



TOWN POLICY

POLICY NUMBER: 3201

REFERENCE:

Council 510.09.03
Council 515.12.11

ADOPTED BY:

Town Council
19 January 2001
01 October 2003
21 December 2011

PREPARED BY: Operations

DATE: 19 January 2001

TITLE: Winter Street Maintenance Policy

PAGE 1 OF 9

Policy Statement

The Town of Strathmore will provide standards for the control of ice and snow conditions on streets and sidewalks at minimal expense.

1. Definitions

- 1.1 **Essential Services Access** means roadways those Town facilities such as the Fire, Police, Hospital and Ambulance Services reside on, as designated by this Policy.
- 1.2 **Priority 1's and Priority 2's** means roadways commonly classified according to their traffic volumes and road characteristics as designated by this Policy.
- 1.3 **Employee** means any person employed by the Town of Strathmore.
- 1.4 **On-Call** means the time other than regular working hours when an employee is expected to be available for a work related incident when asked to respond.
- 1.5 **Snow Fencing** means fences that are erected on private or public property to control snow drifting.

- 1.6 **Snow Plowing** means the pushing of accumulated snow either off of the roadway or to the roadway's edge for the purposes of making the roadway safer.
- 1.7 **Snow Removal** means the windrowing and loading of snow into trucks to remove snow from the roadway. Snow is then hauled and deposited at approved snow dump sites.
- 1.8 **Snowfall** means the average depth of accumulation of loose snow on a street, or above previously compacted snow on a street.
- 1.9 **Street Storage** means the storage of snow on streets or boulevards by the Town of Strathmore.
- 1.10 **Windrowing** means the pushing of accumulated snow into long continuous rows for equipment to more easily and efficiently collect.
- 1.11 **Sanding Chips** means an aggregate chip applied on roadways for the purpose of winter traction.
- 1.12 **Pickle Mix** means a winter abrasive material consisting of chip, sand and salt mixture. The ration is between 5 – 8% salt and 92 – 95% chip/sand. This mix has winter traction and some melting characteristics.

2. **Responsibilities**

- 2.1 Town Council to:
- Approve by Resolution this policy and any amendments.
- 2.2 Chief Administrative Officer to:
- Implement this policy and approve procedures
 - Ensure reviews occur regularly and verify implementation of policy
 - Make recommendations to Council of proposed amendments
- 2.3 Director of Engineering and Operations to:
- Ensure implementation of this policy
 - Ensure that the application of this policy is reviewed regularly
 - Recommend to the CAO and necessary policy amendments
- 2.4 Operations Manager to:

- Implement and review the success of the Winter Street Maintenance Policy to provide safe road and sidewalk conditions during the winter season.
- To ensure that Codes of Practice for Environmental Management of Road Salts are implemented and adhered to.
- To obtain agreements for snow fencing on private property.
- Recommend changes to the Director of Engineering and Operations.
- To determine, under the direction of the Director of Engineering and Operations;
 - The resources to be applied to fulfill the requirements of this policy.
 - The level of response to complaints received from the public or the RCMP regarding snow and ice conditions.
 - Changes in set priorities due to unusual weather conditions or special needs.

2.5 Employees to:

- Understand and adhere to this policy.
- Conduct any assigned duties in contributing to the implementation and execution of this policy.

3. Sanding and Salting

3.1 Sanding and / or salting of roadways shall be initiated to improve roadway conditions in an effort to provide a reasonable level of safety to motorists and pedestrians as surface and climate conditions allow.

3.2 The use of sanding chips, pickle mix or salt is dependent on temperature and weather conditions. The Town of Strathmore will utilize the minimum levels of salt application possible in order to reduce the impact of salt on the environment and in order to minimize the corrosion of vehicles and engineering structures.

3.3 There road conditions are considered severe, multiple sanding applicatins may be made.

3.4 Application of sanding materials shall be undertaken subject to the following priorities;

First – Essential Services Access as identified in Schedule “A”

Second – Priority 1 – Arterial Routes as identified in Schedule “A”

Third – Priority 2 – Collector Routes as identified in Schedule “A”

Fourth – School and Playground zones

Fifth – Stop and Yield signed junctions in business areas

Sixth – Hills and curves

Seventh – Stop and Yield signed junctions in residential areas

Eighth – Parking lots owned by the Town

- 3.5 Application of Pickle Mix and / or salt will be used when road temperatures range from -11 degrees C and / or temperatures are forecasted to rise or at the discretion of the Operations manager.
- 3.6 For temperatures below – 12 degrees C, and forecasted to fall further, pickle mix will be used.
- 3.7 Sanding and salting in residential roadways not designated in Schedule “A’ will only be initiated in extreme icy conditions at the discretion of the Operations Manager, or for after hours, the on-call operator.

4. Snow Fencing

- 4.1 Snow fences shall be erected where possible in areas of known drifting, trouble areas indicated by complaints, and observations of severe problems, subject to limitations of materials in hand and annual budgets.

5. Snow Plowing

- 5.1 Plowing is initiated after 3 centimetres of snow has accumulated on roadways.
- 5.2 Public Works will prioritize plowing operations in accordance with the roadway priorities defined in Schedule “A”.
- 5.3 Plowing shall be undertaken subject to the following priorities as outlined:

First – Essential Services Access as identified in schedule “A”.

Second – Priority 1 Routes as identified in schedule “A”

Third – Priority 2 Routes as identified in schedule “A”

Fourth – School Zones

Fifth – Other streets or lanes where snowfall significantly impedes traffic flow.

Sixth – Town owned parking lots.

