

Council Policy



Snow and Ice Control Policy

Policy Number: CP208/2022
Approval Date: September 13, 2022
Supersedes Policy: PWA1/2020, Snow and Ice Control Policy

SECTION A

1.0 Policy Purpose

- 1.1 To establish consistent and systemic service levels within Council's approved budget parameters.
- 1.2 Snow and ice control shall be managed within specified service levels standards and priorities to provide motorists and pedestrians with roads, sidewalks, trails and parking lots that are as safe as reasonably possible.
- 1.3 Budget, available equipment and resources, and extreme weather conditions may impact service levels.
- 1.4 Depending on road conditions, a fair and equitable approach to residential snow removal shall be established through an alternating pattern of snow removal from the 5 zones indicated (see Appendix 1).
- 1.5 The system of snow and ice control is a reasonable allocation of budgetary resources and Town of Morinville personnel and equipment and considers other social and budgetary priorities.
- 1.6 As a result of the budgetary allocations and service levels provided, there are inherent risks that shall be recognized where roadways and walkways may be slippery and/or snow covered. Motorists and pedestrians must recognize the conditions and utilize good judgement, high level of care, safe travel speeds, and attention to traverse in a safe manner.
- 1.7 Many conditions may impact the ability to carry out this Policy including multi-day storms, severe cold temperatures, absent staff, equipment breakdowns, or other higher priority emergencies.

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2.0 Definitions

- 2.1 **“Accumulations”** is the total depth of compacted snow on a roadway surface.
- 2.2 **“Extreme Cold Weather”** is defined as -40 degrees temperature or colder
- 2.3 **“Municipal Parking lots”** are Town-owned or leased parking lots that provide support to the public, Town staff, and community agencies.
- 2.4 **“Main Roads”** refer to the high traffic volume roadways, which are the main roadways for commuters and motorists entering or exiting the Town. Examples include 100 Street from the north to south boundary and 100 Avenue extending from the east to west boundary of the Town.
- 2.5 **“Arterial Roads”** refer to major thoroughfares through the Town.
- 2.6 **“Collector Roads”** refer to roads which connect residential neighbourhoods together and also includes the industrial area.
- 2.7 **“Residential Roads”** refer to residential neighbourhood streets, including alleyways and cul-de-sacs.
- 2.8 **“Regular Winter Operating Hours”** means Monday through Friday, 6:00 am to 2:30 pm. It does not include weekends or statutory holidays.
- 2.9 **“Service Target for Completion”** means the amount of time taken to complete the task. The target completion time outlined for each initiated operation starts once snowfall has stopped and the previous priorities have been completed.
- 2.10 **“Windrow”** is a pile of snow on the side of road or along the centerline of a road that was created by snow plowing equipment. Windrows along the centerline shall have intersections cleared immediately and shall normally be cleared within 72 hours.
- 2.11 **“Zone”** is a specific area of Town which will be scheduled for snow clearing and progresses sequentially from Zone A to Zone E and rotated fairly.



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3.0 Policy Statements

3.1 Snow control operations will be initiated as follows:

- 3.1.1 For accumulations of snow between 0 and 5 cm, and/or during icy road conditions, sanding of key intersections and removal of hazardous snow drifts on main roads will occur. The service target for completion is 8 hours.
- 3.1.2 For accumulations of snow between 5 and 10 cm, all Main and Arterial roads will be plowed, emergency routes (RCMP, Fire Station, EMS) will be plowed, and Town facility parking lots will be cleared. The service target for completion is 24 hours.
- 3.1.3 For accumulations of snow between 10 and 15 cm, all neighbourhood Collector roads will be cleared. The service target for completion is 72 hours.
- 3.1.4 For accumulations of snow over 15 cm, residential snow clearing operations will begin. The service target for completion is 5 days (one day per zone).
- 3.1.5 Should a second snowfall occur prior to the completion of initial snow clearing operations, the service target start time will reset.
- 3.1.6 After a freezing rain event or other icy conditions arise, sanding of key intersections within approximately 30m of the intersection will occur.

3.2 Snow Removal Priorities, based on snow events, are defined as follows:

Priority #1: Main Roads (orange lines on Appendix 1 Map)

Consists of 100 Street and 100 Avenue. Trails and sidewalks (red lines) adjacent to Town owned properties (Civic Place, Morinville Community Cultural Centre, Morinville Leisure Centre, Public Works, St. Jean Baptiste Park, Firehall bay access) will be cleared concurrently within this priority level while using specific equipment. Municipal parking lots will be cleared and snow pushed into piles which will be removed after the snow event and once all other priorities have been completed or as time permits.

