



Snow Clearing

Policy Statement

This policy establishes conditions required for the commencement of snow clearing, removal and sanding operations along with establishment of the priority routes in the Town.

DEFINITIONS

1. **“Accumulation”** means the collection of snow on a road surface over a period of time.
2. **“Condition Assessment”** means the visual inspection of snow conditions and drivability of roads and lanes. The Public Works Foreman will use discretion and judgment when identifying when to commence clearing or removal.
3. **“Rutting”** means the formation of troughs and ridges in compacted snow and ice.
4. **“Snow Clearing”** means the clearing of snow by the following methods, including, but not limited to:
 - a. Push and pile;
 - b. Windrow to the center or to the side of the roadway.
5. **“Snow Removal”** means the complete removal of snow from the road surface.
6. **“Spring Snow”** means any snowfall after March 31st.

Procedure

Snow Clearing/Snow Removal

1. Following a condition assessment of snow accumulation, the Town Foreman or his designate will determine whether snow clearing, or snow removal will commence:
 - a. Snow clearing will commence when a snow pack reaches a height of at least 10 cm (4 inches), in accordance with Priority Snow Clearing & Sanding Routes Map as identified in Schedule “A”. Snow is to be ploughed to the side of all streets and lanes.



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- b. Snow clearing may also commence when drifting occurs on any roadway including alleyways.
 - c. Snow removal will commence when snow depth reaches 20 cm (8 inches) on a street in accordance with Priority Snow Clearing & Sanding Routes as identified in Schedule "A". The snow will be removed and hauled away to a designated site.
2. Snow clearing may also be completed in the following areas (not listed in order):
 - a. Arena/Hall
 - b. Curling Rink
 - c. Fire Hall
 - d. Town Office
 - e. Town shop
 - f. Utility buildings
 - g. Hillside Park
 - h. Hillside Trails
 - i. Edna/Campbell Greenbelt
 - j. Bridge Trails
3. The Public Works Department will place signs in residential areas at a minimum of twenty-four (24) hours in advance of snow clearing or removal so that vehicles may be moved and not interfere with snow clearing activity.
 - a. Vehicles not moved when snow clearing is to begin shall be towed or plowed in. It will be the owner's responsibility to dig the vehicle out if plowed in.
4. No snow clearing or removal will be completed when spring snow occurs.
5. Snow is not to be placed on sidewalks unless it is an extreme emergency. If there are two (2) sidewalks, snow will be placed on one (1) side only at the discretion of the Public Works Foreman. Boulevards may be used for placement of the snow.
6. Snow will not be stored on private property.
7. Due to unusual snowfall events, it may not be possible to achieve the levels of service stated given the resources at the time, or conflicting schedules of need.
8. If major rutting occurs the Public Works Foreman will determine the method for repair.
9. The Public Works Foreman is authorized to use discretion and judgment in the application of this policy.



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Sanding

1. As road conditions become slippery, sand may be applied at hazardous locations such as hills, curves and intersections. This would be completed following the priorities within Schedule "A" or as determined by the Public Works Foreman.
2. Each winter, a sandbox will be placed at the Public Works Garage; 50th Avenue and other locations as determined by the Public Works Foreman.



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Schedule "A"

Priority Snow Clearing & Sanding Routes Map

Adopted by Council:	April 9, 2019	Initials:
Motion Number:	55/19	
Supersedes:	32-06	

