hotbox	FL Light Equip	Rural Yard	2028
23-18 Trackless MT7 Sidewalk Tractor w V-Plow/Rear Sander	FL Light Equip	Urban Yard	2033
23-19 Trackless MT7 Sidewalk Tractor w V-Plow/Rear Sander	FL Light Equip	Urban Yard	2033
23-20 Elgin Whirlwind Sweeper	FL Heavy Equip	Urban Yard	2037
24-02 Marathon 2 Ton HMT4000 Asphalt Hotbox	FL Light Equip	Urban Yard	2034
24-06-1 John Deere 540M Standard Loader	FL Heavy Equip	Rural Yard	2034
24-09 Dodge Ram 4500 Tradesman with dump box	FL Medium Veh	Rural Yard	2036
24-11 Ford F250 Super - Power Tailgate (walkway crew)	FL Medium Veh	Urban Yard	2034
25** Trackless MT7 Ribbon Blower - Attachment only	FL Light Equip	Urban Yard	Winter Rental
25** Trackless MT7 Ribbon Blower - Attachment only	FL Light Equip	Urban Yard	Winter Rental
25-02 Freightliner Single Axle Plow/Sander Unit	FL Heavy Veh	Urban Yard	2035
25-03 Freightliner Tandem Axle Plow/Sander Unit	FL Heavy Veh	Rural Yard	2035
25-14 John Deere Compact Wheel Loader	FL Heavy Equip	Urban Yard	2035
25-10 Chevrolet Silverado 2500 w. plow and sander	FL Medium Veh	Rural Yard	2035
25-11 Chevrolet Silverado 1500 RuralPatrol	FL Light Equip	Rural Yard	2035
25-12 Chevrolet Silverado 1500 - Urban Lead Hand / Patrol Back-up	FL Light Veh	Urban Yard	2035
25-09 Dodge Ram 3500 Chass	FL Medium Veh	Rural Yard	2035
25-**Emergency Road Closed Trailer #3	FL Trailer	Urban Yard	2040

Equipment ID & Description	Class	Location	Replacement Year
25-**Emergency Road Closed Trailer #4	FL Trailer	Urban Yard	2040

Appendix 2 – Patrol Route of Representative Roads

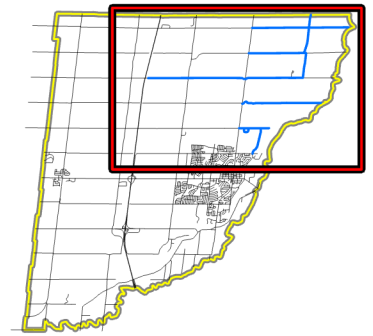
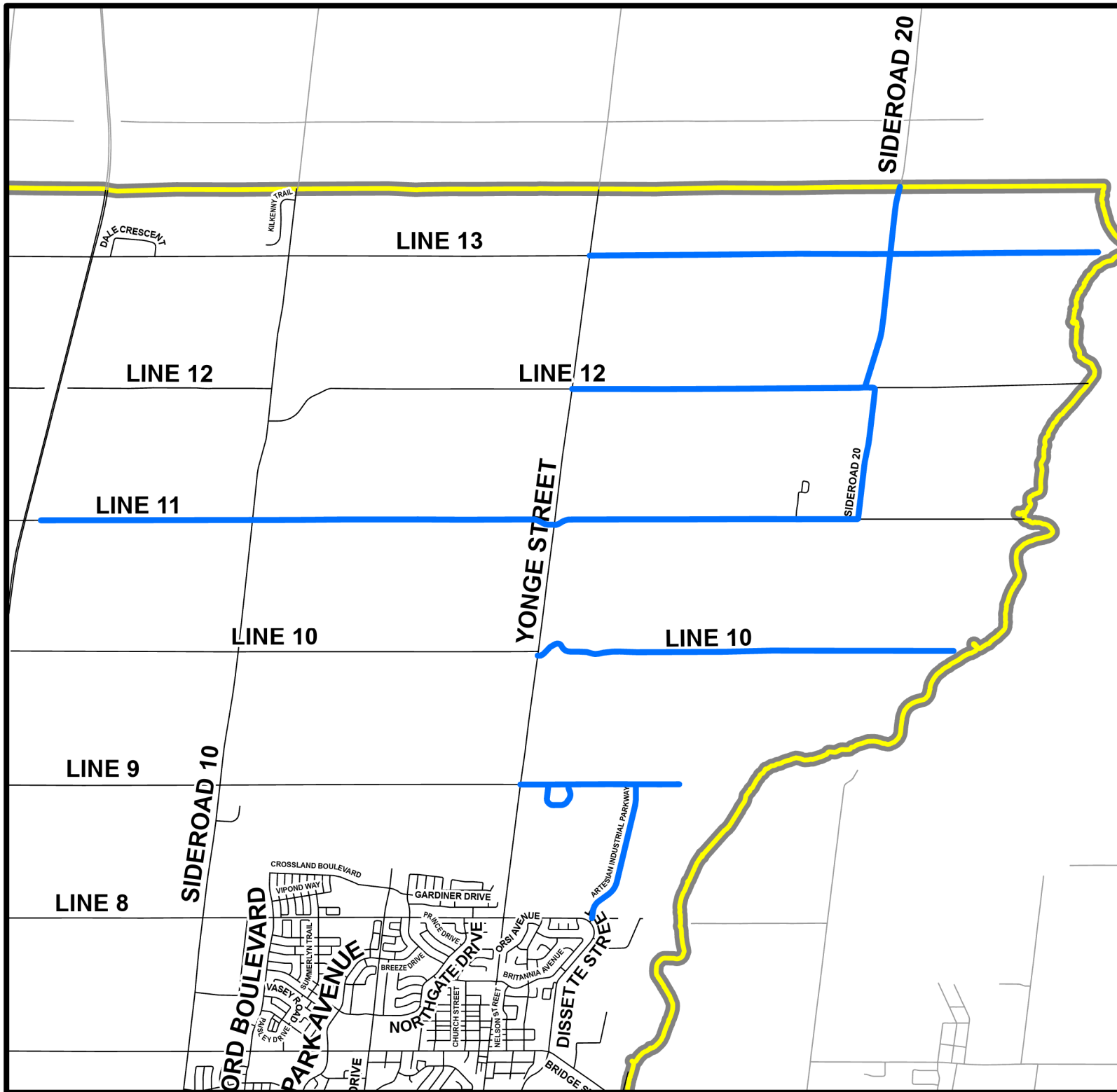
Patrol Route of Representative Roads



WARNING! The information contained herein is compiled from other documentation and may contain errors, omission or inaccuracies. The Town of Bradford West Gwillimbury, its officers, employees and agents are not responsible for, and the users by accepting this document hereby waive as against the said Town, its officers, employees, agents, any claim for damages arising from or in any way related to any errors, omissions, misrepresentation or inaccuracies contained in this document whether due to negligence or otherwise. Any user is advised to verify all information and assume all risk in relying on the information contained herein.

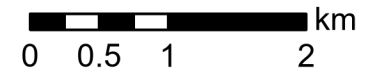
Patrol Route	
— BWG Road	Patrolled: 68.27 km Total: 304.87 km
— County Road	Patrolled: 13.59 km Total: 52.08 km

Appendix 3 – Plow Routes



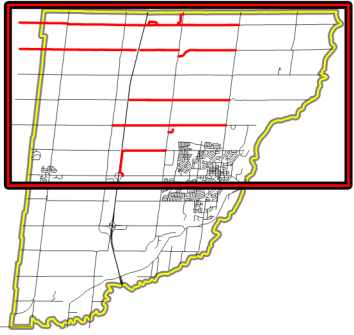
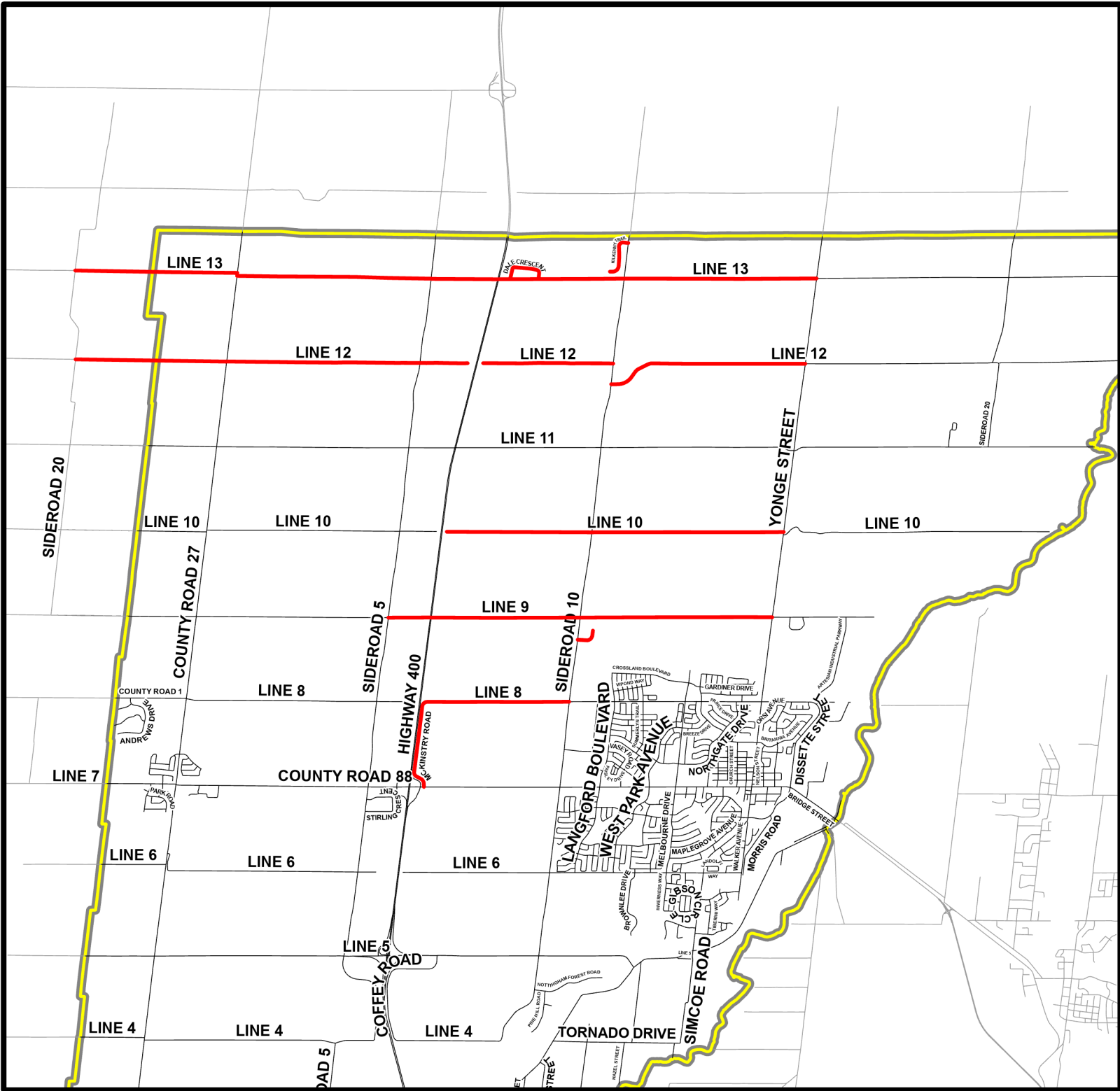
Rural Plow Route 1

 **Route 1**



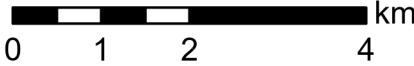
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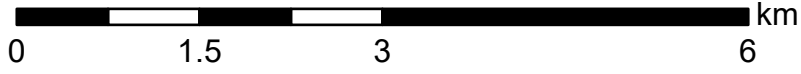
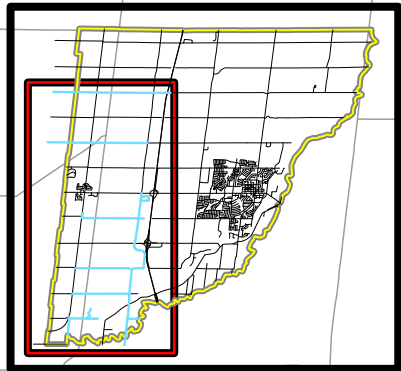
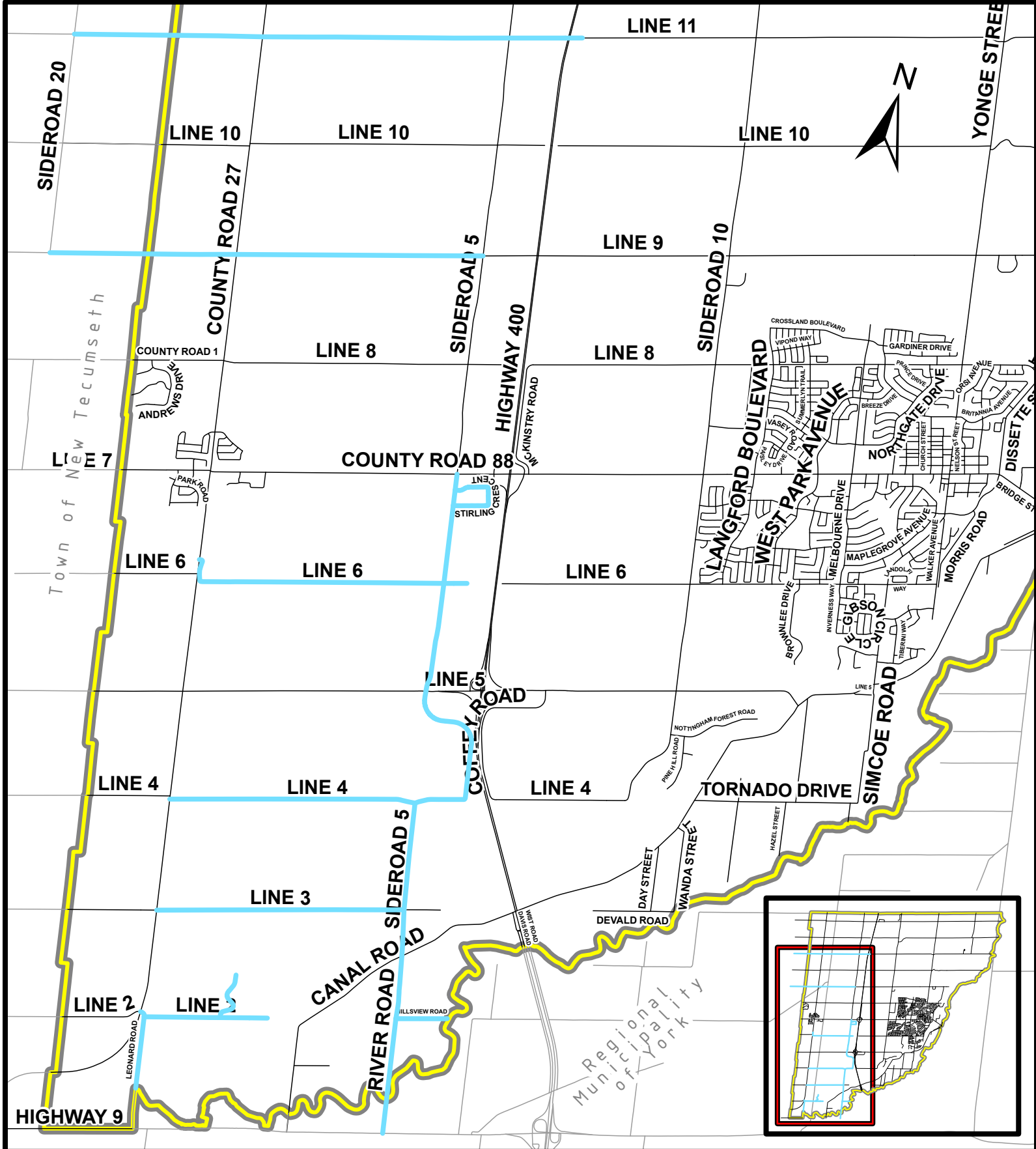
Rural Plow Route 2