Priority #2: Arterial Roads (yellow lines on Appendix 1 Map))

Once the main roadways have been completed, arterial roads will be cleared. Where possible, snow will be pushed where space is available, including to the side of the road that does not have a sidewalk, or both sides of the road if there is a boulevard between the sidewalk and the curb.



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Priority #3: Neighbourhood Collectors (blue lines on Appendix 1 Map))

Neighbourhood collector roads including the industrial park will be cleared to facilitate the movement of vehicles towards arterial roads. Where possible, snow will be pushed where space is available, to the side of the road that does not have a sidewalk, or both sides of the road if safe to do so.

Priority #4: Residential Streets / Lanes (green lines on Appendix 1 Map))

Once the main roads and arterial roads have been completed, residential roads will be cleared according to the zones outlined on the enclosed map. The Town of Morinville has been divided up into five zones which are scheduled on a rotating basis. For example, zone 1 will be the first zone cleared, followed by zone 2 and so on. The next snow event, zone 2 will be cleared first and zone 1 will be cleared last. Each zone will be cleared entirely including pathways and lanes in order to facilitate our contracted solid waste and recycling service delivery as well as facilitate lane access to residences without other alternatives. Should snow clearing occur on the same day as residential waste/recycling pick up, residents should place waste carts in the centre of their driveway. Windrows left within residential driveways will be cleaned-up with municipal equipment as best as possible leaving behind a windrow of no less than 4-6 inches.

3.3 Public Notification

3.3.1 Snow Removal signs will be put out a minimum of 24 hours prior to a particular street being cleared so residents are notified of the parking restrictions related to snow removal. Residents are required to remove all vehicles from the roadway when required and are subject to ticketing and towing. In addition to moving vehicles, residents are also required to remove driveway gutter ramps as the Town will not be liable for damaged or missing ramps. Any damage to Town equipment caused by driveway gutter ramps will be the responsibility of the homeowner as per Traffic Bylaw 24/2012.

3.4 General Methodology

3.4.1 Roads with boulevards or medians may be utilized for snow storage. Snow will be removed where no space is available, where traffic safety is impacted, or at the discretion of the General Manager of Community and Infrastructure Services or designate.

3.4.2 Windrows will be utilized within streets for the purpose of preparation in advancement of removal. Windrows will be targeted to be removed within 3 business days.



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3.5 Emergency Situations

- 3.5.1 During Extreme Cold Weather events, the General Manager of Community and Infrastructure Services or designate may pause snow and ice control work to prevent damage to equipment and protect the safety of staff.
- 3.5.2 In the event Town resources cannot manage service levels for snow removal, including after an extreme winter storm that causes impasses of significant portion of the transportation network, the General Manager of Community and Infrastructure Services or designate may at that time extend the hours for snow removal or hire contractors to assist until such time staff is once again self-sufficient and capable of sustaining operations.
- 3.5.3 General holidays and weekends are monitored by the Public Works department on-call staff. Extra staff will be called in for accumulations over 10 cm as required and at the discretion of the General Manager of Community and Infrastructure Services or designate.
- 3.5.4 Operational requests such as special events may dictate additional snow removal service required and will be approved on a case-by-case basis by the General Manager of Community and Infrastructure Services or designate.
- 3.5.5 Snow may be removed from specific streets, roadways or areas in advance of spring thaw in order to reduce or avoid potential flooding.

3.6 Snow Dump

- 3.6.1 The Town will permit contractor use of the snow dump for snow removal activities within Morinville or to other parties as determined by the General Manager, Community and Infrastructure Services or designate. The Town will enact a cost recovery model towards contractor use of the snow dump with charges outlined in the Fees and Charges Bylaw.
- 3.6.2 The General Manager, Community and Infrastructure Services or designate, may close the snow dump to contracted use at any time for any reason, including but not limited to, safety concerns, environmental concerns, storage capacity limitations, improper use, or lack of oversight capacity. No compensation will be given to external users due to loss of snow dump use for any reason.



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4.0 Policy Review

- 4.1 Administration may make updates to the Snow Priority and Zone Map in accordance with the Priority descriptions, including when new development areas are added under Town management. This will be considered an administrative update.
- 4.2 This Policy is subject to periodic review and may be updated as requirements change. A review will occur prior to December 31, 2026. The Policy shall be brought forth and accepted in its present or amended form or rescinded.
- 4.3 This policy shall remain in effect if the review date passes prior to formal review.



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SECTION B

1.0 Reference to other Policy and Legislation

Traffic Bylaw
Community Standards Bylaw
Fees and Charges Bylaw

2.0 Persons Affected

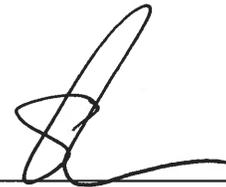
Residents and businesses within the Town of Morinville limits.

