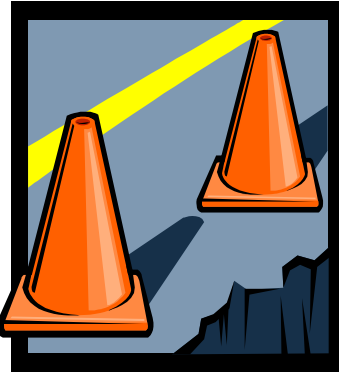


The Municipality of Marmora and Lake Public Works- Roads Department



LEVEL OF SERVICE POLICY

MINIMUM MAINTENANCE STANDARDS

The Municipality of Marmora and Lake Public Works- Roads Department

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*Level of Service Policy
Minimum Maintenance Standards*

Section 1.0- Routine and Winter Patrolling

1. Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for routine patrolling that meets the Minimum Maintenance Standards O. Reg. 239/02 Section 3, under the Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. Please refer to the table below for a description of the Classification of Highways. (O. Reg. 239/02 is attached at the end of the policy).

TABLE

CLASSIFICATION OF HIGHWAYS

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometers per hour)						
	100	90	80	70	60	50	40
15,000 or more	1	1	1	2	2	2	2
12,000- 14,999	1	1	1	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	3	3
5,000- 5,999	1	2	2	3	3	3	3
4,000- 4,999	1	2	3	3	3	3	4
3,000- 3,999	1	2	3	3	3	4	4
2,000- 2,999	1	2	3	3	4	4	4
1,000- 1,999	1	3	3	3	4	4	5
500- 999	1	3	4	4	4	4	5
200- 499	1	3	4	4	5	5	5
50- 199	1	3	4	5	5	5	5
1- 49	1	3	6	6	6	6	6

There are currently no Class 1 or Class 2 highways within the jurisdiction of the Municipality of Marmora and Lake.

*Level of Service Policy
Minimum Maintenance Standards*

2. Definitions

“day” means a 24-hour period.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

1.3 Operations Description

- a) The Municipality of Marmora and Lake will routinely patrol highways at a frequency set out in Table 1A below.

Table 1A: Routine Patrolling Frequency

Class of Highway	Patrolling Frequency
3	Once every 7 days
4	Once every 14 days
5	Once every 30 days

Minimum Maintenance Standards O. Reg. 239/02

- a) Routine Patrolling will be carried out by driving on the highway to check for conditions described in O. Reg. 239/02 and this level of service policy.
- b) Routine Patrolling is not required between sunset and sunrise.
- c) Winter patrol operations will replace routine patrols during the season when the Municipality performs winter highway maintenance.
- d) Winter patrol routes will not operate when conditions have been identified throughout the Municipality that will require commencement of snowplowing or sanding operations. The patroller will then be reassigned to snowplowing roads. The winter patrol and winter maintenance activity are an interchangeable function.

Section 2.0- Plowing and Sanding

2.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Winter Road Conditions that meets the Minimum Maintenance Standards O. Reg. 239/02 Section 4 and 5, under The Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. There are currently no Class 1 or Class 2 highways within the jurisdiction of the Municipality of Marmora and Lake.

The Municipality of Marmora and Lake recognizes that severe weather conditions may occur that could prevent the attainment of the Level of Service specified in this policy. The Roads Department must work within the available resources and in such a manner to protect the safety of employees and the public.

*Level of Service Policy
Minimum Maintenance Standards*

2.2 Definitions

“season when the Municipality performs winter highway maintenance” means that period of time from November 1 to March 31 of the following year in accordance with O. Reg. 239/02. The Municipality of Marmora and Lake may extend the season to April 10 when weather conditions create a demand for additional winter maintenance.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

“roadway” means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder.

“snow accumulation” means the natural accumulation of new fallen snow or windblown snow that covers more than half a lane width of a roadway.

2.3 Operations Description

2.3.1 Snow Plowing

Table 2A: Snow Accumulation shown below contains the minimum maintenance standards specified in O. Reg. 239/02 under the Municipal Act.

