

THE RURAL MUNICIPALITY OF ALEXANDER

Municipal Operations

SNOW CLEARING POLICY

SUBJECT: Snow Clearing Policy	POLICY #: PW 2010 – 002
EFFECTIVE DATE: Immediate	REPLACES POLICY#: PW 2007 - 002
RESOLUTION DATE: October 26, 2010	RESOLUTION #: 541/10

A. PURPOSE:

The purpose of this policy document is to establish the priorities under which the employees of The Rural Municipality of Alexander shall undertake the clearance and removal of snow from the Municipal Road Network.

B. STATEMENT OF GENERAL INTENT:

Whereas Section 231 of the Manitoba Municipal Act ^{S.M 1996, c. 58 – Cap. M225} (TMA) gives broad authority to the Council with respect to its right to govern the municipality in whatever way the council considers appropriate, within the jurisdiction given to it under the TMA or any other Act;

And whereas Section 287 of the TMA provides that subject to this or any other Act, a municipality has the direction, control and management of municipal roads within its boundaries;

And whereas The Rural Municipality of Alexander has entered into a contract with the Province of Manitoba Department of Infrastructure and Transportation with respect to the clearing and removal of Snow from certain provincial roads within the boundaries of the Municipality;

Now therefore be it resolved that the following shall be the policy, which shall govern the establishment of priorities for the clearing and removal of snow from the roads within The Rural Municipality of Alexander.

C. DEFINITIONS:

Council - shall refer to the duly elected Council of The Rural Municipality of Alexander.

CAO - shall refer to the individual appointed to the position of Chief Administrative Officer within the staff compliment of The Rural Municipality of Alexander.

- Critical Municipal Facilities** - shall mean those facilities owned by the Municipality, which are essential to the delivery of Municipal Services.
- Employees** - shall refer to all persons currently employed in a permanent position with The Rural Municipality of Alexander.
- Emergency Services** - shall refer only to Emergency 1st Responder Services and Facilities (Police, Fire and Ambulance).
- Municipal Road** - shall have the same meaning as describe in Section 285 of the TMA.
- Major Arteries** - shall mean those roads within the Municipal Road Network, which provide direct access for and to Emergency Services and Facilities, School Bus Routes and the Provincial Highways.
- Opening Roads** - shall mean the creation of a single track through the road Allowance or roadway in order to provide an access either for pedestrian or vehicular traffic.
- Private Approach** - shall mean that part of the Municipal Road Allowance used by a private property owner to access their property.
- Subdivision Roads** - shall mean those roads within the Municipal Road Network, which provide direct access to the Major Arteries.
- Snow Clearing** - shall mean the transfer of snow from the normal driving surface of a Municipal Road Allowance or sidewalk to the curbs or non-vehicular portion within the Municipal Road Allowance.
- Snow Removal** - shall mean the transfer of snow from the Municipal Road Allowance to a location designated as a Provincially Approved Municipal Snow Dump.

D. POLICY GUIDELINES:

D1 CATEGORIES OF SNOW CLEARING AND REMOVAL ACTIVITIES

The determination of the level of service provided during and/or after a Snow Event shall be based on the level of snow experienced prior to or during a Snow Event.

D1.1 The Rural Municipality of Alexander shall divide its Snow Clearing and Removal Activities into Three (3) distinct categories being:

- Category One Snow Events of less than 15 cm
- Category Two Snow Events between 15 cm and 25 cm
- Category Three Snow Events exceeding 25 cm

D1.2 Each category of Snow Event shall be divided into a set of operational priorities, which unless otherwise determined by the Manager of Public Works or his designate, shall be undertaken in a sequential order by the employees of the Public Works Department.

D1.3 Although it is understood that work will be undertaken simultaneously the priority of work undertaken within each category shall be:

1 st Priority	Direct support to Municipal Emergency Services.
2 nd Priority	Clearing of Snow from Critical Municipal Facilities
3 rd Priority	Clearing of Major Arteries
4 th Priority	Clearing of Subdivision Roads
5 th Priority	Sanding of Roads and Intersections
6 th Priority	Clearing of Public Parking Sites
7 th Priority	Removal of Snow from roads

D1.4 The Manager of Public Works or his designate shall determine the level of service response to be undertaken by the Municipality prior to, during and after a Snow Event.

D2 GENERAL POLICY GUIDELINES

The General Policy Guidelines are intended to be in effect regardless of the category of snow event experience within the Municipality.

