

SNOW REMOVAL POLICY:

DATE IN EFFECT: May 8, 2019

COUNCIL RESOLUTION: #112-19



The Town of Rockglen is responsible for the Town's snow removal and ice control program, and is committed to helping make the Town of Rockglen safe for pedestrian and vehicle passage according to the Town Council approved policy and priority system, relevant Town Bylaws and the Municipalities Act. The Snow Removal and Ice Control Policy is necessary to make a clear statement of the intent of the Town of Rockglen winter maintenance operations and establish the priorities, standards and service levels of the snow removal and ice control program.

An effective and efficient snow removal and ice control program is necessary to allow the municipality to function under normal winter weather conditions to reduce snow and ice hazards and to provide reasonable winter mobility on Town infrastructure including roadways, sidewalks and pathways. The intent of the snow and ice control program is to facilitate the operation of Emergency Services vehicles, minimize the economic loss to the community and reduce the inconvenience and hazards of winter conditions for motorists and pedestrians.

The aim of the Snow Removal and Ice Control Policy is to provide reasonable winter driving conditions for vehicles that are:

- Properly equipped for winter driving and;
- Operated in a manner consistent with good winter driving habits. It is expected that there will be Extreme Winter Conditions where the immediate demand for snow and ice control services will exceed the available resources.

The purpose of this policy is to:

- a) Ensure safe access for emergency vehicles providing Fire, Police and Emergency Medical Services;
- b) Maintain reasonable conditions on roadways and sidewalks so as to minimize hazards and economic loss to the community;
- c) Provide guidelines for management and operating personnel in the handling of winter maintenance operations; and
- d) Outline business operators and citizens' responsibilities regarding sidewalk snow and ice control on private property.

Definitions:

- a) Arterial Roads: Major roadways that carry high volumes of traffic.
- b) Bare Pavement standard: the continuous ploughing and salting/sanding of the driving lanes of a road until bare pavement is achieved. This is the desired standard for Priority One and Two routes.
- c) Bus Routes: School Bus routes
- d) Central Business District: Centre Street
- e) Emergency Access Routes: roads providing access from arterial or collector roadways to Grasslands Health Center , fire station or emergency medical services centre.
- h) Extreme Winter Conditions: where the immediate demand for snow and ice control services will exceed the available resources.
- i) Hard pack snow conditions: As opposed to bare pavement conditions, hard pack snow refers to a standard of winter maintenance whereby snow accumulates and is compacted on a road. This is the desired standard for non-Priority One and Two roads.
- j) Residential Street: a roadway that provides direct access and collects traffic from abutting residential properties and distributes this traffic to collector and arterial roads.
- k) Sanding: the application of abrasive materials, which may be mixed with road salt, to roadways by calibrated mechanical spreaders to improve vehicle traction and promote safe traffic flow.
- p) Sidewalk: that part of the roadway intended for the use of pedestrians which may be alongside the road or separated by a boulevard.
- q) Snow drifting: the deposit of windblown snow on roadways or lanes which makes the passage of vehicle traffic extremely difficult to impossible.
- r) Snow dump site - the area designated for the storage of snow that has been removed from the roadways.
- s) Snow ploughing: pushing accumulated snow from the roadways surface either to the sides of the roadway or the centre of the roadway to ensure that travel lanes, turn lanes and ramps are passable to traffic.
- t) Snow removal: the removal of ploughed and accumulated snow to a snow dump or nearby green space.
- u) Street Storage: the on-street storage of ploughed snow.
- v) Windrow: A continuous pile or ridge of snow along a roadway created as a result of snow ploughing by a truck or grader.

## **Policy**

When snow accumulation reaches 10 cm (4 inches) measured at the Town of Rockglen's Foreman will make the call to act on the snow removal procedures.

### **1. Mobilization Thresholds**

#### **Sidewalks:**

- a) To maintain reasonable walking conditions for pedestrians, this policy also determines how snow and ice shall be controlled on sidewalks and pathways.
- b) At 7:00 am, the Foreman shall inspect and begin to remove any snow or ice accumulation that may impede emergency personnel or create a hazard for pedestrians.

