

R.M. OF CANWOOD NO. 494			
Section:	Road System Policies	Policy No.	7.06
Subject:	SNOW PLOWING	Page:	1 of 4
Issued by:	Council Resolution No. 11	Dated:	October 16, 2018

1 POLICY

- 1.1 This policy has been developed to provide specific guidelines for snow plowing for the Public and Public Works Department to follow in the R.M. of Canwood No. 494 and has been designed to be used in conjunction with timing of snowfall events, amounts of snow fall and efficient use of resources.

2 PURPOSE

- 2.1 The purpose of this policy is to ensure consistent practices for snow removal.

3 SCOPE

- 3.1 This policy applies to all employees, councillors, landowners, and ratepayers.

4 RESPONSIBILITY

- 4.1 The Public Works Supervisor is responsible for ensuring that the Public Works employees know and understand the particulars of this policy. The Public Works Supervisor is responsible for advising the Division Councillor(s) when necessary.
- 4.2 The Councillor is required to communicate areas of concern within his/her Division.

5 PROCEDURE

5.1 HOURS OF OPERATION

In a snow event a check will be conducted by the Public Works Supervisor (or his alternate) first thing in the morning and if the snow fall is considered sufficient to require snow plowing, the Public Works Supervisor will organize to have roads plowed, at his discretion.

When a heavy wind storm has occurred the Public Works Supervisor will determine if it is necessary for all or some plows to clear possible snow drifts within the Municipality. When blizzard conditions exist, plowing will begin when the blizzard/storm subsides. When plowing is required, the route is done in the most efficient order.

Operator duty shifts are generally limited to a maximum of 12 hours per day for safety. Operations will be halted when:

- (a) service levels are reached;
- (b) coverage time has lapsed;
- (c) conditions are too hazardous;
- (d) reasonable accomplishments cannot be made.

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After a major storm, clean-up operations will be on-going for multiple days. In the event of a severe storm where it is deemed necessary that additional equipment will be required, the Municipality may hire individual contractors to assist the Municipality in clearing the roads in a timely manner. While it is acknowledged that voluntary assistance is sometimes provided by ratepayers or contractors, in the event of a severe storm event, ONLY those contractors or individuals that are contacted and approved by the Municipality's Public Works Supervisor or designated alternate to assist in snow plowing efforts will be financially compensated.

5.2 ROUTE DETERMINATION

The road and route determination is decided upon by the Public Works Department and the Reeve and Council. The typical direction of the grader will be for example east to west or north to south and then the following time the direction of the grader will be opposite, for example west to east or south to north. Keep in mind some minor roads may be plowed first in order to provide the most efficient plowing schedule. Any road that has historically not been plowed will continue to be unmaintained during the winter months unless it is determined that the road is adequate for plowing. Many factors will be considered when determining road adequacy including:

- Road construction
- Average daily traffic
- Alternate routes available
- Maintainability during typical and atypical conditions
- Residence access requirements

Hamlets and personal driveways will be snow plowed after all roads have been completed unless it is convenient for the operator to clear the snow while he is in the near vicinity but will be at the sole direction of the operator. Driveways will only be completed if the property owner has purchased a flag and completed a Snow Removal Agreement.

5.3 SANDING ROADWAYS AND INTERSECTIONS

The R.M. of Canwood currently has limited supply of sand. Sanding is done on a limited basis and for emergencies only. Sanding will be prioritized and concentrated on intersections, corners and hills. Sanding is not done during a snowfall event since the snow covers the sand and it is scraped away with subsequent plowing passes. Sanding in one circumstance does not create a reasonable expectation that the same will always be sanded.

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5.4 STRANDED MOTORISTS

Plow operators may assist stranded motorists in certain circumstances. Plow operators will not attempt to remove a stuck vehicle unless approved by the Public Works Supervisor (or his alternate). If the plow operator is approved to assist a stranded vehicle, the plow operator should ensure that the stranded motorists is responsible for hooking up the towing rope to his/her own vehicle to limit any potential liability. If the operator is requested to hook the tow rope to the vehicle and agrees, the operator must first obtain a signed liability disclaimer from the motorist for any damages which may result from hooking up and towing the stranded vehicle.

5.5 RESIDENTIAL PLOWING & PRIVATE DRIVEWAYS

Normal snow removal operations may result in snow being deposited in private driveways. Residents are responsible for clearing snow from private driveways. Snow from private driveways shall not be placed on the municipal roadways. It is not an acceptable or safe practice to plow snow from driveways onto or across municipal roads. Piles of snow left on or near the road can freeze into solid masses creating a hazardous situation for vehicles and snowplows. Piles of snow increase the chance of drifting onto the roadway. Accidents and damages caused by snow piles placed in the roadway may result in liability to the property owner. Anyone found plowing snow or who has plowed snow onto the municipal right-of-way may be charged accordingly.

6 **CONCLUSION**

This policy has been developed to provide general guidelines for both Municipal personnel and the travelling public. This policy intends to cover the majority of situations normally encountered in winter storm events. If certain situations arise that are not part of the above policy, the Public Works Supervisor will deal with them on a case-by-case basis. Each decision to mobilize the Public Works crew is a judgement call based on the particular weather conditions combined with past experience along with the resources available at the time and therefore may not adhere strictly to this general policy.

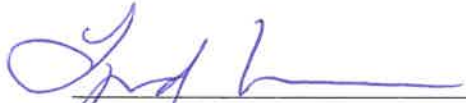
7 **ATTACHMENTS**

Attachment A – General Winter Survival Information


Attachment B – Snow Removal Agreement

Attachment C – Liability Disclaimer

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 Lyndon Pease, Reeve



 Lorna Benson, Administrator



REVISION CONTROL

DATE	REVISION	EFFECTIVE
March 19, 2019	Section 5.2 Route Determination was changed by removing "The roads that will be plowed first will be the bus routes which will mostly take into account the major arteries. Once these routes have been cleared the roads will be plowed according to a route that allows the grader operator to complete the route with minimal amount of back tracking."	March 19, 2019