Table 2A: Snow Accumulation

Class of Highway	Depth	Time for Removal
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

Minimum Maintenance Standards O. Reg. 239/02

Table 2B: Icy Roadways

Class of Highway	Time for Treatment
3	8 hours
4	12 hours
5	16 hours

Minimum Maintenance Standards O. Reg. 239/02

The Municipality treats icy roadways in accordance with Table 2B for vehicular traffic. Maintenance for pedestrian purposes is not performed on roadways.

These requirements only apply to a municipality during the season when the municipality performs winter highway maintenance.

2.3.2 Sidewalk Maintenance

- a) The sidewalks will be cleared within 24 hours of when the snow accumulations reach a depth of 7.5 centimeters (3 inches).

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Minimum Maintenance Standards*

- b) Surfaces will be maintained in a snow packed condition during a storm.
- c) Sidewalks will only be sanded when icy conditions create a hazard to pedestrians.
- d) Sidewalks will generally be cleared and sanded in priority order. Priority will be given to school zones and then to commercial areas.

Section 3.0- Road Surface Conditions

3.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Road Surface Conditions that meets the Minimum Maintenance Standards O. Reg. 239/02 Section 6, 7, 8, 9 and 16(1), under The Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. There are currently no Class 1 or Class 2 roads within the jurisdiction of the Municipality of Marmora and Lake.

3.2 Definitions

“day” means a 24-hour period.

“debris” means any material or object on a roadway, that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

“roadway” means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder.

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non paved surface of the shoulder.

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to bridge.

3.3 Operations Description

3.3.1 Potholes

- a) The majority of pothole formations occur during the freeze/thaw cycles in spring and fall. Regular maintenance including patching and grading, is performed immediately following these cycles to prevent the formation of potholes.
- b) Potholes that are identified during routine patrols will be scheduled for repair as soon as practicable to prevent further degradation of the road surface structure and within the minimum maintenance standards detailed in sections c) and d) below.

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- c) If a pothole exceeds both the surface area and depth set out in Table 3A, 3B, and 3C the Municipality of Marmora and Lake will repair the pothole within the time set out in Table 3A, 3B, or 3C as appropriate, after becoming aware of the condition.
- d) A pothole shall be deemed to be repaired if its surface area or depth is less than or equal to that set out in Table 3A, 3B, or 3C as appropriate.

Table 3A: Potholes on Paved Surface of Roadway

Class of Highway	Surface Area	Depth	Time for Completion of Repair
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

Minimum Maintenance Standards O. Reg. 239/02

Table 3B: Potholes on Non-Paved Surface of Roadway

Class of Highway	Surface Area	Depth	Time for Completion of Repair
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

Minimum Maintenance Standards O. Reg. 239/02

Table 3C: Potholes on Paved or Non-Paved Surface of Shoulder

Class of Highway	Surface Area	Depth	Time for Completion of Repair
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

Minimum Maintenance Standards O. Reg. 239/02

3.3.2 Shoulder Drop-off

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Minimum Maintenance Standards*

- a) Regular shoulder grading is performed during spring and fall, when time and resources permit, to prevent the formation of shoulder drop-off.
- b) Problem areas are identified through routine patrolling and historical data. Shoulder grading is performed in these areas at an increased frequency appropriate to the requirements of each area.
- c) A shoulder drop-off condition that is identified during routine patrols will be scheduled for grading as soon as practicable to prevent further degradation of the road surface structure and within the minimum maintenance standards detailed in sections d) and e) below.
- d) If a shoulder drop-off is deeper, for a continuous distance of 20 meters or more, than the depth set out in the table 3D, the Municipality of Marmora and Lake will repair the shoulder drop-off within the time set out in the Table after becoming aware of the condition.
- e) A shoulder drop-off shall be deemed to be repaired if its depth is less than or equal to that set out in Table 3D.