- 5.4 Where snow drifting impedes traffic flows and initiates plowing; only street areas affected by drifting shall be plowed
- 5.5 Accumulated snow in front of private driveway entrances and / or emergency accesses caused by Town plowing operations will only be removed by the Town for the following reasons:
 - When the natural flow of storm water is caused to be blocked by snow or ice.
 - In the event that the roadway and / or boulevard have exceeded snow storage capacity.
- 5.6 Complaints and Concerns will be addressed in a timely fashion based on an assessment of priority and appropriate action will be taken as necessary.
- 5.7 Plowing in residential roadways and alleys not designated in Schedule “A” will only be conducted in situations where roadways are rendered impassable as directed by the Operations Manager.

6. Snow Removal

- 6.1 Snow removal shall be undertaken when the accumulation of snow storage space along the curb has reached its maximum and has begun to diminish the width of the driving lane or when street storage of snow significantly impedes traffic flow.
- 6.2 Snow will be removed from designated roadways in the following priority:
 - First – essential Services Access as designated in schedule “A”
 - Second – Priority 1 Arterial Routes as designated in schedule “A”.
 - Third – Priority 2 Collector Routes as needed
 - Third – Central Business District Area (downtown)
 - Fourth – Schools
 - Fifth – Other streets or lanes where the snowfall and accumulation significantly impedes traffic flow as outlined in 6.1.
 - Sixth – Town owned parking lots.
- 6.3 Efforts will be made to remove snow from the Central Business District roadways (as outlined in Schedule “A”) during non-business hours for safety and traffic congestion reasons.

- 6.4 Removal of snow from roadways other than identified in Schedule “A” shall only be initiated in extreme conditions when the street snow storage exceeds 100cm in height and / or impedes storm water drainage.
- 6.5 Private Snow removal may not be placed on boulevards, streets or in the Town’s designated snow removal sites.
- 6.6 Where snow removed from streets is placed on grassed areas measures shall be implemented to minimize damage.
- 6.7 Wherever possible the Town of Strathmore will take reasonable steps to attempt to notify the public of snow clearing / removal by placing signs on the affected streets indicating when snow removal activities will occur. As per Bylaw #06-18, 24 hours’ notice will be given for vehicles to be removed from areas to have snow cleared/removed, after which ticketing and / or removal by others will occur.
- 6.8 The Operations Manager may authorize additional private contractor’s equipment in emergency situations as required.

7. Snow Storage Sites

7.1 The following areas will be used as snow storage sites:

- NW 12-24-25 W4M (Town’s Pivot Field)
- NW 23-24-25 W4M (Ag Society Lands)
- SW 15-24-25 W4M (Strathmore Lakes Estates Lands)
- Kinsmen Park Parking Lot (temporary storage for clearing Downtown)

8. Sidewalk and Pathway Snow Removal

8.1 Snow on sidewalks and public walkways shall be removed as per the timeframe indicated within the snow removal bylaw for Priority 1 and 2 walkways as follows:

First – sidewalks adjacent to Town owned buildings

Second – sidewalks adjacent to parks

Third – sidewalks adjacent to properties owned by the Town.

9. Town Owned Parking Lots to be Maintained During Winter Season

9.1 Town owned parking lots to be maintained by the Town of Strathmore during the winter season are as follows:

- Fire Hall
- Town Office
- Kinsmen Park North
- Kinsmen Park South
- 2nd Ave and 3rd Street Parking Lot
- Lambert Centre Parking Lot
- Town Office Parking Lot
- Civic Centre Parking Lot
- Family Centre Parking Lot
- Curling Rink Parking Lot

10. End of Policy

Schedule “A”

Essential Services Access

RCMP (Westlake Rd from Westchester Rd to Wheatland Trail and Westchester Rd from Westlake Rd to Westridge Rd)

Hospital (Brent Blvd from Wheatland Trail to George Freeman Trail)

Fire Hall (Lakeside Blvd from Highway 1 to Second Ave)

Priority 1 Routes – Arterial Routes

Maplewood Drive

Thomas Drive

Centennial Drive

Centre Street (from Parklane Drive to Eastlake Road)

Parklane Drive (from Centre Street to Lakeside Boulevard)

Second Avenue (from Lakeside Boulevard to Wheatland Trail)

Ridge Road (from Wheatland Trail to Lakeside Blvd)

George Freeman Trail

North Boundary Road

Third Ave (Lakeside Blvd to Third St)

Priority 2 Routes – Collector Routes

Third Avenue (From Third St to Wheatland Tr.)

Fourth Avenue (From Third Street to Lakeside Boulevard)

First Avenue

Second Street (From Highway #1 to Wheatland Trail)

Spruce and Brentwood Industrial Parks

West Ridge Road (Adjacent to Businesses)

Archie Klaiber Trail

Brentwood Drive

Maple Tree Way

Briarwood Road

Centre Street (From Parklane Drive to East Ridge Road excepting East Ridge Road)

East Pine Road

Green Meadow Drive

Hillview Drive

Hillview Road

Parklane Drive (from Centre Street to George Freeman Trail)

Range Roads and Township Roads

Strathaven Bays – 100, 200 & 300 (Overland Drainage)

Strathaven Drive

Strathaven Crescent
Strathford Boulevard
Strathford Crescent (Overland Drainage)
Westchester Road
Westmount Drive
West Ridge Road (from Westmount Road to West Town Boundary)
Wildflower Road

School Zones

Westmount Elementary School
Brentwood Elementary School
Strathmore High School
Wheatland Elementary School
Crowther Memorial Junior High School
Sacred Heart Academy
Holy Cross Collegiate

End of Schedule