

# **THE RM WEST ST. PAUL**

## **Public Works**

### **Snow Clearing Policy**

<b>Subject:</b> Snow Clearing Policy	<b>Policy:</b> PW 2013-01
<b>Effective Date:</b> December 1, 2013	
<b>Replaces Policy:</b> No Previous Policy	<b>Resolution No.:</b> 2013 511
<b>Review Date:</b> December 2014	<b>Resolution Date:</b> November 21, 2013

#### **PURPOSE**

The purpose of this Policy document shall be to establish a quality standard for snow clearing, snow removal, sanding of streets, lanes and Municipal-owned parking lots within the Municipality.

The RM of West St. Paul desires to maintain the Municipal streets, lanes and Municipal-owned parking lots in the winter months in a safe and functional condition, to facilitate the movement of emergency vehicles throughout the winter months and to provide an equitable level of service to all residents of the Municipality.

#### **STATEMENT OF GENERAL INTENT**

WHEREAS the Council of the Rural Municipality of West St. Paul desires to maintain the Municipal streets, lanes, sidewalks, and Municipal-owned parking lots in the winter months in a safe and functional condition;

AND WHEREAS the Council of the Rural Municipality of West St. Paul desires to facilitate the movement of emergency vehicles throughout the winter months;

AND WHEREAS the Council of the Rural Municipality of West St. Paul desires to provide an equitable level of service to all residents of the Rural Municipality of West St. Paul;

NOW THEREFORE BE IT RESOLVED THAT the following be the policy which governs the maintenance of streets, lanes, sidewalks, and Municipal-owned parking lots in the winter months of the Municipality of the Rural Municipality of West St. Paul.

## **DEFINITIONS**

Department of Highways	the Province of Manitoba Department of Highways and Transportation
Parking Lots	shall mean restricted public and public parking lots owned by the Municipality of West St. Paul
Major Storm Event	shall mean 10 cm (4 inches) or more of snowfall or 10 cm (4 inches) or more accumulation due to wind
Storm Event	shall mean 6 cm to 10 cm (2.5 inches to 4 inches) of snowfall or 6 cm to 10 cm (2.5 inches to 4 inches) accumulation due to wind
Routine Maintenance	shall mean less than 6 cm (2.5 inches) of snowfall or accumulation
Windrow	shall mean the ridge of snow left behind after a snow plow or grader passes by
Snow Clearing	shall mean blading or pushing of snow from streets, lanes, sidewalks, and parking lots off traveled surfaces
Snow Removal	shall mean the removal of the windrow that was left behind by the snow plow, and does not include windrows under Provincial jurisdiction

## **POLICY GUIDELINES**

### **1. General Guidelines**

- a) Snow clearing operations shall be categorized into three conditions:
  1. Major Storm Event
  2. Storm Event
  3. Routine Maintenance
- b) Snow clearing operations for a Major Storm Event or for a Storm Event shall commence at 5:00am.
- c) Snow clearing operations for Routine Maintenance shall commence at 8:00am.
- d) The RM of West St. Paul shall do snow clearing on provincial highways located within the RM of West St. Paul's boundaries, which are not under total removal contract, only when emergency conditions arise.
- e) The Municipality shall clear the snow in all paved and non-paved back lanes.

- f) Private driveway approaches will be cleared of snow windrows deposited by the Municipality's equipment.
- g) During the procedure of widening and/or cutting accumulation of snow or ice from streets all driveway approaches shall be cleared of windrows.

2. Exceptions:

- a) Snow in driveways adjacent to an intersection will be cleared if accumulation of windrowed snow is over 30 cm (12 inches).

3. Streets

a) Major Storm Event

All snow clearing and removal shall be done within 72 hours of the conclusion of the Major Storm Event.

The priorities of snow clearing are:

Priority One:

- Fire Hall, Emergency Medical Services Building, Evelyn and Balderstone Avenues, Municipal Office

Priority Two:

- Grassmere Road, Kapelus Drive & Holland Road

Priority Three:

- Municipal Streets, Sunova Centre

Priority Four:

- Intersections, trails, bus shacks and skating rink

Snow clearing shall be carried out in areas not having garbage or recycling pickup that day, if at all possible.

b) Storm Event

All snow clearing and removal shall be done within 48 hours of the conclusion of the Storm Event.

The priorities of snow clearing are:

Priority One:

- Fire Hall, Emergency Medical Services Building, Evelyn and Balderstone Avenues, Municipal Office

Priority Two:

- Grassmere Road, Kapelus Drive & Holland Road

Priority Three:

- Municipal Streets, Sunova Centre

Priority Four:

- Intersections, trails, bus shacks and skating rink

Snow clearing shall be carried out in areas not having garbage or recycling pickup that day, if at all possible.

c) Routine Maintenance

- i) Routine maintenance snow clearing shall be carried out in order of the first priority streets as listed in Section b).
- ii) Snow clearing shall be carried out in areas not having garbage or recycling pick up that day, if at all possible.
- iii) The work shall only be carried out if the accumulated snow pack is in excess of 6 cm (2.5 inches) or there are dangerous conditions present due to snow ridges around parked vehicles.
- iv) Rutting conditions greater than 8 cm (3 inches) shall be rectified on the next scheduled day except for the arterial streets listed under Section b) where the ruts will be rectified within 48 hours.
- v) At the discretion of the Director of Infrastructure or other designated personnel, crews may be called out on weekends.

4. Lanes

- a) Lanes shall be cleared by Municipal forces to the same standard as other streets in the Municipality.
- b) Lanes improved with an asphalt or concrete surface complexes shall be cleared by Municipal forces to the same standard as other streets in the Municipality.