SCHEDULE "A" PRIORITY SNOW CLEARING & SANDING ROUTES MAP

SW 20-55-19-4

SECONDARY HIGHWAY 831

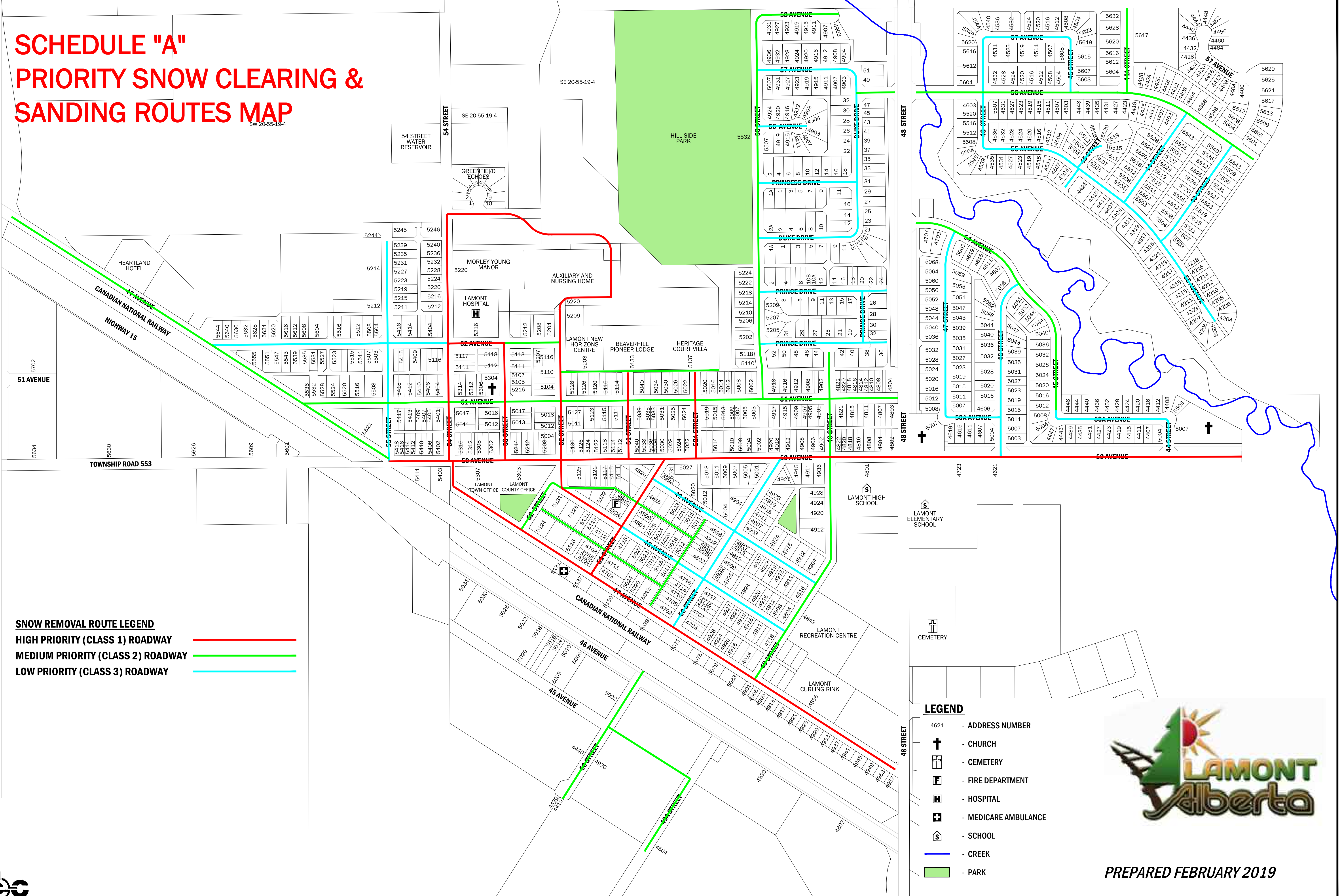
SECONDARY HIGHWAY 831

- SNOW REMOVAL ROUTE LEGEND**
- HIGH PRIORITY (CLASS 1) ROADWAY —
 - MEDIUM PRIORITY (CLASS 2) ROADWAY —
 - LOW PRIORITY (CLASS 3) ROADWAY —

- LEGEND**
- 4621 - ADDRESS NUMBER
 - † - CHURCH
 - ☩ - CEMETERY
 - F - FIRE DEPARTMENT
 - H - HOSPITAL
 - ⊕ - MEDICARE AMBULANCE
 - S - SCHOOL
 - (blue) - CREEK
 - (green) - PARK



PREPARED FEBRUARY 2019





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Policy Review

Name (Please Print)	Signature	Date