


Subject:	Snow Removal Policy	Policy No.:	T-02-22	
Department:	Public Works			
Approval Date:	November 23, 2022	Review Date:		
Associated Policies:	Traffic Bylaw 2016/03/P Community Standards Bylaw 2022/06/P			

Snow Removal Policy

Purpose

To establish a consistent, efficient, and cost-effective standard of practice for clearing roadways, walking trails, and sidewalks of snow/ice for safe travel within the corporate limits of the Town of Drayton Valley.

General Policy

A system of labor, equipment, materials, schedules, and communication on a priority basis, in keeping with the requirements of the Town of Drayton Valley, shall be adopted. This Policy shall establish service levels and priority routes for winter maintenance on all roadways, sidewalks, walking trails, and Town-owned facility lots. Contractors will be utilized on an as-needed basis, as determined by the Public Works Manager or General Manager of Municipal Services.

Definitions

Within this Policy the following definitions shall apply:

"Alley" as identified in Traffic Bylaw 2016/03/P;

"As required" means the level of service is not predetermined by the number of activity occurrences per season or year;

"Highway" as identified in Traffic Bylaw 2016/03/P;

"Sidewalk" as identified in Traffic Bylaw 2016/03/P;

"Roadway" means any part of a highway intended for vehicular traffic;

"Sign" or "Signage" means, a "Traffic Control Device" as defined in the current Traffic Safety Act of Alberta, or as defined in the Town of Drayton Valley Land Use Bylaw, or a specific sign stating snow removal dates/times and instructions;

"Snowplowing" means the grading of accumulated snow from roadway surfaces to the middle or sides of a roadway or lane, or any snow that has been plowed for the purposes of blowing snow into trucks and being hauled away;

"Snow removal" means the loading and hauling of snow from roadway surfaces to a designated snow disposal site;

"Time" means, either Mountain Standard Time or Mountain Daylight Savings Time, which is proclaimed by the Province of Alberta;

"Walking Trails" means an outdoor linear route designated primarily for walking, jogging, rollerblading, cycling and mobility device riding;

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Policy Instructions

- 1.1. The Public Works Manager and/or General Manager of Municipal Services will have authorization in accordance with this policy to direct or re-direct services based on but not limited to:
 - Temperature
 - Winter Storms & Fresh/Packed Accumulations;
 - Emergency Situations;
 - Remaining non-priority areas of the Town based on available resources and surface condition severity;
 - Excessive snow volume and drifting which may require snow removal may be implemented immediately, without advance posted notice.
- 1.2. Priority sequencing of snow plowing, and removal shall be directed to priority sequencing except for unusual circumstances as identified in Section 1.1.
- 1.3. During winter operations, the Town of Drayton Valley equipment and contractors clearing/hauling snow shall have the right of way on all Town roadways unless so directed by a Peace Officer or certified traffic flag person.
- 1.4. **Safety and Bylaw;**
 - Other than for emergency situations, snow clearing operations will be suspended at temperatures colder than -30C in order to safeguard crews and equipment from injury or damage respectively.
 - Businesses or contractors engaged to clear their property will NOT be allowed to push snow from their properties onto roadways and/or Town property or municipal ditches. Violation of this can incur a fine under Section 8.1 or 8.2 of the Town's Community Standards Bylaw.
 - Residential and other property owners are responsible to clear their sidewalks of snow/ice abutting their property or place of business as per Section 7 and 8 under the Town's Community Standards Bylaw. Residents will NOT be allowed to move snow from their properties onto any roadway and/or Town property or municipal ditches, unless permitted under section 8.2 of the Community Standards Bylaw. A violation can incur a fine under Section 8.1 or 8.2 of the Town's Community Standards Bylaw.
 - Contractors are allowed access to the Town's snow storage site as per the Town of Drayton Valley fee schedule and must phone Public Works ahead of time to plan accordingly.
 - Any vehicle parked on seasonal snow routes as marked while bans are in effect, or vehicles parked contrary to no parking signs for snow clearing may be ticketed and /or towed as authorized by the Drayton Valley Traffic Bylaw 2016/03/P, at the owner's expense.
- 1.5. **Service Level - Personnel;**

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- Allocation of resources including contractor forces shall be done in accordance with this policy in order to clear and haul snow from Town roadways, sidewalks, and trails. Town and contractor equipment and crews will be utilized as needed in order to address the routes and trigger points stipulated under this policy.

1.6. Service Level – Communications;

- Planned snow removal will be communicated to the public via roadway signage and Communications through all of the Town's social media platforms.
- Communications, with the assistance of Public Works, shall provide the public with information that includes but is not limited to the date/time of winter operations, roadways that are affected, and directions for residents and businesses (all vehicles must be off the affected road, or they are subject to tickets and towing.)
- All roadway signage will have a corresponding logbook indicating the date/time signs were placed, placement of the signage, who placed the signage, and will be made available to Enforcement Services for enforcement purposes upon their request. Logbooks must be kept for a minimum of 2 years to ensure documentation is available for court purposes, if required.

