



TOWN OF SEDGEWICK

SNOW REMOVAL POLICY

POLICY # 18-05

APPROVAL DATE: MARCH 22ND, 2018

RESOLUTION NUMBER: 2018-03-43

1. Policy Purpose

- 1.1. The purpose of this policy is to prioritize snow removal based on need and to outline the Town's responsibilities. It is the Town's objective to provide residents with maximum mobility during the winter months and it is acknowledged that this policy may minimize but not eliminate all hazardous conditions.

2. Guidelines

2.1. Priority Descriptions

The priority rankings of streets within the Town of Sedgewick (see Schedule A for a detailed view) are as follows:

Priority Ranking	Identification Color	Description
Priority 1	Red	47 th Street Commercial School and area -50 th Avenue West (of 50 th Street) -51 st Avenue West (of 50 th Street) -53A Street -Rec Centre Parking Lot
Priority 2	Yellow	51 st Avenue 50 th Street 48 th Avenue 48 th Street 46 th Street (south of 50 th Avenue) 45 th Street (north of 50 th Avenue) Meadowlark Drive MacKenzie Drive
Priority 3	Green	All remaining residential streets
Priority 4	Blue	Back alleys

2.2. Level of Service

The descriptions of level of service for the above priorities are as follows:

Priority Ranking	Service Level Description
Priority 1	Snow is cleared/windrowed as close to bare pavement as possible Overnight snow fall is cleared/windrowed prior to 8:30am on weekdays Trigger: 3 inches of accumulated snow

Priority 2	Snow is cleared/windrowed within 36 hours and during normal working hours Trigger: 3 inches of accumulated snow
Priority 3	Snow is cleared/windrowed within 72 hours and during normal working hours Trigger: 3 to 5 inches of accumulated snow
Priority 4	Snow is attempted to be cleared prior to Thursday garbage pickup (dependant on date of snowfall) Trigger: as deemed significant by the Public Works Foreman

2.3. Major Snow Events

A major snow event will be defined as snow accumulation of more than 5 inches. In this situation, service levels identified in Section 2.2 will carry over into after-hours work.

2.4. Snow Clearing and Removal Operations (Roads)

- 2.4.1. Snow clearing and removal operations will be undertaken by the Town of Sedgewick’s Public Works Department. In some circumstances a third party may be contracted to assist.
- 2.4.2. It will be at the discretion of the Public Works Foreman on whether to clear snow after hours or engage a third party contractor (within approved budget levels).
- 2.4.3. When clearing snow, the snow will be windrowed in the center of the street and removed using heavy equipment.
- 2.4.4. Property owners will be responsible for clearing sidewalks and driveways of residual snow left by the snow clearing equipment in front of their property.
- 2.4.5. Should another snow fall event occur before all streets are fully cleared, snow removal priorities may be reset to Priority 1.
- 2.4.6. The Town of Sedgewick will attempt to have windrows removed within 24 hours.

