

## TOWN OF FORT QU'APPELLE Snow Removal Policy 2025 - 01

Approval Date: February 13, 2025

Council Resolution # 2025-0045

### 1. Purpose

A significant area of responsibility for the Town is the removal of ice and snow to ensure safe traffic and pedestrian flow during winter months. The Snow Removal Policy addresses priority clearing of roadways and sidewalks; sanding; and snow removal. The Town will attempt to provide snow and ice control in a safe and cost-effective manner as it relates to employee and public safety, budget, personnel, equipment, and environmental concerns. In instances of extreme and/or ongoing weather events, private contractors may be engaged to enhance the snow removal operations.

### 2. Responsibility

The Public Works Foreman will act as the overall coordinator of all roadway winter maintenance operations and shall be responsible for the day-to-day operation.

### 3. Roads

During the winter months, beginning with the first snow fall and ending with the last, the staff of the Town of Fort Qu'Appelle will monitor forecasts and actual snow fall. Plowing will begin when accumulation has reached 5cm (2in) or when there has been excessive drifting. The Public Works Foreman, at his/her discretion, based upon weather information or prevailing conditions, may elect to not plow snow until greater amount has accumulated. Plowing will be done in accordance with the priority roads/areas found under Section E, "Priority Areas below." Streets have been categorized based on function, traffic volume and importance to the safety of the community.

When clearing streets, the snow shall be scraped down to the pavement whenever possible. In all cases plowing and snow clearance will ensure access to all fire hydrants.

#### **Priority Street and Avenues:**

1. Broadway Street from Highway 35 west to Town Limits
2. Boundary Ave. from Highway 10 to Highway 56.
3. Bay Ave from Highway 10 to Broadway Street.
4. Sioux Ave. from Highway 10 to All Nations Hospital
5. 8th Street from Bay Ave to Sioux Ave.
6. Bay Ave from 8th street south to the bridge crossing.
7. Pasqua Ave from Broadway Street to 5th Street
8. 5th Street to Day Care.
9. 4th Street from Bay Ave to Rexentre Parking Lot.
10. Seqwun Ave from Broadway Street to 4th Street

11. Neeping Ave from Broadway to 4th Street

The sidewalks adjacent to these streets will be swept prior to snow plowing.

**Parking Lots:**

The Town is responsible for clearing in the following parking lots areas:

- Fire Hall
- Town Office
- Lift Stations
- Water Treatment Plant
- Cemetery
- Echo Lodge – municipal parking lot only
- Seniors Centre
- Rexentre Parking lot
- Curling Rink
- Fort Building
- Campground and Valley Cabin Rentals

**Secondary Streets and Avenues:**

All other streets will be cleared in a priority sequence if drifting snow has been an issue.

Town will alter the sequence of clearing depending on the need as determined by the Public Works Foreman.

**4. Priority Sidewalks:**

The Town will be responsible for clearing snow from sidewalks in the core commercial area as follows:

- North Side of Broadway Street from the west entrance of Echo Lodge to the Bargain Shop on the corner of Neeping Ave. and Broadway Street.
- South Side of Broadway Street from Hudson Ave. to Neeping Ave.
- Boundary Ave from 3rd Street to 4th Street
- Pasqua Ave. from Broadway Street to 5th Street
- 4th Street in front of the schools
- Segwun Ave. from Broadway to 4th Street

**Secondary Sidewalks:**

All other sidewalks in town will be cleared on a priority basis as determined by the Public Works foreman.

Where the sidewalk abuts the road, all snow will be pushed into the centre of the road.

Residents are required to clean snow and ice off the sidewalks in front of their homes within 24 hours of a snow fall.

**5. Parking**

Vehicles are not to be parked on the street during and after a snowstorm in order for the crew to clear the streets and roadways quicker. The Town Foreman or Bylaw Officer shall

have the authority to temporarily prevent parking or stopping and/or prohibit traffic on any road or portion thereof to allow for snow removal. Traffic barricades and public notice will be provided to identify areas for snow removal.

#### **6. Traffic Barricades**

To ensure the safety of employees and the public, barricades may be used to prevent vehicular traffic from accessing the area where snow removal operations are occurring. Consideration will be given to emergency services vehicles.

#### **7. Residential Areas**

As much as possible driveways and laneways will not be plowed in. Reasonable attempts are made to avoid blocking driveways with various plowing techniques, including the use of a grader gate, which momentarily blocks snow from being pushed to the side. Time lost with extensive cleaning of driveway entrances or to move around vehicles parked on the street minimizes the effectiveness of the plowing. Blocked laneways or ridges at a laneway will be cleared by the Town. It is the responsibility of residents to ensure that access to their driveway is cleared.

Care is taken when plowing not to cause damage to lawns, ornaments, fences etc. If damage occurs, the Town will assess the damage and take appropriate action. The Town is not responsible for sand/gravel that may be left after the snow melts.

#### **8. Sanding/Salting**

Roads will be sanded when they are sufficiently cleared. Sanding will be undertaken in accordance with the priority listing below. In all cases, emphasis will be placed on intersections, corners, school zones, playground zones and known problem areas. The application of salt/sand will be determined by temperature and road conditions.

#### **9. Temporary Snow Storage**

It is common to plow snow from the center of the road to each side. In this case, snow is plowed onto boulevards and into ditches where possible. Where sidewalks are adjacent to the curb (priority snow clearing area) the snow is plowed into the center of the road. Intersections are always kept open.

#### **10. Snow Dump**

As much snow as possible will be disposed of at the old airport site located off of Sioux Avenue, south of Highway # 10. Snow removal will be undertaken by town staff, however contracted personnel may be used only with authorization of the Chief Administrative Officer.

All former policies regarding snow removal and sanding are rescinded.