D2.1 During periods of regular snowfall below a Category one Snow Event, 1 cm to 10 cm, unless otherwise determined by the Department, priority will be given to major arteries only.

D2.2 During heavier snowfall periods, 10 cm plus, allow 36 hours to clear all roadways with the priority being given to School Bus Routes then Subdivision Roads.

D2.3 Public Works will make exceptions for Critical Medical Conditions but wherever possible will need advance notice preferably a minimum of 12 hours.

D2.4 Roads will be cleared by using a Grader with a wing or a Plow Truck.

D2.5 When slippery conditions exist or after a snowfall, sanding at intersections, major curves and hills will occur.

D2.6 Property Owners and Contractors are advised that depositing snow upon a highway or shoulder may be a contravention of the Highway Traffic Act.

D2.7 Public Works Personnel will not undertake extra-ordinary measures to prevent the blockage of Private Property Accesses over the clearing of the Road.

D2.8 Windrows of plowed snow across entrances to Private Property resulting from plowing operations shall not be removed.

Note: The Manager of Public Works or his designate may, depending on the volume of snow throughout the whole of the Municipality, re-designate priorities based on additional requirements within the various areas of the Municipality

**D3 CATEGORY ONE SNOW EVENT – PRIORITIES
(A SNOW EVENT OF LESS THAN 15 CM)**

A Category One Snow Event shall be determined based on a snow fall, whether during one (1) day or over a number of days, that does not exceed 15 cm. and permits traffic to flow relatively freely and safely throughout the Municipality.

During a Category One Snow Event traffic may flow freely throughout the Municipality. The primary issue is the ability of pedestrians and vehicles to move safely throughout on the Municipal Road Network.

D3.1 Category One Snow Event – Priorities

D3.1 (a) During a Category One Snow Event the Service Priorities shall be:

- | | |
|--------------------------|---|
| 1 st Priority | Sanding of Roads and Intersections |
| 2 nd Priority | Clearing of Major Arteries – shown within Schedule “A” – Maps 1 in red. |
| 3 rd Priority | Clearing of Subdivision Roads – shown within Schedule “A” – Maps 2 in blue. |
| 4 th Priority | Clearing of Public Parking Sites |

**D4 CATEGORY TWO SNOW EVENT – PRIORITIES
(A SNOW EVENT BETWEEN 15 CM AND 25 CM)**

A Category Two Snow Event shall be determined based on a snow fall, over a period of one (1) to two (2) days where the snow fall is between 15 cm and 25 cm.

The primary issue in a Category two Snow Event is the potential that pedestrian and vehicle traffic is restricted due to the volume of snow experience during and after the event and the potential for public safety to become an issue to be addressed throughout the Municipality.

D4.1 Category Two Snow Event – Priorities

D4.1 (a) During a Category Two Snow Event the Service Priorities shall be:

- 1st Priority Direct support to Municipal Emergency Services.
- 2nd Priority Clearing of Snow from Critical Municipal Facilities
- 3rd Priority Clearing of Major Arteries – shown within Schedule “B” – Maps 1 in red.
- 4th Priority Clearing of Subdivision Roads – shown within Schedule “B” – Maps 2 in blue
- 5th Priority Sanding of Roads and Intersections
- 6th Priority Clearing of Public Parking Sites

**D5 CATEGORY THREE SNOW EVENT – PRIORITIES
(A SNOW EVENT EXCEEDING 20 CM)**

A Category Three Snow Event shall be determined based on a snow fall, over a period of one (1) to two (2) days where the snow fall exceeds or has the potential to exceed 20 cm.

During a Category Three Snow Event the flow of vehicle traffic is severely restricted and public safety could become a significant issue. The potential does exist that such an event could reach a level of response requiring the activation of the Municipal Emergency Measures Response System throughout the whole of the Municipality or a part of the Municipality.

D5.1 Category Three Snow Event – Priorities

D5.1 (a) During a Category Three Snow Event the Service Priorities shall be:

- 1st Priority Determination whether or not a Municipal Emergency Measures Response is justified
- 2nd Priority Direct support to Municipal Emergency Services.
- 3rd Priority Clearing of Snow from Critical Municipal Facilities
- 4th Priority Clearing of Major Arteries – shown within Schedule “C” – Map 1 in red.
- 5th Priority Clearing of Subdivision Roads – shown within Schedule “B” – Maps 2 in blue
- 6th Priority Clearing of Public Parking Sites
- 7th Priority Sanding of Roads and Intersections
- 8th Priority Removal of Snow from roads

Note: During a Category Three Snow Event the critical 1st response is to ensure the Emergency 1st Responders are able to move around the municipality in order to provide essential emergency services. Additionally, the intent is to provide citizens the opportunity to obtain essential services for their home potentially through the provision of Municipal Emergency Services. It is definitely not the intent, particularly in the initial stages of such an event, to encourage vehicular travel within the Municipality.