Table 3D: Shoulder Drop-offs
Class of Highway

Class of Highway	Depth	Time for Completion of Repair
3	8 cm	7 days
4	8 cm	14 days
5	8 cm	30 days

Minimum Maintenance Standards O. Reg. 239/02

3.3. Cracks

- a) The majority of cracks occur during the freeze/thaw cycles in spring and fall. Regular maintenance including patching is performed immediately following these cycles to prevent the formation of cracks.
- b) Cracks that are identified during routine patrols will be scheduled for repair as soon as practicable to prevent further degradation of the road surface structure and within the minimum maintenance standards detailed in sections c) and d) below.
- c) If a crack on the paved surface of a roadway is greater, for a continuous distance of three meters or more, than both the width and depth set out in Table 3E the Municipality of Marmora and Lake will repair the crack within the time set out in the Table after becoming aware of the condition.
- d) A crack shall be deemed to be repaired if its width or depth is less than or equal to that set out in the Table.

Table 3E: Cracks
Class of

Class of	Width	Depth	Time for Completion of
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Highway	Repair		
3	5 cm	5 cm	60 days
4	5 cm	5 cm	180 days
5	5 cm	5 cm	180 days

Minimum Maintenance Standards O. Reg.

239/02

3.4. Debris

- a) If there is debris on a roadway, the Municipality of Marmora and Lake will remove the debris as soon as practicable after becoming aware of the condition.

3.5. Road Discontinuities

- a) The majority of road discontinuities occur during the freeze/thaw cycles in spring and fall. Most road discontinuities are temporary conditions, caused by frost heave. Road discontinuities found during the freeze/thaw cycle will be identified with a warning sign and monitored for potential repairs.
- b) Regular maintenance including patching and grading, is performed immediately following these cycles to repair and permanent surface discontinuities.
- c) Surface discontinuities that are identified during routine patrols will be scheduled for repair as soon as practicable to prevent further degradation of the road surface structure and within the minimum maintenance standards detailed in sections c) below.
- d) If a surface discontinuity, (other than a surface discontinuity on a bridge deck) exceeds the height set out in Table 3F, the Municipality of Marmora and Lake will repair the surface discontinuity within the time set out in the Table after becoming aware of the condition.

Table 3F: Surface Discontinuities

Class of Highway	Height	Time for Completion of Repair
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

Minimum Maintenance Standards O. Reg. 239/02

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Minimum Maintenance Standards*

3.6. Line Painting

- a) The line painting maintenance is completed in summer to replace existing lines worn away during the winter months.
- b) Line painting is completed on most Class 3 roads, sharp curves and steep hills and any other roads the Municipality deems necessary.

3.7. Dust Control

- a) Dust control is a regular treatment program applied annually to gravel and dirt roads.
- b) Due to the high cost of dust suppressants, the treatment is not repeated during the year so the application must be timed to provide optimum coverage for the season. The dust suppressants are generally applied in early summer.

Section 4.0- Street Lights (Luminaires)

4.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for streetlights that meets the Minimum Maintenance Standards O. Reg. 239/02 Section 10 under the Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. There are currently no Class 1 or Class 2 roads or high mast illumination within the jurisdiction of the Municipality of Marmora and Lake.

4.2 Definitions

“day” means a 24 hour period.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

“streetlight” means the complete lighting unit consisting of a lamp and the parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. (Regulation 239/02 uses the term Luminaires.)

4.3 Operations Description

- a) Streetlights will be scheduled for repair when the Municipality becomes aware that it is not functioning.

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- b) Streetlights located in a high traffic area may be immediately scheduled for repair at the discretion of the Manager of Transportation.
- c) In addition the level of service specified in sections a) and b), streetlights will be repaired to the Minimum Maintenance Standards O. Reg 239/02.

d) **Table 4F: Luminaires**

Class of Highway	Time for Completion of Repair
3	14 days
4	14 days
5	14 days

Minimum Maintenance Standards O. Reg. 239/02

Section 5.0- Signs and Traffic Signal Systems

5.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Signs that meets the Minimum Maintenance Standards O. Reg. 239/02 Sections 11 and 12 under the Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. There are currently no Class 1 or Class 2 roads within the jurisdiction of the Municipality of Marmora and Lake.

5.2 Definitions

“day” means a 24 hour period.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

“regulatory sign” means a traffic sign advising drivers of action they should or must do (or not do), under a given set of circumstances.

“warning sign” means a sign which indicates conditions on or adjacent to a highway or street that is actually or potentially hazardous to traffic operations.