3.0 Divisional/Departmental Responsibility

Community and Infrastructures Services / Infrastructure Services

4.0 Review / Revision History and Author

Snow and Ice Control Policy PWA1/2020
Snow and Ice Control Policy PWA1/2018
Snow and Ice Control Policy PWA1/2017
Snow and Ice Control Policy PWA5/2013
Snow and Ice Control Policy PWA2/2011
Winter Road Maintenance Policy 200/2009
Winter Road Maintenance Policy 200/2007

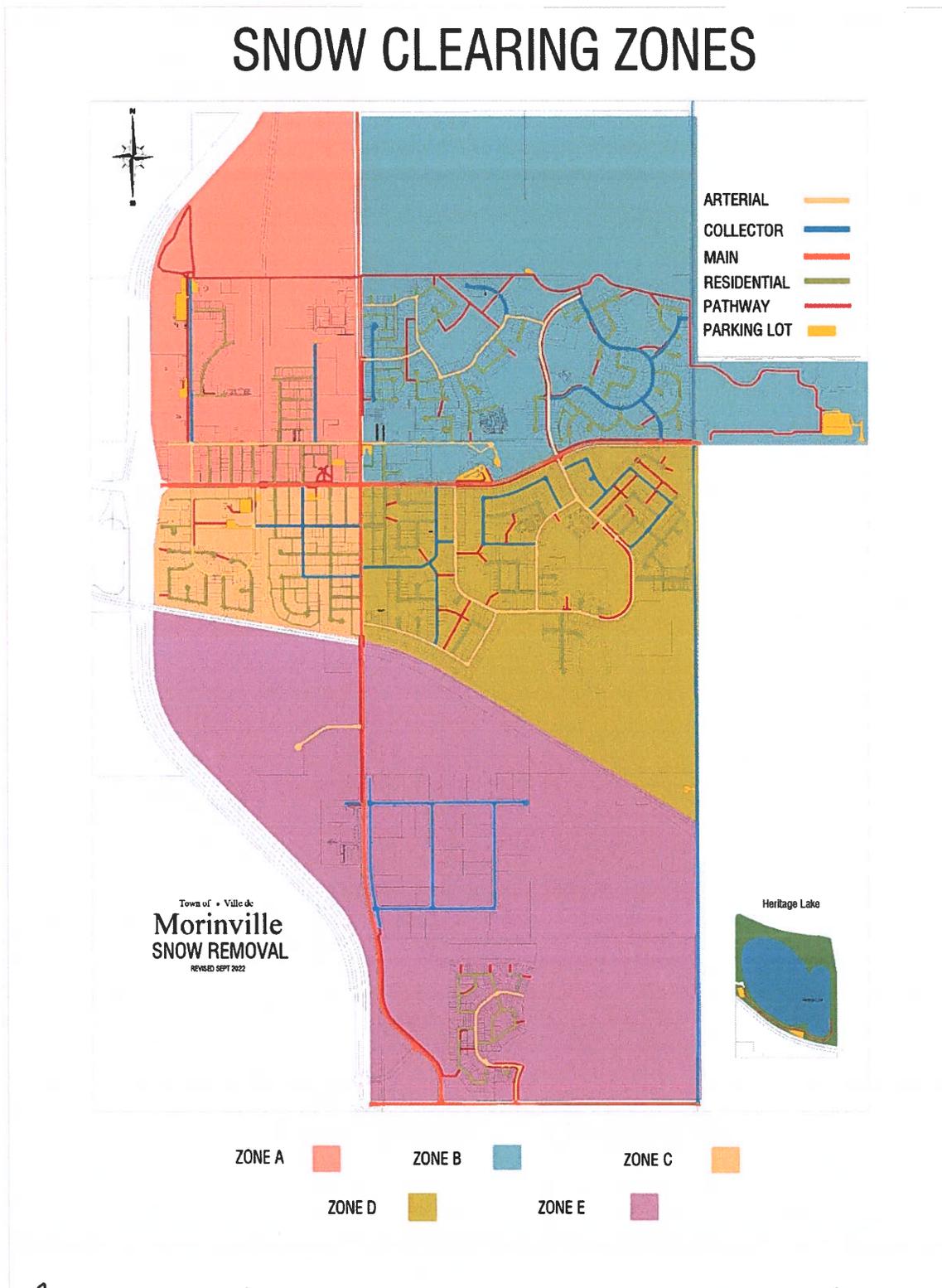


Simon Boersma
Mayor



Michelle Hay
Interim Chief Administrative Officer

APPENDIX 1 – Snow Priority and Zone Map




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