 **Route 2**



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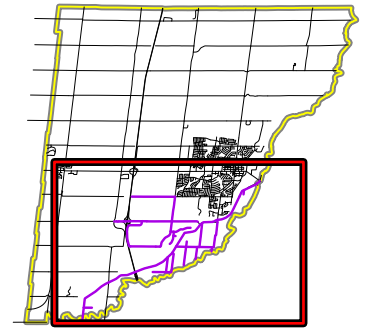
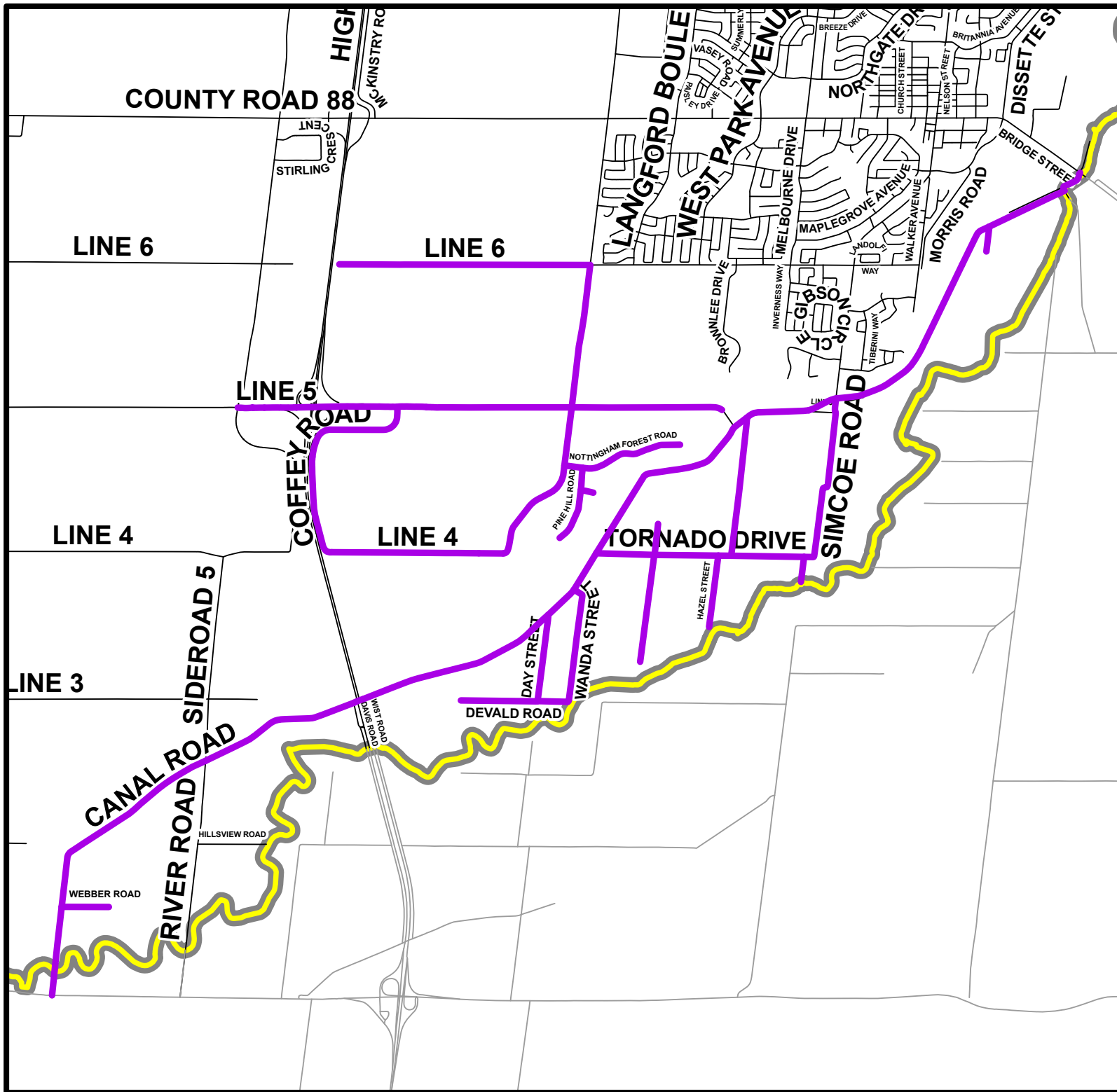
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Rural Plow Route 4

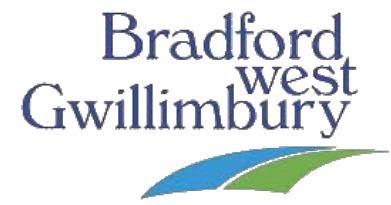
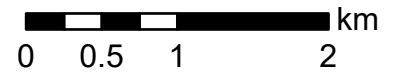
 **Route 4**

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Rural Plow Route 5

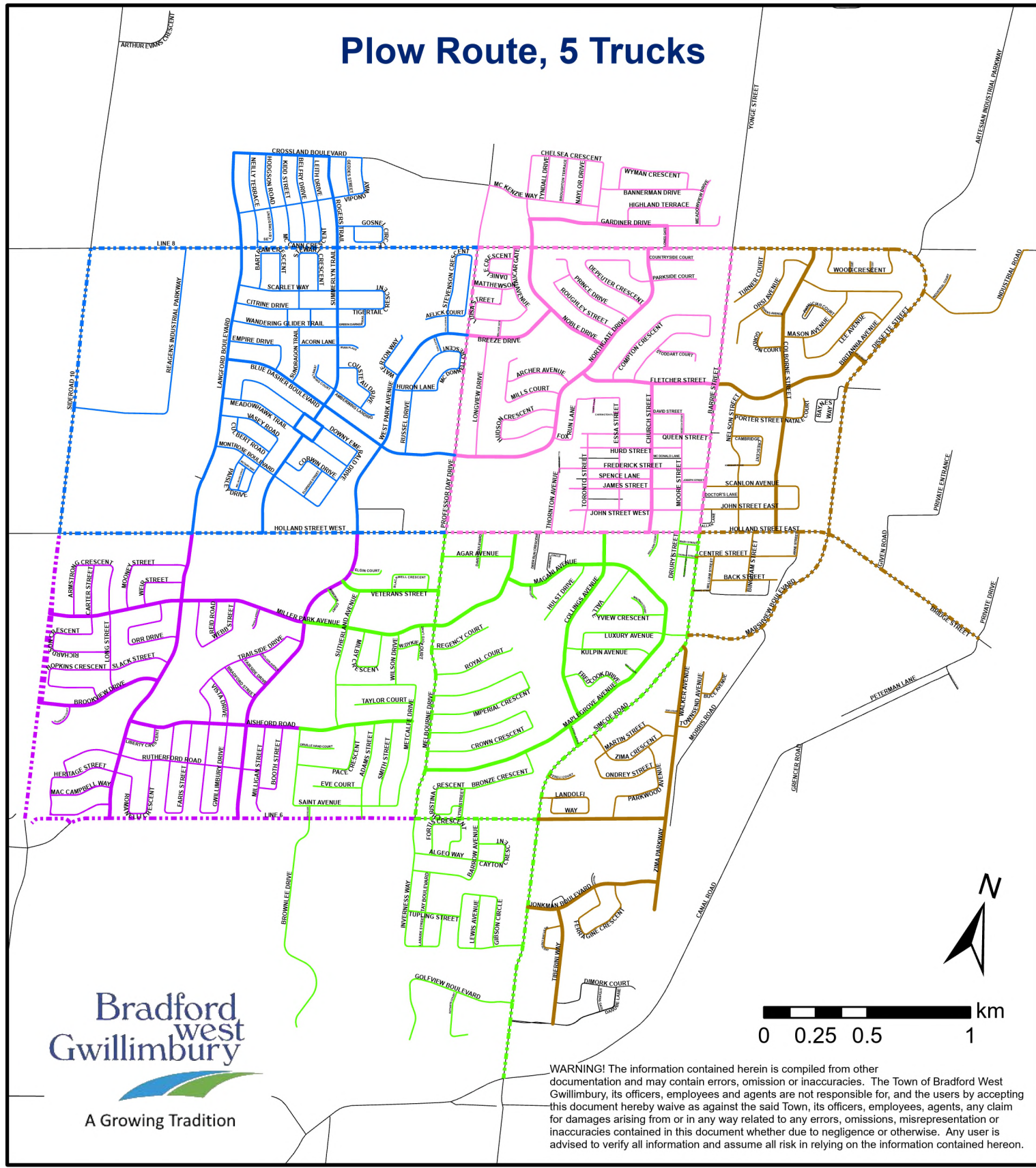
 **Route 5**



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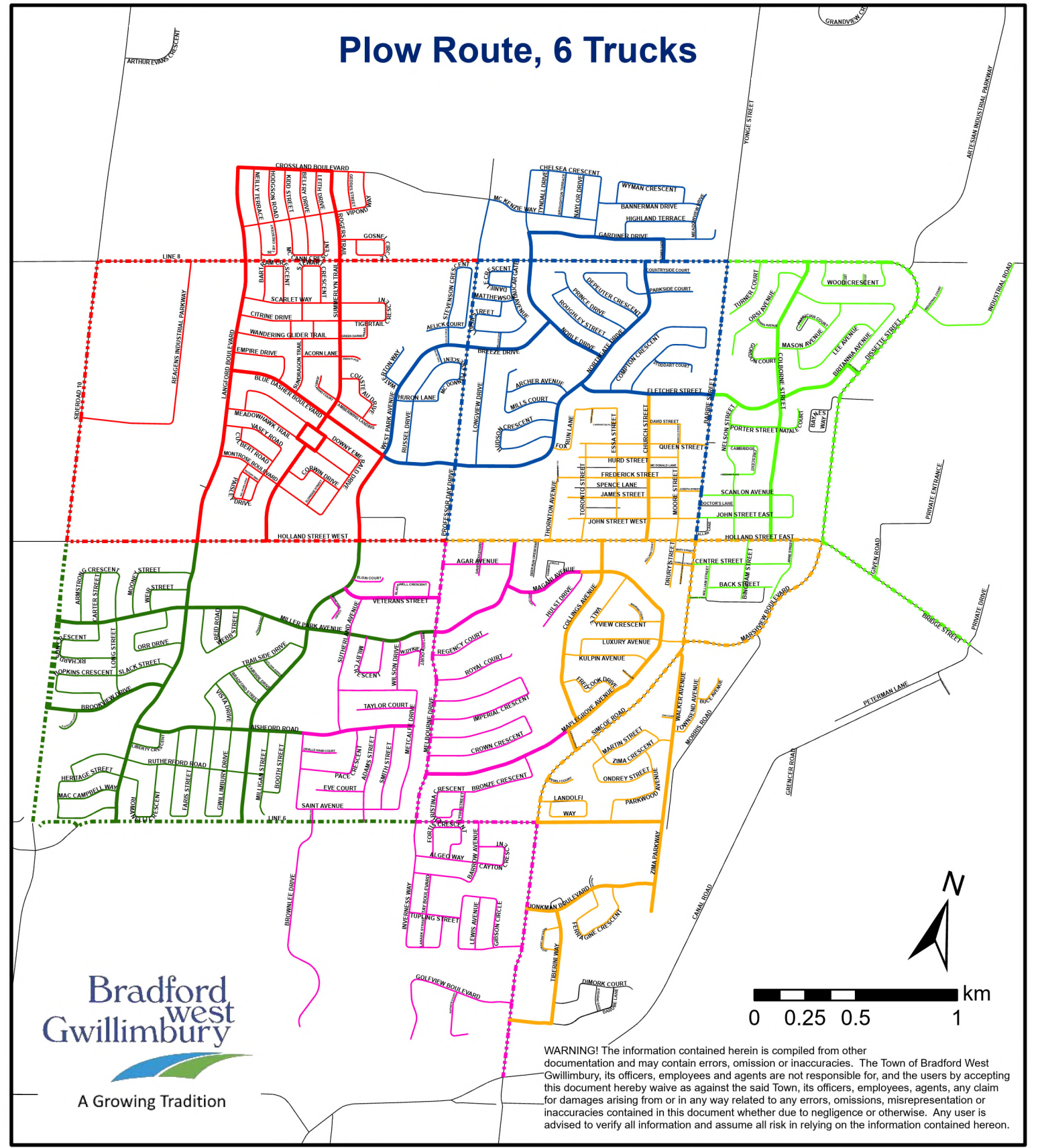
Plow Route, 5 Trucks



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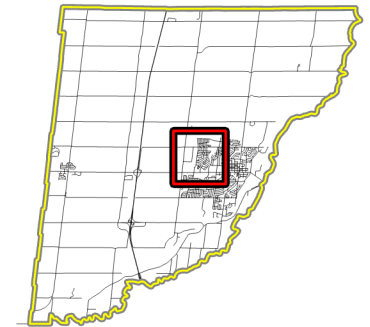
Route 1, Arterial	Route 2, Arterial	Route 3, Arterial	Route 4, Arterial	Route 5, Arterial
Route 1, Collector	Route 2, Collector	Route 3, Collector	Route 4, Collector	Route 5, Collector
Route 1, Local	Route 2, Local	Route 3, Local	Route 4, Local	Route 5, Local
— No Associated Plow Routes				

