
	<h2>Town of Vegreville Policy</h2>
<b>Policy No.:</b> <b>Policy Title:</b> <b>Approval Date:</b> <b>Revised Date:</b> <b>Department:</b>	<b>MOS-2004</b> <b>Snow Removal &amp; Sanding Policy</b> <b>February 12, 2018</b>  <b>Infrastructure, Planning &amp; Development</b>


**Policy Statement:**

In an effort to provide consistent snow removal and sanding services to the residents of the Town of Vegreville, this policy establishes the conditions required for the commencement of snow removal and sanding operations and the priority routes for snow removal and sanding.

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**1.0 Reason for Policy**

To establish the conditions required to commence snow removal and sanding operations and formally establish the priority snow removal and sanding routes in the Town of Vegreville.

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## 2.0 Definitions

- 2.1 **Accumulation** means the collection of snow on a road surface over a period of time.
- 2.2 **CAO** means the Chief Administrative Officer for the Town of Vegreville.
- 2.3 **Condition Assessment** means the visual inspection of snow conditions and drivability of roads and lanes in the Town of Vegreville.
- 2.4 **Sanding** means the application of an aggregate mixture to portions of the road surface to assist with improving traction for vehicle traffic.
- 2.5 **Snow Removal** means the clearing of snow by the following methods, including, but not limited to:
- 2.5.1 complete removal from the road surface; or
  - 2.5.2 push and pile; or
  - 2.5.3 windrow to the center or to the side of the roadway.
- 2.6 **Town** means the Town of Vegreville.

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### 3.0 Responsibilities

#### 3.1 Town Council to:

- 3.1.1 Approve by resolution this policy and any amendments.
- 3.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

#### 3.2 Chief Administrative Officer to:

- 3.2.1 Implement this policy and approve procedures.
- 3.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

#### 3.3 Director of the Department to:


- 3.3.1 Ensure implementation of this policy and procedure.
- 3.3.2 Ensure that this policy and procedure is reviewed every three years.
- 3.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.
- 3.3.4 To perform, or designate an employee to perform, regular condition assessments on roads during the snow removal season.

#### 3.4 Supervisor to:

- 3.4.1 Understand, and adhere to this policy and procedure.
- 3.4.2 Ensure employees are aware of this policy and procedure.


#### 3.5 All Employees to:

- 3.5.1 Understand and adhere to this policy and procedure.

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**4.0 General Conditions**


- 4.1 Upon a snow pack accumulation of 10 centimeters (4 inches), the Town will commence snow removal operations in accordance with the Priority Snow Removal & Sanding Routes as listed in Appendix A of this policy.
- 4.2 Unless a significant weather event as listed in Section 5 of this policy occurs, snow removal will be performed Monday to Friday, excluding weekends and Statutory Holidays.
- 4.3 Special shifts will be established to perform regular snow removal operations outside of the regular hours of operation of 8:00 a.m. to 5:00 p.m. at the discretion of the Infrastructure, Planning & Development Director or their designate.
- 4.4 Upon a condition assessment of the intersections and road conditions, the Infrastructure, Planning & Development Director or their designate will direct the commencement of sanding operations.

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**5.0 Special Situations**

**5.1** As a result of a significant weather event, the Infrastructure, Planning & Development Director or their designate may cause snow removal and/or sanding operations to be performed outside of regular hours of operation, on a weekend or Statutory Holiday within 24 hours of the cessation of such an event. A significant weather event is considered one of the following:


- 5.1.1 A snowfall of 15 centimeters (6 inches) within a period of 24 hours or less; or
- 5.1.2 A severe wind, the force of which causes an accumulation of 15 centimeters (6 inches); or
- 5.1.3 Any other weather event in which a condition assessment necessitates commencement of snow removal and/or sanding operations.

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**6.0 Appendix**

**6.1 Appendix A**

**6.1.1 Priority Snow Removal & Sanding Routes**

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**7.0 End of Policy**




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Mayor Tim MacPhee




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Cliff Craig CLGM, Town Manager



## **PRIORITY SNOW REMOVAL ROUTES**

There are conditions that may alter the priority of this list depending on the wind direction, force and the amount of snow.

### **TENTATIVE ORDER OF CLEANING EMERGENCY ROUTES**

1. Highway 16A North to the Hospital
2. 50 Street from 55 Avenue to 45 Avenue (Main Street)
3. Elk's Hall East to the Hospital – 54A Avenue
4. 49 Street from 54 Avenue to 45 Avenue
5. 67 Street South of Highway 16A
6. 50 Street from 45 Avenue to 42 Avenue
7. 48 Street South of Highway 16A to 42 Avenue
8. 45 Avenue from 48 Street to Maple Street
9. Maple Street from 45 Avenue to Highway 16A
10. 55 Avenue from Highway 16A to 75 Street and North past Alberta Innovates to Highway 16A
11. Birch Avenue from 60 Street to 50 Street
12. 51 Avenue from Highway 16A to 53 Street
13. 52 Avenue from 49 Street to 53 Street and South to Highway 16A
14. 50 Street from Elk's Hall North to 61 Avenue

- The main arteries and emergency routes are priority
- The school areas, assisted living and seniors complexes are secondary
- The roads necessary for doctors on call can be opened when requested
- Expanding out to residential areas alternating from North side to the South side daily
- The airport as time and resources permit
- The back alleys are opened when the need, equipment and operators are available

The 72 hour Parking Bylaw of Vehicles and Equipment on public roads is to be enforced year round.

### **ROAD SANDING**

1. 50 Street from Elk's Hall South and all adjoining Avenues to 45 Avenue
2. All four-way stops
3. All school areas
4. Hospital
5. Main Street intersections
6. All other areas as time and resources allow