

APPROVAL DATE: DECEMBER 1, 2014	POLICY NUMBER: P-32-2014-02
RESOLUTION NUMBER: 14-12-823	
AMENDMENT DATE:	REVIEWED: NOVEMBER 20, 2014
RESOLUTION NUMBER:	
TITLE: SNOW AND ICE MANAGEMENT POLICY	

PURPOSE

To provide a clear statement of intent of Municipal winter operations and establish the priorities and standards of the snow and ice management program given limited resources and unpredictable winter conditions. An effective and efficient snow and ice management program is necessary to allow the municipality to function under normal winter weather conditions, reduce snow and ice hazards and provide the public adequate mobility on Town controlled roadways, sidewalks and parking facilities.

POLICY STATEMENT

The Town of Peace River will manage snow and ice management operations on Town controlled roads, lands, sidewalks and parking lots in the most efficient and effective manner and in accordance with the established service level priorities, relevant by-laws and the Municipal Government Act. The intent of the snow and ice control program is to minimize the economic loss to the community, reduce the inconvenience and hazards of winter conditions for motorists and pedestrians, and to facilitate the operation of Emergency Services, to the greatest degree practical and within available financial resources.

DEFINITIONS

Arterial Roads means roadways carrying high traffic volumes within the Town of Peace River.

Bus Routes means routes established by the School Divisions for the collection and delivery of student between their residences and learning establishments.

Collector Roads means roadways carrying low to moderate traffic within the Town of Peace River which serves to move traffic from Local Roads to Arterial Roads.

Extreme Winter Conditions Operations Mode means an enhancement of normal winter operations with increased communication, altered Shift Schedules, declared Parking Bans and commencement of Contractor use until such time the extreme conditions no longer exist.

Local Roads and Lanes means public roadways or lanes in residential areas or considered low traffic.

Ice Control means application of abrasives and/or chemical de-icers to the surface of roads and sidewalks to improve traction.

Permanent Snow Routes means routes shown on the Snow Removal Maps as Priority 1, 2 or 3 in the Snow Removal and Ice Control Policy.

Snow Blading means light blading of compacted snow and ice to make roadways passable or to level ruts.

Snow Plowing means pushing accumulated snow from road or sidewalk surface in order to maintain traffic flow and pedestrian travel.

Snow Removal means the use of equipment to remove snow from roadways to a Town approved dumping site.

SERVICE LEVELS ON ROADWAYS

Service levels for snow and ice management on roadways fluctuate with winter and road conditions and are generally based on traffic volume, road classification and special considerations such as terrain, school bus routes and emergency services. A Snow plowing map forms part of this policy and will be amended from time to time. Ice management is conducted as required and determined by the Superintendent of Public Works and prioritized under *Methods of Ice Management*.

Snow removal will be implemented for loose snowfall greater than 100 mm and/or total accumulation of 200mm and the general allocation of resources for snow removal are as follows and as shown in **Appendix "A" - SNOW MANAGEMENT PRIORITY MAP & Appendix "B" - SNOW MANAGEMENT BLADING MAP:**

PRIORITY 1 All roadways classified as an arterial with the addition of known bus, hospital, and emergency service routes; in addition to critical slopes within the Town Limits, as shown on Appendix A. ***The standard to meet this service level is to begin within 12 hours after the end of the storm or beginning of the next work day, or earlier if accumulations reach the above discussed levels and conditions permit safe operations.***

Highway 744 which includes "Main" Street, portions of 102nd & 104th Avenues, and portion of 101st Street, although not under Town of Peace River's jurisdiction will be considered as Priority 1. All costs associated with snow and ice management of this portion of Highway will be invoiced to the appropriate party.

PRIORITY 2 All roadways classified as a collector within the Town Limits with the addition of Downtown Commercial Core and parking lots. ***The standard to meet this level is to begin the next work day after the completion of Priority one.***

A prioritized Parking Lot list is shown below and will be amended as required. Ice control is conducted on parking lots as required and determined by the Public Works Supervisor, or his designate.

