



# TOWN OF RAYMOND

Adopted By: Council

Motion: 2021-106

Authority to Administer: Department of Operational Services

Policy Number: OP - 2017-15

## Policy Name

Snow Plowing and Removal

## Policy Purpose

To provide guidelines to reduce hazards and ensure reasonable conditions on roadways, and to establish priority routes for snow plowing on roads and sidewalks and sanding.

## Policy Statements

- 1) The Council of the town of Raymond recognizes the importance of providing a consistent level of service for snow plowing and removal on local roads and sidewalks.
- 2) This policy will establish the snow plowing and removal priorities, standards and service levels for the town of Raymond.
- 3) The Snow Plowing and Removal policy provides guidelines and processes that will ensure reasonable winter driving conditions for vehicles that are:
  - a) Properly equipped for winter driving; and
  - b) Are operated in a manner consistent with good winter driving.

## Definitions

- a) "Downtown Business District" is the area covering Broadway from 200N to Church/Park Avenue.
- b) "Pathway" means a route used by pedestrians and other recreational users that typically has an asphalt surface.
- c) "Priority One" or "Priority Two" are major roadways and areas that carry high volumes of traffic and consequently receive higher snow plowing priority than residential streets.
- d) "Residential Street" means a roadway that provides direct access to and collects traffic from abutting residential properties, and distributes this traffic to higher priority roadways.
- e) "Sanding" means the application of abrasive materials to roadways by mechanical spreaders to improve vehicle tractions and promote safe traffic flow.
- f) "Sidewalk" that part of the roadway intended for the use of pedestrians which may be alongside the road or separated by a boulevard.
- g) "Snow Drifting" means the deposit of windblown snow on roadways or lanes which makes the passage of vehicle traffic impossible.
- h) "Snow Plowing" means pushing accumulated snow from the roadway surface either to the sides of the roadway or the center of the roadway to ensure that travel lanes and turn lanes are passable to traffic.
- i) "Snow Removal" means the removal of plowed and accumulated snow that is impeding the flow of traffic and pedestrians to a snow dump or nearby green space
- j) "Street Storage" means the on-street storage of plowed snow.

## Policy Procedure

Grader Operators and Contractors shall perform Snow Removal in accordance with the following requirements:

1. All roads must be opened within seventy-two hours of the completion of the last snowfall exceeding 4 inches. Notwithstanding the foregoing, all emergency routes along the Priority One routes will be the first priority of snowplow operator.
2. All ridges will be winged back as far as is possible while maintaining equipment and operator safety.
3. On gravel roads, Snow Plowing shall be carried out to remove the surface snow and prevent rutting, but not to disturb the gravel surface.
4. Intersections shall be plowed in such a manner as to prevent snow piles from reducing vision of oncoming traffic and creating a traffic hazard.
5. Sand shall be applied to remove ice from hills, roads and intersections that are deemed icy.

### **Plowing and Sanding**

- a) Plowing operations begins after 48hrs of initial snowfall (exceeding 4 inches) or when Snow Drifting significantly impedes traffic flow. On Residential Streets, plowing operations will begin within 72 hrs. of the last snowfall or when snow drifting significantly impedes traffic flow. Sand is applied as needed.
- b) Snow Plowing may result in windrows on one side or the centre of the road.
- c) Snow Removal equipment with snow blades is used to plow snow off parking lots.
- d) Crews may adjust snow and ice control materials depending on prevailing temperature and weather conditions.
- e) Drifted snow will be managed under direction of the operations manager. Drifts can be reported by calling 403-752-3121.

### **Priority One Areas and Roadways include:**

- a) Downtown Business District, Hospital, Broadway, Railway and 100N east of Broadway. Sanding operations will coincide with plowing of the main routes.
- b) Downtown Business District: because of high traffic volume and accident potential, this is considered a high priority
- c) Designated streets and avenues with higher traffic flow than Priority Two and Residential Streets as per Snow Plowing Priority Map.

### **Priority Two Areas and Roadways include:**

- a) Designated streets with higher traffic flow than Residential streets, but lower traffic and priority than Priority One, as per Snow Plowing Priority Map.

### **Sanding**

Ice control operations are initiated as soon as warranted at the direction of the manager of operations, based on winter conditions and recommendations from the RCMP and Peace Officers. The town's Sanding priorities are to sand all designated roads according to the Sanding and Sidewalk Plowing Priority Map.

### **Parking Lots**

The town is responsible for snow clearing snow from its facility parking lots. Clearing of parking lots is scheduled around other snow cleaning operations. Public and town parking lots are cleaned as time permits so as not to interfere with or delay road clearing operations.

### **Snow Removal and Storage**

Snow Removal commences when Street Storage of snow impedes traffic in the Downtown Business District, Priority One and Priority Two roads. Elimination of windrows on an as need basis will be executed at the discretion of the director of operations.

