

<b>Department:</b> Public Works		<b>Policy No:</b> MP.M.03.14
<b>Title:</b> Snow and Ice Control		
<b>Effective Date:</b> November 17, 2014	<b>Approval Date:</b> November 17, 2014	<b>Amendment Date(s):</b>
<b>Reference:</b> <b>Traffic Safety Act</b> Use of Highway and Rules of the Road Regulation 304/202 includes amendment 105/2014 <b>Canadian Environmental Protect Act 1999;</b> Code of Practice for Environmental Management of Road Salts	<b>Bylaw No.:</b> <b>Section:</b>	<b>MGA R.S.A. 2000</b> <b>Chapter: M-26</b> <b>Part: 1 Section: 3</b>
<b>Policy Statement:</b> The Town of Turner Valley will provide snow and ice control on municipal streets according to pre-established priorities.		

**1. Reason for Policy**

- 1.1. To minimize economic loss to the community, prevent or reduce accidents or injury by providing safe winter driving conditions within our community.
- 1.2. Ensure hazards caused by accumulated snow are efficiently and safely addressed.
- 1.3. Reduce the impacts on the environment while maintaining road safety.

**2. Definitions**

- 2.1. "Employee" means any person employed by the Town of Turner Valley.
- 2.2. "Emergency Routes" means streets most commonly used by Fire, Emergency Management Services and R.C.M.P.
- 2.3. "Provincial Highway" means a highway designated as provincial highway pursuant to the *Highways Development and Protection Act*.
- 2.4. "On-Call" means a period of time other than regular working hours when an employee is expected to respond to a work related incident when called to do so.
- 2.5. "Snow Control" means the pushing of accumulated snow from the roadway surface either to the sides of the roadways, boulevards or to the centre in order to maintain no less than one traffic lane in each direction.
- 2.6. "Ice Control" means the application of sand salt mixture to areas of roadways that have had recent snow control operations and or areas of roadways with very little accumulation of snow, that in either case are subject to icy road and slippery conditions.

- 2.7. "Road Right-of-Way means an area of land acquired for or devoted to the provision of a common or public thoroughfare. These include a highway, street, lane, alley, bridge and any other structure incidental thereto.
- 2.8. "Snow Removal" means the loading of snow onto trucks and trucked to an approved snow storage site.
- 2.9. "Town" means the Corporation of the Town of Turner Valley.
- 2.10. "Town Council" means the Council of the Town of Turner Valley.
- 2.11. "Windrowing" means the plowing of snow into long continuous piles for storage or to facilitate removal or to provide drifting protection.

### **3. Responsibilities**

- 3.1. Town Council to:
  - 3.1.1. Approve by resolution this policy and any amendments.
  - 3.1.2. Consider the allocation of resources for successful implementation of this policy in the annual budget process.
  - 3.1.3. Approve the policy whereas Community Standards Bylaw 12-1019 Clause 3) does not restrict and govern the hour's snow and ice control operations can be conducted.
- 3.2. Chief Administrative Officer to:
  - 3.2.1. Ensure implementation of this policy and approve procedures and any amendments thereto.
  - 3.2.2. Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.
  - 3.2.3. Make recommendations to Council of necessary policy amendments.
- 3.3. Director of Operations and Engineering
  - 3.3.1. Ensure implementation of this policy and procedure.
  - 3.3.2. Ensure that this policy and procedure is reviewed every three years.
  - 3.3.3. Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.
- 3.4. Supervisor/Lead Hand to:
  - 3.4.1. Understand, and adhere to this policy and procedure.
  - 3.4.2. Ensure employees are aware of and adhere to this policy and procedure.
  - 3.4.3. Provide for safe road conditions during the winter.
- 3.5. All Employees to:
  - 3.5.1. Understand and adhere to this policy and procedure.

### **4. End of Policy**

<b>Department:</b> Public Works	<b>Procedure No:</b> MPR.M.03.14
<b>Corresponding Policy No:</b> MP.M.03.14	
<b>Title: Snow and Ice Control</b>	
<b>Effective Date:</b> November 17, 2014	<b>Amendment Date(s):</b>

**1. Snow and Ice Control**

**1.1.** The Roads Division of the Public Works department will implement snow and ice control operations in accordance to the priorities defined in Schedule “A”.

**1.2.** The priorities for snow and ice control as designated on Schedule “A” (attached).

**Priority 1:** **Major Thoroughfares** (Highway 22 and Main Street S.).  
**School Zone** Royal Avenue NW (from Main Street N. to Hubert Street NW).  
**Emergency Services** – Royal Avenue NE.  
**Sunset Boulevard W.**

**Priority 2:** **Edward Avenue NW.**  
**Decalta Road SE.**  
**Imperial Drive SE.**  
**Calkins Place SE.**  
**Okalta Road SW.**

**Priority 3:** **Local Roads** (Steep slopes)  
**Local Roads** (Playgrounds)  
**Local Roads** (Cul-de-sac)  
**Friendship Trail**

**Priority 4:** Other areas not included above upon which the Director of Operations and Engineering or his designate determine requires Snow and Ice control.

**1.3.** Snow and Ice control operations are governed by current weather conditions and by the priorities assigned to roadways. This may include weekdays and weekends.

**1.4.** Snow and ice control will commence after 150 mm - (6 inches) of snow has accumulated or when snow drifting impedes traffic movement.

- 1.5. Complaints and requests received will be investigated and appropriate action taken.
- 1.6. Snow and Ice control in alleys will only be conducted in situations where the time is available as designated by the Director of Operations & Engineering.

**2. Snow Control**

- 2.1. The Roads Division of the Public Works department will implement snow removal operations in accordance to the priorities defined in Schedule “A”.
- 2.2. The Town of Turner Valley’s fire hydrants will be continually assessed throughout the winter season for accessibility to ensure fire protection for the community. During major snow falls where accumulation and windrows restrict accessibility of fire protection equipment, operational staff will commence removal of snow.
- ~~2.3.~~ Windrows produced from snow and ice control operations will be primarily placed at the center line of major thoroughfares or roads with ample width. Gaps in these windrows will be created for turning traffic. These windrows will be removed as time permits. Accumulated snow on local roads will be windrowed to the center line of the roadway and snow removal operations will commence soon after.
- 2.4. The Director of Operations and Engineering may authorize additional private contractor’s equipment in emergency situations.
- 2.5. Snow removal on residential roadways not designated in Schedule “A” will only be initiated in extreme conditions where snow storage impedes storm water runoff.
- 2.6. In the event where extreme conditions exist, the Roads Division will utilize road right-of-ways and public sidewalks in residential and commercial areas for snow storage. Public sidewalks within the road right-of-way will be cleared off when equipment and manpower become available and road conditions are stabilized.

**3. Ice Control**

- 3.1. Sanding and salting of streets and lanes shall be undertaken in designated areas to ensure a reasonable level of safety to motorists and pedestrians as surface conditions dictate.

**4. Approval**

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CAO

\_\_\_\_\_  
Date:

**5. Review**

**Procedure reviewed, no changes required:**

\_\_\_\_\_  
Dept. Head

\_\_\_\_\_  
CAO

\_\_\_\_\_  
Date