

# Policy



<b>Policy Number:</b>	<b>Policy A06.2019</b>
<b>Title of Policy:</b>	<b>Snow Removal Policy</b>
<b>Resolution Number &amp; Date:</b>	<b>2019.10.178 adopted October 10, 2019</b>
<b>Effective Date:</b>	<b>October 10, 2019</b>
<b>Up for Review:</b>	<b>October Regular Council Meeting, 2021</b>
<b>Supersedes Policy #:</b>	<b>n/a</b>

**The purpose of this policy is to:**

During inclement weather, there will be situations when snow and ice control services will be required, and to establish guidelines to conduct operations according to approved priorities.

**Policy Statement:**

As the local road authority, the Village of Glenwood will maintain roads in a safe and passable condition. Snow and ice services are not intended to eliminate all hazardous conditions at all times, but rather to assist vehicles which are properly equipped for winter driving and being operated in a manner consistent with good winter driving practices, observant of existing road conditions.

**1 Definitions:**

For the purposes of this policy:

- a) “Snow Plowing/Blowing” means moving the snow to the side of the road, onto the boulevard or ditch, or to grade the layer of snow level, to minimize the depth of ruts and loose snow.
- b) “Snow Removal” means using equipment with a bucket to remove a pile of snow located somewhere within the village boundaries
- c) “Approaches” means any primary entrance onto a property for the purpose of entering the primary residence.

**2 Snow Plowing/Removal Priorities & Guidelines**

- a) Priority #1 (red) - All roads/approach regularly used as an emergency route for vehicles travelling to and from the Glenwood Fire Hall, as well as Main Avenue between Center Street & 1<sup>st</sup> Street North (downtown business area);
- b) Priority #2 (blue) - All roads regularly used as a school bus route will be plowed first, beginning with the main routes entering the village directly to the school;
- c) Priority #3 (green) – All roads regularly used and previously identified as a route for a paid care-giver to give aid to a senior or handicapped person;
  - i) Care-givers should inform the Village Office to provide information regarding routes taken before expecting this service to be rendered on a regular basis.

- d) Priority #4 – All sidewalks, however, it is the responsibility of the adjacent property owner to keep the sidewalk, adjacent to their ENTIRE property, free of snow and ice. All sidewalks should be cleared of snow within 24 hours of a snow event. Ice shall either be removed or sand/ice-melt applied immediately to remove any hazard;
- e) Priority #5 – Community Hall Parking Lot
- f) See attached color coded map for more detail.

**3 Additional Guidelines**

- a) Locations where the village will not plow/remove snow:
  - i) School parking lots
  - ii) Church parking lots
  - iii) Private driveways (unless payment arrangements are made at the Village Office in advance). Plowing/snow removal services are available at an extra charge (minimum charge is for ½ hour at the current rate found in the Rates, Fees & Charges Bylaw located on [www.glenwood.ca](http://www.glenwood.ca));
- b) Generally, no snow plowing will occur between 10:00 PM to 7:00 AM. However, in the event that the roads are becoming impassable, the snow plowing equipment may be called out at any time;
- c) Grader snow plowing operations will occur at the conclusion of a storm event or sooner, if snow accumulations reach 10-15 cm on the roadway, or if drifting conditions prevail;
- d) The village will clear snow from all village roads within four days after the conclusion of a storm event;
- e) If the skid steer cannot clear the sidewalks adjacent property, the land owner is responsible to clear the snow/ice;
- f) As part of regular snow plowing operations, plows will inevitably leave windrows or berms across approaches into private properties. Although operators will try to mitigate the size of the berms whenever possible, the village will only remove the berms or plow the approaches as time and equipment permit;**
- g) Claims will not be considered by the village for property damage to vegetation on private property or to vehicles/trailers/equipment located on public boulevards during snow plowing or snow removal operations.

**END OF POLICY**



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Date