



Department Name: Public Works
Department # 31

Policy No.
31

Policy Title: Snow Removal and Ice Control

Status:

Res. #

Date: Jan 7,
2015

Policy Statement:

To establish locations, priorities and procedures for snow removal and ice control on roadways and sidewalks within the Village of Alix.

The Village of Alix, within the resources allocated by Town Council, will plow and /or remove snow and ice, as reasonably practical, on designated roadways and sidewalks. Designated roadways/sidewalks and priorities are identified in Schedule "A".

Guidelines/Procedures:

Definitions:

- a. **Snow Plowing** - the grading of accumulated snow from roadway/sidewalk surfaces to the sides or middle of roadway or to the side of a sidewalk. In general snow will be plowed to both sides of roadways except where it is more practical to clear to the same side continually such as around parks, playgrounds, vacant lots, etc.
- b. **Snow Removal** - the loading and hauling of snow from roadway surfaces to a snow disposal site.
- c. **Sanding** - the application of a sand/salt or other mixture to a roadway surface for the purpose of improving traction, reduction of skidding and/or reduction of ice formation.
- d. **As required** - a statement that means the level of service is not set at a pre-determined number of activity occurrences per season or year.
- e. **Emergency Routes** - the roadways most commonly used by the Fire Department, RCMP, and Ambulance Services.
- f. **CM** - Centimeter

1. The Council of the Village of Alix will annually establish an expenditure budget for sanding, snow plowing and snow removal operations.
2. The Village of Alix will take full advantage of the snow storage capacity of roadway right-of-ways to minimize the expenditures associated with snow removal and hauling.
3. Although efforts will be made to minimize snow placed in driveways, **it is the responsibility of residents to clear access to their driveways.**
4. Residents are referred to the private sector for the provision of snow plowing and snow removal services on private property, sidewalks and driveways. The Village of Alix assets will not be contracted for this work.
5. Although this policy sets out the priorities and procedures for snow plowing/removal, **the Public Works Foreman or his designate may direct Village of Alix forces and equipment to work in areas requiring immediate attention.** This situation may be due to localized drifting or accumulations, or emergency conditions.
6. When scheduling work under this policy the Public Works Foreman, or designate, will endeavor to use Village of Alix owned equipment but may contract outside services as required. The work will be conducted on a seven-day per week basis meaning that work may commence on weekends and holidays.
7. The Village of Alix, where practical, will take reasonable steps to notify the public of snow plowing/removal operations by the placement of signs. The owner/operator of **any vehicle parked in a signed snow plowing/removal area must remove the vehicle within 12 hours of the sign placement or the vehicle may be towed at owner/operator's expense** (Bylaw # 279-98).
8. Some of the sidewalks designated for snow removal may be done as a courtesy of the Village of Alix when moving from one area of the Village to another. **The residences and businesses adjacent to these properties are ultimately responsible for the removal of snow as per Bylaw# 279-98** (removal is to be completed within 48 hours or the Village may remove and clear away the snow and recover the expense from the owner – occupant under the provisions of the Municipal Government Act).

Responsibilities

The Public Works Foreman will be responsible for the implementation of this policy. The Public Works Foreman may add roadways/sidewalks to each classification as new roadways/sidewalks, parks, playgrounds, etc. are constructed.

Priorities and Procedures

Roadways

The Village of Alix will endeavor to undertake roadway sanding and snow plowing/removal operations, as required, in the following priority (see attached Schedule "A"). There may be extreme snowfall events that exceed the capacity of the available equipment and manpower to carry out the work within the time allotted, however, **the order of priority will remain the same.**

	Classification (see attached Schedule "A")	Criteria/Procedure
1	Major intersections, school zones, excessive horizontal/vertical curvature	-Sand as soon as reasonably possible following notification of dangerous conditions.
2	Emergency routes, primary roadways, schools and areas of excessive horizontal/vertical curvature as designated in <u>RED</u> .	- Snow plowing and sanding will commence within 24 hours following the end of a snowfall of 7 cm or greater. - Snow removal, as required to maintain adequate and safe roadway width for vehicular traffic.
3	Secondary roadways as designated in <u>BLUE</u> .	- Snow plowing and sanding will commence within 72 hours following the end of a snowfall of 7 cm or greater. - Snow removal, as required to maintain adequate and safe roadway width for vehicular traffic.
4	Town owned facilities and lots	-Snow plowing, sanding and removal will commence at the discretion of the Public Works Foreman.
5	Residential Areas	-Snow removal, plowing and sanding will commence when there is severe rutting or drifting or the roadways have become impassable due to accumulated snowfall(s).
6	Laneways (back alleys)	-Snow plowing will be done if the roadways become impassable.

Sidewalks

The Village of Alix will endeavor to undertake sidewalk and crosswalk plowing operations, as required, on the following sidewalks (Designated in “**Yellow**”).

The order may vary to maximize the efficiency of the work.

	Classification (see attached Schedule "A")	Criteria/Procedure
1	The Village of Alix Maintenance Crew shall remove the snow and/or ice from sidewalks on Main Street (50th Street) (Bylaw No. 345/06)	-Snow plowing will commence within 24 hours following the end of a snowfall of 7 cm or greater.

Mayor

CAO

Date