### **2. Areas of Priority**

#### **Roadways:**

The following list establishes the priority for snow removal.

Priority One (1) Emergency Service routes, Fire Department Driveway and street access to Centre Street, Railway Ave and Columbus Drive making a route to getting in and out of Town safely

Priority Two (2) School Bus Routes, around the school to allow access if buses are running.

Priority Three (3) Residential Streets and balance of other roadways to the balance of all other streets and avenues to Laneways

### **3. Areas of Priority**

**Sidewalks:** The following list establishes the priority for the Town's responsibility for snow removal on sidewalks.

Main street to 1<sup>st</sup> Ave , Post Office on 1<sup>st</sup> Street North down to Railway Ave from 1<sup>st</sup> Ave North to 3<sup>rd</sup> Street around Grasslands Health center and lodge on Highway.

#### **Roadways:**

- a) Streets will be monitored throughout the winter.
- b) Street sanding shall occur on icy intersections in priority 1 and 2 areas.
- c) The formation of ruts on roadways will be monitored and addressed on an ongoing basis to prevent them from becoming unmanageable.

d) In the event of a major snowfall, greater than 15 cm (6 inches), the Town shall ensure that the streets remain passable by cleaning trouble areas and sanding icy intersections. No cleanup will occur until such time as conditions and resources warrant.

e) When snow clearing will be taking place in residential areas, residents are asked to park in off-street areas (i.e. driveways). Vehicles that are left on the roadways when snow clearing operations take place may be subject to being blocked in. The Town of Rockglen will not be held responsible for any costs or damages to a vehicle.

f) While reasonable efforts will be made not to push snow on sidewalks or block driveways with the windrows that may form as a result of grading/plowing the street, the Town's responsibility is to clear the public roadways and not private driveways. The homeowner is ultimately responsible for clearing their own driveway. In the event that Town grading/plowing has created an excessive amount of snow that is negatively affecting driveway or pedestrian access, the owner or occupant is to contact the office and the Foreman shall review the issue on a case by case basis.

#### **4. Sidewalks:**

a) Snow and ice on sidewalks can seriously impair the ability of people to get around safely, especially elderly and those with mobility issues. Often when sidewalks are not cleared, pedestrian traffic chooses the roadways to walk on. This creates an increased risk of pedestrian/vehicular accidents. For these reasons, sidewalks need to be maintained in a manner that allows safe pedestrian travel.

b) The Town workers shall remove snow and ice from sidewalks, using a combination of ice melt, snow blowing, sweeping and shoveling. This maintenance shall begin first thing in the morning and continue periodically throughout the day depending on the accumulation.

