



Town of Oyen

Effective Date: June 4, 2013	Policy Number: 32-001
Title: Snow Removal Policy	

1. Policy Purpose

- 1.1. To facilitate the orderly and economical use of resources for a snow removal program.
- 1.2. Snow and ice control shall be managed within specified service level standards and priorities to provide motorists and pedestrians with roads, sidewalks and parking lots that are 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 3 zones indicated.

2. Definitions

- 2.1. "Sidewalks" are trails and concrete walks within the roads right of way, public utility lanes or pedestrian walkways that typically function as major pedestrian corridors.
- 2.2. "Parking lots" are Town owned or leased parking lots that provide support to the public, Town staff, and community agencies.

3. Policy Statements

For accumulations of snow:

-to 5 cm, sanding will be initiated according to the snow removal priority levels on an as required basis.

-over 6 cm or where drifting occurs causing an unsafe driving environment plowing will be initiated.

Snow Plowing: Where possible snow will be pushed 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.

3.1. Priorities are defined as follows:

3.1.4. Priority #1: Airport, RCMP, Hospital, Firehall, Senior's Lodge, Waste Transfer Station, Cemetery.

Grader will leave shop to plow out emergency service areas as designated on map. Preferred route would be First Ave E from Town shop west past **Police Station** to town entrance at Highway 41, South on 4th Street East to 5th Avenue East, east on 5th Avenue East past **Hospital**, Assumption School, Public School to Main Street, South on Main Street past **Firehall** to **Airport**, and if necessary **Waste Transfer Station**, north on Main Street to 4th Avenue West, west on 4th Avenue West past High School to 2 Street West, north on 2 Street West to **Senior's Lodge**. Cemetery shall be plowed out when needed.

3.1.4. Priority #2 School Bus Routes, Downtown Business Core, Railway Avenue and 4th Street East past Gas Station (Designated Truck Route).

Grader will continue to priority 2 areas identified once priority 1 has been completed. Preferred route would be from shop west on 1st Avenue to 2nd St West, north on 2nd Street West to Railway Avenue, west on Railway Avenue to Hwy 895, back east on Railway Avenue to Main Street, south on Main Street to 5th Avenue West, west on 5th Avenue to 895, back east on 5th Avenue West to Main Street, north on Main Street to 2nd Avenue West, west on 2nd Avenue West to 1 Street West, north on 1st Street West to Railway Avenue, East on Railway Avenue to 4th Street East, South on 4th Street East to 1st Avenue East.

3.1.4. Priority #3 Highway Commercial and Industrial Property

After priority 1 and 2 snow plowing and snow removal have been completed, the grader will plow across Highway 41 on 5th Street East, than the Industrial district north of the railway tracks.

3.2. **Snow Removal** will be completed with the loader, or the grader and loader as required. Priorities are defined as follows:

3.2.4. Priority #1 includes Emergency services, Town Services, trouble spots and garbage routes. Firehall parking pad, Town Office parking pad, Town Shop

parking pad, any trouble intersections, any drifted in spots, Arena parking lot, Legion parking lot, garbage routes. While the grader is working on priority #1 snow plowing, the loader will be working on the #1 snow removal priorities as identified above and on the attached map.

- 3.2.4. Priority #2 includes core transportation routes utilizing both the loader and grader.

Preferred route would be 1st Avenue from Highway #41 entrance to 1st Street West, Main Street from Railway Avenue to 5th Avenue, 4th Street East north of 5th Avenue to Railway Avenue, all of Railway Avenue (designated truck route), 5th Avenue East from Main Street to 4th Avenue East.

- 3.2.3 Priority #3 Sidewalks

Snow removal on Municipal Sidewalks

- 3.2.4. Priority #4 Residential Streets, Avenues, Cul-de-sacs

A snow pack condition will be maintained on these roadways. Once the snow pack has reached a compacted depth of 15 centimeters, snow will be cleared. In the case of a major snowfall that impedes track flow, snow pack conditions will not apply.

Residential Roads will be cleared according to the 3 zones outlined on the attached map. The Town of Oyen has been divided into 3 zones which are scheduled on a rotating basis. For example, zone 1 will be the first zone cleared, followed by zone 2 than zone 3. The next snow event, zone 2 will be cleared first than zone 3 and last zone 1. Next snow event would start with zone 3 and end with zone 2, and the rotation would continue throughout the winter. Each zone will have all streets, avenues, crescents and cul-de-sacs cleared.

