

TOWN OF FORT QU'APPELLE

Snow Removal Policy

Approval Date: _____

Council Resolution # _____



A. Purpose

A significant area of responsibility for the Town is the removal of ice and snow to ensure safe traffic and pedestrian flow during winter months. The Snow Removal Policy addresses priority clearing of roadways and sidewalks; sanding; and, snow removal. The Town will attempt to provide snow and ice control in a safe and cost effective manner as it relates to employee and public safety, budget, personnel, equipment, and environmental concerns. In instances of extreme and/or ongoing weather events, private contractors may be engaged to enhance the snow removal operations.

B. Responsibility

The Public Works Foreman will act as the overall coordinator of all roadway winter maintenance operations and shall be responsible for the day-to-day operation.

C. Roads

1. Plowing

During the winter months, beginning with the first snow fall and ending with the last, the staff of the Town of Fort Qu'Appelle will monitor forecasts and actual snow fall. Plowing will begin when accumulation has reached 5cm (2in) or when there has been excessive drifting. The Public Works Foreman, at his/her discretion, based upon weather information or prevailing conditions, may elect to not plow snow until greater amount has accumulated. Plowing will be done in accordance with the priority roads/areas found under Section E, "Priority Areas below." Streets have been categorized based on function, traffic volume and importance to the safety of the community.

When clearing streets, the snow shall be scraped down to the pavement whenever possible.

In all cases plowing and snow clearance will ensure access to all fire hydrants.

2. Alleys

Downtown Commercial lanes will be a priority after streets are cleared and after accumulations of 10 inches of snow or more.

Residential back lane snow clearing is not a normal practice, but after 16 to 20 inches of snow, and at the discretion of the Public Works Manager, they will be cleaned after priority areas have been done.

3. Parking

Vehicles are not to be parked on the street during and after a snow storm in order for the crew to clear the streets and roadways quicker. The town foreman or Bylaw Officer shall have the authority to temporarily prevent parking or stopping and/or prohibit traffic on any road or portion thereof to allow for snow removal. Traffic barricades and public notice will be provided to identify areas for snow removal.

Traffic Barricades

To ensure the safety of employees and the public, barricades may be used to prevent vehicular traffic from accessing the area where snow removal operations are occurring. Consideration will be given to emergency services vehicles.

4. Residential Areas

As much as possible driveways and laneways will not be plowed in. Reasonable attempts are made to avoid blocking driveways with various plowing techniques, including the use of a grader gate, which momentarily blocks snow being pushed to the side. However, this slows the plowing process, which is to maintain roadways safe for driving. Time lost with extensive cleaning of driveway entrances or to move around vehicles parked on the street minimizes the effectiveness of the plowing. Blocked laneways or ridges at a laneway will be cleared by the Town. It is the responsibility of the resident to ensure that access to their driveway is cleared.

Care is taken when plowing not to cause damage to lawns, ornaments, fences etc. If damage occurs, the Town will assess the damage and take appropriate action. The Town is not responsible for sand/gravel that may be left after the snow melts.

5. Sanding/Salting

Roads will be sanded when they are sufficiently cleared. Sanding will be undertaken in accordance with the priority listing below. In all cases, emphasis will be placed on intersections, corners, school zones, playground zones and known problem areas. The application of salt/sand will be determined by temperature and road conditions.

<u>First Priority Areas</u>	<u>Second Priority Areas</u>
Broadway ST. (highway 210) Highway accesses onto highway 10 & 35	Residential Roadway by Cabins in campground Industrial (east of 35 highway) Parking lots (senior center & senior
Sioux and 8 th St. by the hospital Schools and Daycares	homes)

6. Temporary Snow Storage

It is common to plow snow from the center of the road to each side. In this case, snow is plowed onto boulevards and into ditches where possible. Where sidewalks are adjacent to the curb (core commercial area) the snow is plowed into the center of the road. Intersections are kept open at all times.

7. Snow Dump

As much as possible snow will be disposed of at the old airport site located off of Sioux Avenue, south of Highway # 10.

Snow removal will be undertaken by town staff, however contracted personnel may be used only with authorization of the Chief Administrative Officer.

D. Sidewalks and Parking Lots

1. The Town will be responsible for clearing of snow from sidewalks in the core commercial area along Broadway Street from Blondeau Avenue to Lake Avenue and The Avenues located between 3rd and 4th Street between Bay Avenue and Neeping Avenue

Where the sidewalk abuts the road, all snow will be pushed into the center of the road

Residents are required to clean the snow and ice off the sidewalks in front of their homes within 24 hours of a snow fall.

The Town is responsible for cleaning the snow in the following parking lot areas:

- Rexentre Parking Lot
- Seniors Centre
- Lift Stations
- Cemetery
- Water Treatment Plant
- Fire hall
- Fort Building
- Valley Cabin Rentals Roadway

E. Priority Roads/Areas

1. Stage I:
 - a. Emergency Locations -All Nations Hospital - Sioux Avenue) Fire Hall Company Avenue
 - b. Core Business District all of Broadway Street, Elementary and High School -4th Street, Water Treatment Plant - Qu'Appelle Crescent, Court House - Segwun Avenue, Lift Stations.
 - c. Primary Roads (high volume traffic)— Boundary Avenue, Bay Avenue, Central Avenue
 - d. Secondary Roads: The first action is to ensure vehicular movement is possible. Once this is accomplished throughout the Town, Employees can move on to Stage II.

2. stage 11:

- a. Covering the Town again, widening the snow clearing
- b. The route used for clearing secondary streets shall be determined by the Town Public Works Foreman.
- c. During Stage II, sidewalks that are major pedestrian routes shall be cleaned. This includes sidewalks stated in D. Sidewalks on Broadway Street and in the core business district will be cleaned at the same time as the street.

Salt/Sanding Zones