- ❖ Batex Energy Centre/Swimming Pool Lot (7201 -98th Street)
- ❖ Centennial Lot (9717 - 98th Avenue)
- ❖ 99th Street Lot (10021 - 99th Street) commonly known as the "Mac Parking".
- ❖ All other Town owned parking Lots

PRIORITY 3 All roadways classified as Local within the Town Limits with the addition of driveway approaches and back lanes. ***The standard to meet this level is to begin the next work day after completion of Priority 2 and subject to the availability of manpower and equipment.***

After a heavy snowfall or in extreme conditions, the Public Works Supervisor, or his designate may redirect Priorities until extreme conditions no longer exist.

Parking Bans will be declared when required by the Superintendent of Public Works, or designate on Permanent snow routes from November 15 until April 15 and will be in effect on weekdays from 7:00 am until 9:00 pm or undeclared. Permanent snow routes map will be established along all Priority 1 and some Priority 2 routes as shown in **Appendix "C": - PERMANENT SNOW ROUTES MAP**. Vehicles parked on Permanent snow routes when parking bans are declared will be subject to fine and/or towing as per Traffic Bylaw 1746.

SERVICE LEVELS ON SIDEWALKS AND PATHWAYS

Service levels for snow and ice control services on sidewalks and pathways either owned or under direct management of the Town are also prioritized as shown below and are generally based on pedestrian volume, key pedestrian routes and special considerations such as terrain, bus routes and service access. Sidewalks adjacent to privately owned property are subject to Bylaw 1834.

PRIORITY 1 sidewalks adjacent to Town property or under Town administration shall be cleared of snow and ice immediately after a snowfall accumulation. ***The standard to meet this service level is to begin the next work day or earlier if accumulations reach the above discussed levels and conditions permit safe operations.***

PRIORITY 2 pathways under Town administration shall be cleared of snow after a snowfall accumulation in excess of 100mm, ice will be removed after. ***The standard to meet this service level is to begin the next work day after the completion of Priority One.***

Highway 744 corridor (portions of 100th Street, 101st Street and 104th Avenue is under the control of **Alberta Transportation** and will be maintained to the standards established through their maintenance contractors. Snow removal and ice control operations is coordinated between Public Works and Alberta Transportation.

The Town of Peace River Public Works Department shall be prepared to conduct snow and ice control operations 24 hours a day, 7 days per week from November 1 to March 31 of each year. Operations will commence when, in the opinion of the Public Works Superintendent, or designate, conditions dictate. In the event of a major snowfall, Public Works Department may modify its Operations schedule and this modified shift schedule will continue until Priority 1 and Priority 2 routes are plowed.

Service levels will always be subject to the availability of equipment and personnel.

METHODS OF ICE MANAGEMENT

Ice control will be initiated in conjunction with the Service Levels and as required. The Superintendent of Public Works or designate will prioritize ice control methods and locations based on Terrain, emergency /bus routes, and vehicular usage.

PRIORITY 1 Hill, Bus Routes and all intersections located within the Priority 1 Snow Removal. ***The standard to meet this service level is to begin within 12 hours after the end of the storm or beginning of the next work day.***

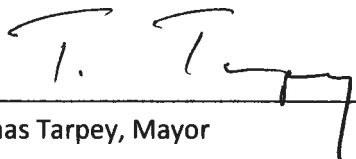
- PRIORITY 2** All intersections located within Priority 2 Snow Removal. *The standard to meet this service level is to begin the next work day after the completion of Priority One.*
- PRIORITY 3** All Parking lots owned or under management by the Town. *The standard to meet this service level is to begin the next work day after the completion of Priority Two.*
- PRIORITY 4** The Town of Peace River provides resources for ice control on local roads and lanes in residential areas on an as needed basis. *The standard to meet this service level is to begin after the completion of Priority Three and as manpower and equipment become available.*

HIRING OF CONTRACTORS

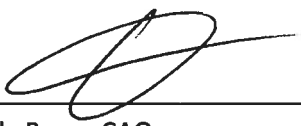
Public Works Department will maintain a list of prequalified Contractors to assist during Extreme Winter Conditions or at any other time deemed necessary by the Superintendent of Public Works or his designate. Yearly contracts are signed by interested parties which have met the following criteria.

