



**Policies and Procedures Manual**  
**Level of Service (Trial) Policy – Bear Lake Road**  
**Schedule “A” to By-law No. 2022-108**

**Purpose:**

This policy sets out the minor maintenance standards for Bear Lake Road for the purpose of clause 44 (3) (c) of the Municipal Act, S.O., 2001, c.25.

**Scope:**

The standards of repair set out herein are applicable only in respect to Bear Lake Road being a forest access road on Crown Land, and governed by the *Public Lands Act, O.Reg 239/13*.

This policy applies specifically to Bear Lake Road on a year-by-year trial basis. A review of the policy and the minor maintenance practices on the road will be reviewed annually, with findings and recommendations reported to Council for consideration and direction.

**Policy:**

Bear Lake Road is a forest access road located on Crown Land. As such, this document is based on criteria set out in Ontario Regulation 239/13 of the *Public Lands Act*, and past practices performed by the Township.

The guidelines are used to provide direction for the Public Works Department, however, depending on workload and other unknown circumstances, maintenance activities may, in some instances, occur outside the times outlined.

Maintenance activities will be included in the annual budget and will only be carried out through the regularly scheduled work plans.

**Seasonal Minor Maintenance**

In accordance with O.Reg. 239/13, the following minor maintenance activities will be conducted on Bear Lake Road:

- Patrol of the road once per month from June 1 to October 31
- Grading two times between June 1 and October 31
- Culvert cleaning for the purpose of water flow



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- Ditching subject to budget approval
- Brushing subject to budget approval
- Gravel application in preparation for annual dust control application
- Dust control application once per year between June 1 and October 31

Maintenance activities not outlined above, or requiring a work permit in accordance with O.Reg 239/13 will not be conducted by the Township. Capital work projects are the responsibility of the Ministry of Northern Development, Mines, Natural Resources and Forestry.

Winter Maintenance

The Township of Algonquin Highlands will not conduct any patrols or any maintenance activities on Bear Lake Road from November 1 to May 31.

Bear Lake Bailey Bridge

The Bear Lake bailey bridge is owned by the Township of Algonquin Highlands. The Township of Algonquin Highlands will only perform inspections and maintenance on the bridge between June 1 through October 31. No maintenance or inspections will be completed during the winter months between November 1 and May 31.