Plow Route, 6 Trucks



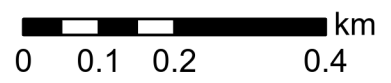
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Route 1, Arterial	Route 2, Arterial	Route 3, Arterial	Route 4, Arterial	Route 5, Arterial	Route 6, Arterial
Route 1, Collector	Route 2, Collector	Route 3, Collector	Route 4, Collector	Route 5, Collector	Route 6, Collector
Route 1, Local	Route 2, Local	Route 3, Local	Route 4, Local	Route 5, Local	Route 6, Local
— No Associated Plow Routes					



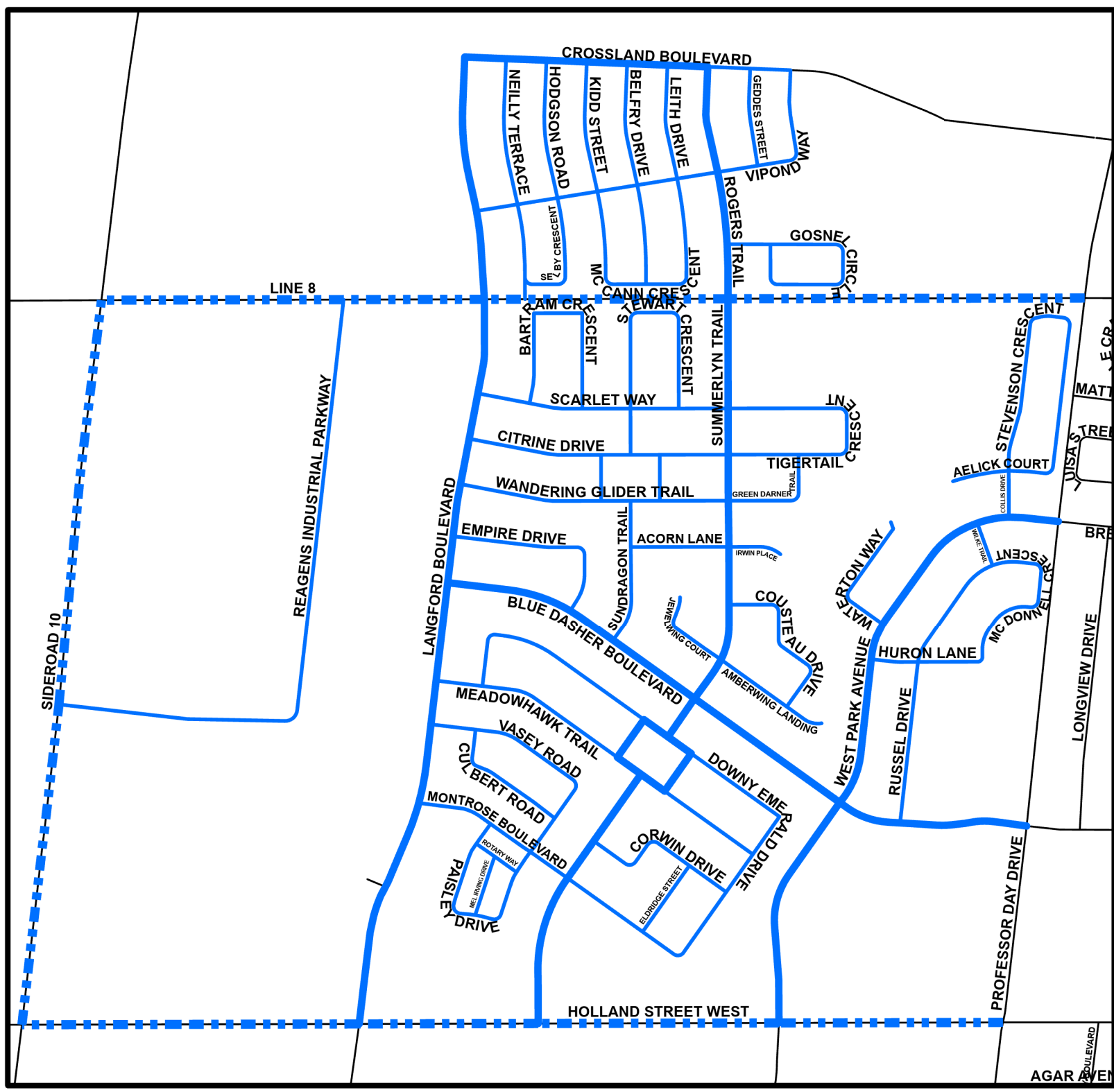
5 Trucks Plow Route 1

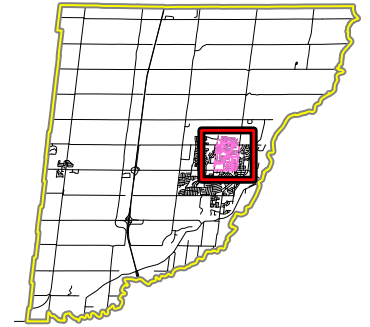
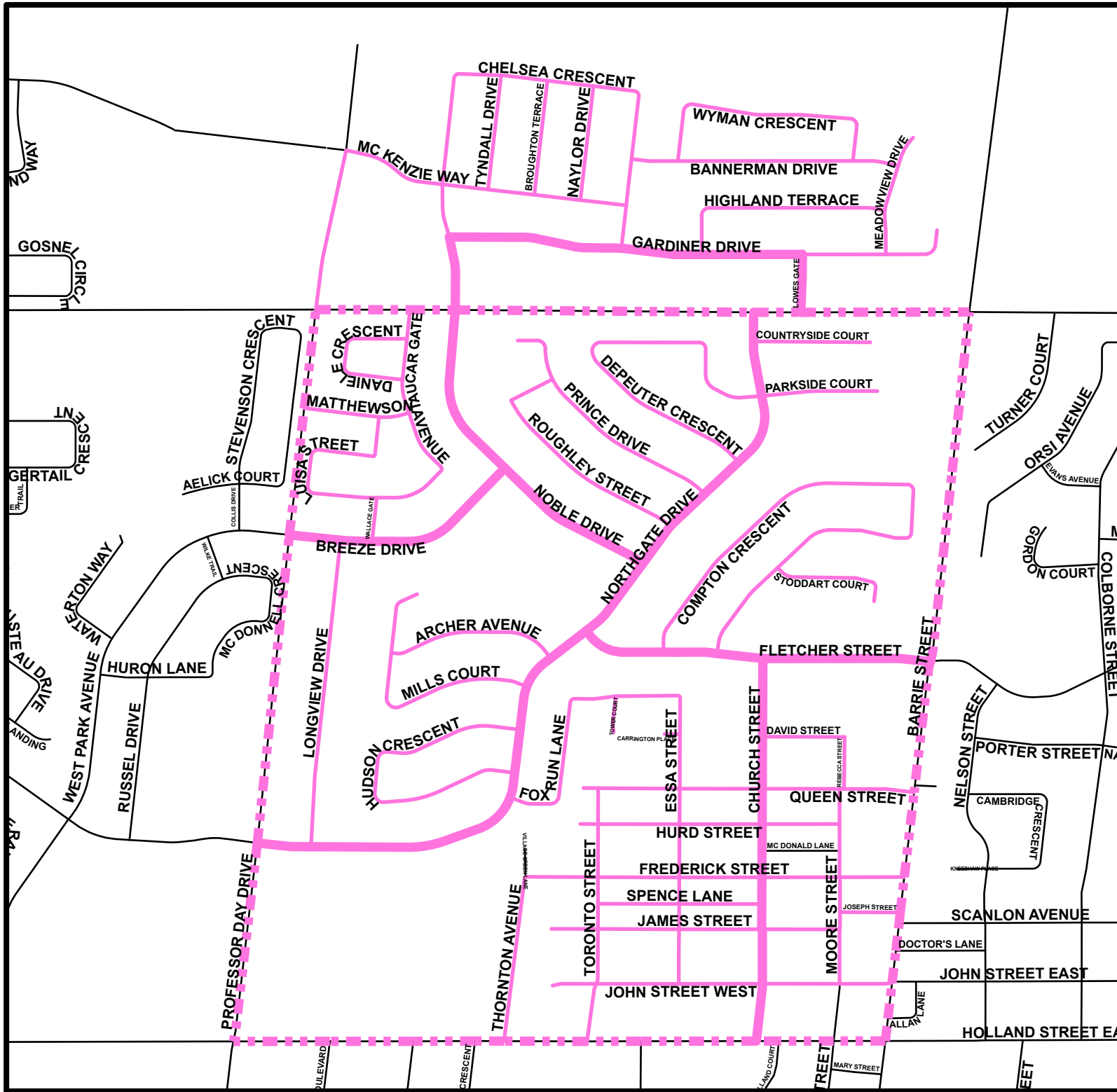
- Route 1, Arterial
- Route 1, Collector
- Route 1, Local



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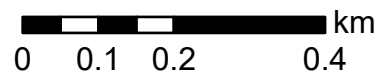
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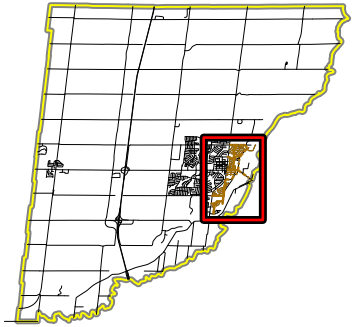
5 Trucks Plow Route 2

- - - - Route 2, Arterial
- Route 2, Collector
- Route 2, Local



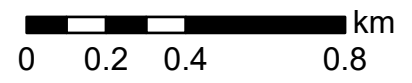
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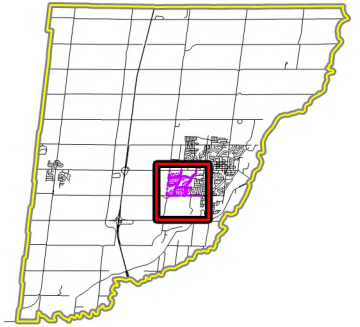
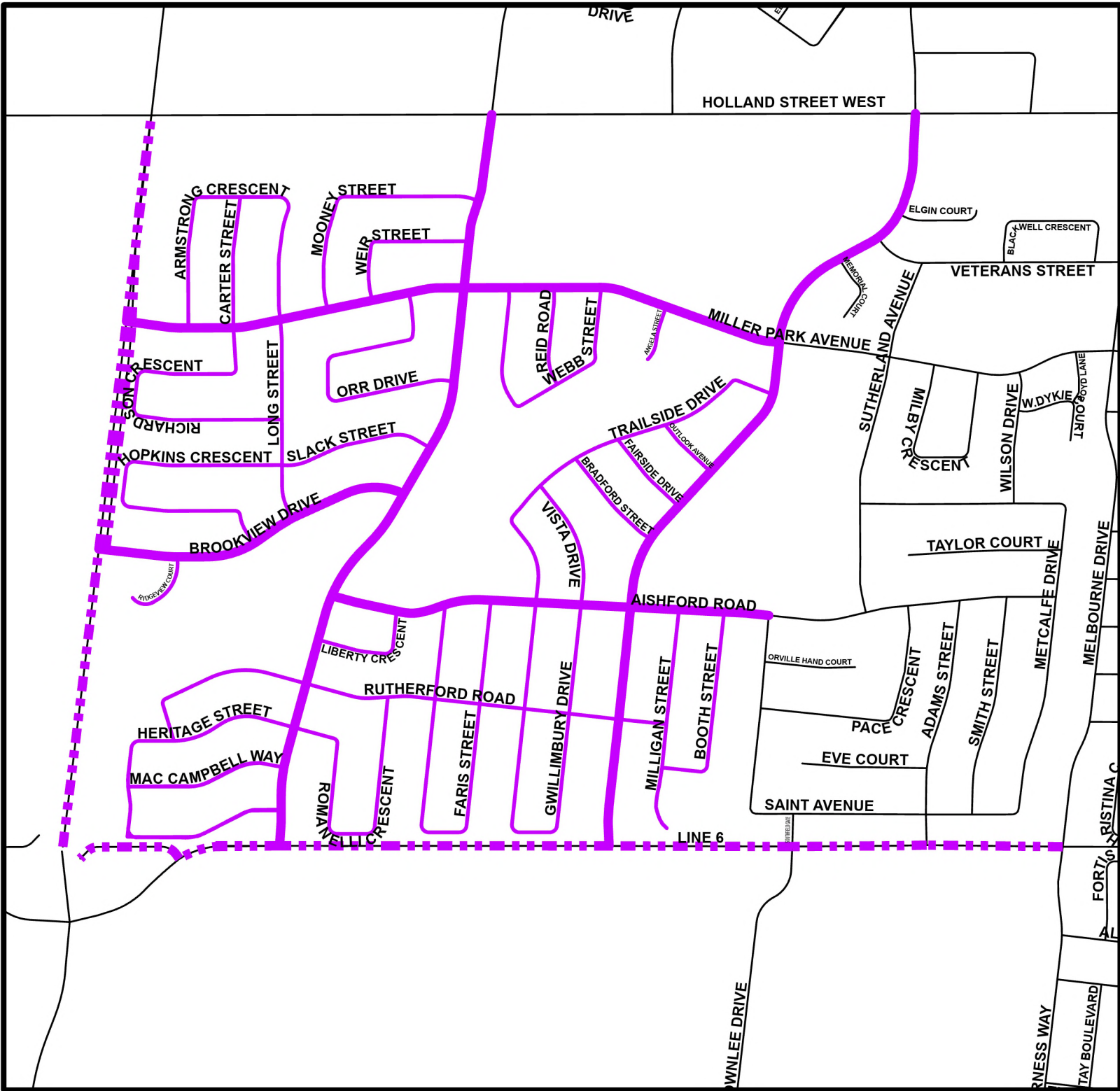
5 Trucks Plow Route 3

- ⋯ Route 3, Arterial
- Route 3, Collector
- Route 3, Local



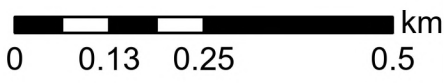
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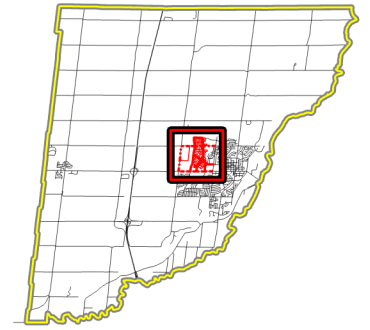
5 Trucks Plow Route 5

- Route 5, Arterial
- Route 5, Collector
- Route 5, Local



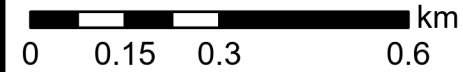
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6 Trucks Plow Route 1

