

## **Snow Removal and Ice Control**

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**Authority:** Council

**Effective Date:** September 8, 2025

**Date Approved by Council:** September 8, 2025

**Resolution No.:** 175/09/25/SP

**Future Review Date:** 2029

**Responsibility:** Planning and Infrastructure

**References:** N/A

**Replaces:** Snow Removal and Ice Control C-PW-042 (2020)

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**1.0 Purpose:** This policy establishes service level standards for the management of Snow and Ice Control in the Town.

**2.0 Scope:** This policy applies to Town owned and operated Roadways within the Town.

### **3.0 Definitions:**

- 3.1 “Arterial road” means any road in the Town that is coloured orange on the Snow Removal and Ice Control map in Appendix A.
- 3.2 “As Required” means that service will not be limited to a pre-planned number of work occurrences per year. It allows operating forces to apply field judgment and expertise to varying weather conditions.
- 3.3 “Alley” means as defined in the *Traffic Safety Act*, or any replacement legislation enacted by the Province of Alberta
- 3.4 “Boulevard” means that part of a Highway in an urban area that is not Roadway and is that part of the Sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
- 3.5 “Collector Road” means any road in the Town that is coloured pink on the Snow Removal and Ice Control map in Appendix A
- 3.6 “Compacted Snow” means Snow Accumulation on the Roadway that has been packed by vehicle traffic.
- 3.7 “Downtown Road” means any road in the Town that is coloured blue on the Snow Removal and Ice Control map in Appendix A.
- 3.8 “Downtown Business and Primary Access Alley” means any Alley that is coloured yellow on the Downtown and Primary Access Alley map in Appendix A
- 3.9 “Ice Control” means any actions taken to prevent ice from forming, or any actions taken to remove ice, or any actions taken to mitigate hazards associated with ice formations on Roadways.

Examples would include the application of traction assisting or abrasive materials alone or in combination with ice melting chemicals or solutions.

- 3.10 “Parking Facilities” means a Town owned or operated site or part of a site for the parking of vehicles and includes the parking spaces and all other areas required for vehicle access and circulation within the facility.
- 3.11 “Parking Lane” means that portion of a Roadway that is not part of a driving lane and normally used for on-street parking.
- 3.12 “Public Walkway” means any footpath or trail, as part of the Towns Trail System.
- 3.13 “Residential Alley” means any Alley that is not a Downtown Business and Primary Access Alley
- 3.14 “Roadway” means as defined in the *Traffic Safety Act*, or any replacement legislation enacted by the Province of Alberta from time to time.
- 3.15 “Road Classifications” means the identification of groups of roads by type or areas for the purpose of defining, prioritizing, mapping and communication service levels for Snow and Ice Control service Delivery.
- 3.16 “Road Right Of Way” means the area of land over which a public road is built that extends from curb or road surface to the property lines and includes Boulevards.
- 3.17 “Ruts” means troughs formed by vehicle traffic in Compacted Snow and/or ice which may make maneuvering a vehicle difficult or dangerous.
- 3.18 “Snow Accumulation” means the depth of compacted and un-Compacted Snow accumulated on a Roadway surface.
- 3.19 “Snow Hauling” means the transport of snow by a truck.
- 3.20 “Snow Plowing” means the use of equipment to push snow to the middle or sides of a Roadway or to the sides of Public Walkway surfaces.
- 3.21 “Snow Removal” means the removal of snow from a road surface onto a Boulevard, road right-of-way, or Parking Lane on one side of a Roadway, or the removal of snow from a road or parking lot surface to a snow storage site.
- 3.22 “Residential Road” means any road in the Town that is not coloured on the Snow Removal and Ice Control map in Appendix A and is maintained by the Town.
- 3.23 “Transit Stop” means the designated Boulevard area immediately adjacent to a Roadway that is used for the purpose of transit bus passenger loading and unloading and has a designated Transit Stop sign.
- 3.24 “Windrow” means the plowing of snow into a long continuous row for the purpose of storage or in preparation for removal.

#### **4.0 Snow Plowing and Ice Control Level of Service:**

- 4.1 Snow Plowing and Ice Control operations are provided on Roadways within the Town on a priority basis.
- 4.2 Snow Plowing for priority 1, 2, and 3 Roadways will commence after 5 cm of Snow Accumulation.
- 4.3 Ice Control is provided on an ongoing basis As Required during or following snowfall, frost, freezing rain or any other event that may adversely affect vehicle traction.

