



Policy Title:	<b>Snow &amp; Ice Removal Policy</b>
Authority:	Council
Motion:	7/16
Date Passed	January 11, 2016
Policy Number:	TOB 501 - Operations Policy

### **Purpose**

To establish locations, priorities and procedures for snow removal and ice control on roadways and public sidewalks with the Town of Bassano. This will reduce or eliminate snow and ice hazards and minimize the winter driving conditions for motorists and pedestrians, to the greatest degree possible with the Town's available resources.

### **Definitions**

1. **Snow Plowing** – the grading of accumulated snow from a roadway/sidewalk surface to the sides or middle of the roadway. In general snow will be plowed to both sides of roadways except where there is a sidewalk snow may be plowed to the opposite side of the roadway.
2. **Snow Removal** – the loading and hauling of snow from roadway surfaces to a snow disposal site.
3. **Sanding** – the application of sand/salt or other mixture to a roadway surface for the purpose of improving traction, reduction of skidding and/or reduction of ice formation.
4. **Emergency Routes** – the roadways most commonly used by the Fire Department, EMS and RCMP.

### **Guidelines**

1. The Council of the Town of Bassano will annually establish an expenditure budget for sanding; snow plowing, and snow removal operations.
2. During the winter months (approximately October to April), the Town of Bassano monitors the forecast and commences plowing and sanding at any time when icy conditions occur, snow has accumulated to 2.5" (6.35 cm) or when excessive drifting has occurred.

3. Although this policy sets out the priorities for snow plowing/removal and sanding, the Public Works Department or Chief Administrative Officer may direct the Town of Bassano forces and equipment to work in areas that require immediate attention. This situation may be due to localized drifting, accumulation or emergency conditions.
4. There may be extreme snowfall events which exceed the capacity of the available equipment and manpower to carry out the work, however the order priority will remain the same.

### **Sanding**

Sanding operations will be mobilized when road conditions become icy. Emphasis is placed on the downtown business core, intersections, school zones, playground zones and other known problem areas.

### **Windrowing**

It is standard practice to windrow snow from the center of the road to each side.

- Snow will be windrowed onto boulevards (road-right-of-ways) or in ditches when possible. Where sidewalks are adjacent to curbs, snow is windrowed to the parking lane or opposite side of the roadway. Windrows will be removed when they exceed the street storage height of 100 cm (1 meter) or when there is potential to cause safety or drainage problems.
- In some areas windrows will be placed temporarily in the middle of the roadway and will be removed at a later date.
- When streets are plowed, residents are responsible for digging out their vehicles if parked on the road.

### **Public Sidewalks**

The Town of Bassano will undertake public sidewalk plowing to commence within 24 hours following the end of a snowfall.

### **Snow Maintenance Procedure**

#### **Priority #1 – Medical or Emergency Services**

1. Health Centre and Emergency Services Building – 5<sup>th</sup> Avenue between 11<sup>th</sup> Street and 4<sup>th</sup> Street and 6<sup>th</sup> Street between 5<sup>th</sup> Avenue and 5A Avenue.

## 2. RCMP – 11<sup>th</sup> Street – Access to Old #1 Highway

If the weather conditions render Priority #1 arterial roads troublesome for traffic, the Necessary equipment will be mobilized until these priority areas have been cleared.

### **Priority #2**

1. 2<sup>nd</sup> Avenue – Downtown Business Core between 2<sup>rd</sup> and 5<sup>th</sup> Street
2. 9<sup>th</sup> Avenue between 2<sup>nd</sup> and 5<sup>th</sup> Street including 5<sup>th</sup> Street between 5<sup>th</sup> Avenue and 9<sup>th</sup> Avenue
3. 6<sup>th</sup> Avenue – School Route between 1<sup>st</sup> Street and 4<sup>th</sup> Street and 2<sup>nd</sup> Street between 6<sup>th</sup> Avenue and 9<sup>th</sup> Avenue
4. 2<sup>nd</sup> Avenue between 11<sup>th</sup> Street and 8<sup>th</sup> Street
5. 1<sup>st</sup> Avenue and 1<sup>st</sup> Street (Truck Route)

### **Priority #3**

1. 8<sup>th</sup> Avenue Close between 1<sup>st</sup> Street and Centre Street Close
2. 5A Avenue

Note: The Old #1 Highway and the Bassano Municipal Airport are serviced by the County of Newell.

Once the main arterial systems are cleared, crews continue to the supplemental routes.

### **Residential Areas**

1. Intersections are opened as soon as possible.
2. Residential plowing will occur when the road is rendered impassable at the direction of the Public Works Department or the Chief Administrative Officer.

In Residential areas snow is plowed to the boulevard, side yard or open spaces. In some areas windrows will be placed temporarily in the middle of the roadway and will be removed at a later date.

3. Reasonable attempts are made to avoid blocking driveways. However, when snow plowing operations are in progress, the priority is to maintain roadways open for safe driving. Time lost with extensive cleaning of driveways entrances minimizes effectiveness of snow plowing on Town streets.
4. The Town is not responsible for sand/gravel that may be left after the snow melts. It is the owner's responsibility to remove the sand/gravel from their lawns.
5. Back Alley plowing will occur when the alley is rendered impassible at the direction of the Public Works Department or Chief Administrative Officer after all priority areas are cleared.

<b>To be reviewed:</b>	Annually	<b>Next Review</b>	January 2018
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