### **Sidewalks, Walkways and Pathways**

Town crews are responsible for clearing Sidewalks and walkways adjacent to town properties or within park areas and pathways, as well as removing snow from the town's walking trail system. Town crews will begin snow plowing on Sidewalks and walkways adjacent to town properties within 48 hours following a snowfall exceeding 5cm. A Sanding and Sidewalk Plowing Priority Map is provided at the end of this policy.

Town crews will use a combination of plowing, snow blowing or sweeping, as well as salt and sand, or a mixture there of, to remove ice and snow from Sidewalks.

Residential and business owners are responsible for clearing Sidewalks and walkways, including access ramps, adjacent to their properties.

### **General**

Sanding in cul-de-sacs will occur as time permits and under the direction of the operations manager. Snow plowing will generally not occur in cul-de-sacs.

Hard pack snow conditions are the standard of winter maintenance for residential, non-priority streets. Hard pack snow conditions occur when snow accumulates and is compacted on a road.

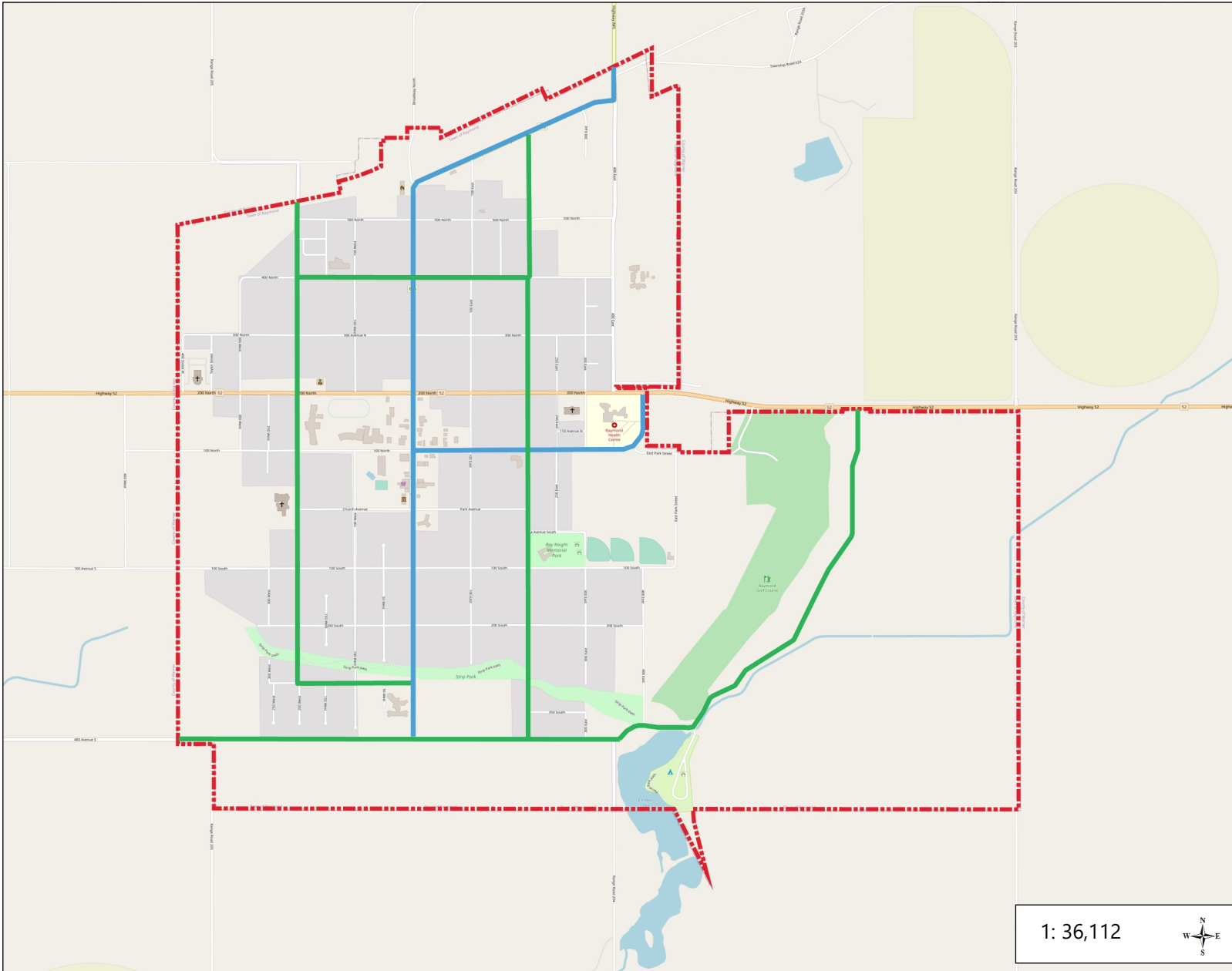
The town recognizes that private residents and businesses will at times operate their own equipment or hire contractors for Snow Removal assistance on town property. Although we understand the intent is to assist, the town does not authorize this practice and does not accept responsibility for damages town property, or snow dumped in undesignated areas by these operations. Private contractors are not permitted to dump snow in the town snow dump.