5.3 Operations Description

- a) If any of the sign types listed below is illegible, improperly oriented or missing, the sign will be repaired or replaced as soon as practicable after becoming aware of the condition.
 - Checkerboard

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- Curve sign with advisory speed tab
 - Do not enter
 - One Way
 - School Zone Speed Limit
 - Stop, Stop Ahead, Stop Ahead New
 - Traffic Signal Ahead, New
 - Two Way Traffic Ahead
 - Wrong Way
 - Yield, Yield Ahead, Yield Ahead New
 - Dead End Road
 - No Exit
 - Maintained Portion of Road Ends
- b) Any sign that is found by the routine patrol to be illegible, improperly oriented or missing will be scheduled for repair or replacement as soon as practicable and within the minimum maintenance standards detailed in section c) below.
- c) Any illegible, improperly oriented or missing regulatory/warning signs not found on the list above will be repaired or replaced within the time period set out in Table 5A.

Table 5A: Regulatory and Warning Signs
Class of Highway Time for Completion of
Repair

3	21 days
4	30 days
5	30 days

Minimum Maintenance Standards O. Reg. 239/02

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Minimum Maintenance Standards*

Section 6.0- Bridges

6.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Bridges that meets the Minimum Maintenance Standards O. Reg. 239/02 Sections 15 and 16 under the Municipal Act 2001.

Road classifications are in accordance with O. Reg. 239/02. There are currently no Class 1 or Class 2 roads within the jurisdiction of the Municipality of Marmora and Lake.

6.2 Definitions

“bridge deck spall” means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge.

“day” means a 24 hour period.

“highway” means a common and public highway maintained by the Municipality of Marmora and Lake and includes any bridge, trestle, viaduct or other structure forming part of the highway.

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to bridge.

6.3 Operations Description

- a) The majority of bridge deck spalls occur during the freeze/thaw cycles in spring and fall. Regular maintenance including patching is performed immediately following these cycles to prevent the formation of spalls.
- b) Bridge deck spalls that are identified during routine patrols will be scheduled for repair as soon as practicable to prevent further degradation of the bridge surface structure and within the minimum maintenance standards detailed in sections c) below.
- c) If a bridge deck spall exceeds both the surface area and depth set out in Table 6A below, the spall will be repaired, within the time specified in Table A after becoming aware of the condition.

Table 6A: Bridge Deck Spalls

*Level of Service Policy
Minimum Maintenance Standards*

Class of Highway	Surface Area	Depth	Time for Completion of Repair
3	1,000 cm ²	8 cm	7 days
4	1,000 cm ²	8 cm	7 days
5	1,000 cm ²	8 cm	7 days

Minimum Maintenance Standards O. Reg.

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- d) The bridge deck spall will be considered repaired if its surface area or depth is less than or equal to that set out in Table 6A.
- e) If the surface discontinuity on a bridge deck exceeds 5 cm, the condition will be repaired as soon as practicable after becoming aware of the condition.

Section 7.0- Drainage systems

7.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Drainage Systems that protects the road infrastructure from damage due to water saturation and prevents flooding of the roadway and adjacent properties.

Drainage systems are not included in the Minimum Maintenance Standards O. Reg. 239/02 under the Municipal Act 2001.

7.2 Operations Description

- a) Collapsed or excessively corroded culverts will be replaced.
- b) Culverts that have shifted in position and are no longer set to the proper grade due to frost heave or wear will be reset or replaced depending on condition of the culvert.
- c) Culvert thawing will be performed seasonally, in accordance with the demand caused by weather conditions.
- d) Regular spring run-off maintenance will include the removal of snow from high volume ditching, and the clearing of each end of the culvert. The maintenance program is completed in order of priority, when time and weather conditions permit. A sudden onset of the spring melt may prevent the maintenance program from proceeding.
- e) Curb and gutter sections that have settled or heaved will be scheduled for repair.

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- f) In specific areas of historical concern, catch basins are to be cleaned when required.
- g) Ditches in areas where problems are repetitive, will be inspected annually and cleared as required.
- h) Catch basin tops and inlets will be cleaned when required.
- i) Ditches will be scheduled for clearing when problems are identified.
- j) Catch basin and ditch inlet frames and grates within a highway shall be inspected for road surface continuity. Adjustments of the frames and grates will be made as required in Table 3F Surface Discontinuities.