1.7. Seasonal Snow Routes (Schedule E)

- The following areas indicated by Schedule E are seasonal snow routes that shall be in effect during and or after a major snow event.
- Any other roads the Town of Drayton Valley identifies as per Section 1.6 will be considered seasonal snow routes as directed via snow removal signage or communication updates to the public.

Procedure

Priority	Snow Accumulation	Minimum Response Time Free of a Snow Event	Maximum Response Time
1	5cm Fresh 5cm Packed		24 Hours
2	5cm Fresh 5cm Packed	24 Hours	48 Hours
3	7.5cm Fresh 7.5cm Packed	48 Hours	72 Hours
4	12cm Fresh 10cm Packed	96 Hours	1 Week
Sidewalks/Walking Trails	<3cm	Next Working Day	
	>3cm	48 Hours	

2. Service Level- Sanding Operations;

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At the direction of the Public Works Manager, sanding operations may not have a priority sequence due to operational requirements, heavy weather loading, and operational traffic and pedestrian flow identification or emergency situations. If sanding is underway, priority routes will be given to locations that have been requested for sanding by RCMP, Fire, Ambulance or Peace Officers.

3. Procedure – Roads

Snow Removal is typically efficient at low traffic times, either late at night or early morning for Priority 1 routes. Residential areas will be planned to be done during regular business hours and not during weekends or early/late hours with the exception to unusual circumstances as identified in Section 1.1. Residential Quadrant starting locations will be rotated through each Priority 4 snow removal event in order to create equality for all residential neighborhoods. All priority routes as listed above are attached hereto as Schedules A-D.

PRIORITY 1 (Schedule A)

- 50 Street, Hwy. 22N to 50 Avenue
- 50 Street, 50 Avenue to Hwy. 22S
- Madsen Avenue
- 54 Street and 45 Avenue
- Industrial Road
- Jubilee Avenue
- 54 Street, Industrial Road to 50 Avenue
- 53 Street, 52 Avenue to 50 Avenue
- 52 Street, Industrial Road to 51 Avenue
- 51 Street, 52 Avenue to 51 Avenue
- 52 Avenue, 53 Street to 50 Street
- 51 Avenue, 53 Street to 50 Street
- 50 Avenue, Hwy 22 to 62 Street

PRIORITY 2 (Schedule B)

- 55 Street/56 Avenue, Industrial Road to 50 Street
- 58 Street, 50 Avenue to 49 Avenue
- West Valley Park Road, 49 Avenue to 45 Avenue
- 45 Avenue, West Valley Park Road to 54 Street
- 48 Street, 50 Avenue to 55 Avenue
- 55 Avenue, 50 Street to 43 Street
- 43 Street, 55 Avenue to 50 Avenue
- 55 Avenue, 55 Avenue to 40 Street
- Mackenzie Avenue, 40 Street to 48A Street
- 48A Street, Mackenzie Avenue to 55 Avenue
- 46 Avenue, 50 Street to 47 Avenue
- 46 Street, 50 Avenue to 47 Avenue
- 47 Avenue, 46 Street to 43A Street
- 43A Street, 47 Avenue to 43 Street
- 44 Street, 50 Avenue to 47 Avenue

- 50 Street East Service Roads
- 50 Street West Service Roads
- 34 Avenue, 50 Street to Road End
- Brougham Drive
- 43 Avenue, 50 Street to 52 Street
- 52 Street, 43 Avenue to 45 Avenue
- 47 Avenue, 50 Street to Shangri-La Lodge
- 49 Avenue, 58 Street to 54 Street
- 55 Street, 50 Avenue to 49 Avenue
- 56 Street, 50 Avenue to 49 Avenue
- 57 Street, 50 Avenue to 49 Avenue
- 55A Street, Industrial Road to 53 Avenue
- 53 Avenue, 50 Avenue to 54 Street
- 53 Avenue, 54 Street to 52 Street
- 55 Street, 55 Street to Road End
- 50A Street
- Mitchell Drive
- Apex Common
- Westview Industrial Park
- Brazeau Business Park
- Greenfield Industrial Park
- Power Centre Boulevard
- Range Road 75 North/South
- 62 Street, Range Road 75 to 50 Avenue
- 62 Street, 50 Avenue to Road End
- RV Park
- Hwy 22 East Service Road

PRIORITY 4 (Schedule D)

- 49 Avenue, 50 Avenue to Road End
- 48A Avenue, 54 Street to 55A Street

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- 48A Avenue, 44 Street to 43 Street
- 43 Street, 50 Avenue to 43 Avenue
- 43 Avenue, 47 Street to Ring Road
- 42 Avenue, 47 Street to 43 Street
- Beckett Road, 50 Avenue to 43 Avenue
- Omniplex Lot
- CETC Lot & 22 Avenue

PRIORITY 3 (Schedule C)