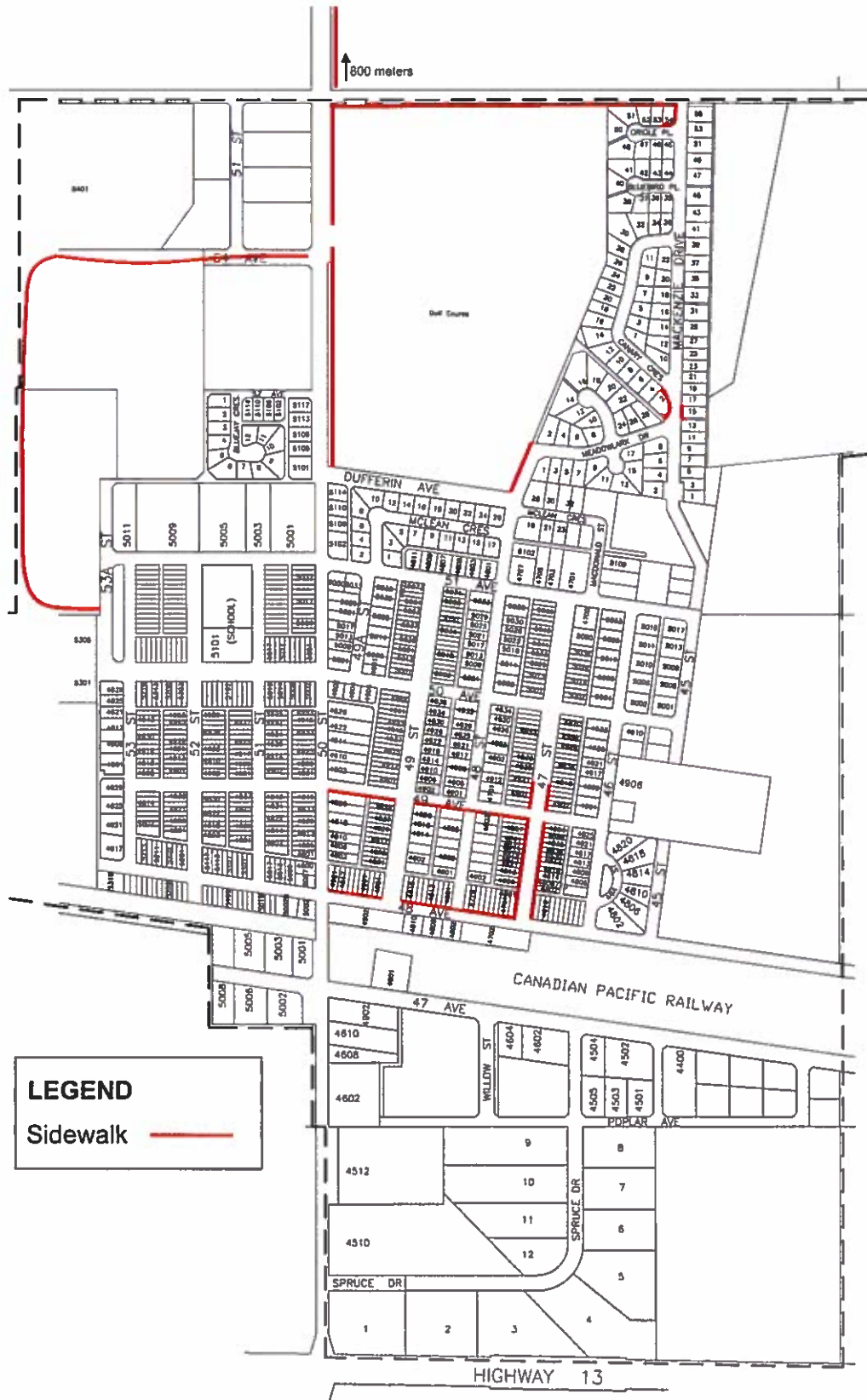
2.5. Sanding Operations (Roads)

- 2.5.1. Public Works staff will inspect streets a minimum of once per day including weekends and holidays depending on weather conditions. Streets will be sanded when road conditions become a hazard to public safety as determined by Public Works staff.
- 2.5.2. The following locations shall receive sanding:
 - Intersections
 - Inclines
 - Any other area where road conditions are deemed to be unsafe or warrant sanding
- 2.5.3. Sanding operations will be undertaken by the Public Works Department during normal working hours and work days.

Schedule A - Roads



Schedule B – Sidewalks and Trails



2.6. Sidewalks and Trails

- 2.6.1. The Town of Sedgewick shall be responsible for removing snow from sidewalks and trails as identified in Schedule B after each snowfall. Response time will be dependent on conditions and staff availability with the downtown core taking priority.
- 2.6.2. Town of Sedgewick staff will monitor sidewalks identified in Schedule B during normal working hours and apply their choice of product to de-ice or provide increased traction if deemed necessary.

2.7. Communications

- 2.7.1. Parking bans may be issued at the discretion of the Public Works Foreman.
- 2.7.2. Road signage may be placed out prior to snow removal at the discretion of the Public Works Foreman.
- 2.7.2. The Town of Sedgewick will make efforts to provide snow clearing updates using social media.

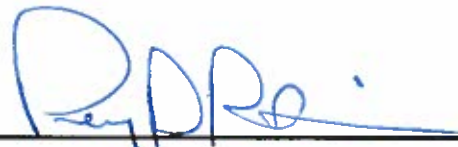
3. Persons Affected

Public Works Department and the general public.

4. Revision/Review History

TOWN OF SEDGEWICK

March 22, 2018
DATE


MAYOR

March 22, 2018
DATE


CHIEF ADMINISTRATIVE OFFICER