Section 8.0- Trees and Brush

8.1 Introduction

The Municipality of Marmora and Lake Roads Department will provide a level of service for Trees and Brush that protects the health and safety of the public, maintains the natural surroundings.

Trees and brush are not included in the Minimum Maintenance Standards O. Reg. 239/02 under the Municipal Act 2001. The municipality follows the Municipal Act Section 62 (1) and 62 (2) which states:

62 (1) Entry on land, tree trimming- A municipality may, at any reasonable time, enter upon land lying along any of its highways.

- a) To inspect trees and conduct tests on trees; and
- b) To remove decayed, damaged or dangerous trees or branches of trees if, in the opinion of the municipality, the trees or branches pose a danger to the health or safety of any person using the highway.

62 (2) Immediate Danger- An employee or agent of the municipality may remove a decayed, damaged or dangerous tree or branch of a tree immediately and without notice to the owner of the land upon which the tree is located if, in the opinion of the employee or agent, the tree or branch poses an immediate danger to the health or safety of any person using the highway.

The municipality will also adhere to Regulation 62.1 (1) of the Municipal Act which states that a municipality may apply to a judge of the Superior Court of Justice for an order requiring the owner of the land lying along the highway to remove or alter any vegetation, building or object on the land that may obstruct the vision of pedestrians or drivers of vehicles on the highway, cause the drifting or accumulation of snow or harm the highway if the municipality is unable to enter into an agreement with the owner of the land to alter or remove the vegetation, building or object from the land.

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Minimum Maintenance Standards

ONTARIO REGULATION 239/02

made under the

MUNICIPAL ACT

Made: July 23, 2002

Filed: August 8, 2002

**MINIMUM MAINTENANCE STANDARDS
FOR MUNICIPAL HIGHWAYS**

INTERPRETATION AND APPLICATION

Definitions

I. (1) In this Regulation,

"cm" means centimetres;

"day" means a 24-hour period;

"motor vehicle" has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

"non-paved surface" means a surface that is not a paved surface;

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"paved surface" means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion.

"roadway" has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*.

"shoulder" means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use.

"surface" means the top of a roadway or shoulder.

(2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average annual daily traffic on it.

(3) For the purposes of subsection (2) and the Table to this section, the average annual daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,

- (a) by counting and averaging the daily two-way traffic on the highway or part of the highway for the previous calendar year, or
- (b) by estimating the average daily two-way traffic on the highway or part of the highway in accordance with accepted traffic engineering methods.

TABLE
CLASSIFICATION OF HIGHWAYS

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	100	90	80	70	60	50	40
15,000 or more	1	1	1	2	2	2	2
12,000 - 14,999	1	1	1	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	3	3
5,000 - 5,999	1	2	2	3	3	3	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	4	4	4
2,000 - 2,999	1	2	3	3	4	4	5
1,000 - 1,999	1	3	3	3	4	4	5
500 - 999	1	3	4	4	4	4	5
200 - 499	1	3	4	4	5	5	5
50 - 199	1	3	4	5	5	5	5
0 - 49	1	3	6	6	6	6	6

Application

2. (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of subsection 284 (1.4) of the Act.

(2) The minimum standards of repair set out in this Regulation are applicable only in respect of motor vehicles using the highways.

(3) This Regulation does not apply to Class 6 highways.

MINIMUM STANDARDS

Routine patrolling

3. (1) The minimum standard for the frequency of routine patrolling of highways is set out in the Table to this section.

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(2) Routine patrolling shall be carried out by driving on or by electronically monitoring the highway to check for conditions described in this Regulation.

(3) Routine patrolling is not required between sunset and sunrise.

TABLE

ROUTINE PATROLLING FREQUENCY

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

Snow accumulation

4. (1) The minimum standard for clearing snow accumulation is,

(a) while the snow continues to accumulate, to deploy resources to clear the snow as soon as practicable 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; and

(b) after the snow accumulation has ended and after becoming aware that the snow accumulation is greater than the depth set out in the Table to this section, to clear the snow accumulation in accordance with subsections (2) and (3) or subsections (2) and (4), as the case may be, within the time set out in the Table.

