

# POLICY 2012-01

## TOWN OF CROSSFIELD SNOW CLEARING POLICY

### **Purpose**

Snow and ice control is one of the Town's core areas of responsibility. The program establishes safe traffic flow on arteries and collectors and clears a network of roadways for safe access from all major subdivisions as quickly and efficiently as possible. A priority system has been developed to ensure high traffic roadways are addressed first, followed by those deemed to have lower volumes.

### **Policy**

As attached and titled Policy 2012-01 The Snow Clearing Policy.

This Policy supercedes all previous Snow Removal Policies including 2010-07.

Adopted this 3<sup>rd</sup> day of January 2012.

  
\_\_\_\_\_  
Mayor Nathan Anderson

  
\_\_\_\_\_  
Chief Administrative Officer Cheryl Skelly

<b>Town of Crossfield</b>	<b>Function:</b>
<b>Snow Clearing Policy</b>	100 Administration 300 Public Works 600 Parks 700 Financial

## **INTRODUCTION**

This Policy is designed that in the event of major snowfall, it may be necessary to hire extra snow plowing equipment. The main objective of this policy is to clear major routes and priority locations, and to ensure they are kept open. The objective must be met and maintained prior to proceeding onto other objectives.

This policy must be kept flexible and should serve as a guideline for snow plowing in Town. Operational and administrative decisions that affect snow plowing and priorities are made by the Director of Operations and Chief Administrative Officer.

### **1. PLOWING**

During the winter months (approximately October to April ), the Town of Crossfield staff monitor the forecast and commence plowing and sanding at any time, 24 hours a day, when snow has accumulated to 5 cm (2") or when excessive drifting has occurred. Signs will be posted on streets 24 – 48 hours prior to the snow removal commencing.

### **2. SANDING**

Roads are sanded when they are cleared on the same priority basis. Emphasis is placed on intersections, corners, hills, school zones, playground zones and other known problem areas.

### **3. WINDROWING (TEMPORARY SNOW STORAGE)**

It is standard practice to windrow snow from the center of the road to each side. Snow will be windrowed onto boulevards or in ditches when possible. Where sidewalks are adjacent to curbs, snow is windrowed to the parking lane. In this case snow is plowed up and over sidewalks onto Town boulevards and parks.

Snow will not be windrowed when there is a 2 inch depth of packed snow on the roads and will be ripped out and hauled away.

### **4. SNOW MAINTENANCE PROCEDURES**

#### **Priority 1 (Red)**

- a. Roads to medical or other emergencies receive highest priority.

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b. Primary thoroughfares

Snow is plowed to boulevards, sides or the center of the roadway as required. Intersections are opened as soon as possible. Windrows are removed when they exceed the street storage height of 100 cm (40") or when there is potential to cause safety or drainage problems

***Examples of Priority 1***

- Fire Hall, Link Street, 1200 Block of Osler Avenue – for access to the Seniors Lodge and Manor
- Railway Street, Whitfield Avenue (up to McCaskill Drive), as well as all businesses in the Central Business District (CBD zoning designated as per Land Use Bylaw)

NOTE: Limit Avenue (Hwy 574) is the responsibility of Alberta Transportation. Their contracted service provider carries out snow clearing, sanding, etc on Limit Avenue.

**Priority 2 (Yellow)**

- a. Outside perimeter alleyways
- b. The Crossfield and District Community Center
- c. Hammond Avenue
- d. Compassionate reasons, if required
- e. Industrial Parks

Once the main arterial system is cleared, crews continue to the supplemental routes plowing snow to the boulevards or parking lane.

Intersections are opened as soon as possible and will be re-visited to determine safety

**Examples of Priority 2**

- Alleyways behind Murdoch Street, Maple Avenue, Harrison Street for emergency access
- Crossfield Cemetery
- Clearing snow around the Churches/Homes of bereaved family if required
- Laut Avenue, Western Drive, McCool Street, McCool Crescent
- Hammond Avenue

**Priority 3 (Green)**

**a. Major Collector Roads**

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Once the main arterial system is cleared, crews continue to the supplemental routes plowing snow to the boulevards or parking lane. Intersections are opened as soon as possible.

### **Examples of Priority 3**

- Maple Avenue, McCaskill Drive, Whitfield Avenue, Athabasca Street, Harrison Street, Mountain Avenue, Munson Street, Murdoch Street, Ross Street, Smith Avenue, Stevens Street and Sunset Link.

### ***Local Roads – Residential Areas***

Residential plowing will occur when the road is rendered impassable at the decision of the Director of Operations or extenuating circumstances exist. In residential areas snow is plowed to the boulevards, side yards or open spaces.

When residential streets are plowed, the residents are responsible for digging out their driveway entrances.

**NOTE:** Reasonable attempts are made to avoid blocking driveways with various plowing techniques, including the use of a grader gate which momentarily blocks the flow of the windrow. However, when snow plowing operations are in progress, the priority is to maintain roadways for safe driving. Time lost with extensive cleaning of driveway entrances minimizes the effectiveness of snow plowing on Town streets.

In keeping with the Town of Crossfield Traffic Bylaw, residents are not permitted to place the snow removed from their sidewalks and driveways onto the roadway or any public place adjacent to their property.

Care is taken when plowing snow in residential area not to cause damage to homeowner's lawns or ornamental decorations. If damage occurs the Town will assess the damage. The Town is not responsible for sand/gravel that may be left after the snow melts. It is the owner's responsibility to remove the sand/gravel from their lawns.

### **5. CENTRAL BUSINESS DISTRICT - SIDEWALK SNOW REMOVAL**

The Town will have equipment out first to remove snow from sidewalks in front of the Central Business District (CBD Zoning designation as per the Land Use Bylaw). The Town will not be responsible for business parking lots.

### **6. WALKING PATH – SNOW REMOVAL**

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The Town will have equipment out when needed to remove snow from walking paths and public streets adjacent to Town-owned land. The Town will not be responsible for snow clearing in front of residential homes.

#### Examples of snow clearing

##### Walking paths:

- Highway 574 (Limit Ave – Sunset Ridge and Westgate Estates).
- Whitfield Avenue (from Mountain Avenue to Athabasca Crescent)
- North and south ends of Collins Crescent accessing the green space

##### Sidewalks:

- Limit Avenue (past the 1300 block of Limit Avenue to Harrison Street)
- Smith Avenue (between Murdoch Street alleyway and Smith Avenue alleyway)
- Mossip Avenue (adjacent to Wigle Park)

#### **7. SNOW REMVAL MAP – SCHEDULE “A”**

The snow removal map is attached, outlining the priority routes.

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# Schedule "A"

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