

**ALBERTA BEACH
VILLAGE POLICIES**

POLICY: G.3.5 SNOW & ICE CONTROL POLICY
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1. Policy Statement:

Alberta Beach Council will provide direction to standardize the priority and procedure for snow and ice control on municipal roadways and sidewalks.

2. Purpose:

To establish standards, procedures, and priorities to effectively and efficiently manage the process of snow and ice control on municipal roadways and sidewalks.

3. Principles:

- a) To ensure public safety;
- b) To set a policy to provide staff direction for snow and ice control priorities and procedures on roadways and sidewalks; and
- c) To provide a policy to the public for the awareness of village policy for snow and ice control priorities and procedures on roadways and sidewalks.

4. Definitions:

- a) **Accumulation** - means the total amount of snow that has fallen and remained undisturbed in place, measured from the roadway surface.
- b) **Alley** - means a narrow highway, lane, street, or roadway intended mainly to give access to the rear of buildings and parcels of land.
- c) **Boulevard** - means the part of a road allowance that is not roadway and is not specifically adapted to the use of or ordinarily used by pedestrians.
- d) **CAO** - means the person appointed as the Chief Administrative Officer of Alberta Beach.
- e) **Council** - the municipal Council of Alberta Beach, in the Province of Alberta.
- f) **Public Works Department** - means the Public Works Department of Alberta Beach.
- g) **Roadway** - means the part of a road allowance intended for use by vehicular traffic.
- h) **Sanding** - means the application of de-icing materials to roadways to improve vehicle traction and promote safe traffic flow.
- i) **Sidewalk** - means the part of the road allowance that is not for the use of vehicle traffic, is specifically for the use of pedestrian traffic, cyclist, or handicap wheeled conveyances and maybe gravel or hard-surfaced.
- j) **Snow drifting** - means the deposit of windblown snow on roadways or lanes which makes the passage of vehicular traffic extremely difficult.
- k) **Snowplowing** - means pushing accumulated snow from the roadway surface either to the sides of the roadway or the center of the roadway to ensure travel lanes are passable to traffic.
- l) **Street** - means any public thoroughfare for movement of vehicles and pedestrians.
- m) **Street Storage** - means the on-street storage of plowed snow.
- n) **Truck Route** - means the highway or roadway so designated for heavy truck traffic.
- o) **Village** - means the municipal corporation of Alberta Beach.
- p) **Windrow** - means a continuous ridge of snow running parallel to the road, created from snowplowing operations.

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5. Guidelines:

- a) Alberta Beach will take full advantage of the snow storage capacity of roadways and boulevards to minimize the expenditures associated with snow removal.
- b) Although this policy sets out the priorities and procedures for snow and ice control, public works staff may be directed to work in areas requiring immediate attention due to emergency conditions or localized drifting.
- c) The snow and ice control policy aims to provide reasonable winter driving conditions for vehicles that are:
 - i) adequately equipped for winter driving; and
 - ii) are operated in a manner consistent with good driving habits.
- d) It is expected that there will be situations that arise where the immediate demand for snow and ice control services will exceed the available resources. In these situations, accessibility for emergency vehicles will be deemed the greatest priority.
- e) This policy must be kept flexible and should serve as a guideline for snow and ice control within the Village.
- f) Alberta Beach may adjust/alter any section within this policy when an emergency situation and/or when severe weather situations occur.
- g) The Village will consistently endeavor to accomplish the tasks laid out within this policy in the most cost-effective and safe manner, while still maintaining a high level of service.

6. Service Levels:

Level of service standards is established for municipal controlled roadways according to their priority ranking.

- a) Snow plowing and ice operations will begin after accumulations of at least 10.16 centimeters (four inches) of snow or when drifting snow significantly impedes traffic flow.
- b) Should the Public Works Manager consider the road surface unsafe for the traveling public the appropriate action shall be taken as deemed necessary, including the hiring of casual staff or contractors as required.
- c) Snow and ice control operations are primarily conducted Monday through Friday. If deemed necessary by the CAO and/or Public Works Manager due to weather conditions, snow and ice control operations may commence on or continue into the weekend.
- d) Private driveways will not be cleared by Village crews or equipment.
- e) Roadway sanding will occur on the same priority basis as snow plowing.
- f) Service Levels may be impacted by:
 - i) available resources;
 - ii) equipment failures;
 - iii) extreme weather conditions; and
 - iv) budget.
- g) It is to be expected that there will be extreme winter situations where the immediate demand for snow and ice control services will exceed the available resources.