(2) The snow accumulation must be cleared to a depth less than or equal to the depth set out in the Table.

(3) The snow accumulation must be cleared from the roadway to within a distance of 0.6 metres inside the outer edges of the roadway.

(4) Despite subsection (3), for a Class 4 highway with two lanes or a Class 5 highway with two lanes, the snow accumulation on the roadway must be cleared to a width of at least 5 metres.

(5) This section,

(a) does not apply to that portion of the roadway designated for parking; and

(b) only applies to a municipality during the season when the municipality performs winter highway maintenance.

(6) In this section,

"snow accumulation" means the natural accumulation of new fallen snow or wind-blown snow that covers more than half a lane width of a roadway.

TABLE

SNOW ACCUMULATION

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

Icy roadways

5. (1) The minimum standard for treating icy roadways is,

(a) to deploy resources to treat an icy roadway as soon as practicable after becoming aware that the roadway is icy; and

(b) to treat the icy roadway within the time set out in the Table to this section after becoming aware that the roadway is icy.

(2) This section only applies to a municipality during the season when the municipality performs winter highway maintenance.

TABLE

ICY ROADWAYS

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

Potholes

6. (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the minimum standard is to repair the pothole within the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact.

(2) A pothole shall be deemed to be repaired if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate.

TABLE 1

POTHOLES ON PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

TABLE 2

POTHOLES ON NON-PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

TABLE 3

POTHOLES ON PAVED OR NON-PAVED SURFACE OF SHOULDER

Class of Highway	Surface Area	Depth	Time
1	1500 cm ²	8 cm	7 days
2	1500 cm ²	8 cm	7 days
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

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Shoulder drop-offs

7. (1) If a shoulder drop-off is deeper, for a continuous distance of 20 metres or more, than the depth set out in the Table to this section, the minimum standard is to repair the shoulder drop-off within the time set out in the Table after becoming aware of the fact.

(2) A shoulder drop-off shall be deemed to be repaired if its depth is less than or equal to that set out in the Table.

(3) In this section,

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder.

TABLE
SHOULDER DROP-OFFS

Class of Highway	Depth	Time
1	8 cm	4 days
2	8 cm	4 days
3	8 cm	7 days
4	8 cm	14 days
5	8 cm	30 days

Cracks

8. (1) If a crack on the paved surface of a roadway is greater, for a continuous distance of three metres or more, than both the width and depth set out in the Table to this section, the minimum standard is to repair the crack within the time set out in the Table after becoming aware of the fact.

(2) A crack shall be deemed to be repaired if its width or depth is less than or equal to that set out in the Table.

TABLE
CRACKS

Class of Highway	Width	Depth	Time
1	5 cm	5 cm	30 days
2	5 cm	5 cm	30 days
3	5 cm	5 cm	60 days
4	5 cm	5 cm	180 days
5	5 cm	5 cm	180 days

Debris

9. (1) If there is debris on a roadway, the minimum standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris.

(2) In this section,

“debris” means any material or object on a roadway,

- (a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and
- (b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle.

Luminaires

10. (1) For conventional illumination, if three or more consecutive luminaires on a highway are not functioning, the minimum standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact.

(2) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the minimum standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact.

(3) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles are not functioning, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires.

(4) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires

(5) Luminaires shall be deemed to be repaired,

- (a) for the purpose of subsection (1), if the number of non-functioning consecutive luminaires does not exceed two;
 - (b) for the purpose of subsection (2), if more than 70 per cent of luminaires on any kilometre of highway are functioning;
 - (c) for the purpose of subsection (3), if one or more of the luminaires on consecutive poles are functioning;
 - (d) for the purpose of subsection (4), if more than 50 per cent of luminaires on any kilometre of highway are functioning.
- (6) Subsections (1), (2) and (3) only apply to,
- (a) Class 1 and Class 2 highways; and
 - (b) Class 3, Class 4 and Class 5 highways with a posted speed of 80 kilometres per hour or more.

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

“luminaire” means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply.