- 4.4 Snow Plowing and Ice Control are undertaken in accordance with the following standards unless ongoing weather requires continuous focus on priority 1, 2 or 3 roads.

PRIORITY	ROAD CLASSIFICATION	STANDARD
1	Arterial Roads	Plowed within 24 hours following the end of a snowfall
2	School Zones	Plowed within 48 hours following the end of a snowfall
3	Collector Roads	Plowed within 72 hours following the end of a snowfall

- 4.5 Snow Plowing and Ice Control for priorities 4 and 5 are undertaken in accordance with the following standards unless ongoing weather conditions require a continuous focus on priority 1, 2, or 3 roads and commence after 5 cm of Snow Accumulation

PRIORITY	ROAD CLASSIFICATION	STANDARD
4	Parking Facilities Adjacent to Town Staffed Facilities	As Required and within 48 hours following the end of a snowfall
5	Remaining Parking Facilities	As Required following the end of a snowfall

## 5.0 Snow Removal Level of Service

- 5.1 Snow Removal will commence after Snow Plowing and Ice Control priorities have been completed.

PRIORITY	ROAD CLASSIFICATION	STANDARD
1	Downtown Roads	As Required following 5 cm of Compacted Snow
2	School Zones	As Required following 10 cm of Compacted Snow in Parking Lanes
3	Collector Roads	As Required following 10 cm of Compacted Snow in Parking Lanes
4	Downtown Business Alleys	As Required following a minimum of 10 cm of Packed Snow or when emergency vehicle access could be restricted
5	Residential Roads and Primary Access Alleys	As Required following a minimum of 10 cm packed Snow Accumulation or when emergency vehicle access could be restricted
6	Residential Alleys	As Required following a minimum of 10 cm packed Snow Accumulation or when emergency vehicle access could be restricted

## 6.0 Roadway Snow and Ice Control Guidelines:

- 6.1 Normal Snow Removal practices may include stockpiling snow in Parking Facilities or on Residential Roads for removal at a later date.

- 6.2 For Snow Removal on Arterial Roads, School Zones and Collector Roads snow will normally be plowed and Windrowed onto Boulevards or Road Right Of Ways on one or both sides and on the Parking Lanes but shall not cover a public sidewalk or trail. Windrows shall not be higher than 1 metre.
- 6.3 Snow Windrows will be removed in front of community mailboxes, hydrants, lane crossing, public or private wheelchair ramps, handicap parking zones, Transit Stops and railway crossings. Snow Windrows will be removed for a distance of 5 meters from Public Walkway intersections with Roadways, and at intersections where traffic visibility would be impeded if the Windrow was not removed.
- 6.4 The removal of Windrows, ice or snow of 30 cm in height or less that are the result of Snow Plowing or Snow Removal will be the responsibility of the property owner.
- 6.5 Sequencing of Snow Removal on Residential Roads and Residential Alleys will be subject to an annually adjusted rotational schedule to ensure fairness across the Town.
- 6.6 Sequencing of Snow Removal on Residential Roads and in Residential Alleys may be altered or adjusted As Required to accommodate solid waste collection schedules.
- 6.7 The Town will assume no liability for damage to obstructions or landscaping of any kind placed or developed within a Road Right of Way without permit.
- 6.8 The majority of snow after March 1<sup>st</sup> may be left onsite to melt.

#### **7.0 Public Walkway Snow and Ice Control:**

- 7.1 Public Walkways adjacent to Town owned buildings open to the public shall be cleared within 24 hours after the end of every snow fall event, Monday to Friday.
- 7.2 Transit Stops shall be cleared within 24 hours after the end of every snow fall event during scheduled transit service days.
- 7.3 Public Walkways shall be cleared within 72 hours after the end of a snowfall event.
- 7.4 During heavy or prolonged snowfall, freezing rain or other severe weather events, a continuous focus of resources will be applied to priority walkways identified in section 7.1 and 7.2.