- - - - - Route 1, Arterial
- Route 1, Collector
- Route 1, Local

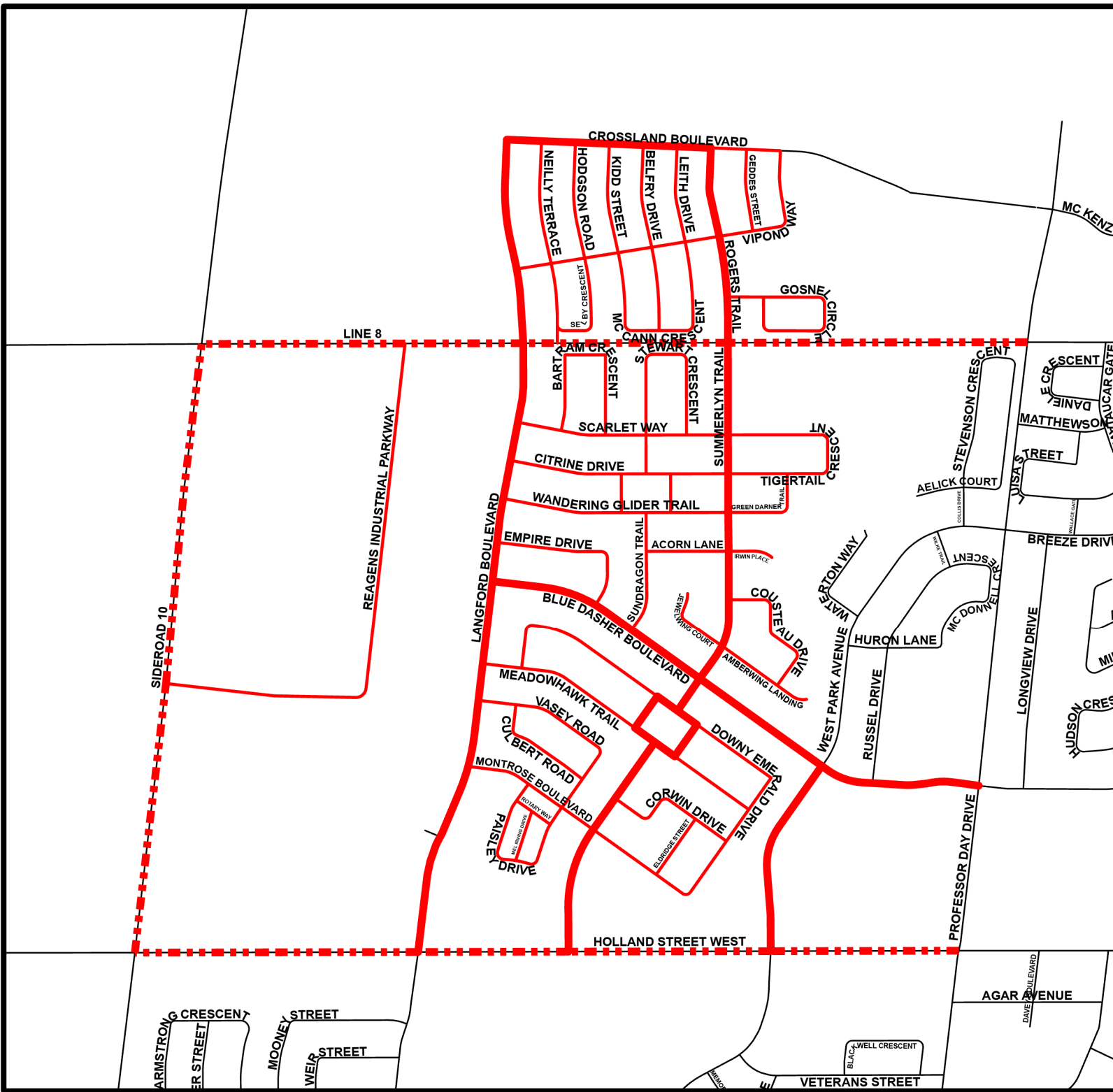


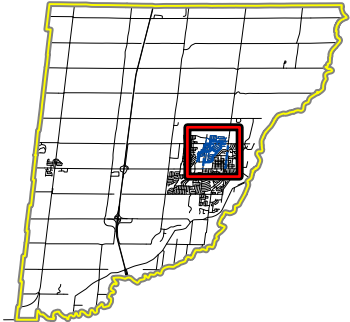
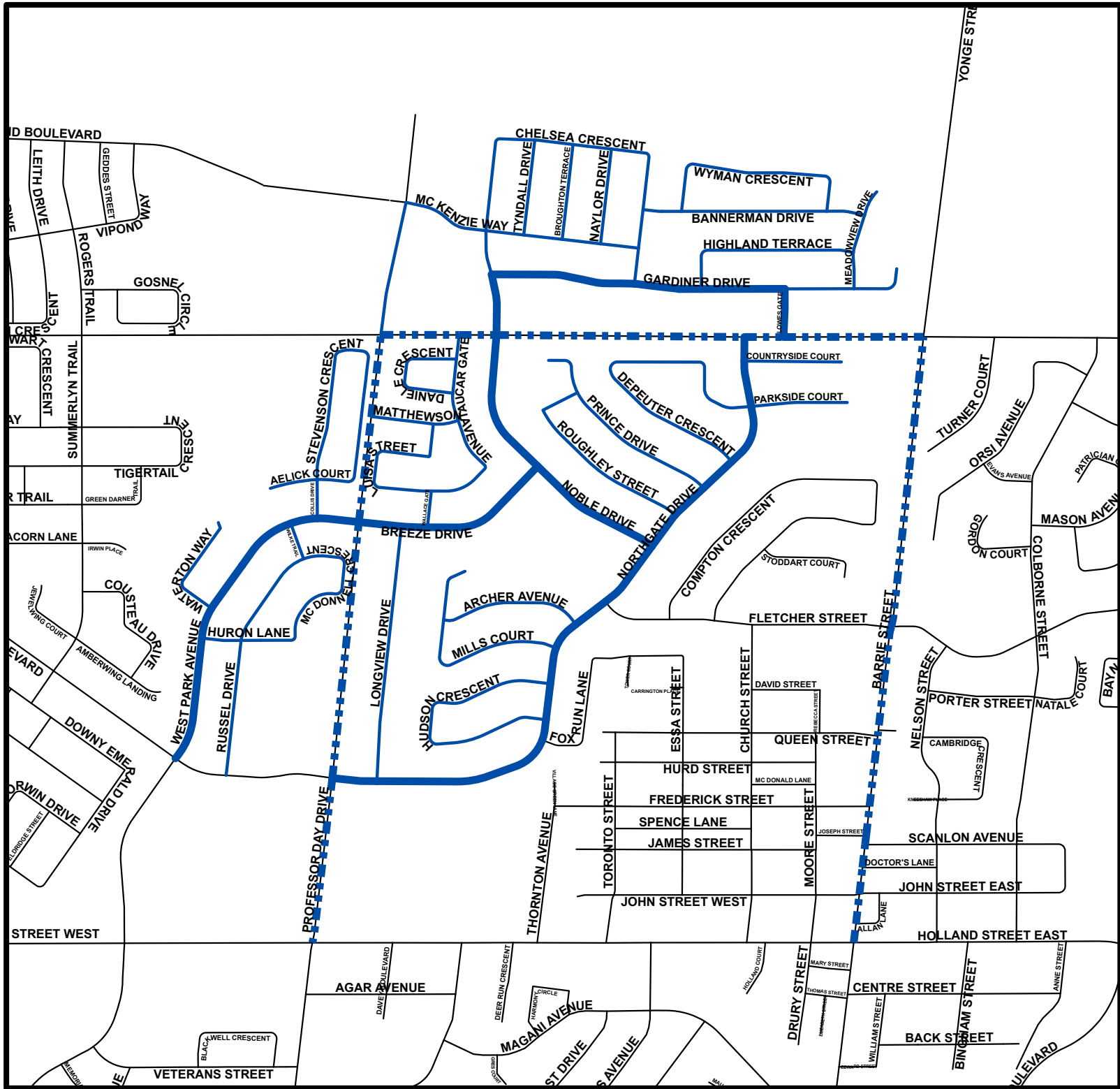
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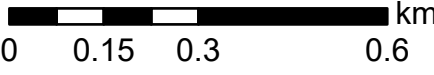
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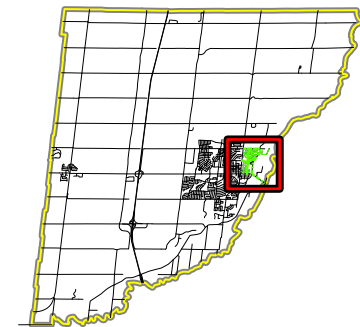
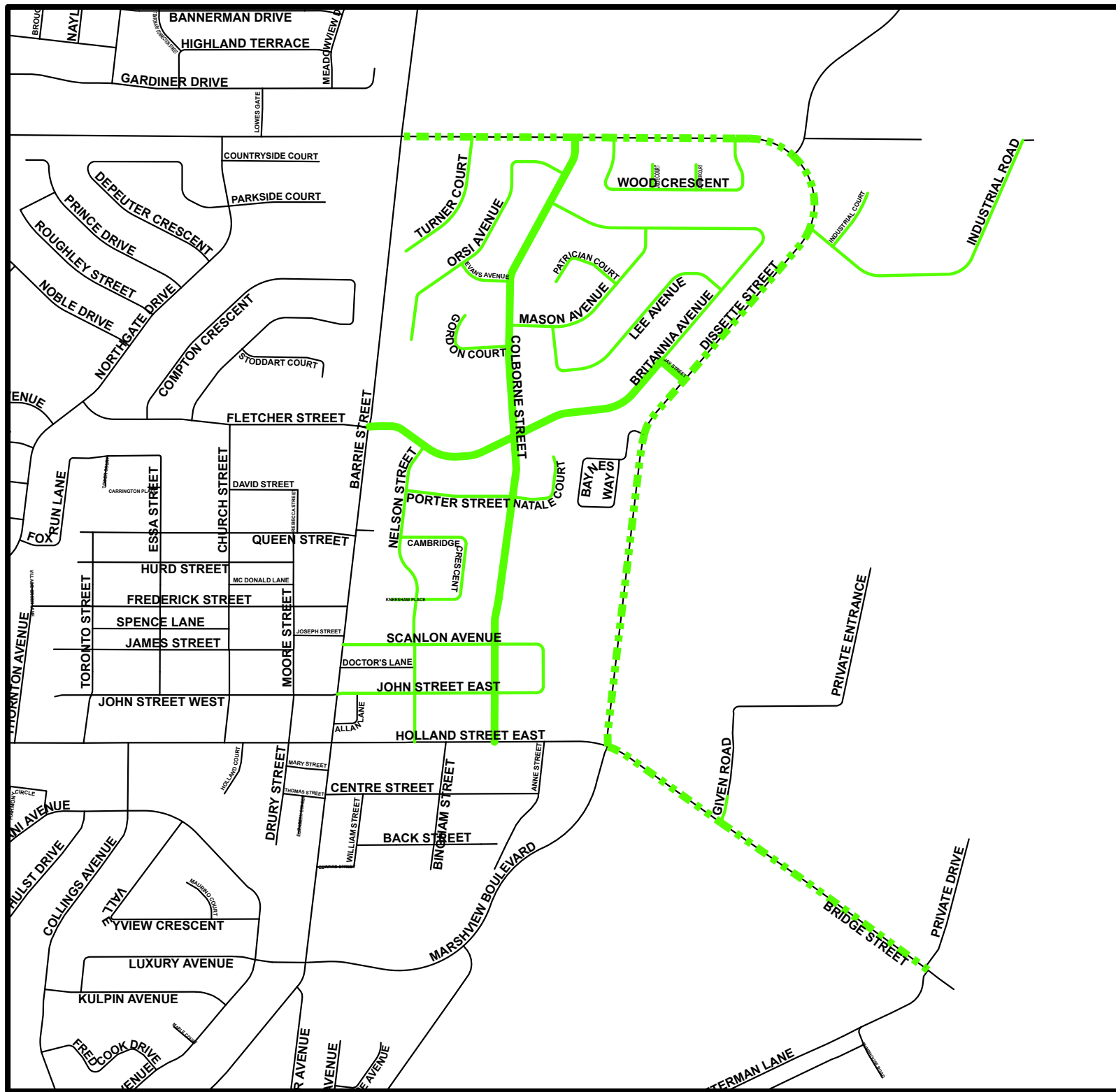
6 Trucks Plow Route 2

- Route 2, Arterial
- Route 2, Collector
- Route 2, Local



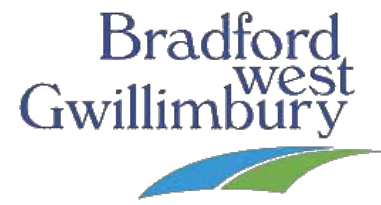
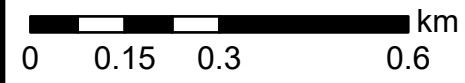
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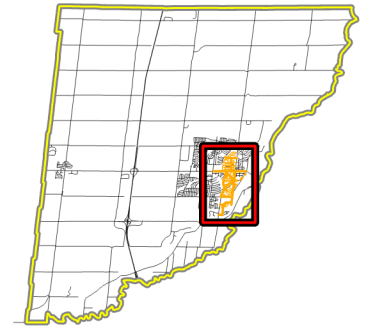
6 Trucks Plow Route 3