4. Guidelines

- 4.1. Within reason, the Town accepts no responsibility for damage to or restoration of sod, sculptures, rock gardens, concrete or stone works and other landscaping on public property from the actions of salt, sand, weight of snow or any other causes of damage.
- 4.2. Snow removal/no parking signs will be put out a minimum of 24 hours prior to a street being cleared so residents are notified of the parking restrictions

related to snow removal. In addition to moving vehicles, residents are also required to remove driveway gutter ramps. The Town will not be liable for damaged or missing ramps, and any damage to Town equipment caused by these ramps will be the responsibility of the homeowner.

- 4.3. Snow plowing and removal operations are primarily conducted Monday to Friday. If deemed necessary by the Public Works Foreman, due to weather conditions, plowing may commence on or continue into a weekend.
- 4.4. Windrows will not be left on the street overnight.
- 4.5. The Public Works Foreman may designate locations for snow removal and on site storage.
- 4.6. If a snowfall occurs during operations in a residential area, the remainder of the residential area shall be completed after the Priority #1 and #2 have been addressed.
- 4.7. Areas prone to drifting snow may be plowed more often.
- 4.8. Snow plowing and removal operations in accordance with this policy shall take precedent over the approved budget. Budget overages will be reported to council.

End of Policy

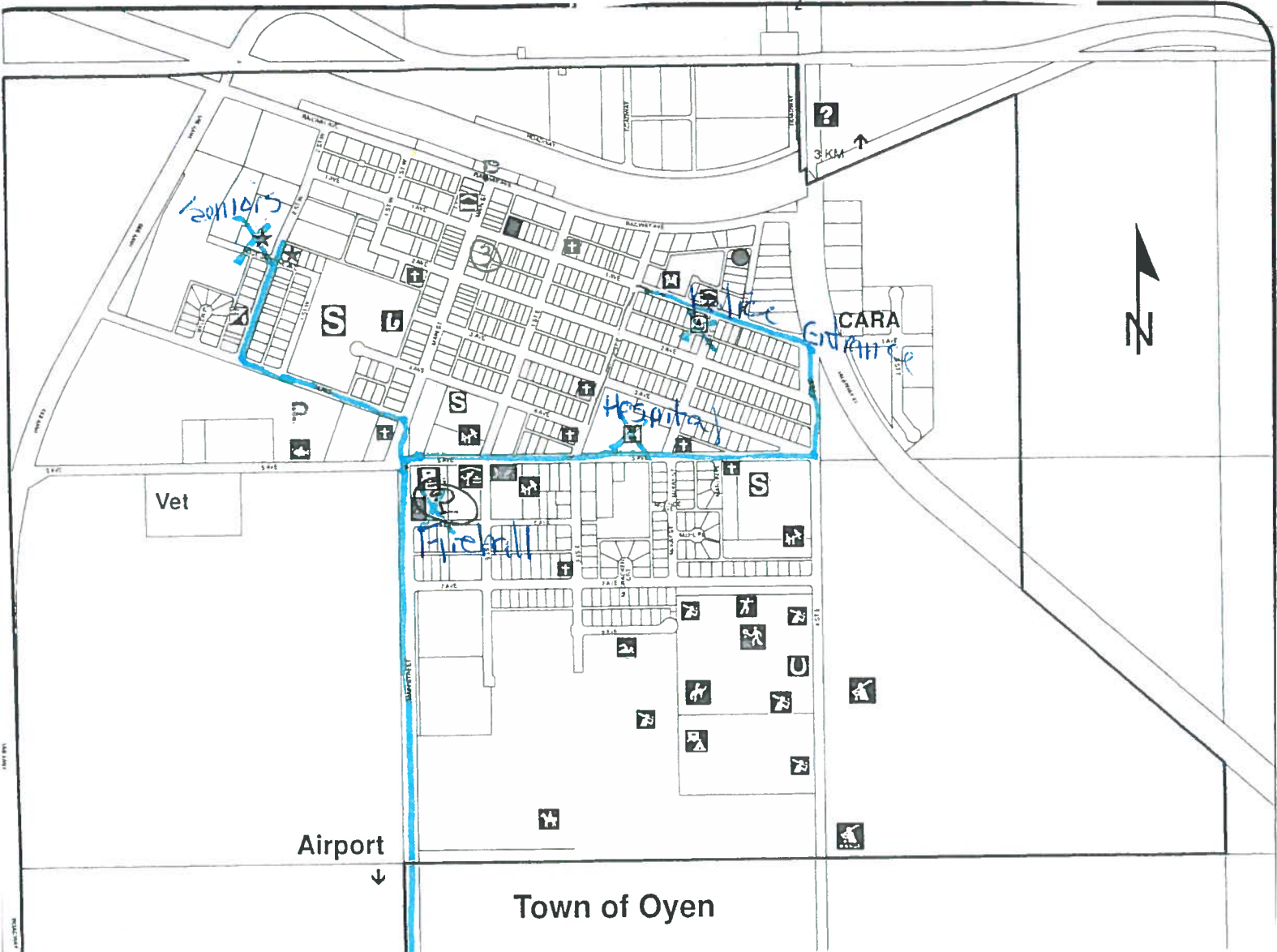
ADOPTED

Resolution #C178-13

Date: June 4, 2013

SNOW FLOWING

PRIORITY | EMERGENCY SERVICES
 POLICE STATION, MAIN ENTRANCE,
 HOSPITAL, FIREHALL, AIRPORT, WASTE TRANSFER STATION,
 SENIORS LODGE



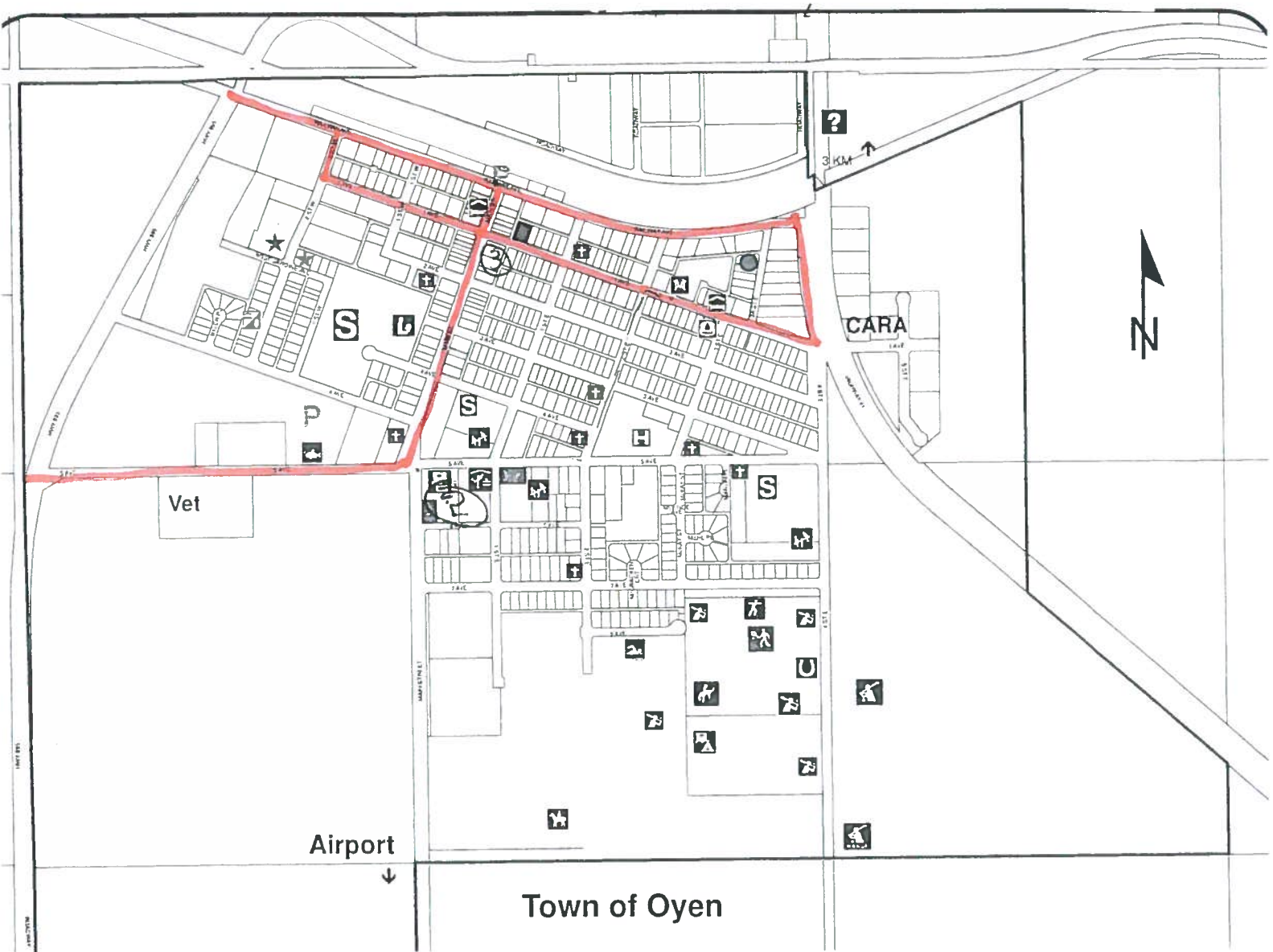
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|---------------------------|-------------------------|----------------------|------------------------|
| Fire Hall | Town Office | Post Office | Parks |
| Hospital / Health Complex | Library | Museum | Police |
| Schools | Church | Bus Depot | RV Dumping Station |
| Senior's Lodge | Senior's Drop-In Center | Campground & RV Park | Fishing |
| Curling Rink / Arena | Baseball Diamond | Playground | Agriculture Center |
| Tennis | Information | Pool | Horseshoe Pits |
| Golf | Legion Hall | Bed & Breakfast | CARA Research Facility |
| Golf Practice Range | Rodeo Grounds | Hotel | Skateboarding |