# Snow Ploughing Priority Routes



## Legend

--- Town Boundary



1: 36,112



1.8 0 0.92 1.8 Kilometers

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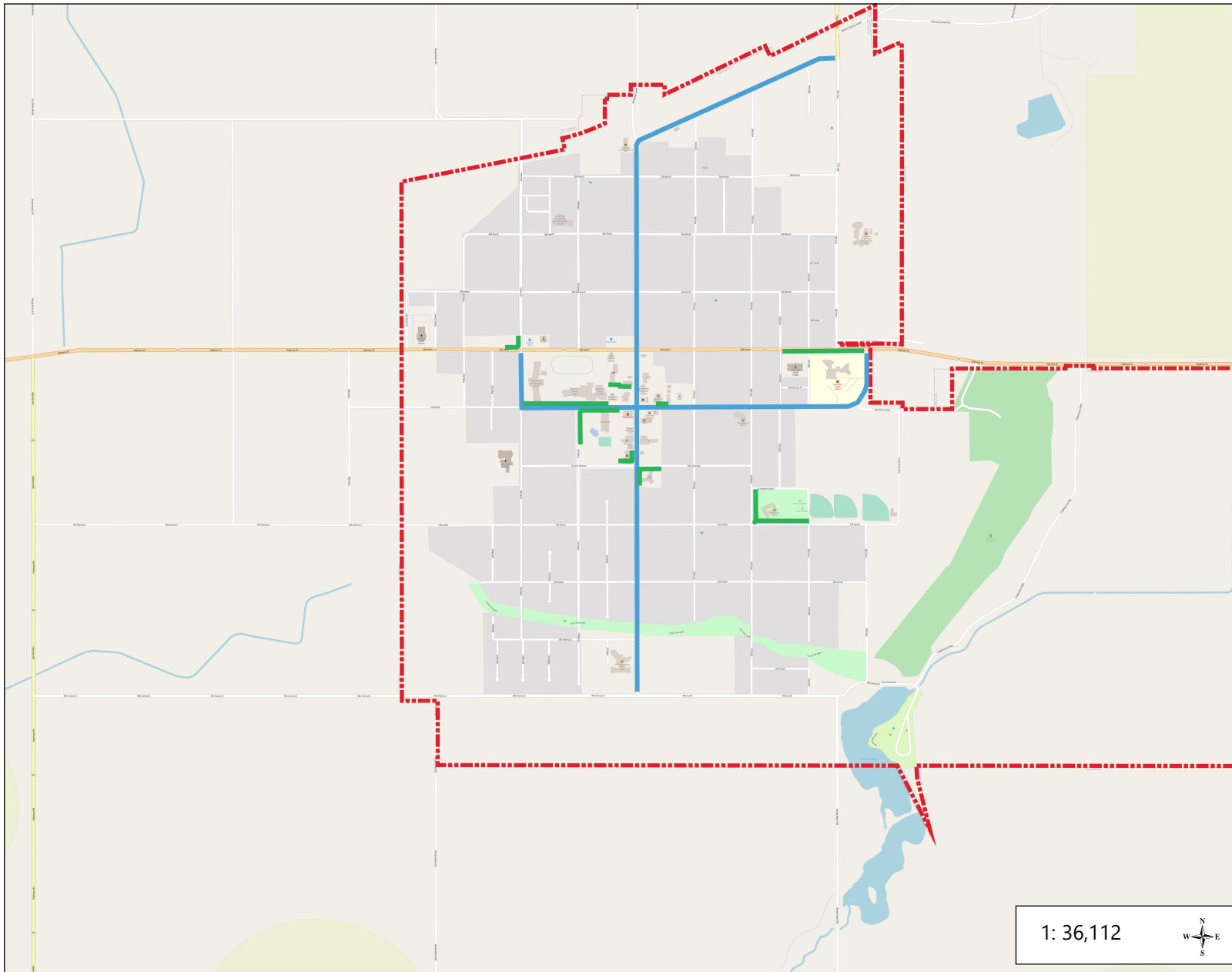
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Notes

Priority One: Blue, Priority Two: Green

# Sanding and Sidewalk Plowing Priorities



## Legend

--- Town Boundary

The town maintains sidewalks and walkways at all town owned properties, facilities, parks, pathways and walking paths, some of which are not highlighted on this map.

Please call 403 752 3121 if any town walkways or sidewalks adjacent to a town owned property require attention.

1: 36,112



1.8 0 0.92 1.8 Kilometers

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## Notes

Sanding Priority: Blue  
Sidewalk Priorities: Green