- ❖ Worker's Compensation - Certificate of Coverage (Copy)
- ❖ Certificate of Liability Insurance (Copy showing the Town of Peace River as "Additional Insured")
- ❖ Certificate of Automobile Insurance (Copy)
- ❖ Current Town Business License (Copy)
- ❖ Signed Contract

Equipment rental rates for hired equipment will not exceed the current rental rates of ARCHCA (Alberta's Road Builders and Heavy Construction Association) guide.

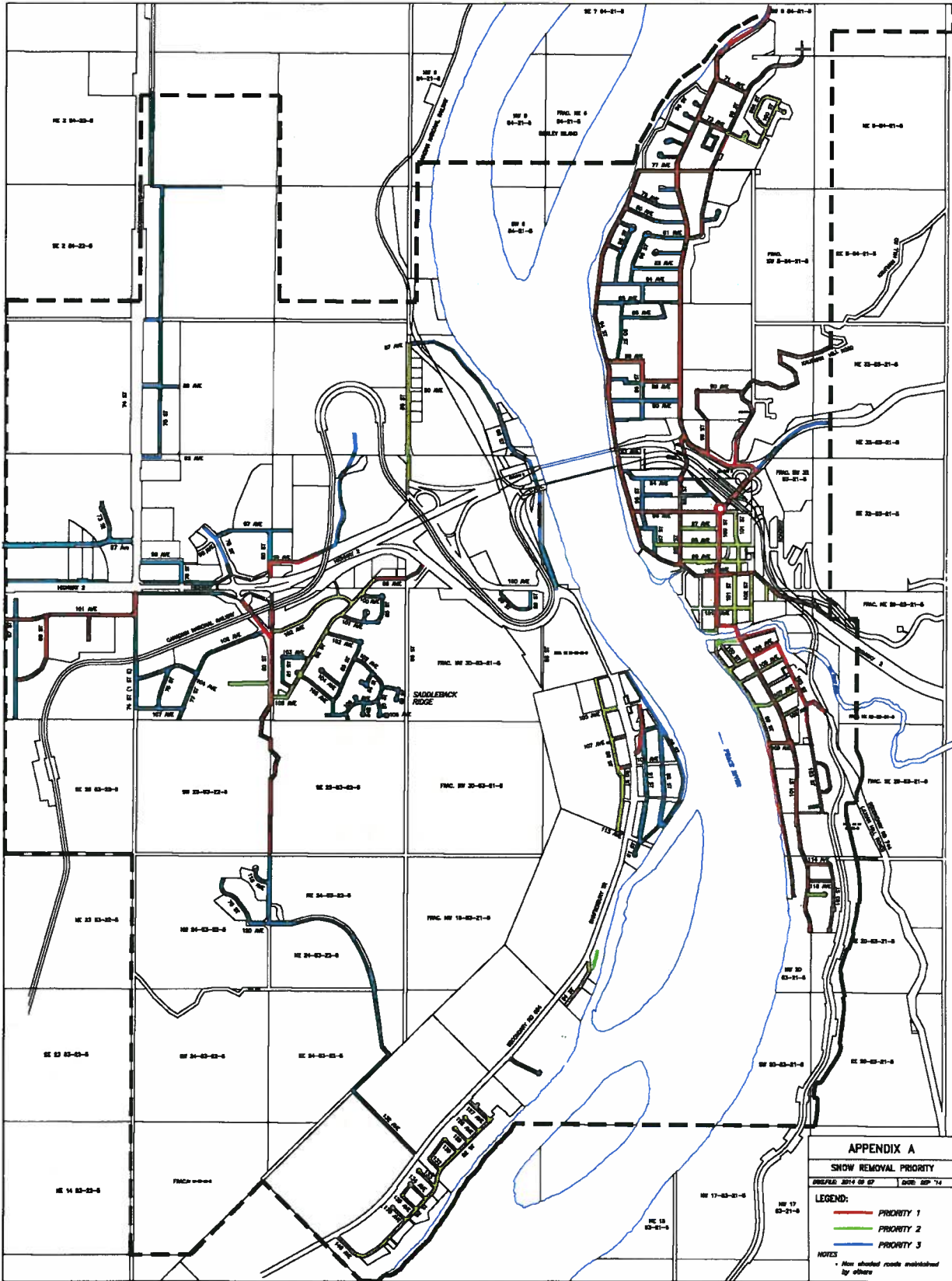


Thomas Tarpey, Mayor

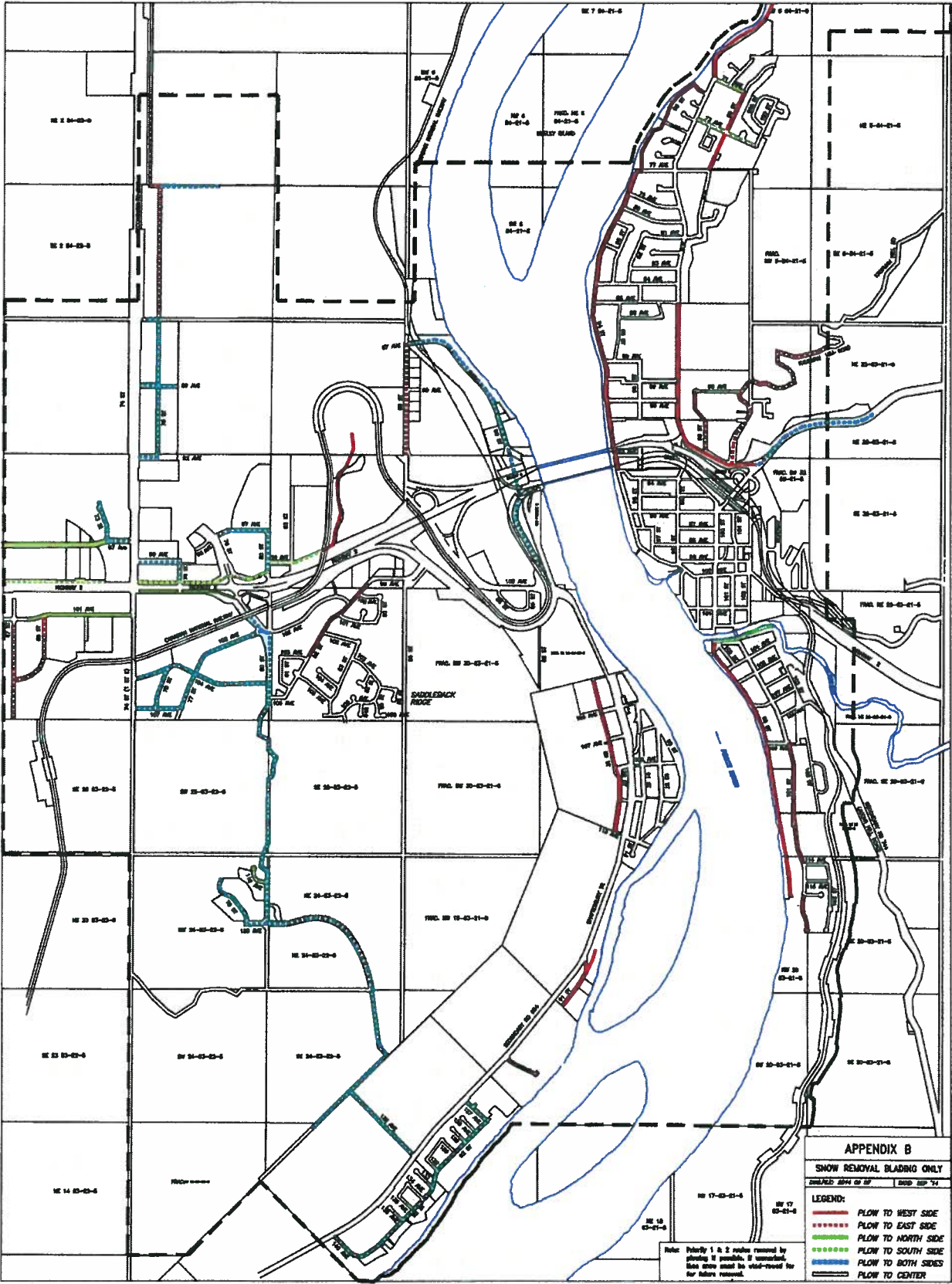


Kelly Bunn, CAO

Appendix "A" - SNOW REMOVAL PRIORITY MAP



Appendix "B" - SNOW REMOVAL BLADING MAP



Appendix "C": - PERMANENT SNOW ROUTES MAP