- - - - - Route 3, Arterial
- Route 3, Collector
- Route 3, Local



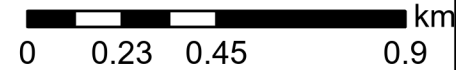
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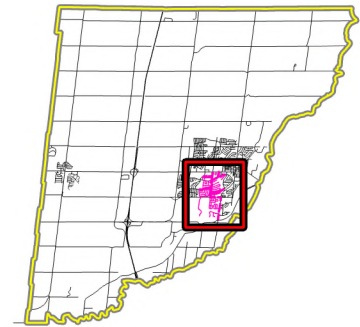
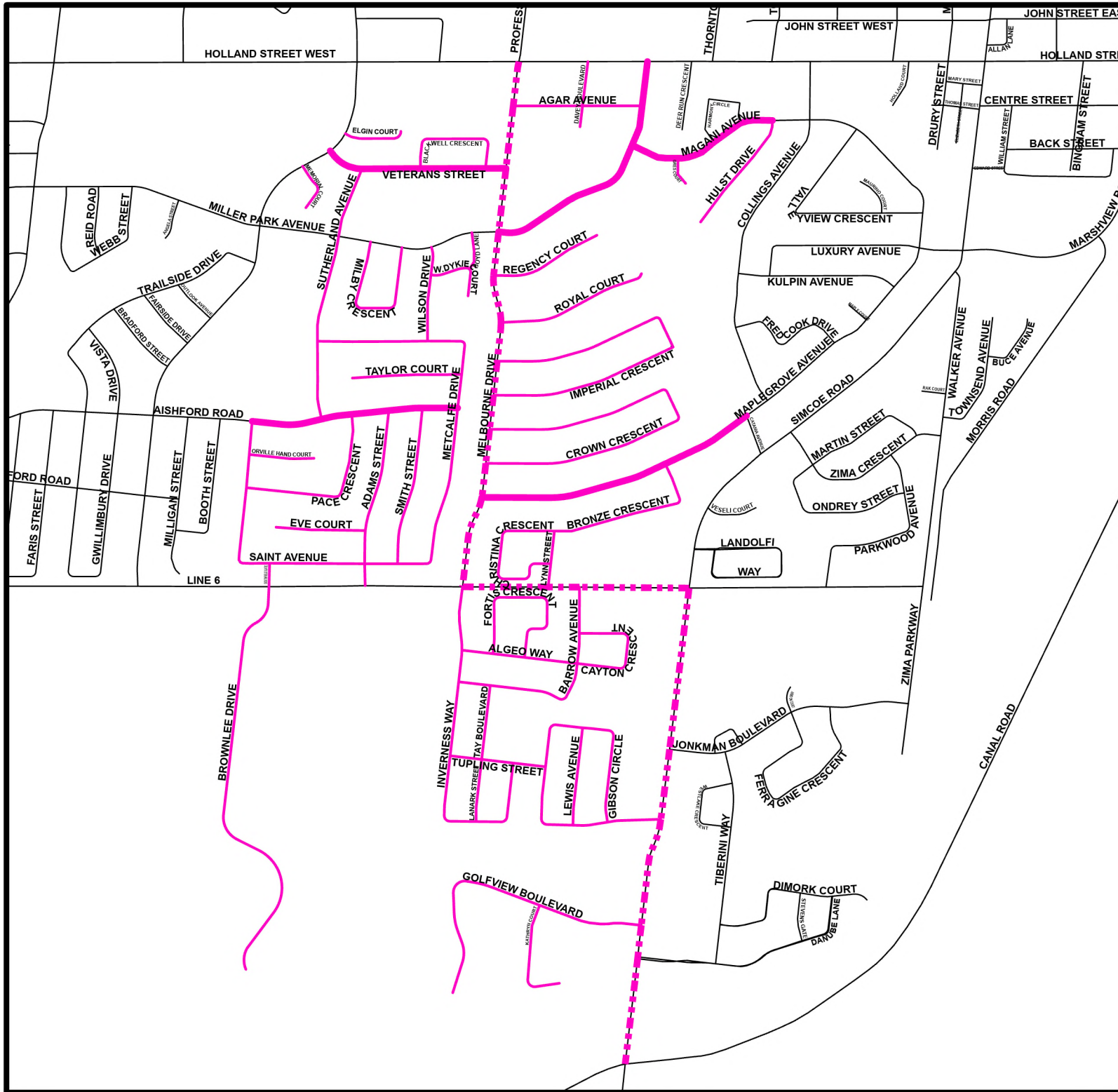
6 Trucks Plow Route 4

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- Route 4, Collector
- Route 4, Local



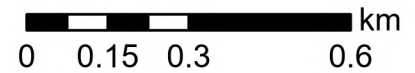
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6 Trucks Plow Route 5

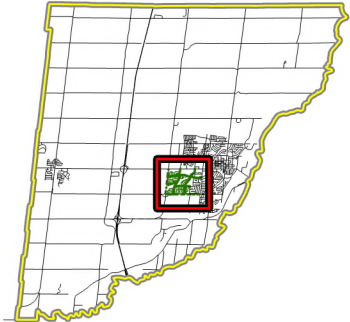
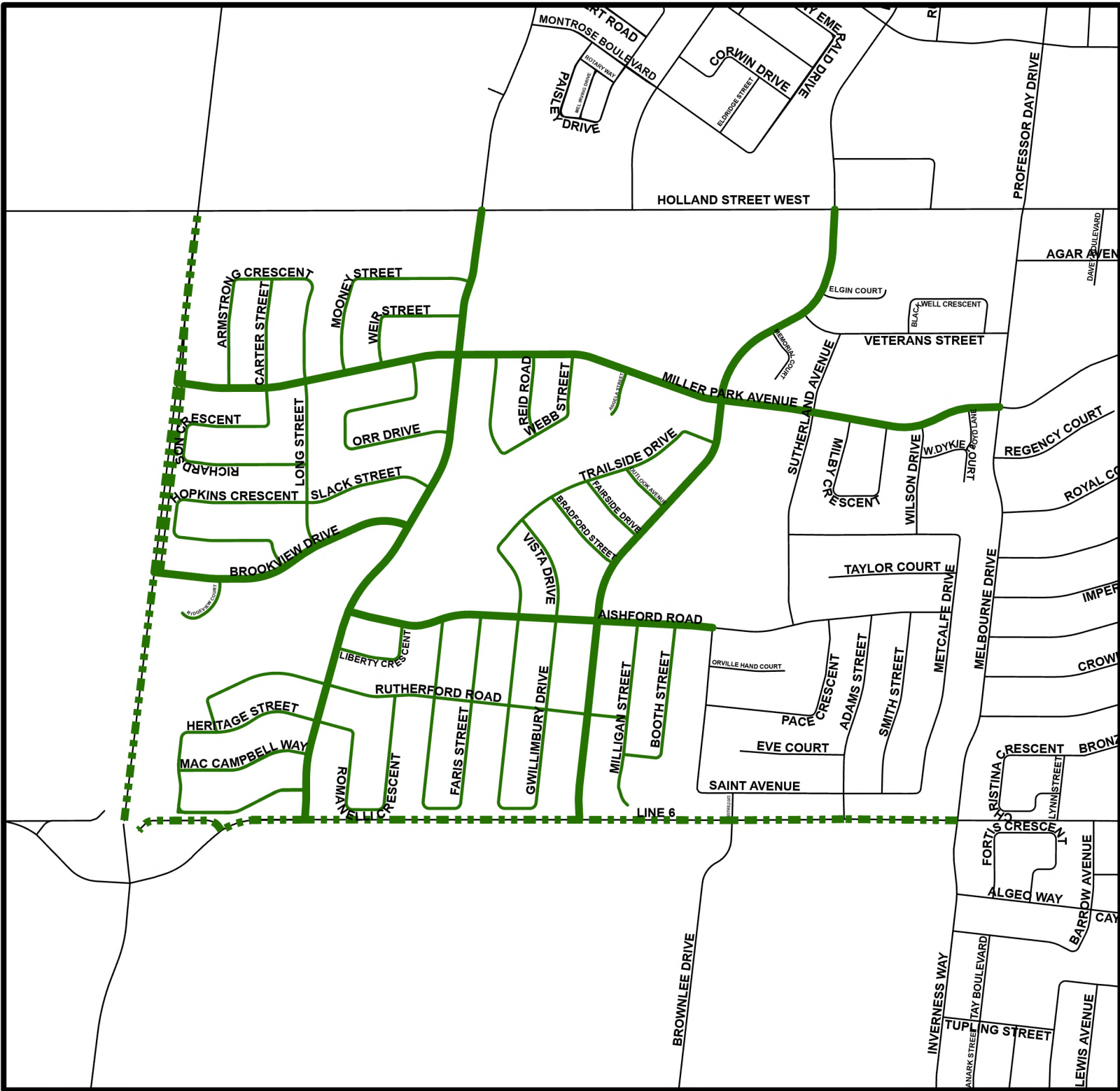
- - - - Route 5, Arterial
- Route 5, Collector
- Route 5, Local



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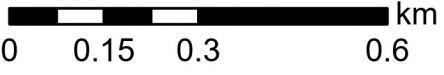
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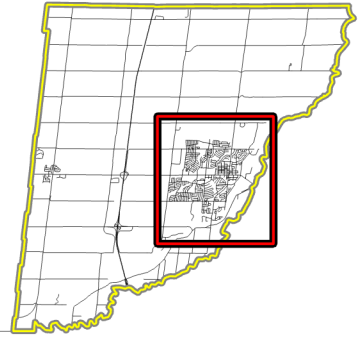
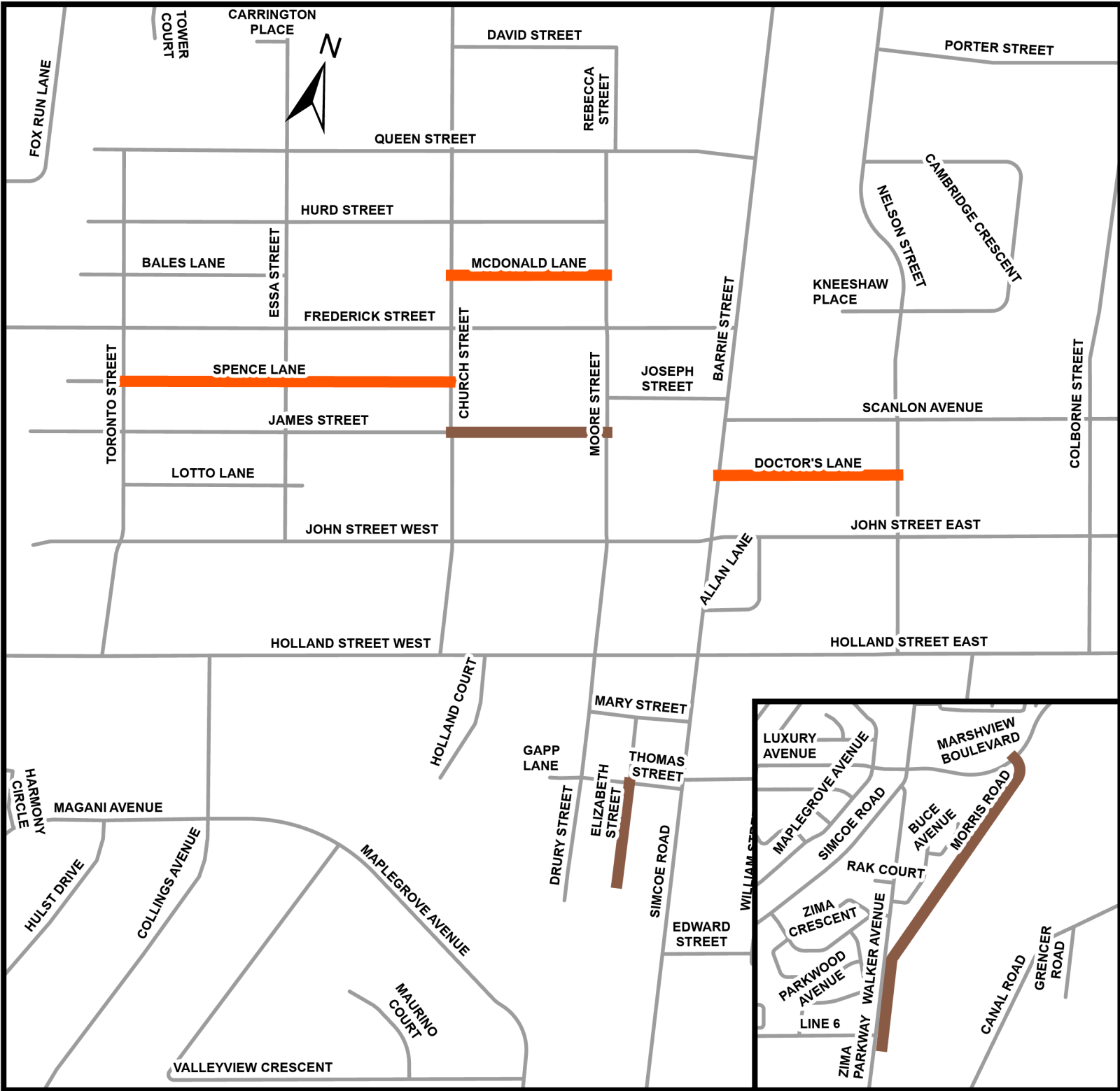
6 Trucks Plow Route 6

- Route 6, Arterial
- Route 6, Collector
- Route 6, Local
- Roads



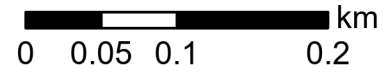
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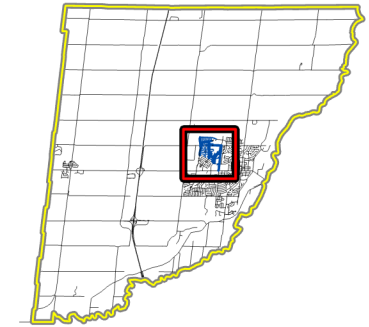
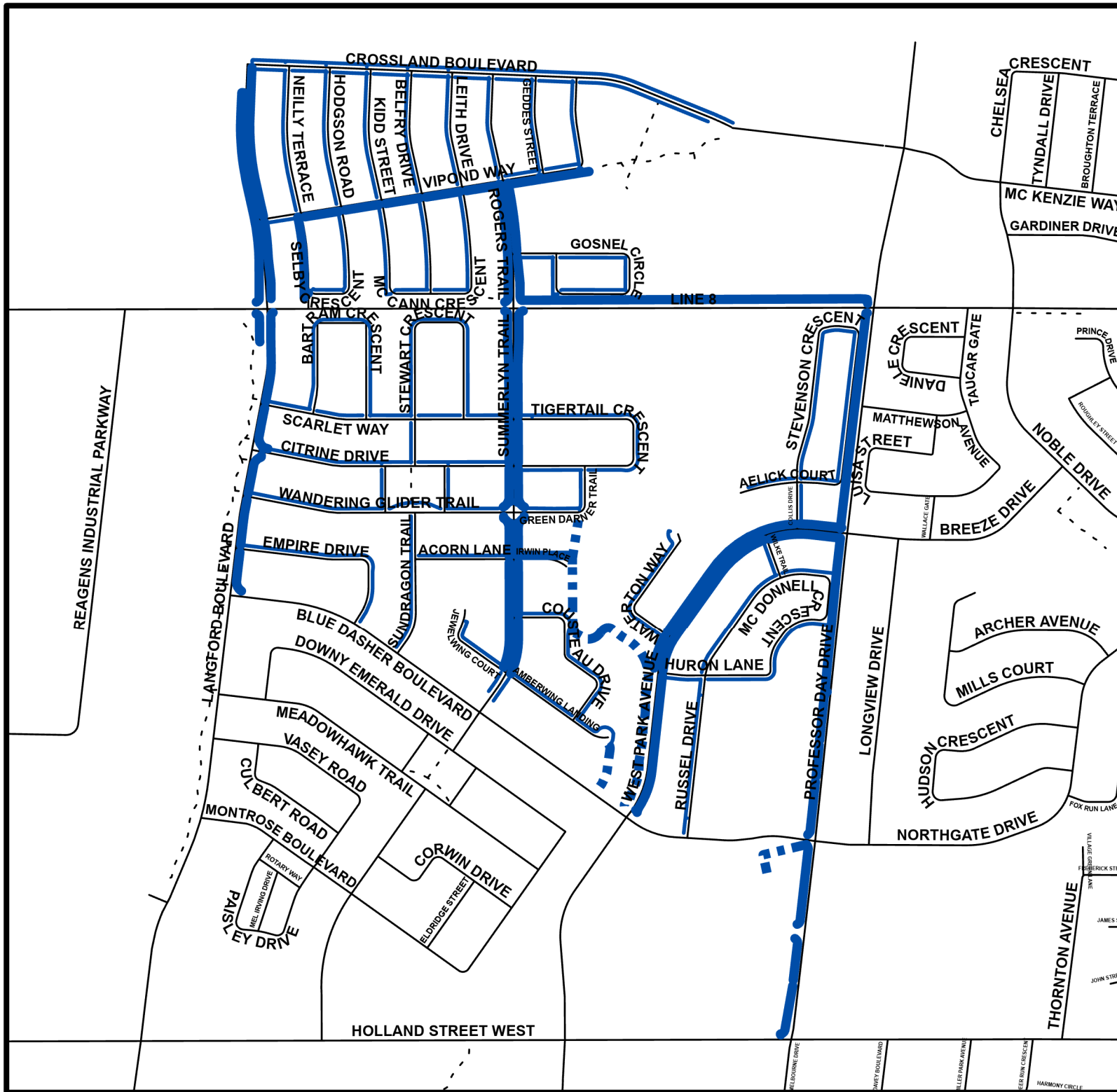


