

Number: CC34
Administered by: City Council
Approved by: *CH Sproule*
Effective date: July 17, 2017
Last Review: July 17, 2017
Next Review: July 2018
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CITY OF *Lethbridge*

SNOW AND ICE CONTROL POLICY

PURPOSE

The City Council of the City of Lethbridge has a broad mandate to provide good government, develop and maintain a safe and viable community, and to supply desirable and/or necessary services to the Community. The Snow and Ice Control Policy is necessary to make a clear statement of the intent of the City of Lethbridge winter maintenance operations and establish the priorities, standards and service levels of the snow and ice control program. An effective and efficient snow and ice control program is necessary to allow the municipality to function under normal winter weather conditions, to reduce snow and ice hazards, to maintain a safe community and to provide the public adequate mobility on City controlled roadways, sidewalks and pathways.

PERSONS AFFECTED

City Council/City Manager/Transportation and Parks Business Units

POLICY STATEMENT

The City will manage Snow and Ice Control operations on City controlled roads, lanes, sidewalks and pathways within City of Lethbridge Right of Ways and Park areas, in accordance with the established service level priorities, relevant City Bylaws and the Municipal Government Act. The intent of the snow and ice control program is to minimize the economic loss to the community, reduce the inconvenience and hazards of winter conditions for motorists and pedestrians, and facilitate the operation of Transit and Emergency Service vehicles.

The intent of the Snow and Ice Control Policy for roads and lanes is to create acceptable winter driving conditions for vehicles that are properly equipped for winter driving and are operated in a manner consistent with good winter driving habits. The intent is also to maintain reasonable walking conditions along City controlled sidewalks and pathways for pedestrians under normal winter conditions.

It is expected that there will be Extreme Winter Conditions where the immediate demand for snow and ice control services will exceed the available resources. Public Service Announcements will be issued at these times to provide information and to encourage safe driving practices in these poor driving conditions.

Any annual surplus/deficit from sanding, snow and ice removal operations be funded from the Municipal Revenue Stabilization Reserve (MRSR). Future operational budgets will be adjusted to reflect experience, growth in the road system, current costs and/or changes in service levels.

If the event of extreme winter snowfall is classified as an emergency/disaster, then the overall response to the event may be coordinated under the direction of the City's Director of Disaster Services as per the Municipal Emergency/Disaster Plan.

The City may activate Snow Routes for regular operations and/or extreme events as required by winter conditions. Snow Routes are generally Priority 2 Routes in residential areas and are identified on the City of Lethbridge website. Driveways would not be cleared after plowing of snow to the parking lane.

RESPONSIBILITIES

City Council to:

- a. Approve the Snow and Ice Control Policy and levels of service annually
- b. Be notified when an Extreme Winter Condition or an emergency/disaster is declared.

City Manager (or his designate) to:

- a. Declare an Extreme Winter Condition to allow administration the ability to obtain additional resources to perform snow and ice control.
- b. Report to City Council on expenditures associated with Extreme Weather Conditions

Transportation Manager/Parks Manager to:

- a. Periodically review and update the Snow and Ice Control Policy in accordance with City Council defined service levels. Detailed work procedures and methods necessary to implement this policy are contained within the "Snow and Ice Control Procedures" as approved by the Transportation Manager and the Parks Manager

Transportation Operations Manager/Parks Operations Manager to:

- a. Develop and initiate procedures relating to the day-to-day implementation of the Snow and Ice Control Policy

- b. Manage the day-to-day operations to ensure compliance with the Snow and Ice Control Policy

PROCEDURES

SERVICE LEVELS

Levels of Service are established for City controlled roadways and pedestrian facilities according to their priority ranking. The Snow and Ice Control priorities are based upon the following criteria: traffic speed, topography and traffic/pedestrian volumes. These priorities are reviewed, updated annually, and shown on our Snow and Ice Control Priority maps for both Roadways and Sidewalk/Pathways on the City of Lethbridge website.

Operations generally begin November 1 and end March 31 of each year dictated by weather conditions and determined by Public Operations. Ice Control is conducted as necessary to improve traction and is based on pavement temperature and atmospheric conditions. Snow plowing will commence when snow fall accumulation begins to impede the flow of pedestrian and vehicular traffic.

