



# TOWN OF PICTURE BUTTE CORPORATE POLICY

Reference: PW-305

Council Motion Number: 194 180611

TITLE: **SNOW PLOWING & SANDING POLICY**

Approved by Council  
Revised by Council

Date: *June 11, 2018*  
Date: *November 14, 2022*

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## PURPOSE OF POLICY

The Town of Picture Butte is committed to establishing a snow clearing and sanding policy to deliver high-quality, timely, safe services to residents. This policy further seeks to identify the snow plowing and sanding priorities and how operational objectives can ensure those priorities are consistent.

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## POLICY STATEMENT

1. The Public Works Department ("Public Works") of the Town of Picture Butte is authorized to undertake snow plowing and sanding services on its streets by adhering to the Municipal Government Act and following procedures outlined in this Policy.
2. Notwithstanding anything contained within this Policy, the level, timing, and condition of services that can be delivered will be subject to the municipal budget, availability of equipment, safety, weather and street conditions.

## DEFINITIONS

3. For this policy, the following definitions shall apply:

**"Accumulation"** is measured from the roadway surface, referring to the total amount of snow that has fallen and remained on the roadway or lanes.

**"CAO"** refers to the Chief Administrative Officer for the Municipality or his/her designate.

**"Lanes"**, also known as the back alley, provides access to the back end of a property.

**"Pathway"** is a route used by pedestrians and other recreational users that typically has an asphalt surface.

**"Sanding"** is the application of an abrasive mixture that will promote vehicle traction and allow for traffic to move safely.

**"Snow plowing"** means pushing accumulated snow from the roadway's surface to either the roadway's sides or the centre to ensure that travel lanes, turn lanes, and ramps are passable to traffic.

**"Windrow"** also known as berms, is a ridge of snow created from snowplowing activity.

**"Weekday"** means any day other than a Sunday or holiday.



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### CONDITION FOR SERVICE

4. Snow control operations will be initiated as follows:
  - 1) Public Works must use the appropriate equipment for Town-owned property, sidewalks, lanes and streets.
  - 2) The Town will be responsible for only doing their sidewalks, parking and entryways into their operated facilities. The resident is to do their best to promptly clear their sidewalks of snow and ice.
  - 3) Snow may be cleared off on streets and piled in suitable locations. The piles of snow will only be hauled away when Town employees determine to do so on availability.
  - 4) Snow plowing may result in windrows on one or both sides of the street. The clearing of windrows in front of driveways left by snow plowing equipment shall be the responsibility of the abutting property owner.
  - 5) Sanding must commence when streets and intersections become slippery caused of ice or packed snow or when road temperatures drop below -10C.
  - 6) Intersections will be cleared of windrows as soon as practically possible after the completion of plowing;
  - 7) The CAO or designate may engage in contractor services if additional support is necessary due to the size and extent of winter events. The call for contracted support is to be assessed on an as-needed event basis.
  - 8) No compensation will be given to individuals who perform snow removal services on any street surfaces without authorization by the CAO.
  - 9) The Provincial Government and their highway maintenance contractor are responsible for maintaining Rogers Avenue (Highway 519) and Highway Avenue (Highway 25). However, the Town may snow plow residential parking areas along the highway when required.

### SNOW PLOWING AND SANDING PRIORITIES

5. Snow plowing and sanding priorities will be carried out in priority order determined by Council and CAO, based on snow events, with the following applied:

**Priority 1:** Emergency routes. Snow plowing on Emergency Routes and Protective Services areas (Firehall, Police Station, Town Office, Senior Citizens). Regular weekdays or weekends of operations and on-call shifts of plowing/sanding. Accumulate around 100mm of fallen snow from a single storm or multiple events within 24 hours after the snowfall.

- 1) 6<sup>th</sup> Street South.
- 2) 4<sup>th</sup> Street North (from Crescent Ave to Rogers Ave (Highway 519)).
- 3) 7<sup>th</sup> Street North (from Northridge Ave N to Highway No. 25).
- 4) Watson Avenue.
- 5) Lane way (behind Piyami lodge from Rogers Ave (Highway 519) to Cowan Ave).

**Priority 2:** Bus route access, neighbourhood collectors and Central District. Regular weekdays of operations. The plowing and sanding will happen with an accumulation around 100mm of fallen snow from a single storm or multiple events within 48 hours of the end of the snowfall.

- 6) 6<sup>th</sup> Street North.
- 7) Crescent Avenue North.
- 8) 5<sup>th</sup> Street North.
- 9) 3<sup>rd</sup> Street North.
- 10) 2<sup>nd</sup> Street North.
- 11) Factory Drive.
- 12) Cowan Avenue South.
- 13) 5<sup>th</sup> Street South (from Rogers Ave (Hwy 519) to 4<sup>th</sup> Street South).



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**Central District and Parking lot areas:** Pathways, sidewalks and entryways adjacent to Town owned properties (North County Recreational Complex Arena, Community Centre, Administrative Building, Lions Park, Firehall Bay access) shall be cleared concurrently within this priority level 2 while using specific equipment during a regular weekday. Parking lots such as Cor Van Raay & Community Aquatic Centre will be cleared, and snow will be pushed into piles once all other priorities have been completed or as time permits.