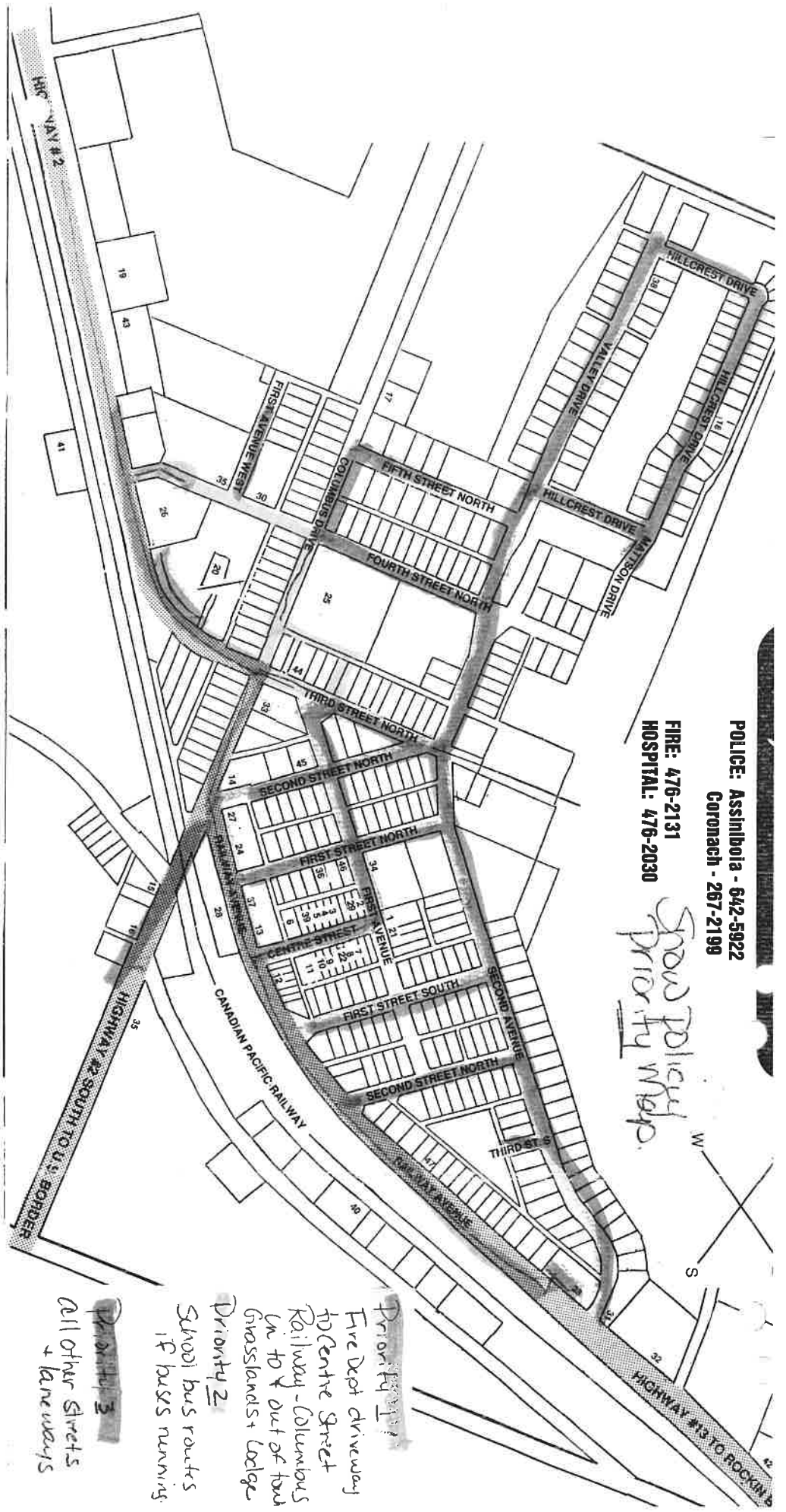
c) Owners or Occupants of business premises must keep the sidewalks in front and flanking their business, clear and free of snow and ice. Accumulations shall be removed within 24 hours of snowfall. Downtown businesses are permitted to push the snow out into the street where the grader/plow is able to clear it away. Snow is not to be piled on the sidewalk at any time.

d) Owners and Occupants of residential properties are responsible for the removal of snow accumulations on the public sidewalk in front of or adjacent to the property they own or occupy. The removal is to be undertaken within 24 hours after the snowfall. The snow is not to be deposited onto the roadways.

#### **5. Driveways:**

a) Owners and Occupants of residential properties are responsible for the removal of snow accumulations on their driveways. When clearing your driveway or walkway, etc. the snow removed should be placed on your own personal property and not on the neighboring property or Town property, this includes the street, unless you have been given permission by the property owner. Also, we would like to ask all residential and commercial property owners/occupants to clear sidewalks within 24 hours of snowfall.

As the Town crew removes the snow, they need room for their equipment to move around in order to clean the streets. If the Town crew is working in an area, please take an alternate route and do not attempt to drive past the working equipment. This is dangerous for yourself and the equipment operator.



**POLICE:** Assiniboia - 642-5922  
**Coronach** - 267-2199

**FIRE:** 476-2131  
**HOSPITAL:** 476-2030

*Snow Policed  
 Priority Map*

**Priority 1**

Fire Dept driveway  
 to Centre Street  
 Railway - Columbus  
 Ln to & out of town  
 Grasslands + Lodge

**Priority 2**

School bus routes  
 if buses running

**Priority 3**

All other streets  
 + laneways