TABLE
LUMINAIRES

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

Signs

11. (1) If any sign of a type listed in subsection (2) is illegible, improperly oriented or missing, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign.

(2) This section applies to the following types of signs:

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1. Checkerboard.
2. Curve sign with advisory speed tab.
3. Do not enter.
4. One Way.
5. School Zone Speed Limit.
6. Stop.
7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New.

Regulatory or warning signs

12. (1) If a regulatory or warning sign other than a sign listed in subsection 11 (2) is illegible, improperly oriented or missing, the minimum standard is to repair or replace the sign within the time set out in the Table to this section after becoming aware of the fact.

(2) In this section,

“regulatory sign” has the same meaning as in the *Manual of Uniform Traffic Control Devices* published in 1985 by the Ministry of Transportation;

“warning sign” has the same meaning as in the *Manual of Uniform Traffic Control Devices* published in 1985 by the Ministry of Transportation.

TABLE
REGULATORY AND WARNING SIGNS

Class of Highway	Time
1	7 days
2	14 days
3	21 days
4	30 days
5	30 days

Traffic control signal systems

13. (1) If a traffic control signal system is defective in any way described in subsection (2), the minimum standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system.

(2) This section applies if a traffic control signal system is defective in any of the following ways:

1. One or more displays show conflicting signal indications.
2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.
3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.

4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
5. There is a power failure in the traffic control signal system.
6. The traffic control signal system cabinet has been displaced from its proper position.
7. There is a failure of any of the traffic control signal support structures.
8. A signal lamp or a pedestrian control indication is not functioning.
9. Signals are flashing when flashing mode is not a part of the normal signal operation.

(3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian “walk” signal, the minimum standard is to repair or replace the defective component by the end of the next business day.

(4) In this section and section 14,

“cycle” means a complete sequence of traffic control indications at a location;

“display” means the illuminated and non-illuminated signals facing the traffic;

“indication” has the same meaning as in the *Highway Traffic Act*;

“phase” means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;

“power failure” means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;

“traffic control signal” has the same meaning as in the *Highway Traffic Act*;

“traffic control signal system” has the same meaning as in the *Highway Traffic Act*.

Traffic control signal system sub-systems

14. (1) The minimum standard is to inspect, test and maintain the following traffic control signal system sub-systems every 12 months:

1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push-buttons.

(2) The minimum standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice a year.

(3) In this section,

“conflict monitor” means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal.

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Bridge deck spalls

15. (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the minimum standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact.

(2) A bridge deck spall shall be deemed to be repaired if its surface area or depth is less than or equal to that set out in the Table.

(3) In this section,

"bridge deck spall" means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge.

TABLE
BRIDGE DECK SPALLS

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1,000 cm ²	8 cm	7 days
4	1,000 cm ²	8 cm	7 days
5	1,000 cm ²	8 cm	7 days

Surface discontinuities

16. (1) If a surface discontinuity, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the minimum standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact.

(2) If a surface discontinuity on a bridge deck exceeds 5 cm, the minimum standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck.

(3) In this section,

"surface discontinuity" means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge.

TABLE
SURFACE DISCONTINUITIES

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

REVIEW OF REGULATION

Review

17. (1) The Minister of Transportation shall conduct a review of this Regulation every five years.

(2) The first review shall be started before the end of 2007.

COMMENCEMENT

Commencement

18. This Regulation comes into force on November 1, 2002.

NORMAN W. STERLING
Minister of Transportation

Dated on July 23, 2002.

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MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

CLASSIFICATION OF HIGHWAYS

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)					
	90	80	70	60	50	40
15,000 or more	1	1	1	2	2	2
12,000 - 14,999	1	1	1	2	2	3
10,000 - 11,999	1	1	2	2	3	3
8,000 - 9,999	1	1	2	3	3	3
6,000 - 7,999	1	2	2	3	3	3
5,000 - 5,999	1	2	2	3	3	3
4,000 - 4,999	1	2	3	3	3	3
3,000 - 3,999	1	2	3	3	4	4
2,000 - 2,999	1	2	3	3	4	4
1,000 - 1,999	1	3	3	3	4	5
500 - 999	1	3	4	4	4	5
200 - 499	1	3	4	4	5	5
50 - 199	1	3	4	5	5	5
0 - 49	1	3	6	6	6	6