**Priority 3:** Residential Street routes. After priority 2 routes have been completed during regular work weekdays.

- 14) Northridge Street & Northridge Avenue North.
- 15) Inlet Avenue & Piron Place North.
- 16) Willow Place 9<sup>th</sup> Street & Willow Avenue North.
- 17) Rosewood Avenue North.
- 18) Sunset Place & 9<sup>th</sup> Street North.
- 19) 8<sup>th</sup> Street North.
- 20) Gibbons Avenue North.
- 21) 7A Street North.
- 22) Centennial Avenue South.
- 23) Maple Drive South.
- 24) Maple Crescent South.
- 25) Maple Place South.
- 26) 5A Street South.
- 27) 3<sup>rd</sup> Street South.
- 28) 2<sup>nd</sup> Street South & Railway Avenue South.
- 29) Kaliska Drive.

**Lanes (Back alleys) behind residential streets:** These should be completed during the regular workdays before regular garbage pick up.

- 29) Lane behind Highway 25 Alley (from 7<sup>th</sup> Street North to 2<sup>nd</sup> Street North).
- 30) Lane behind Highway 25 (from Northridge Ave N to Highway No. 25).

**Priority 4:** Parking areas and remaining lanes after priority 3 routes have been completed during regular work weekdays.

### POLICY REVIEW

6. This policy is subject to periodic review and may be updated as requirements change.

Attachments: Snow Plowing Priority Map Appendix A  
Sanding Priority Map Appendix B