Not Responsible for Errors or Omissions

Dump

SNOW PLOWING

PRIORITY 2
TRUCK ROUTE, SCHOOL BUS ROUTE, GAS STATION
DOWNTOWN BUSINESS CORE



Airport
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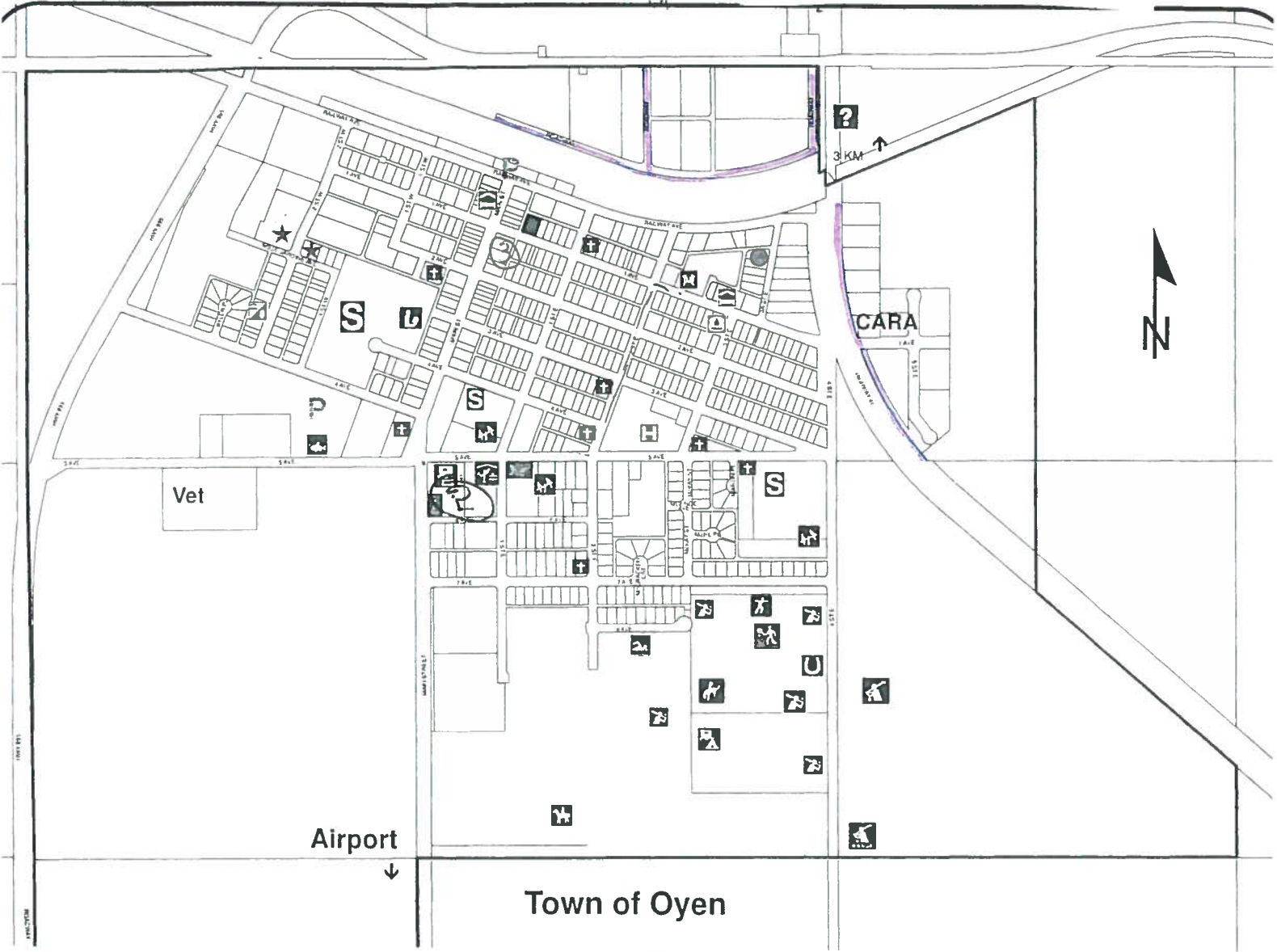
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Not Responsible for Errors or Omissions