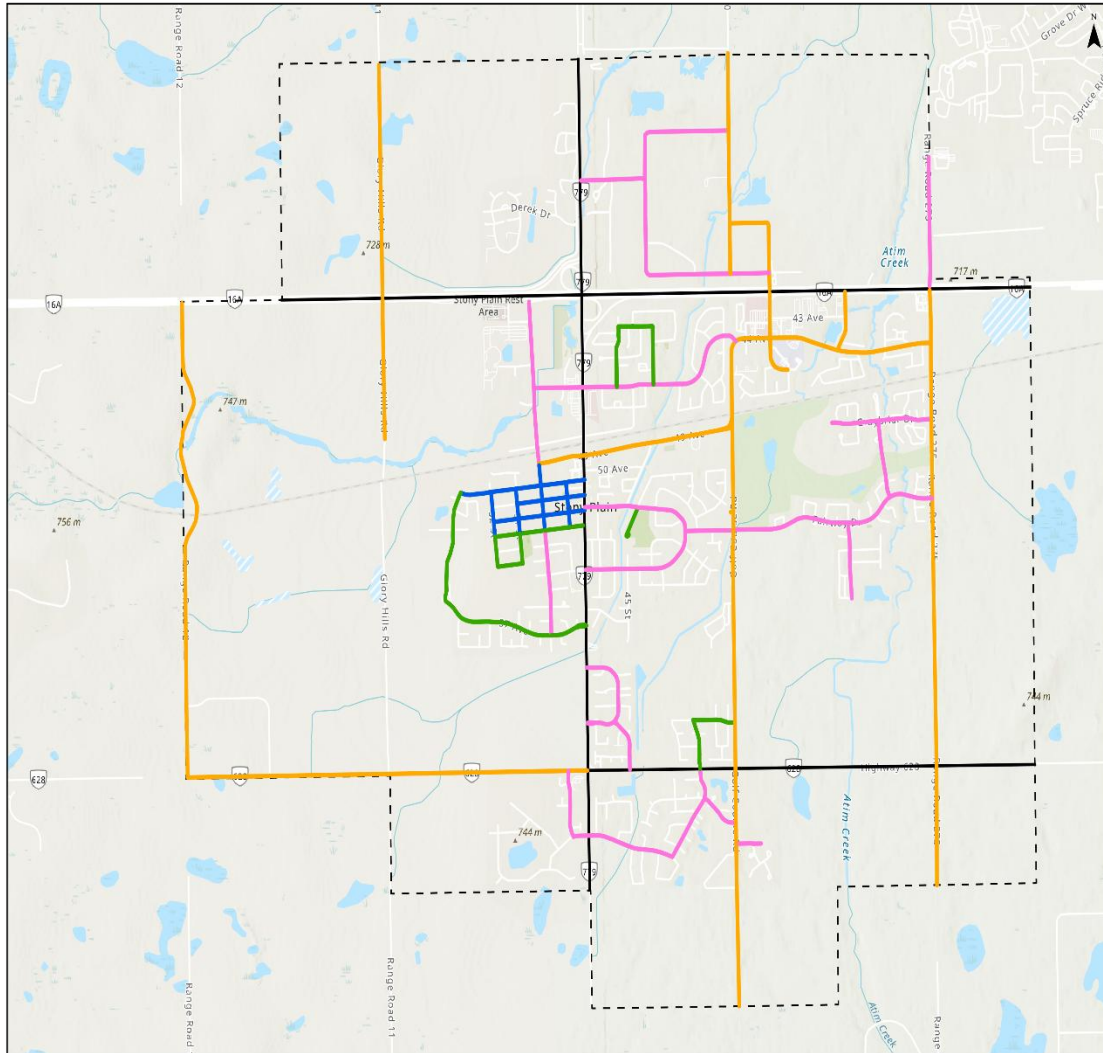
#### **8.0 Responsibility**

##### Manager of Infrastructure Operations

- 8.1 Responsible for overall implementation and coordination of all snow and Ice Control operations.
- 8.2 Responsible to determine Snow Accumulations for the purposes of this policy.
- 8.3 Responsible to monitor conditions and recommend the start of Snow Removal operations ahead of the Standards in this Policy if conditions are warranted with support from the Town Manager.

**9.0 Policy Review:** This Council policy shall be reviewed by Administration within four years of being implemented, with any changes being submitted to Council for approval.

## APPENDIX A



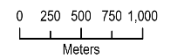
### Snow and Ice Control Priorities

#### Legend

Ice Control Priority

- 1
- 2
- 3
- 4

— Alberta Transportation Maintained  
 - - - Town Boundary



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