Laneway Plow Route

- Gravel
- Asphalt
- Roads

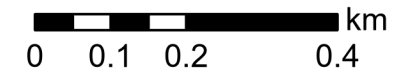


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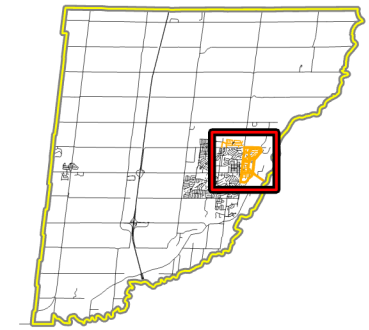
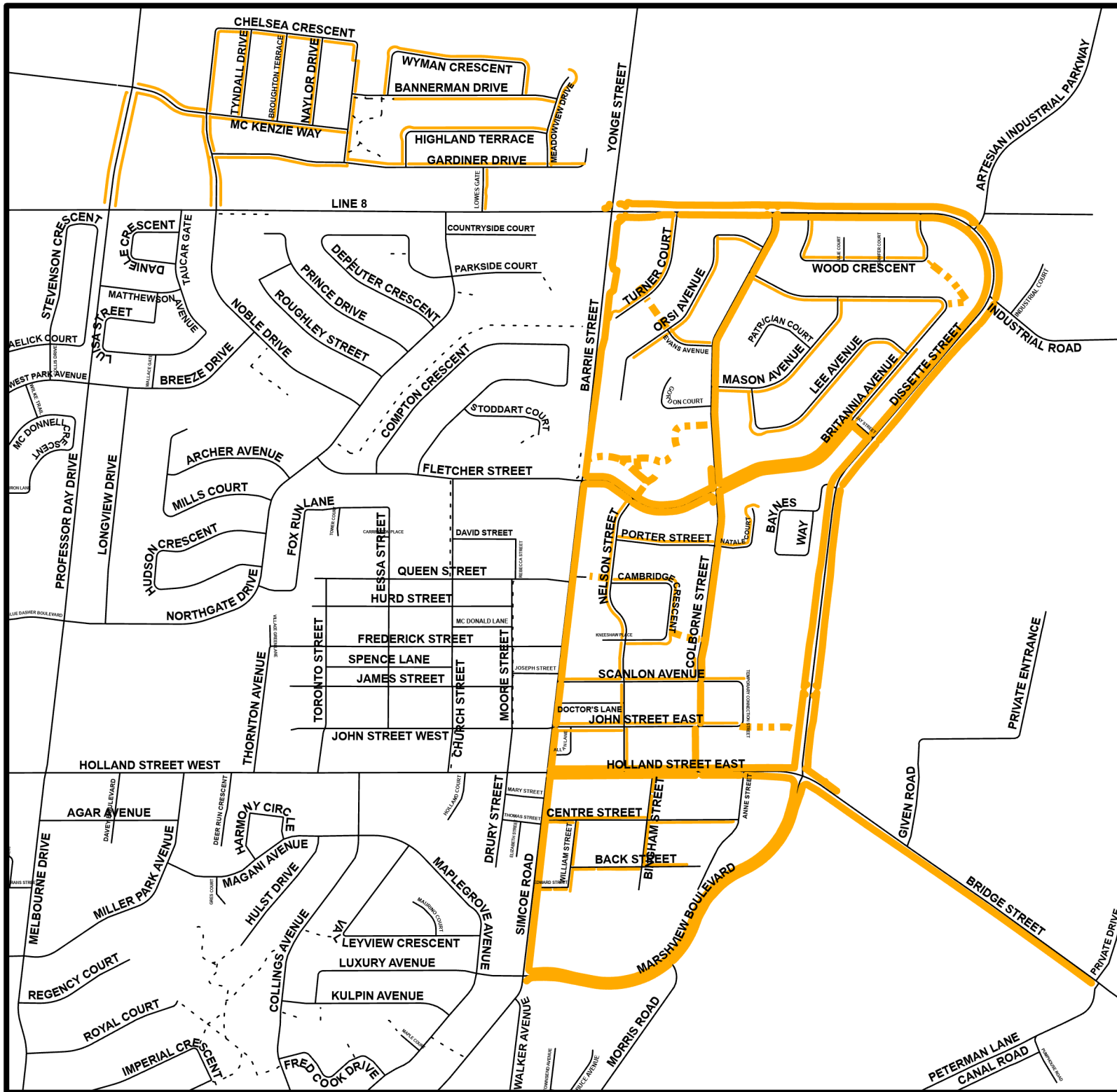
Sidewalk Plow Route 1

- Route 1, Primary
- Route 1, Secondary
- Route 1, Walkway
- No Associated Plow Routes







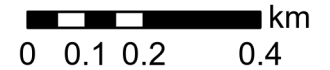
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Sidewalk Plow Route 3

-  Route 3, Primary
-  Route 3, Secondary
-  Route 3, Walkway
-  No Associated Plow Routes

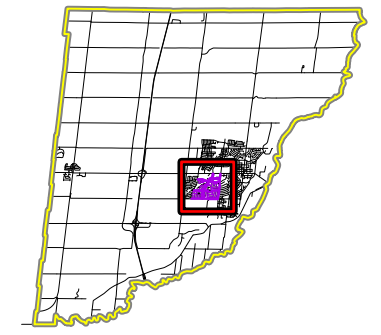
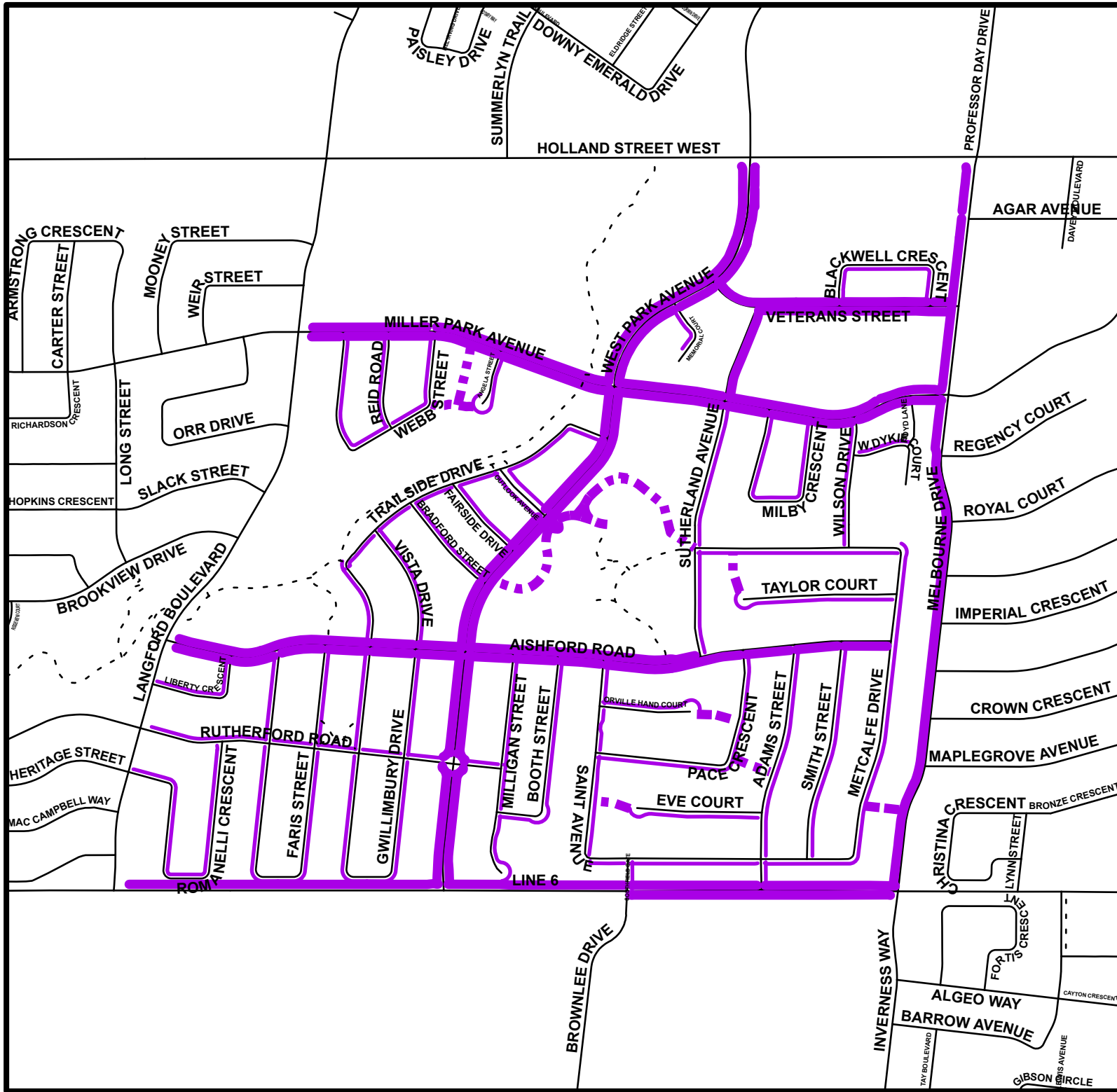


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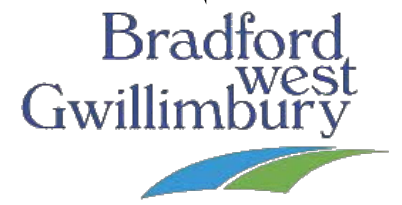
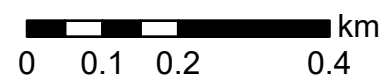
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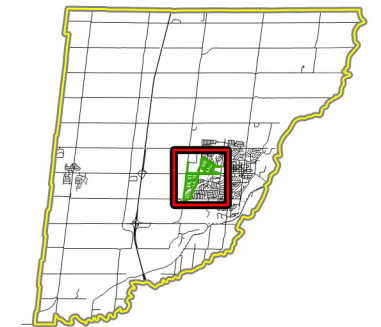
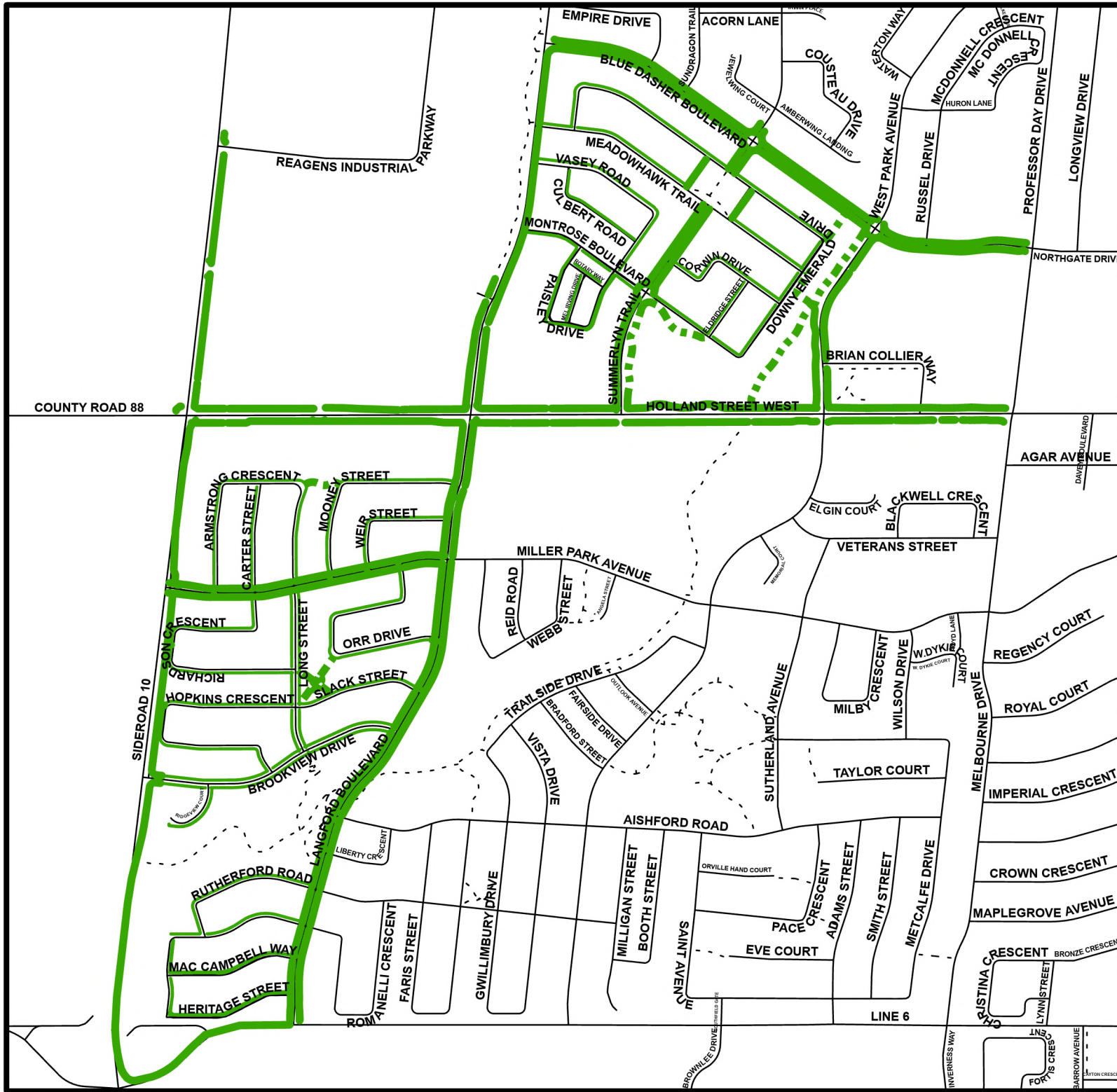
Sidewalk Plow Route 5

- Route 5, Primary
- Route 5, Secondary
- Route 5, Walkway
- No Associated Plow Routes



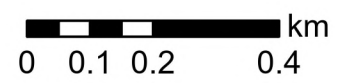
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WARNING! The information contained herein is compiled from other documentation and may contain errors, omission or inaccuracies. The Town of Bradford West Gwillimbury, its officers, employees and agents are not responsible for, and the users by accepting this document hereby waive as against the said Town, its officers, employees, agents, any claim for damages arising from or in any way related to any errors, omissions, misrepresentation or inaccuracies contained in this document whether due to negligence or otherwise. Any user is advised to verify all information and assume all risk in relying on the information contained hereon.