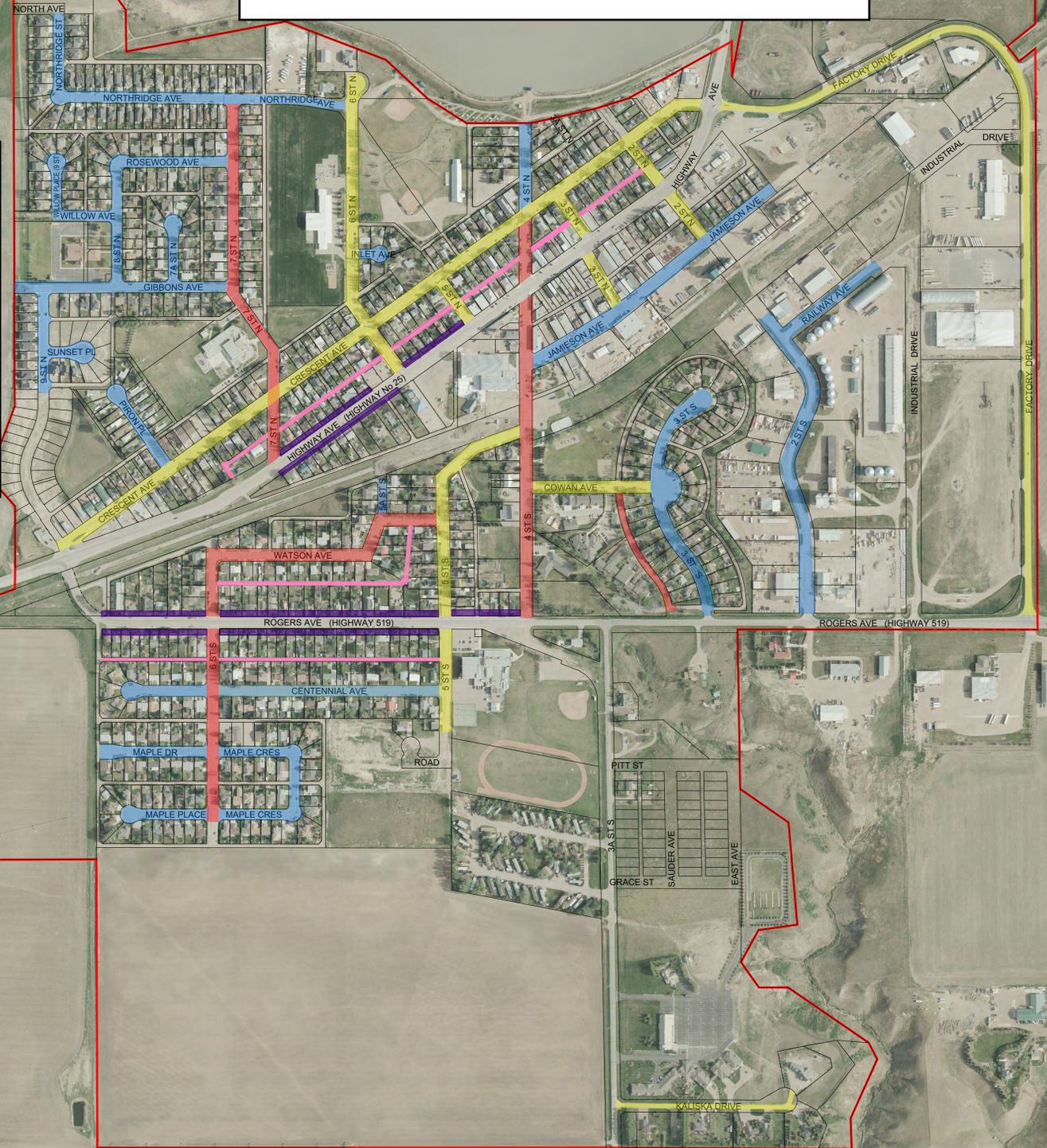
Cathy Moore  
Mayor

Keith Davis  
Chief Administrative Officer

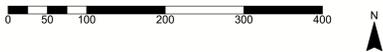
# Snow Plowing Priority Map Appendix A

**Legend:**

- █ **First Priority:**  
*Emergency Routes.*
- █ **Second Priority:**  
*Bus route access, neighborhood collectors and Central District.*
- █ **Third Priority:**  
*Residential Street not identified in priority 1 or 2.*
- █ **Lanes Priority:**  
*Lanes for garbage pick up.*
- █ **Fourth Priority:**  
*Parking areas and remaining lanes after priority 3*



Town of Picture Butte

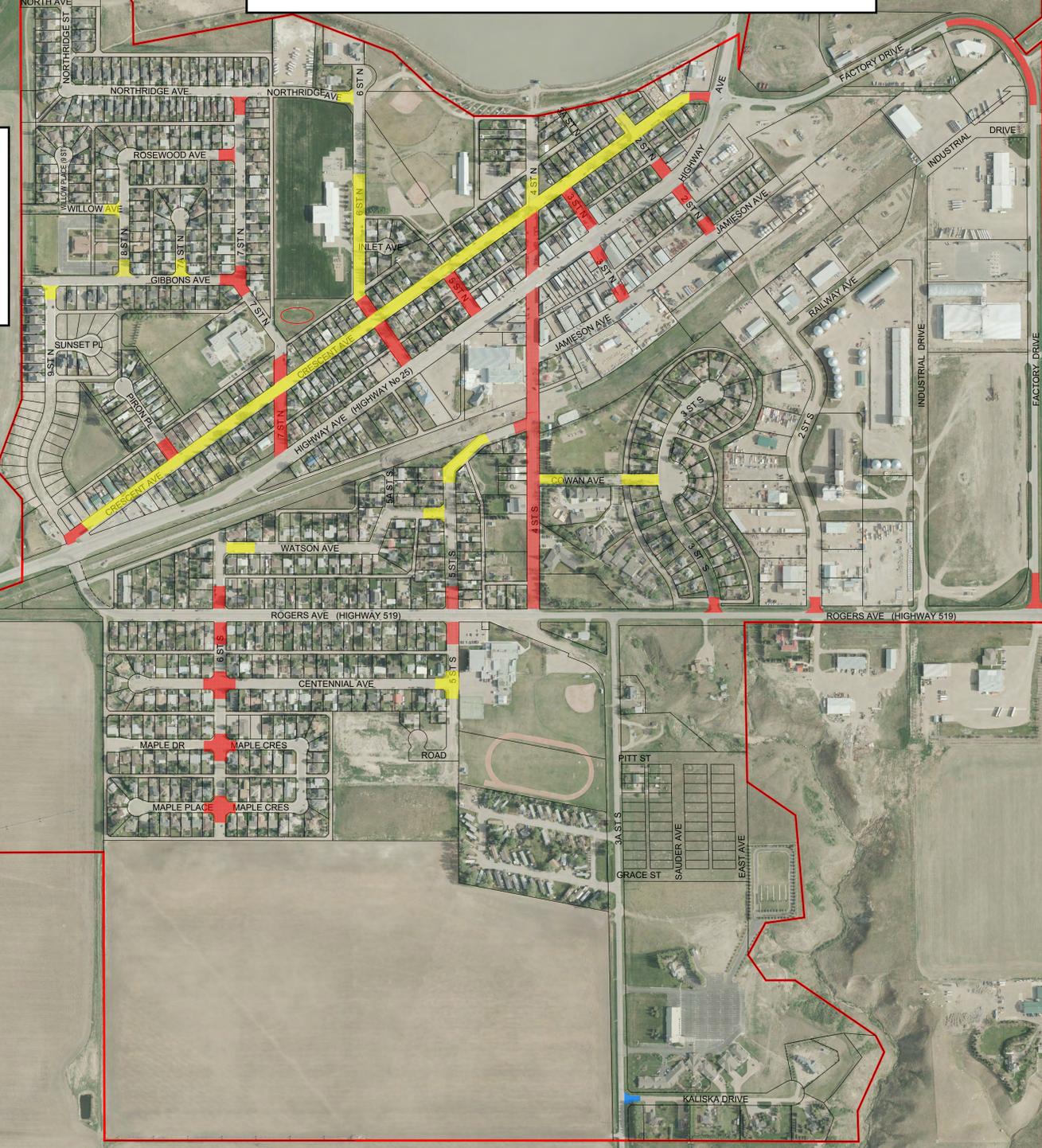


Print Date: July 14, 2022  
Photo Date: May 19, 2021

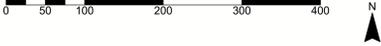
# Sanding Priority Map Appendix B

**Legend:**

-  First Priority
-  Second Priority



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