- 49 Avenue, Beckett Road to 37 Street
- 44 Avenue, Beckett Road to Ring Road
- 44 Street, Mackenzie Avenue to 55 Avenue
- 49 Street, 54 Avenue to 50 Avenue
- 49 Street, 50 Avenue to 46 Avenue
- 47 Street, 46 Avenue to Madsen Avenue
- 56 Avenue, 50 Street to Road End
- 51 Street, 46 Avenue to 45 Avenue
- 45 Street, 38 Avenue to Road End
- 38 Avenue, 45 Street to Madsen Avenue
- 39 Avenue, Madsen Avenue to 47 Street
- 47 Street, Madsen Avenue to Road End
- 40 Avenue, 47 Street to 46 Street
- 46 Street, 40 Avenue to 39 Avenue
- 41B Avenue, 40 Street to Road End
- 42 Avenue, 40 Street to Road End
- 40 Street, 43 Avenue to Road End
- Meraw Estates
- Celebrity Estates Drive
- 41B Avenue, 43 Street to Road End
- 43 Street, 42 Avenue to 41B Avenue
- 41A Avenue Cul-de-sac
- 43A Street Cul-de-sac
- 41A Avenue Cul-de-sac
- 45 Street, 42 Avenue to 41A Avenue
- 44 Avenue, 47 Street to 43 Street
- 45 Street, 43 Avenue to 45 Avenue
- 45 Avenue, 47 Street to 43A Street
- 47 Avenue, 49 Street to 47 Street
- 47 Street, 47 Avenue to 50 Avenue
- 48 Avenue, 47 Street to 48 Street
- 48 Street, 48 Avenue to 46 Avenue
- 47A Avenue, 48 Street to 48 Avenue
- 49 Avenue, 47 Street to 49 Street
- 48 Street, 50 Avenue to 49 Avenue
- 49 Avenue, 46 Street to 45 Street
- 45 Street, 49 Avenue to 50 Avenue
- 44 Street, 50 Avenue to 55 Avenue
- 45 Street, 50 Avenue to 48 Street

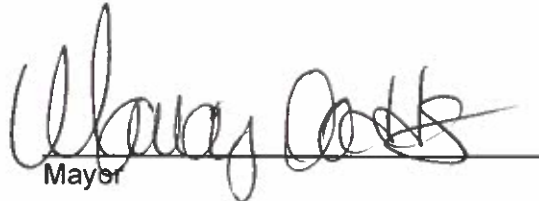
- 48 Avenue, 54 Street to 56A Street
- 56A Street Cul-de-sac
- 47 Avenue, 54 Street to 56 Street
- 46 Avenue, 55 Street to 56 Street
- 56 Street, 46 Avenue to 47 Avenue
- 55 Street, 47 Avenue to 45 Avenue
- 56 Street, 45 Avenue to 43 Avenue
- 43 Avenue, 56 Street to 54 Street
- 55 Street, 43 Avenue to Road End
- 54A Street Cul-de-sac
- 44 Avenue, 52 Street to 53 Street
- 43 Avenue, 52 Street to 53 Street
- 53 Street, 47 Avenue to 46 Avenue
- 47 Avenue, 54 Street to 52 Street
- 52 Street, 47 Avenue to 45 Avenue
- 46 Avenue, 52 Street to 51 Street
- Northview Crescent
- Northview Gardens
- Meier Avenue
- Glenbow Estates
- 48B Avenue, 49 Avenue to Road End
- 39 Street, 49 Avenue to Road End
- 48A Avenue Cul-de-sac
- 48 Avenue Cul-de-sac
- 49 Avenue Cul-de-sac
- 47 Avenue Cul-de-sac
- 46 Avenue Cul-de-sac
- 44 Avenue Cul-de-sac
- 44A Avenue, 44 Avenue to Road End
- 38 Street, 44A Avenue to 47 Avenue
- 39 Street Cul-de-sac
- 47 Avenue, 38 Street to 40 Street
- 40 Street, 47 Avenue to 44 Avenue

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- 46 Street, 50 Avenue to 48 Street
- 47 Street, 50 Avenue to 48 Street
- 52 Avenue, 48 Street to 50 Street
- 53 Avenue, 48 Street to 49 Street
- 54 Avenue, 48 Street to 50 Street
- 51 Avenue, 48 Street to 49 Street
- 47 Avenue, 46 Street to 47 Street
- 48A Street, 54 Avenue to 55 Avenue
- 49B Street Cul-de-sac
- 49A Street, 55 Avenue to Mackenzie Avenue
- 49 Street, 55 Avenue to Mackenzie Avenue
- 55A Avenue Cul-de-sac
- 55B Avenue Cul-de-sac

4. Procedure – Sidewalks/Trails (Schedule F)

Walking trails will be cleared in a timely fashion in accordance with this policy observing the priorities as set out in Schedule F. As per our Community Standards Bylaw 2022-06-P, clearing of snow and ice on sidewalks adjacent to private property are the responsibility of the property owner.


Mayor

November 23, 2022
Approval Date