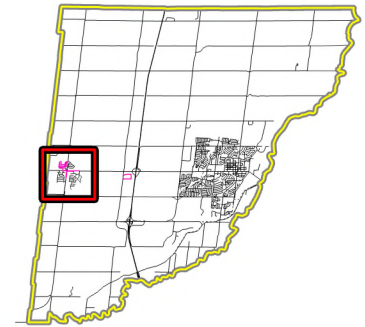
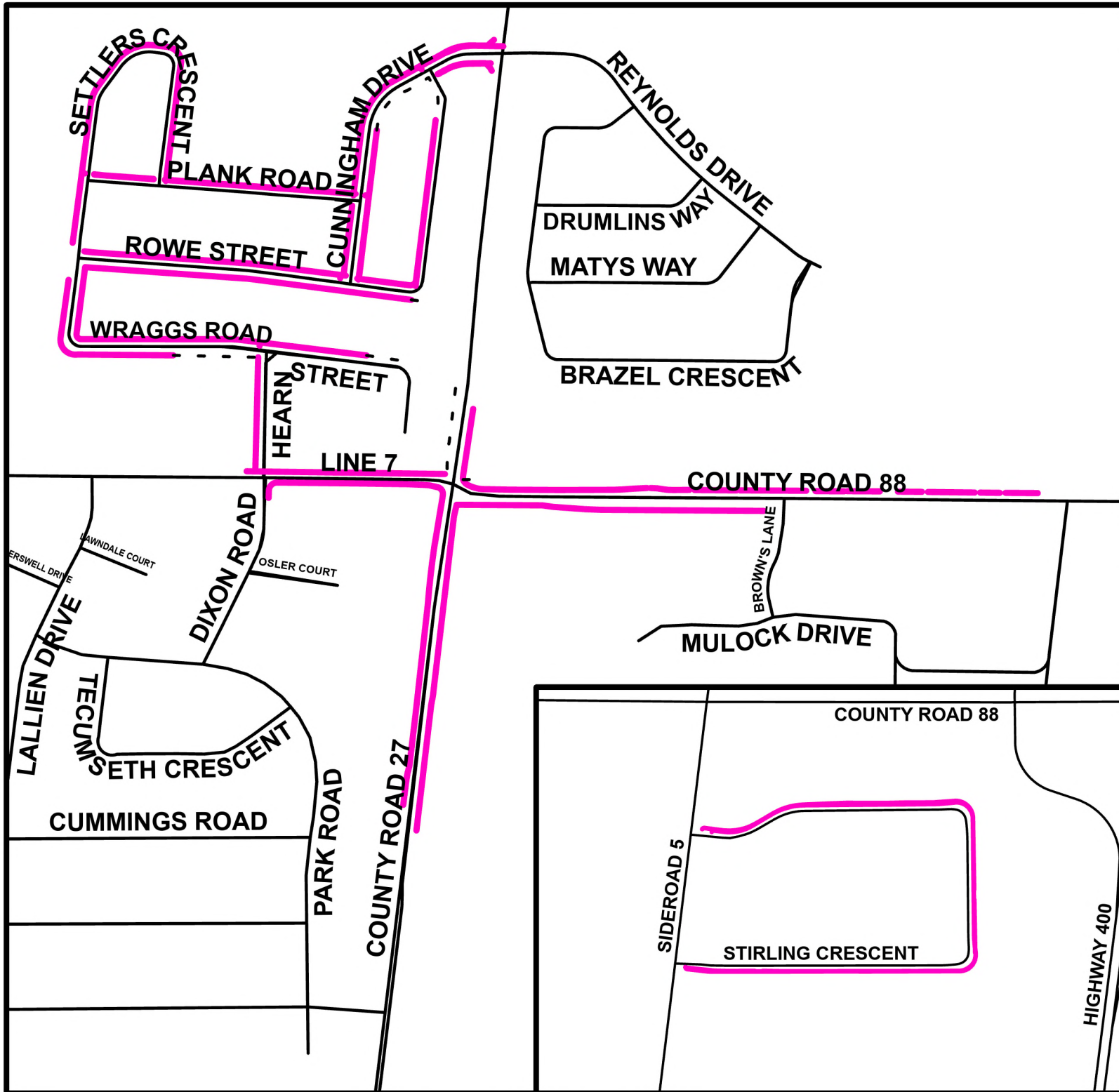
Sidewalk Plow Route 6

- Route 6, Primary
- Route 6, Secondary
- - - - Route 6, Walkway
- - - - No Associated Plow Routes



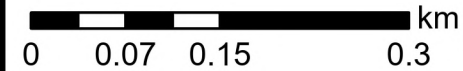
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Sidewalk Plow Route 7

- Route 7, Secondary
- - - No Associated Plow Routes



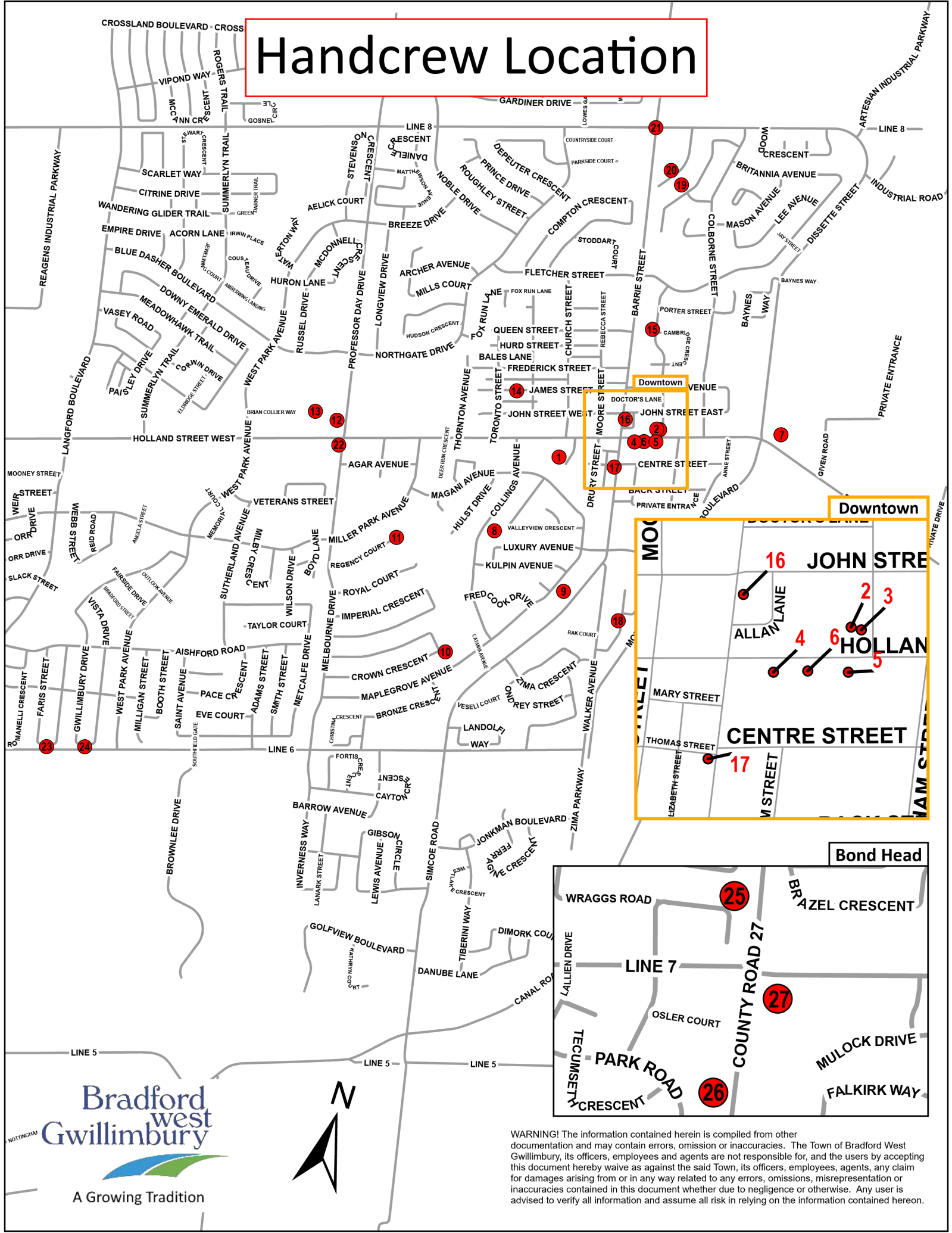
**Bradford
west
Gwillimbury**



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Handcrew Location



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ID	Location	Work Required
1	100 Holland Court	Shovelling the Front and Back Entrances
2	57 Holland Street E	Shovelling Court House Entrances
3	61 Holland Street E	Shovelling Treasury Entrances
4	26 Holland Street E	Shovelling Front Steps and Ramp
5	66 Holland Street E	Shovelling Front Steps
6	38 Holland Street E	Cleaning Around Streetlight
7	300 Holland Street E (GO Station)	Cleaning the Walkway to the Sidewalk
8	Valleyview Crescent to Collings Ave Walkway	Cleaning and Removing Snow in this Walkway
9	Simcoe Road to Maplegrove Avenue Walkway	Cleaning and Removing Snow in this Walkway
10	Crown Crescent Walkway to WH Day School	Shovelling around Post at the end of Trail
11	Regency Court Walkway	Cleaning and Removing Snow in this Walkway
12	70 Professor Day Drive (BDHS)	Cleaning Walkway from Parking Lot to PDD (North-East Corner)
13	425 Holland Street West (Library Parking Lot)	Cleaning Walkway from Library to High School
14	James Street Sidewalk	Cleaning and Removing Snow around Hydropoles
15	Nelson Street Walkway	Cleaning and Removing Snow in this Walkway
16	31 Barrie Street Walkway	Cleaning Connection to Sidewalk on Barrie Street
17	Thomas Street and Simcoe Road	Cleaning Sidewalk in the South-West Corner the Intersection
18	72 Townsend Avenue	Cleaning and Removing Snow around Streetlight
19	Orsi Avenue to Turner Court Walkway	Shovelling Stairs in this Walkway. Cleaning Walkway
20	Turner Court Walkway to No Frills Plaza	Shovelling Stairs in this Walkway. Cleaning Walkway
21	Line 8 and Barrie Street Crosswalks	Shovelling Crosswalks and Ramps
22	20 Melbourne Drive (Sobeys)	Shovelling Steps to Sobeys Parking Lot
23	Faris Street to Line 6 Walkway	Shovelling Sidewalk Connection in between Faris Street and Line 6
24	Gwillimbury Drive to Line 6 Walkway	Shovelling Sidewalk Connection in between Gwillimbury Drive and Line 6
25	56, 62, and 70 Hearn Street	Shovelling Sidewalk and Front Stairs on County Road 27
26	2892 County Road 27	Shovelling Sidewalk
27	2921 Hwy 27 - 4335 County Road 88	Shovelling Sidewalk

Appendix 4 – Media Release – Road Closure



A Growing Tradition

Road Closure

Date: _____

Time: _____

Media Release:

Due to severe winter weather, the South Simcoe Police advise that the following roads in the Town of Bradford West Gwillimbury are impassable due to drifting and blowing snow and have been closed to traffic.

Street Name	From	To

South Simcoe Police advise that these roads will remain closed until the storm subsides and driving conditions have improved.

Appendix 5 – Media Release – Severe Weather Advisory



A Growing Tradition

Severe Weather Advisory

Date: _____

Time: _____

Media Release:

Due to a severe winter storm, South Simcoe Police advise that many roads in the Town of Bradford West Gwillimbury are impassable due to drifting and blowing snow. South Simcoe Police advise that you do not drive until the storm subsides and driving conditions have improved.

Appendix 6 – Record of Training



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Record of Training

This statement certifies that the below named individual has successfully completed the in-house Winter Operations Training program as required by the Town of Bradford West Gwillimbury Winter Operations Plan.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service – policies, practices and procedures
- Identification of Plow Routes – including variations for year to year and issues identified along the route
- De-icing chemicals – application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

Employee Name _____

Employee Signature _____

Date _____

Trainer Signature _____

Supervisor Signature _____

Appendix 7 – Record of Training – Night Patroller



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Record of Training – Night Patroller

This certifies that _____ (employee name) has successfully completed the in-house Winter Operations – Night Patroller Training as required by the Town of Bradford West Gwillimbury Winter Operations Plan.

The Winter Operations – Night Patroller Training workshop includes the following modules:

- Weather monitoring and forecasting results including: Road Weather Information System, Value Added Meteorological Service, eutectic temperature, pavement temperature, dew point
- Winter Schedules
- Record Keeping
- Health and Safety
- Level of Service: policies, practices, and procedures
- Identification of Plow Routes – including variations for year to year and issues identified along the route
- De-icing chemicals – usage, application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Call-out procedures
- Emergency contacts
- Yard and Equipment Maintenance

Employee Name _____

Employee Signature _____

Date _____

Trainer Signature _____

Supervisor Signature _____

Appendix 8 – Significant Weather Event

Significant Weather Event

Under unusual circumstances and when severe weather poses a health and safety concern for the public, Town staff and other users of the road, the Town can declare a 'Significant Weather Event'. By declaring a significant weather event, the Town is not required to meet the minimum levels of service identified in this plan as a result of an ongoing, severe weather event. However, once declaring the end of a significant weather event, the level of service timeframes begins as per section 3.2 – Level of Service.

