

Town of Bonnyville

Policy No. 22-PW-082	
Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 1 of 7

1.0 Purpose

The main objective of the Snow Removal and Winter Road Maintenance Policy is to provide residents of Bonnyville as much mobility as possible, as soon as possible in adverse weather and street conditions while striving to minimize the impacts on the environment. This will be accomplished by utilizing a predetermined, prioritized maintenance procedure.

The Snow Removal and Winter Road Maintenance Program is not designed or intended to eliminate all hazardous conditions. This program will assist vehicles that are properly equipped for winter driving conditions and operated in a manner consistent with good winter driving habits.

2.0 Policy Intent

The Town of Bonnyville is committed to providing cost-effective snow removal and winter road maintenance that mitigates winter driving hazards while being environmentally responsible.

3.0 Policy Statement



The Town of Bonnyville will provide an efficient, cost-effective means to snow removal and provide winter road maintenance within the Town's transportation system utilizing the establishment of a priority ranking system to ensure equitable service. This maintenance program will help to limit hazards related to winter road conditions and facilitate operations for Emergency Services.

4.0 Managerial Guidelines

GENERAL:

4.1 Snow Removal Priority Descriptions

The following table outlines the priority ranking for multiple aspects of the Town of Bonnyville's snow removal priorities to be used in coordination with the "Appendix A", Snow Removal Map.

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Snow Removal and Winter Road Maintenance Policy Priority Ranking and Identification System

PRIORITY RANKING	IDENTIFICATION COLOUR TO SNOW REMOVAL MAP	DESCRIPTION CLASSIFICATION
Priority 1	Red	Major Arterial Roadways Emergency Services Sites Collector Roads, Municipal sites.
Priority 2	Blue	Downtown business sections, School zones and School access routes
Priority 3	Yellow	Commercial/Industrial areas, downtown business laneways
Priority 4	Green	Residential streets (zones 1,2,and 3, on a rotational basis and based on pass ability and worst first)
Priority 5	Grey	Residential laneways

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4.2 Level of Service

The following table outlines the service level description for the various priority ranking:

Snow Removal and Winter Road Maintenance Policy Priority Ranking/Service Level Description

PRIORITY RANKING	SERVICE LEVEL DESCRIPTION
Priority 1	Snow is cleared to maintain as close to bare pavement standard as possible: (Trigger: 1cm to 3 cm of accumulated snow)
Priority 2	Snow is cleared within 7-10 Days. (Trigger: 3 cm to 5 cm of accumulated snow)
Priority 3	Snow is cleared within 14 Days. (Trigger: 5 cm of packed snow)
Priority 4	Snow is cleared within 30 Days. (Trigger: 6 cm of packed snow)
Priority 5	Residential Lanes must be passable. Priority will be based on back lane garage access where applicable or low points where spring runoff is/has potential for flooding.

Note: When Temperatures are below -35°C Public Works will only respond to emergency snow removal situations.

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4.3 Clearing Operations



4.3.1 Snow Removal operations will be undertaken by the Public Works Department during normal working hours and workdays except in the following circumstances:

- Emergency response to RCMP, Bylaws Services, Fire/Rescue Services;
- Roadways that receive a "Priority 1" Service Level; Evening Shift or early morning weekday shifts starting at 5 AM;
- Snowfall exceeds an accumulation of 20 centimeters;
- Excessive rainfall including freezing rain;
- Chinook weather where temperatures reach above 0 for more than 72 hours causing excessive melting of packed snow;
- Wind and drifting creates problems for traffic movement;
- Streets have not been cleared within the time-period established under Section 4.2 - Level of Service;
- Should another snow fall event occur before all streets are fully cleared, snow removal priorities will reset at Priority 1 Roadways.

4.3.2 If snow clearing operations fall under any one (1) of the above noted categories, the Town may contract third party equipment to assist with snow removal in accordance with responsible budgetary practices.

4.3.3 The physical removal of snow will be completed utilizing the following techniques:

- a) In business corridors and some of the downtown core, snow removal "No Parking" Signs will be placed 24 hours prior to snow removal. Snow will be windrowed to the center of the street and hauled away.
In some cases, it may not be possible to post the regular 24 hours notice signs before snow removal crews arrive. Please avoid parking on the street until your business area or neighbourhood has been completed.
- b) In areas where there is available space to store snow on one side or both sides of the road, snow will be windrowed to the side as a method of disposal. This stored snow may be piled to a safe line of sight height and will be scheduled for removal and cleared within five (5) days.
- c) Property owners will be responsible for the clearing of sidewalks and driveways of residual snow left by the snow clearing

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equipment in front of their own property.

- d) Snow from private and commercial/industrial properties shall NOT be disposed of on Town streets, boulevards or in ditches. Snow shall be disposed of on the owner's own property where possible or in designated snow dump sites. Snow within Town limits can be hauled to designated Town sites. Please call the Public Works Department for locations on designated areas. (Uncontaminated snow only)
- e) Residential areas will be divided into three zones and done on a rotational basis. For example, if the first snow removal starts in Zone 1, the next snowfall, snow removal will start in Zone 2 and so on. This will help to ensure an equal level of service throughout the residential Areas.
- f) There may be certain areas that may jump the que due to severe drifting or causing safety related concerns.
- g) If there are streets where there are no parked vehicles observed by operators during snow removal operations, and time allows, snow removal may be carried out at the discretion of the Operations Director.