SNOW PLOWING

PRIORITY 3
HIGHWAY COMMERCIAL
INDUSTRIAL

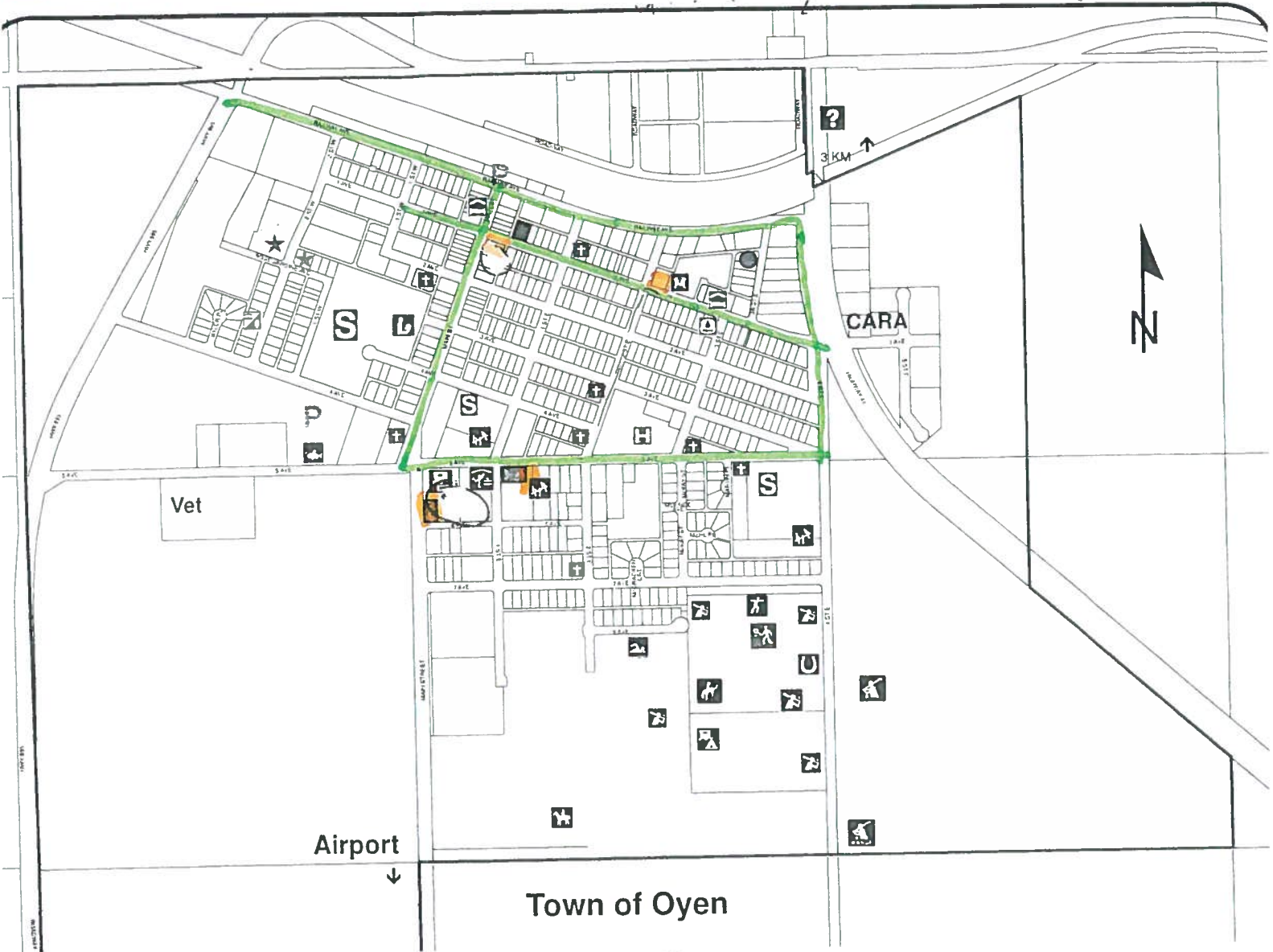


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Not Responsible for Errors or Omissions

SNOW REMOVAL

- PARKING LOTS & GARBAGE ROUTES PRIORITY 1
- CORE TRANSPORTATION ROUTES PRIORITY 2
- RESIDENTIAL PRIORITY 3



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