In order to determine if a declaration of a significant weather event is warranted, Town staff will carry out road patrols as set out in section 3.5 – Winter Patrol. In addition, continuous weather monitoring will be conducted leading up to the forecast of any weather event, as well as throughout the duration of an event as set out in section 3.6.9 – Weather Monitoring.

The warrant for declaring the start and end of a significant weather event will be at the discretion of the road patrollers or assigned designate, to determine if the conditions of the Town's road network and/or the severity of the event are such that it poses a health and safety concern for road users.

Under O. Reg 366/18, Section 16.9, and referenced under Section 3.6.9 – Weather Monitoring, the Town may declare the start and end of a significant weather event by:

1. By posting a notice on the Town's website and/or,
2. By making an announcement on a social media platform, such as Facebook or Twitter,
3. By sending a press release or similar communication to the internet, newspaper, radio or television media,
4. By notification through the Town's police service, and
5. By any other notification required in a by-law of the Town.

Once a significant weather event has been determined to be warranted by the Town's road patrollers, notification will immediately be sent to Senior Management, as well as the Town's Communications Officer for a public announcement. Throughout the duration of the significant weather event, road patrollers will monitor the weather conditions and provide updates to Senior Management. If conditions improve, at any time, the road patrollers can inform Senior Management and the Communications Officer that the declaration of the significant weather event has concluded.

During the duration of a significant weather event, winter maintenance services may be reduced, or postponed, and is dependant on the severity of the conditions of the Town's road network. Upon the conclusion of the significant weather event and following a

public announcement, winter maintenance services will resume in order to meet the level of service as identified in the Winter Operations Plan.

Appendix 9 – Pedestrian Connecting Links

Pedestrian Connecting Links – Sidewalks, Walkway, Paths and Trails

What are they, who maintains it and how is it signed?

The following information provides some oversight to identify and note the differences between sidewalks, paths and trails within Bradford West Gwillimbury. Classification of the non-vehicle system of the Town is guided by legislation in relation to occupancy, legal liability, maintenance and usage.

Classification of Travel System

	Description and/or Definition	Applicable Legislation	Applicable Maintenance by Town	Signage Requirements
Sidewalk	Within a right-of-way	O/Reg. 239/02 section(s) - "sidewalk" means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;	Transportation 24/7 - 365	None
Walkway	Connecting a sidewalk to sidewalk	Does not qualify under definition of sidewalk under regulation; <i>Occupiers Liability Act</i> Currently treated as a sidewalk in BWG	Summer: Facilities, Parks & Property, AND Transportation Winter: Transportation	None
Path	Within a municipal park or to a park	Does not qualify for definition of sidewalk under Ontario regulation; <i>Occupiers Liability Act</i>	Summer: Facilities, Parks & Property Winter: None	"No Winter Maintenance"
Trail	Any trail which does not fall with the above parameters; recreational trails paved and unpaved	<i>Occupiers Liability Act</i> – Public Notice is mandatory to qualify for classification. Applies to utility corridors, unopened road allowances, recreational trails reasonably marked by notice as such;	Summer: Facilities, Parks & Property Winter: None	Existing Signage in place: "No Winter Maintenance" *see below

* - During Winter Months, residents are advised to use caution when using the Trails within parks as they are not maintained during that period.

Identification of all Sidewalks, Walkways, Paths and Trails

Name of Roadway/Area	Description From/To	Classification	Civic Address, if applicable
Northwest Quadrant			
Crossland Boulevard	End crossing down to Vipond Way in park	Path	251 Crossland Boulevard
Line 8	From Rogers Trail to McCann Street	Trail	n/a
Line 8	From Rogers Trail to east end of Gosnel Circle	Trail	n/a
Langford Boulevard	From Line 8 south to Holland Street West	Trail	n/a
Park	Citrine drive/Wandering Glider Trail – North to South	Walkway	n/a
Northerly West Park Ave Trail	From Green Darner Trail to Cousteau Drive northerly end	Walkway	n/a
Northerly West Park Ave Trail	From Cousteau Drive south to West Park Avenue	Walkway	n/a
Summerlyn Parkette North	60 Wandering Glider Trail – north to south	Walkway	60 Wandering Trail
Summerlyn Parkette South	100 Meadowhawk Trail – north to south	Walkway	100 Meadowhawk Trail

Walkway – Downy Emerald Drive	north to Amberwing landing – east side	Walkway	n/a
Walkway – Downy Emerald Drive	south east to West Park Avenue	Walkway	n/a
Summerlyn Storm Pond	East side of Summerlyn north from Holland St W to Downey Emerald Drive east	Trail	33 Summerlyn Trail
West Park Storm Pond	East of pond from Holland St W north through Blue Dasher Blvd north to Cousteau Drive	Walkway	404 West Park Avenue
Continued from above	Northerly from Cousteau Drive through Irwin Place and Green Darner trail	Walkway	n/a
Library and Leisure Centre Properties	Pedestrian path leading along Brian Collier Way and along entrances; path up to Bradford High School	NEEDS REVIEW – See contract	Brian Collier Way; 471 West Park Avenue and 425 Holland Street West
Joe Magani Park	Within park	NEEDS REVIEW – see contract	3473 Line 11
Henderson Park	Within park	NEEDS REVIEW	3171 Line 9
Path	Line 10 and County Road 27 Intersection	Path	
Northeast Quadrant			
Rose Garden Park	Within park	NEEDS REVIEW – see contract	159 Queen Street
Veterans Park	Entire park	Path	112 Gardiner Drive
Line 8	East of Noble south side along entire property	Sidewalk	2659 Line 8
Line 8	Just west of Barrie Street to Countryside Court	Walkway	n/a
Park	From DePeuter Crescent	Path	31 dePeuter Crescent
Walkway – dePeuter crescent	To Prince Drive; to Roughley Street; to Noble Drive	Walkway – all	n/a
Vehicle entrance	From Noble Drive to water tower property	Path	33 Noble Drive
Hydro Corridor	From Breeze Drive to Northgate Drive – north to south	Walkway	Part of 33 Noble Drive
Walkway	Hydro Corridor from Mills Court to Longview Drive to Professor Drive	Walkway	Part of 33 Noble Drive
Path	From Matthewson Avenue to northern end of Matthewson and Daniele Court to Line 8	Path	116, 128, 142 Taucar Gate
Walkway	From Hudson Crescent to Northgate Drive	Walkway	n/a
Walkway	Fox Run Lane to Hurd Street	Walkway	N/a
Walkway	From Fox Run Lane to Fletcher Street – west side and east side	Walkway	n/a
Walkway	From Compton Crescent through greenspace to north and exits at Northgate Drive and Parkside Court	Walkway	296 Barrie Street
Trail	From Compton Crescent through greenspace to south exit at Northgate Drive	Trail	296 Barrie Street
Jackson Park	Entrance from Stoddart Court	Path	21 Stoddart Court
Walkway	From No Frills Plaza to Turner Court and Orsi Avenue and Turner Court to Barrie Street	Walkway	Near 305 Barrie Street
Legion Park	Through property from Wood Crescent along entrance from Britannia Avenue	Walkway	122 Wood Crescent
Lions Park	Through Lions Park from Barrie Street, Britannia Ave and Colborne	Walkway	226 Colborne Street
Walkway	From Cambridge Crescent to Colborne Street	Walkway	n/a
Walkway	From Nelson Street to Barrie Street	Walkway	n/a
Walkway	East side of John St. E. to Dissette Street	Walkway	n/a
Southeast Quadrant			

Walkway	Simcoe Road to Maplegrove Avenue just north of Maple Crescent	Walkway	n/a
Luxury Park	From Maple Crescent, from Kulpin Ave, from Collings Ave, from Fred Cook Dr, to park	Path	140 Kulpin Avenue
Walkways	Within the medical centre and parking lot	NEEDS REVIEW – see contract	100 Holland Court
Walkway	From Valleyview Crescent to Collings Avenue	Walkway	n/a
Rotary Park	Within entire park	NEEDS REVIEW – see contract	300 Holland Court
Fuller Heights Park	Private properties (schools, etc)	Remove all pedestrian systems	n/a
Fuller Heights Park - Starting from south end at Maplegrove Avenue	From Crown Crescent south to school	Walkway	
Fuller Heights Park	From Crown Crescent north to connecting link	Path to property line	
Fuller Heights Park	From Imperial Crescent east to connecting link	Path along property line	
Fuller Heights Park	From Imperial Crescent north to connecting link	Path	
Fuller Heights Park	From Royal Court	Path	
Fuller Heights Park	From Regency Court to school property	Walkway to property line	Near 151 Miller Park Avenue
Fuller Heights Park	From Hulst Drive		
Fuller Heights Park	From Collings Avenue north end	Path	132 Collings Avenue
Fuller Heights Park	From Collings Avenue south end	Path – check property lines	into 410 Maplegrove Ave
Trail	From Simcoe Road south to private property mark	Trail – remove all trail on private property side	415 Simcoe Road
Walkway	From Ondrey Street south to Parkwood Avenue	Walkway	n/a
Walkway	From Parkwood Avenue to Walker Avenue	Walkway	n/a
Taylor Park	From Walker Avenue to Parkwood Avenue	Path	400 Walker Avenue
Walkway	Barrow Avenue to Gibson Circle	Walkway	Walkway
Trail	Gibson Circle to Simcoe Road along south end of storm pond	Trail	117 Gibson Circle
Correction/addition	Simcoe Road at Canal Road	Sidewalk to end of road	n/a
Bridge Street	At border to East Gwillimbury	Walkway – but not maintained in winter	n/a
Southwest Quadrant			
Walkway	Melbourne Drive to Metcalfe Drive	Walkway	n/a
Walkway	Adams Street to Pace Crescent	Walkway	n/a
Walkway	Pace Crescent to Orville Hand Court	Walkway	n/a
Walkway	Eve Court to Saint Avenue	Walkway	n/a
Walkway	Taylor Court to Metcalfe Drive	Walkway	n/a
Kuzmich Park	Forested portion of Kuzmich Park – 143 West Park Avenue	Trail	70 Aishford Road
Kuzmich Park	Within park including loop at Outlook intersection	Walkway	143 West Park Avenue
Grand Central Parkette	Within park – Farris and Gwillimbury at Rutherford	Walkway	n/a
Brookfield Park	From Armstrong Crescent to Mooney Street	Walkway	102 Mooney Street
Westbrook Parkette	Within Park	Walkway	93 Long Street
Grand Central Valley Trail	From Holland Street W to Miller Park, further down to Aishford and Langford Blvd	Trail	n/a

Trail	From Aishford Road around south end of storm pond to Langford Blvd	Trail	n/a
Path	Line 5 Interchange	Path	n/a
Walkway	Within Park	Walkway	595 Miller Park Avenue
Trail	Cummings Road to Tecumseth Crescent	Trail	n/a

Appendix 10 – Winter Maintenance Log Forms



Maintenance Log – Front Sheet
2023-2024
Transportation

Name: _____

Date: _____

Yard Site: 75 Melbourne Drive 3541 Line 11

Job Description	Equipment	Start	Finish

Total On Duty @ Reg

Overtime

Job Description	Equipment	Rate		Start	Finish
		1.5	2		
		1.5	2		
		1.5	2		
		1.5	2		

Total On Duty @ 1.5

Total On Duty @ 2

Noted Maintenance Issues (**Weather Forecast**)

On Call

On Call Weekend

Pager

Total Driving Time (_____) Total On Duty _____ + Total Off Duty _____ = 24 Hours

Supervisor Approval _____



Maintenance Log – Urban Routes
2023-2024
Transportation

Daily Load	Mix	Salt

Prime Route	
5 Truck	
Urban 1	
Urban 2	
Urban 3	
Urban 4	
Urban 5	
6 Truck	
Urban 1	
Urban 2	
Urban 3	
Urban 4	
Urban 5	
Urban 6	
Sidewalk	
SW 1	
SW 2	
SW 3	
SW 4	
SW 5	
SW 6	
SW 7	

Assisted Route	
5 Truck	
Urban 1	
Urban 2	
Urban 3	
Urban 4	
Urban 5	
6 Truck	
Urban 1	
Urban 2	
Urban 3	
Urban 4	
Urban 5	
Urban 6	
Sidewalk	
SW 1	
SW 2	
SW 3	
SW 4	
SW 5	
SW 6	
SW 7	

Connector Links	
Barrie St.	
Holland St. E	
Holland St. W	
Line 8 - 10th to Barrie	
Line 8 & Dissette St.	
Sideroad 10	
Simcoe Rd.	

NOTES:



Maintenance Log – Hand Crew

2025-2026

Transportation

ID	Location	Cleared	Salted
1	100 Holland Crt. - Front and Back Entrances		
2	57 Holland St. E - Court House Entrances		
3	61 Holland St. E - Treasury Entrances		
4	26 Holland St. E - Front Steps and Ramp		
5	66 Holland St. E - Around Fire Hydrant / Streetlight		
6	38 Holland St. E - Around Street Light		
7	300 Holland St E – Connection to GO lot		
8	Valleyview Cres. to Collings Ave. Walkway - Entire Walkway		
9	Simcoe Rd. to Maplegrove Ave. Walkway - Entire Walkway		
10	Crown Cres. Walkway to WH Day School - Clean Post at End		
11	Regency Crt. Walkway - Entire Walkway		
12	70 Professor Day Drive (BDHS) – Parking lot to PDD walkway		
13	425 Holland St. West (Library Parking Lot) - Walkway from Library to High School		
14	James St. Sidewalk - Around Hydro Poles		
15	Nelson St. Walkway - Entire Walkway		
16	31 Barrie St. Walkway - Connection to Sidewalk of Barrie St.		
17	Thomas Street and Simcoe – SW corner of intersection		
18	72 Townsend Ave. - Around Streetlight		
19	Orsi Ave. to Turner Crt. Walkway - Entire Walkway		
20	Turner Crt. Walkway to No Frills Plaza - Entire Walkway		
21	Line 8 and Barrie St – NW corner		
22	20 Melbourne Dr. (Sobeys) - Staircase to Sobeys Parking Lot		
23	Faris St to Line 6 Walkway		
24	Gwillimbury Drive to Line 6 Walkway		
25	56, 62, and 70 Hearn St. - Front Stairs on County Road 27		
26	2892 County Road 27 - Sidewalk		
27	2921 Hwy 27 - 4335 County Road 88 - Sidewalk		