7. The procedure for snow removal and ice control shall be as follows:

- a) Removal or plowing of as much snow or ice as possible shall be done with suitable plowing equipment.

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- b) Treatment of remaining snow or ice with buckshot, sand, treated sand, or mixed combinations shall be done to achieve good winter driving conditions.
- c) Plowing and de-icing activities shall continue as weather and operational conditions permit.

8. Roadway Plowing Priority Ranking:

Priority for plowing of roads with heavy snowfall shall be as follows:

- a) Emergency Services;
- b) Truck routes;
- c) Main arterial roads;
- d) School Bus Route (46 St & 45 Ave);
- e) Residential streets;
- f) Alleys;
- g) Municipal Parking lots;
- h) Windrows.

9. Roadway Sanding:

Roadway sanding will occur on the same priority basis as snow plowing. Emphasis will be placed on emergency services, truck routes, important intersections, and other known problem areas.

10. Snowfall Accumulation:

If a snowfall with an accumulation of 10.16 centimeters (4 inches) or more should occur during snow and ice control operations, roadway plowing and sanding operations will start from the beginning of the priority ranking list.

11. Sidewalk Snow & Ice Control:

Snow clearing of sidewalks shall be prioritized as follows:

- a) It shall be the responsibility of the Public Works Department to provide snow and ice control on the municipal sidewalks where there is no residential or commercial property adjacent to the sidewalk.
- b) The sidewalk ice control shall be by using an approved de-icing solution.
- c) As per the Alberta Beach Traffic Bylaw, an owner of a property shall ensure the removal of snow and ice on the sidewalk adjacent to the residential or commercial premises including private driveway crossings.

12. Windrow Service:

The Public Works Department will endeavor to keep driveway accesses clear of windrows while performing snow plow procedures however this is not always possible and the following will apply:

- a) Windrow service will only be provided in the priority as shown above under Roadway Plowing Priority Ranking.
- b) The windrow removal service intends to knock down the windrow and allow for vehicle passage; it is not the intent of the service to provide full clearing and cleaning of the entire width of a driveway, from edge to edge. An approximate depth of 10.16 centimeters (4 inches) of snow will be left to avoid damage to driveways.

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- c) Service will be provided only when the windrow is an accumulated height of 30.48 centimeters (12 inches) or greater.
- d) No windrow removal service will be provided to those property owners who push snow from their driveways into the windrow for removal by the Village.
- e) It is the intent that windrows will only be removed from driveways that have been continuously cleared, however, service may be available in other situations.
- f) Snow from the cleared windrows will be deposited on the road allowance adjacent to driveways.

13. General:

- a) Alberta Beach may if deemed necessary, build or place windrows of snow either in the center of the roadway or on the sides of the roadway.
- b) Boulevards may be utilized for snow storage and may result in damages to improvements and trees within the Village boulevards. Care and attention will be taken to reduce potential damage to trees and boulevards; however, it will not be the responsibility of the Village to replant or reconstruct any damaged trees or boulevards.
- c) The Village is not responsible for any sand/gravel that may be left on boulevards after the snow has melted. It is the responsibility of the property owner/occupier to remove the sand/gravel from the boulevards.
- d) Residents are strictly prohibited from depositing snow on or pushing snow across any roadway as per the Alberta Beach Traffic Bylaw as this could cause damage to snow removal equipment and cause a safety liability problem should a vehicle hit this accumulation of snow and lose control. Snow is not to be deposited on any Village property.
- e) No vehicles, garbage waste containers, equipment, or other objects are to be left or parked on the roadway during snow plowing or removal operations.
- f) Damages to vehicles, garbage waste containers, equipment, and other objects left or parked on road allowances will be the property owner's responsibility.
- g) The Village accepts no responsibility for damage to or restoration of sod, sculptures, rock gardens, concrete, stonework, and other landscaping on public property from the actions of snow plowing or removal, sand, or a mixed combination thereof, the weight of snow, or any other cases of damage.
- h) Other than for emergency conditions, snow operations may be suspended at temperatures below minus 30 degrees Celsius.
- i) Residents are not to attempt to flag down equipment operators, and when approaching snow equipment, a minimum distance of 10 meters (32 feet) is to be maintained.

DEPARTMENT: PUBLIC WORKS

ADOPTED AND APPROVED BY COUNCIL: JANUARY 18, 2022

AMENDMENT DATE/RESOLUTION NO: #008-22