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	CLASS 1	CLASS 2	CLASS 3	CLASS 4	CLASS 5
ROUTINE PATROLLING FREQUENCY	3 times every 7 days	2 times every 7 days	once every 7 days	once every 14 days	once every 30 days
SNOW ACCUMULATION	Depth: 2.5 cm Time: 4 hours	Depth: 5 cm Time: 6 hours	Depth: 8 cm Time: 12 hours	Depth: 8 cm Time: 16 hours	Depth: 10 cm Time: 24 hours
ICY ROADWAYS	Time: 3 hours	Time: 4 hours	Time: 8 hours	Time: 12 hours	Time: 16 hours
POTHoles ON PAVED SURFACE OF ROADWAY	Surface Area: 600 cm ² Depth: 8 cm Time: 4 days	Surface Area: 900 cm ² Depth: 8 cm Time: 4 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 14 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 30 days
POTHoles ON NON-PAVED SURFACE OF ROADWAY	n/a	n/a	Surface Area: 1500 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1500 cm ² Depth: 10 cm Time: 14 days	Surface Area: 1500 cm ² Depth: 12 cm Time: 30 days
POTHoles ON PAVED OR NON-PAVED SURFACE OF SHOULDER	Surface Area: 1500 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1500 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1500 cm ² Depth: 8 cm Time: 14 days	Surface Area: 1500 cm ² Depth: 10 cm Time: 30 days	Surface Area: 1500 cm ² Depth: 12 cm Time: 60 days
SHOULDER DROP-OFFS (for a continuous distance of 20 metres or more)	Depth: 8 cm Time: 4 days	Depth: 8 cm Time: 4 days	Depth: 8 cm Time: 7 days	Depth: 8 cm Time: 14 days	Depth: 8 cm Time: 30 days
TABLE CRACKS (for a continuous distance of 3 metres or more)	Width: 5 cm Depth: 5 cm Time: 30 days	Width: 5 cm Depth: 5 cm Time: 30 days	Width: 5 cm Depth: 5 cm Time: 60 days	Width: 5 cm Depth: 5 cm Time: 180 days	Width: 5 cm Depth: 5 cm Time: 180 days
LUMINAIRES	7 days	7 days	14 days	14 days	14 days
CONVENTIONAL ILLUMINATION	If 3 or more consecutive luminaires on a highway are not functioning		If 3 or more consecutive luminaires on a highway are not functioning, with a posted speed limit of 80kph or more		
CONVENTIONAL AND HIGH MAST ILLUMINATION	If 30% or more of the luminaires on any kilometre of highway are not functioning		If 30% or more of the luminaires on any kilometre of highway are not functioning, with a posted speed limit of 80kph or more		
SIGNS	If any of the following signs is illegible, improperly oriented or missing, the minimum standard is to deploy resources as soon as practicable after becoming aware:		<ul style="list-style-type: none"> • Checkerboard • Curve sign with advisory speed tab • Do not enter • One way 	<ul style="list-style-type: none"> • Stop • Stop ahead • Traffic signal ahead • Two-way traffic ahead 	<ul style="list-style-type: none"> • Wrong way • Yield • Yield ahead • School zone speed limit
ALL OTHER REGULATORY OR WARNING SIGNS	7 days	14 days	21 days	30 days	30 days
BRIDGE DECK SPALLS	Surface Area: 600 cm ² Depth: 8 cm Time: 4 days	Surface Area: 900 cm ² Depth: 8 cm Time: 4 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 7 days	Surface Area: 1000 cm ² Depth: 8 cm Time: 7 days
SURFACE DISCONTINUITIES OTHER THAN A BRIDGE DECK	Height: 5 cm Time: 2 days	Height: 5 cm Time: 2 days	Height: 5 cm Time: 7 days	Height: 5 cm Time: 21 days	Height: 5 cm Time: 21 days
BRIDGE DECKS	If discontinuity exceeds 5 cm on a bridge deck, the minimum standard is to deploy resources as soon as practicable after becoming aware.				

Always consult Counsel. Chart is for reference use only.

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