Ice Control & Snow Plowing Service Levels

In order to maximize the effectiveness of the available resources, snow and ice control forces will be allocated as per the following priorities:

Roadways:

- Priority 1 - Designated Arterial Roadways
 - Service Level; complete ice control and snow plowing within 24 hours of snowfall ending
- Priority 2 - Remaining Arterials and designated collectors
 - Service Level; complete ice control and snow plowing within 24 hours of Priority 1 completion
- Priority 3 - Remaining Collectors, controlled intersections (stops and yields) and bus routes
 - Service Level; complete ice control and snow plowing within 24 hours of Priority 2 completion
- Priority 4 - All other City controlled roadways and laneways
 - Service Level; to ensure that they are passable to emergency services and general public, as necessary upon completion of Priorities 1 through 3

Sidewalks\Pathways:

- Priority 1 - Includes sidewalks/pathways adjacent to all City of Lethbridge owned facilities located within the Central Business District
 - Service Level; complete snow plowing within 24 hours of snowfall ending
- Priority 2 - Public and Separate Schools and Regional-Parks
 - Service Level; complete snow plowing within 24 hours of Priority 1 completion
- Priority 3 - Regional Trails and Community Core Parks
 - Service Level; complete snow plowing within 24 hours of Priority 2 completion
- Priority 4 - Neighbourhood sidewalks that don't front residential or commercial properties
 - Service Level; as necessary upon completion of Priorities 1 through 3

Snow Removal, Snow Plowing & Drifting

Snow Removal is commenced when required due to heavy accumulation of snow to allow for vehicle passage and parking. Removed snow is trucked to a designated snow storage facility approved by Alberta Environment. Snow removal (and loadout) is done on a priority basis with three priorities identified for snow removal during normal winter conditions as shown on the Road Snow Plowing and Removal Priority Map on the City of Lethbridge website.

Snow Plowing is also identified on the Road Snow Plowing and Removal Priority Map, consisting of plowing snow to the boulevard or parking lanes as required relative to the same priority map.

There may be Extreme Winter Conditions that create impassible conditions on other roadways. If this occurs, all remaining roadways and laneways would be cleared on a case by case, area by area basis under Priority 4 (Emergency snow removal).

Drifting snow will be controlled via roadway design where practical, and by the strategic placement of snow fencing. Snow drifts that render roads, sidewalks, or pathways impassible will be cleared per the above mentioned priorities.

DEFINITIONS

- Arterial Roads: major roadways that carry high volumes of traffic. They are generally four lane roadways at a one mile spacing within City limits.
- Bus Routes: the routes of the City Transit services, updated from time to time.
- Collector Roads: roadways that connect local roadways to arterial roadways and carry moderate volumes of traffic.
- Community Core Parks: are any park which is not a Regional Park
- Extreme Winter Conditions: where the immediate demand for snow and ice control services will exceed the available resources
- Ice Control: the application of abrasives and/or chemical de-icers to the surface of roads, sidewalks, and pathways to improve traction and to control or eliminate the formation of ice.
- Local Roads: roadways that typically serve residential neighbourhoods. Local roads carry low volumes of traffic.
- Lanes: also known as back alleys, lanes provide access to the rear of properties.
- Pathway: a route used by pedestrians and other recreational users that typically has an asphalt surface.
- Regional Parks: includes Henderson Lake Park, Nicholas Sheran Park, and Legacy Park
- Regional Trails: are the main transportation corridor pathways running through the City
- Sidewalk: that part of a highway (roadway) intended for the use of pedestrians and includes the part lying between the curb line or edge of the roadway and the adjacent property line.
- Sidewalks and Pathways Priority Snow Removal Map - as shown on the City of Lethbridge website
- Snow Drifting: the deposit of wind blown snow that may block roads, sidewalks, or pathways.
- Snow Plowing: pushing accumulated snow from road, sidewalk, or pathway surfaces in order to maintain traffic flow and pedestrian travel.
- Snow Plowing Priority Map: as shown on the City of Lethbridge website
- Snow Removal: the removal of plowed and accumulated snow that is impeding the flow of traffic and pedestrians.
- Snow Routes: areas designated by the City for designated "No Parking" routes for snow plowing of the roadway into the parking lane.

REFERENCES

Snow and Ice Removal Bylaw
Snow Plowing Priority Map
Sidewalks and Pathways Priority Snow Removal Map
Snow and Ice Control Procedures

REVISION HISTORY

October 30, 2006: New Document

October 19, 2009: Revised to include snow routes in residential areas and provide for extreme weather conditions

July 17, 2017: Revised to add definitions, to reference the MRSR