5. Sidewalks/Trails

- a) All sidewalks/trails shall be cleared of snow by Municipal forces to the same standard as streets and lanes in the Municipality.
- b) The Municipality shall remove the total amount of snow from sidewalks adjoining streets as listed in Section 1 b).
- c) Snow clearing operations for sidewalks/trails shall be done after all emergency services properties, roads, and lots have been cleared.
- d) Sidewalks/trails will not be sanded.

6. Parking Lots

- a) Parking lots that are the responsibility of the Municipality to maintain shall be cleared within 36 hours of the start of the snow clearing operation.

## 7. Skating Rinks

- a) Skating rinks are cleared within 48 hours of a storm event.

## 8. Sanding

- a) Sanding of intersections of streets, avenues and Municipal owned facilities shall be done with winter sand mixed with an agent to freeze proof the material when in stockpile.
- b) Sanding shall commence when snow clearing is complete and freezing conditions are present that result in slippery conditions.

The priorities of sanding are:

Priority One:

- Fire Hall, Emergency Medical Services Building, Evelyn and Balderstone Avenues, Municipal Office

Priority Two:

- Grassmere Road, Kapelus Drive & Holland Road

Priority Three:

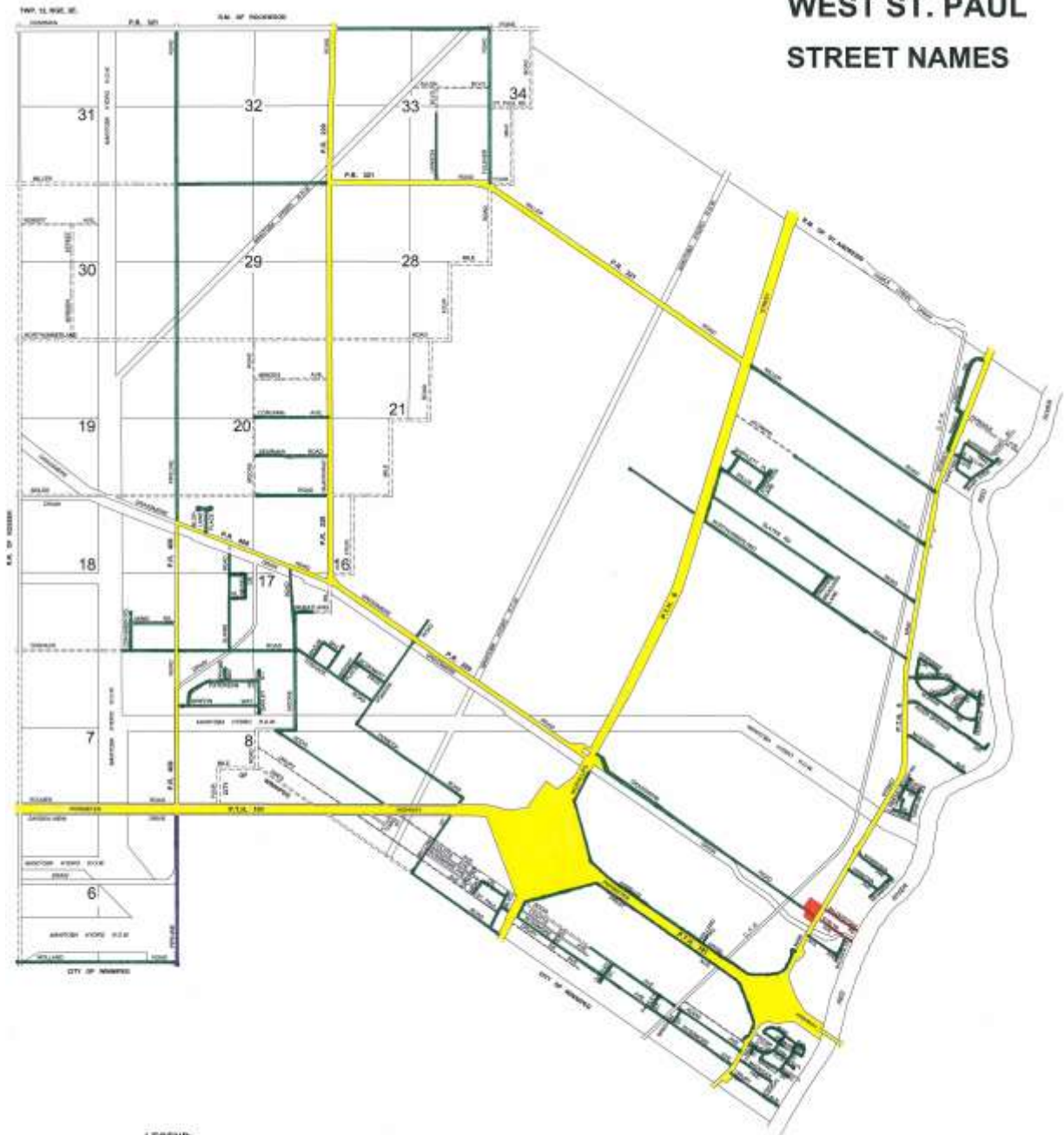
- Municipal Streets

Priority Four:

- Intersections

# SNOW CLEARING

## RURAL MUNICIPALITY OF WEST ST. PAUL STREET NAMES



LEGEND:  
 15, 20, 25, 30 REGISTERED STREETS NOT OPENED



- Infrastructure & Transportation (Cleared by Manitoba Highways)
- Priority 1 – Fire Hall, Emergency Medical Services, Balderstone, Evelyn
- Priority 2 – Municipal Roads
- City Roads (Cleared by City of Winnipeg)