

POLICY NUMBER: 62
POLICY TITLE: Snow Removal Policy
APPROVAL: January 12, 2016
EFFECTIVE DATE: January 12, 2016

Purpose

The purpose of the Policy is to set clear Snow Removal and Ice Control standards for the Village of Valemount Council, citizens, and staff to be aware of and to follow. The practices outlined in this policy, and the procedures followed by Village staff will assist the Village in providing excellent snow removal services to the citizens of Valemount.

Policy

The intent of snow and ice control operations is to maintain Village streets in a safe and passable condition during the winter months by removing snow and controlling ice so as to allow the Village to function under normal winter weather conditions. This policy recognizes that ploughing and sanding services cannot eliminate all hazardous winter driving conditions and sets the level of service to be that of maintaining roads in an acceptable driving condition within budget limitations.

1. Areas of Responsibility and Priorities

It is expected that in winter, there will be situations when the immediate demand for snow and ice control measures will exceed the available resources of the Village. In order to maximize the use of the available resources, operations shall be conducted according to the following priorities:

Priority 1: Emergency Routes, including the main streets in the Village (5th Avenue, Hwy 5 frontage road and Main Street); 9th Avenue (between Gorse Street & Highway 5).

Priority 2: The streets by both the Secondary and Elementary Schools; Parking areas at the Fire Department, Service BC, Public Library, Community Services Building, Valemount Children's Activity Society, and Village Office. The Community Hall Parking Lot will be cleared if an event is scheduled.

Priority 3: The remainder of the residential streets and the two alleys immediately to the North and South of 5th Avenue, between Birch and Dogwood Streets.

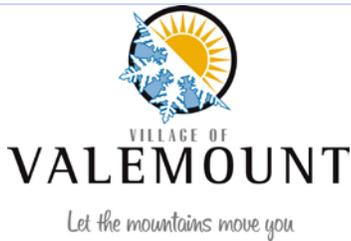
Priority 4: Residential alleys will only be cleared after all of the above have been cleared, sanded, and salted.

Priority 5: The Valemount Airport runway.

When snowfalls are continuous or fall closely to one another, operations will continue to be repeated on the highest priorities until completed before moving on to the next priority.

Sidewalks

- When snowfall is 10 centimetres or more, the Village will clear one pass of downtown sidewalks prior to business hours.
- At all other times, the clearing of sidewalks along 5th Avenue between Dogwood and Birch Streets will be the responsibility of the landlord/tenant.
- Sidewalks must be cleared of snow by 10 a.m. on weekdays, and within 24 hours of a snowfall over 10 centimetres on weekends.
- Sidewalks are expected to be kept to a condition to allow safe use by pedestrians. Handicapped ramps are to be kept to bare condition, or if impossible, then sanded.
- Sidewalks shall receive ice control measures by the tenants and landlords after snow clearing if conditions require.



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Courtyard

- When snowfall is 10 centimetres or more, the Village will clear one pass of the courtyard area in front of the building at 1163-1185 5th Avenue (Lots 1-3, Block 3, Plan 9689, PID 012-874-876, District Lot 7355), including the wheelchair ramp, prior to business hours.
- At all other times, the clearing of this courtyard will be the responsibility of the tenants/landlord.
- This area shall receive ice control measures by the tenants/landlord after snow clearing if conditions require.

Trails

- The Bigfoot Trail will be cleared as a fourth priority

2. Service Level

Snow Clearing

- Snow will be ploughed onto boulevards or windrowed when necessary. Although Public Works will make an effort to remove windrows from residential driveways, it is not a priority, and will be addressed only after Priorities 1-4 of Section 1 have been completed.
- Exceptions to the above statement may occur, and will be considered on the case by case basis by the Superintendent of Public Works.
- Snow loading and hauling operations will be initiated in priority order when snow on the right of way is sufficient to impede the flow of traffic, intersection sight lines, or block parking lanes and sidewalks. The Public Works department is not responsible for loading and hauling snow that has been placed on Village right of ways by contractors or citizens.
- Snow loading and hauling is to be initiated at the discretion of the Public Works Superintendent, and will be considered only after Priorities 1-4 (Section 1) have been completed.
- A snowfall over 30 cm of continuous accumulation is considered an exceptional snowfall. Where this circumstance occurs, the Chief Administrative Officer and/or the Public Works Superintendent and/or their designate shall call out such human resources and equipment as may be available and required to maintain the Town's streets in as passable a condition as possible. In the event that available resources are not adequate to meet the snow clearing demand, unsafe or impassable roads may be temporarily closed at the discretion of the Chief Administrative Officer and/or Public Works Supervisor until such resources becomes available

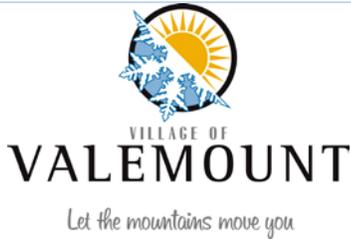
Ice Control

- Sanding and salting of Village roadways will take place in priority order, as per Section 1 of this Policy.
- Weekend sanding is done on an as required basis through calls from RCMP or by the Public Works Superintendent.

3. Hours of Operation

Snow clearing operations shall commence as follows:

- Priority During the regular winter hours of operation of the Public Works crew and when snow fall reaches 7-10 centimetres.
- For Priority Routes, regular working hours ploughing will occur with the accumulation of 7-10cm of fallen snow from single storm or multiple events, with after-hours snow ploughing to take place as necessary to *maintain uninterrupted access* to priority routes.



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- Snow clearing operations commencing outside of such hours due to extremely heavy snowfall will occur at the discretion of the Chief Administrative Officer and Public Works Superintendent.

4. Right of Way Obstructions

Right of Way Obstructions will be dealt with as follows:

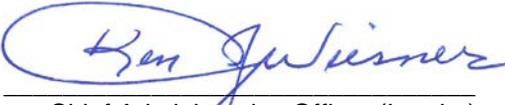
- Fire hydrant locations will be marked, and those locations will be cleared of snow following street plowing to maintain fire department access.
- All above ground structures on Village road right of ways including utility company plant kiosks, and similar structures must be clearly marked by owners to minimize the chance of damage by snow operations.
- Vehicles parked on Village of Valemount right of ways will be subject to regulation set out in the Village of Valemount Traffic Bylaw Amendment Bylaw No. 725, 2014.
- Snow placed on streets, Village Right of Ways, lanes, or sidewalks by private individuals or companies in a manner such as to create a hazard or impede snow removal operations will not be permitted. Removal costs of such snow or ice incurred by the Village will be charged to the owner of the property abutting the right of way, lane or sidewalk in question. The Village of Valemount will not be held responsible for any damage caused to private or public property as a result of this snow placement.

5. Reporting

Reporting to Council on snow removal shall be as follows:

- A final report shall be provided to Council in July of each year, summarizing snow removal and ice control costs for the previous snow removal season (November to April).
- The report shall include labour costs (regular and overtime) for the snow removal season

Council Resolution No.14/16 dated this 12th day of January, 2016.



Chief Administrative Officer (Interim)