D5.1(a)

In a Category Three Snow Event the Manager of Public Works or his designate, where the forecast or the actual amount of snow falling has reached approximately 20 cm, shall make the decision as to whether or not the event should be considered or has the potential to escalate into an “emergency event”. Where the event is considered an emergency event or a potential emergency event the Manager of Public Works shall:

- i. Call a member or members of the Public Works Department in order to have that or those individual attend to the Public Works Building and have the most appropriate pieces of Public Works Equipment operating in support of Municipal 1st Responders (Fire, Police, Ambulance and Emergency Measures).
- ii. Where necessary, make the arrangements for designated Public Works Staff Person to take the necessary equipment and stay at a Fire Hall or local motel.
- iii. Make the necessary arrangements for Public Works Personnel to have portable communications equipment capable of communicating with the 911 Response Centre and the Municipal 1st Response Units (Fire, Police, Ambulance and Emergency Measures).
- iv. To, as necessary, have all Public Works Personnel attend to the work site as soon as safely feasible.

Original Signed by: _____

James Fenske
Chief Administrative Officer

Original Signed by: _____

Ed Arnold
Reeve

R. M. OF ALEXANDER SNOW REMOVAL POLICY FOR ALL WARDS FROM 1 to 4

It is important that all ratepayers understand the snow removal policy established by council, for the Municipality of Alexander.

- ❖ During periods of regular snowfalls (5 cm.) priority will be given to major arteries only.
- ❖ During heavy snowfalls (10cm.plus) allow 36 hrs to clear all roadways, priority being given to school bus routes then subdivision roads.
- ❖ We will make exceptions for {Critical Medical Conditions} and need advance notice by no less than 12 hrs.
(Proof may be required)
- ❖ Snow will be removed by using a grader with a wing or plow truck.
- ❖ When slippery conditions exist or after a snowfall, sanding at intersections, major curves and hills will occur.
- ❖ Ratepayers and contractors must understand that depositing snow upon a highway or shoulder may be in contravention of the Highways Traffic Act.
- ❖ **Windrows of plowed snow across entrances to private yards resulting from plowing operations shall not be removed.**

If you have any questions please call 367-6170 (main office) or 367-6186 (PW shop).

Snow Route Winter 2008 - 09

Regular snowfalls (5cm.)

WARD1

TRAVERSE BAY EAST & NORTH (01-207-201)
BILLYGOAT ESTATE (420)
Sunrise RD. (203)
MARTIN ATEAH (415)
HILLSIDE BEACH RD. (207)
HILLSIDE POINT RD. (206)
WESTSHORE DR. (440)
LAKESHORE RD. (205)
IRONWOOD POINT RD. (208)
MARY GLEN RD. (209)
BELAIR PROPERTIES (WESTLAND DRIVE & LUNNY RD. & BALLYSHANNON RD.)(448)
ZEBRUN RD. & VERA LANE (210)
PINEGROVE ESTATES (452)
LESTER BLVD. (482)
FIRST AVE. (212) & GREEN'S SUB. (ALL)
BELAIR RD. (214)
LOWING RD. (211)
JAMIE ROTH RD. (214)
BEAR PAW (464)
NETZEL SUB. (476)

WARD2

JACKFISH LAKE RD. (02-254&256)
WACH RD (255)
MAPLE CREEK RD. (250)

Ward 3

Power Drive. (03-422)
Broadlands road. (102)
Baie DuPont (west loop) (203)
Fletts Point Rd. (206)
Baie Vincent. (426)
St. Georges. (430)
Bouvier Trail. (207)

Ward 4

Lorraine Close. (04-402)
Silver Falls. (404)
Winnipeg River Drive. (422)
Great Falls. (431)
Poplar ave. (426)
Cedar wood Road. (434)
Anderon Road. (202)
Sunset Bay Rd. (203)
Auglin Park Road. (204)
Spruce land Drive. (464)
Still Cove Road. 459)
Tall timber Road. (211)
Cat Tail drive. (466)
Tageson Blvd. (206)
Beaver Drive (478)