

Section: Public Works	Policy Number: 4.7
Policy: Significant Weather Policy	Effective Date: November 17, 2020
Date Last Revised: November 17, 2020	Current revision Date: November 17, 2020



Purpose

The purpose of this policy is to establish a protocol for the declaration of a “Significant Weather Event” as defined in the Minimum Maintenance Standards for Municipal Highways (the “Maintenance Standards”) from Ontario Regulation 239/02 under the *Municipal Act, 2001*, S.O. 2001 c. 25. Declaring a Significant Weather Event deems all roadways and/or sidewalks in the Town of Minto in a state of repair with respect to snow accumulation and/or ice conditions such that it may take longer for the Public Works Department to achieve the Maintenance Standards. The Town of Minto will maintain the roadways and/or sidewalks as per the levels of service identified in the Maintenance Standards with respect to snow accumulation and/or ice conditions once the Significant Weather Event has ended.

Authority

Section 4.1 of Ontario Regulation 239/02 under the *Municipal Act, 2001*, S.O. 2001 c. 25, provides the authority for the Town of Minto to declare a Significant Weather Event. A Significant Weather Event may be declared at the discretion of the Roads and Drainage Manager, the Chief Administrative Officer, or their designates (the “Authorized Staff”).

Policy Statement

Public safety is of the utmost importance to the Council and staff of the Town of Minto. For various reasons, it may be necessary to declare a Significant Weather Event to assist the municipality in meeting its obligations under the Minimum Maintenance Standards.

Procedures for the Significant Weather Event

A Significant Weather Event may be declared in response to the following weather conditions:

- Significant snow accumulation on roadways and/or sidewalks during a twenty-four (24) hour period
- Ice formations on roadways and/or sidewalks that occurs with little to no warning
- Cold temperature when de-icing operations will not be effective.

If a Significant Weather Event is declared, the Town of Minto will continue to monitor the weather and will declare the end of the Significant Weather Event as soon as practicable after the relevant weather conditions have ceased.

The factors that will be considered when declaring a Significant Weather Event include, but are not limited to: an Environment Canada Public Weather Alert for an approaching or

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occurring weather hazard as defined by Environment Canada or a declaration of a significant weather event by the County of Wellington.

Declarations are likely to arise as a result of the following weather conditions:

Weather Alert:	Definition:
Blizzard Warning	When winds of 40 km/hr or greater are expected to cause widespread reductions in visibility to 400 metres or less, due to blowing snow, or blowing snow in combination with falling snow, for at least four (4) hours.
Blowing Snow Advisory	When blowing snow, caused by winds of at least 30 km/h, is expected to reduce visibility to 800 metres or less for at least three (3) hours.
Flash Freeze Warning	When significant ice is expected to form on roads, sidewalks or other surfaces over much of a region because of the freezing of residual water from either melted snow or falling/fallen rain due to a rapid drop in temperatures.
Freezing Drizzle Advisory	When a period of freezing drizzle is expected for at least eight (8) hours.
Freezing Rain Warning	When freezing rain is expected to pose a hazard to transportation or property; Or when freezing rain is expected for at least two (2) hours.
Snowfall Warning	When 15 cm or more of snow falls within twelve (12) hours or less.
Snow Squall Warning	Localized, intense snowfall producing snowfall amounts of 15cm or more in twelve (12) hours or less; and/or Reduced visibility (less than 400 metres) caused by heavy snow with or without blowing snow for three (3) hours or more.
Winter Storm Warning	When severe and potentially dangerous winter weather conditions are expected, including: A major snowfall (25 cm or more within a twenty-four (24) hour period); and a significant snowfall (snowfall warning criteria amounts) combined with other cold weather precipitation types such as: freezing rain, strong winds, blowing snow and/or extreme cold.

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A Significant Weather Event may otherwise be declared as a result of any other factor deemed relevant by Authorized Staff.

The declaration of the beginning of a Significant Weather Event shall be made to the public through one or more of the following:

- By posting a notice on the municipal website.
- By making an announcement on the municipal social media platforms.
- By notification through the Ontario Provincial Police.
- By news release to the local radio station

Snow Accumulation – Roadways

If a Significant Weather Event is declared relating to snow accumulation, the standard for addressing snow accumulation on roadways until the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Maintenance Standard; and
- If deemed practicable by Authorized Staff to deploy resources to address snow accumulation on roadways, starting from the time that the Authorized Staff deems it appropriate to do so.

If a Significant Weather Event is declared, all Town roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until forty-eight (48) hours following the declaration of the end of the Significant Weather Event.

Following the end of the weather hazard in respect of which a Significant Weather Event was declared, the Authorized Staff shall,

- Declare the end of the Significant Weather Event when it is appropriate to do so; and
- Address snow accumulation on roadways in accordance with the Maintenance Standards.

Ice Conditions – Roadways

If a Significant Weather Event is declared relating to ice conditions, the standard for addressing ice conditions on roadways until the declaration of the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Maintenance Standards; and
- If deemed practicable by the Authorized Staff to deploy resources to address ice conditions on roadways, starting from the time that the relevant staff person deems it appropriate to do so.

If a Significant Weather Event is declared, all Town roadways within the municipality are deemed to be in a state of repair with respect to ice conditions until 48hrs following the declaration of the end of the Significant Weather Event by the Authorized Staff.

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Following the end of the weather hazard in respect of which a Significant Weather Event was declared, the Authorized Staff shall,

- Declare the end of the Significant Weather Event when it is appropriate to do so; and
- Address ice conditions on roadways in accordance with the Maintenance Standard.

Snow Accumulation - Sidewalks

If a Significant Weather Event is declared relating to snow accumulation on sidewalks, the standard for addressing snow accumulations on sidewalks until the declaration of the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Maintenance Standards; and
- If deemed practicable by the Authorized Staff to deploy resources to address snow accumulation on sidewalks, starting from the time that the relevant staff deems appropriate to do so.

If a Significant Weather Event is declared all sidewalks within the municipality are deemed to be in a state of repair with respect to snow accumulation until 48 hours following the declaration of the end of the Significant Weather Event by the Authorized Staff.

Following the end of the weather hazard in respect of which a Significant Weather Event was declared, the Authorized Staff will:

- Declare the end of the Significant Weather Event when it is appropriate to do so; and
- Address snow accumulation on sidewalks in accordance with the Maintenance Standards.

Ice Conditions – Sidewalks

If a Significant Weather Event is declared relating to ice conditions, the standard for addressing ice conditions on sidewalks until the declaration of the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Maintenance Standard; and
- If deemed practicable by the Authorized Staff to deploy resources to address ice conditions on sidewalks, starting from the time that the relevant staff deems appropriate to do so.

If the Authorized Staff declare a Significant Weather Event, all sidewalks within the Municipality are deemed to be in a state of repair with respect to ice conditions until 48 hours following the declaration of the end of the Significant Weather Event by the Authorized Staff.

Following the end of the weather hazard in respect of which a Significant Weather Event was declared by the Authorized Staff, the Authorized Staff shall,

- Declare the end of the Significant Weather Event when it is appropriate to do so; and

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- Address ice conditions on sidewalks in accordance with the Maintenance Standards.

Record Retention

The Town of Minto shall retain all Significant Weather Event declaration in the Record Management System.