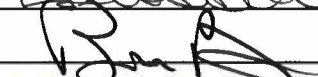
4.4 Sanding Operations

4.4.1 Public Works staff will inspect streets once per day during the regular work week and may include weekends and holidays when poor weather conditions are anticipated. The frequency of inspections will vary based on weather conditions (temperature, wind speed and type of snow). Streets will be sanded when road conditions become a hazard to public safety.

4.4.2 The following will have sanding throughout the roadway intersections;

- a) Priority 1 and Priority 2 roadways may have sanding throughout the roadway alignment (except for provincial highways);
- b) Intersections;
- c) Inclines;
- d) Any other area where road conditions are unsafe and warrant sanding;
- e) Any other area where there is a high degree of pedestrian and vehicle interaction.

4.4.3 Regular sanding operations will be undertaken by the Public Works Department during normal working days. Staff will complete the work on a

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priority basis similar to the snow clearing priority. The following circumstance may alter the priority ranking:

- a) Emergency response to RCMP, Bylaws Services, Fire/Rescue Services.
- b) Daily inspections warrant additional and/or extended sanding;
- c) Snow removal operations are in effect as identified in Section 4.3 – Clearing Operations.

4.5 Communications and Vehicle Towing

4.5.1 To inform the public of intended snow removal, efforts will be made to post the priorities and updates of snow clearing routes on our Town of Bonnyville Website, Facebook page, Town App and our Media Partners. Furthermore, signage will be placed on residential streets 24 hrs before snow removal operations commence. Deviations from normal operations will be communicated to the public through the Town's Facebook page, Website, Town App and our Media Partners.

4.5.2 As referenced in the Traffic Safety Bylaw, when the snow removal crew encounters vehicles that are left on streets after the 24-hour signing period, they may be towed at the registered owner's expense to either an out of the way location or to a compound. This will be done at the discretion of the Operations Director.

4.6 Operational Plans



4.6.1 A snow Storage and/or Salt Management Plan shall be prepared and reviewed annually by the Public Works Department. These plans shall be maintained within the framework of this policy.

5.0 References

- 5.1 Environmental Protection and Enhancement Act - Alberta (EPEA)
- 5.2 Canadian Environmental Protection Act (CEPEA)

6.0 Persons Affected

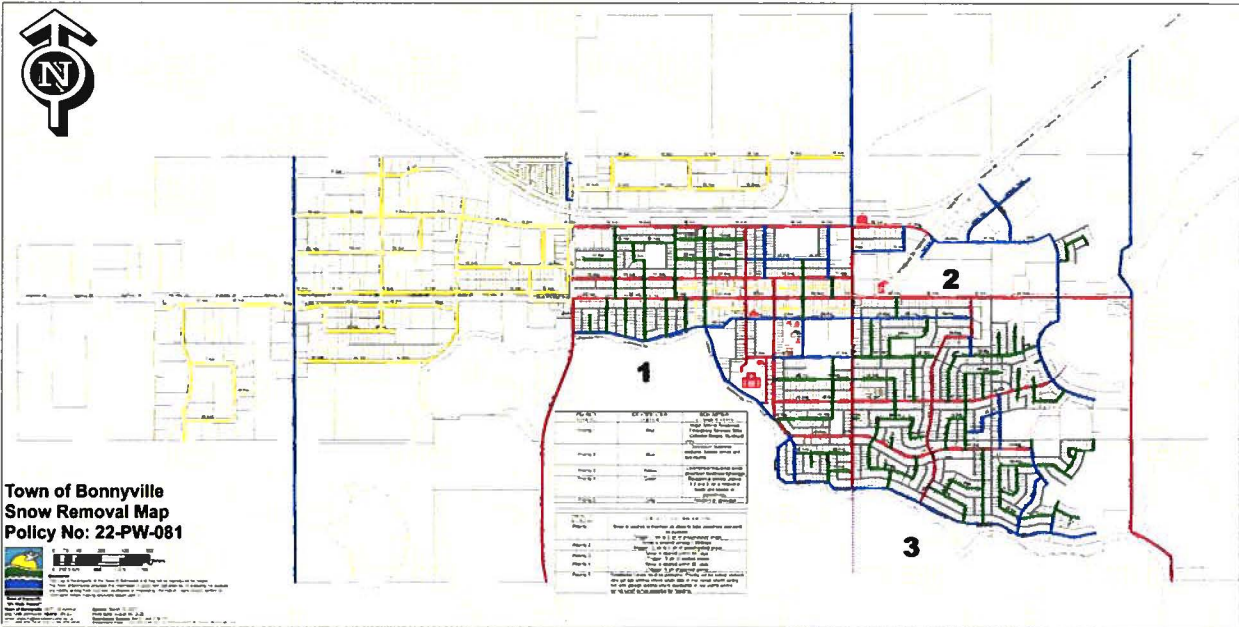
All Citizens, businesses, and emergency services that live, work or operate in the Town of Bonnyville.

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