



Policy Number:	TRN21
Policy Title:	Winter Road Maintenance
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Responsible Department:	Department of Public Works

PURPOSE

The purpose of this policy is to define the level of service that the Municipal District of Fairview No. 136 (the “Municipality” aims to deliver regarding winter maintenance of roads within its boundaries and jurisdiction. This policy will:

- Set the minimum standard of winter road maintenance, and establish a systematic approach to guide the Municipality in meeting that standard;
- Aim to provide winter road maintenance in a safe, fiscally responsible and effective manner; and,
- Provide transparency and clarity to the public regarding the minimum standards that the Municipality will endeavour to meet regarding the winter maintenance of municipal roads.

SCOPE

This policy applies to all developed roads within the boundaries and jurisdiction of the Municipal District of Fairview No. 136.

DEFINITIONS

Council: means the duly elected Council members of the Municipal District of Fairview No. 136.

Municipality: means the Municipal District of Fairview No. 136.

Collector Road: means a road within the “Collector Road” class as established in Policy TRN 27 – Road Classification.

Residential Road: means a road within the “Residential Road” class as established in Policy TRN 27 – Road Classification.

Field Access Road: means a road within the “Field Access Road” class as established in Policy TRN 27 – Road Classification.

Recreational Road: means a road within the “Recreational Road” class as established in Policy TRN 27 – Road Classification.

School Bus Route: A designated route regularly traveled by a school bus transporting students; school bus routes are designated by school divisions, not by the Municipality, and will change from year to year.

Severe Snow Event: means a winter storm (snow, rain, freezing rain or wind, or other winter weather conditions) causing accumulations on driving surfaces which makes numerous Municipal roads difficult to pass or impassable and is adversely affecting the ability of the Municipality to keep the roads clear.

Snow and Ice Control: means plowing of snow from the driving lanes of Municipal roads, ice blading, the application of sand/gravel or a combination thereof.

Snow Removal: means the removal of snow accumulations from the road or road allowance through the use of front-end loaders, grader, snow blowers, trucks or a combination thereof.

Emergency: means a serious, unexpected, and often dangerous situation requiring immediate action to prevent or reduce bodily harm or death.

POLICY

1.0 General

- 1.1 The Municipality maintains approximately 885 kilometers of gravel roads, which are divided into four beats for the purpose of maintenance. Each beat is assigned a grader and skilled operator, responsible for maintaining roads within their designated beat to the minimum standard established by the Municipality.
- 1.2 During the winter season, the Municipality is committed to maintaining roads to a safe and passable condition. Municipal winter road maintenance is not intended to eliminate all hazardous conditions at all times, but is intended to mitigate such hazardous conditions. Motorists are expected to properly equip vehicles for winter driving and to operate such vehicles in a manner consistent with good winter driving practices.

2.0 Winter Road Maintenance Standards

- 2.1 Winter road maintenance will be guided by the general priority established in Policy TRN 27 – Road Classification, with higher priority roads receiving more maintenance than lower priority roads. Further, winter road maintenance shall be performed in accordance with the following specified priority:
- School Bus Routes, Collector Roads, roads with particularly hazardous physical features,
 - Airport, and
 - Residential Roads.
- 2.2 It is within the discretion of the Department of Public Works to establish a minimum standard that must be met in relation to road conditions necessitating winter road maintenance. For the purposes of clarity, the Department of Public Works has the authority, without Council consultation, to determine whether a road, in any designated road class, requires winter maintenance.
- 2.3 Snow removal will be commenced when accumulations reach ten (10) to fifteen (15) centimeters, or as otherwise determined by the Department of Public Works pursuant to section 2.2 herein.
- 2.4 The Municipality will make reasonable efforts to ensure the highest priority of roads are open (one-pass) within twenty four (24) to forty eight (48) hours following a snowfall event. Further, that the driving surface of all classes of roads (which receive winter road maintenance) are cleared of snow within four (4) days following a snowfall event. Multiple snowfall events may alter the snow clearing cycle and require extended hours or days to complete. Ice accumulation, extreme cold and/or other extreme, adverse weather conditions will delay operations and extend the amount of time it takes to clear Municipal roads.
- 2.5 The following guidelines shall inform municipal winter road maintenance, to the greatest extent that is reasonably possible:
- (a) A snow/gravel mix packed onto the roads after the first snowfall is beneficial and will reduce gravel loss.
 - (b) Winter road maintenance shall be performed in such a manner so as to reduce gravel loss.
 - (c) Snow removal to open roads is the first priority; widening roads, winging snow from shoulders and other winter road maintenance operations are of secondary priority.
 - (d) Ice accumulation on gravel roads will generally be rectified by ice blading with graders, with spot graveling/sanding as needed.

(e) Gravel/sand application will be prioritized at intersections, hills, curves and sections of road with particularly hazardous physical features.

3.0 Recreational Roads and Field Access Roads

3.1 During the winter season, Recreational Roads and Field Access Roads shall be maintained on request, subject to the discretion and approval of the Department of Public Works. Requestors are encouraged to submit their written request with as much advanced notice as is reasonably possible. Requests shall only be approved by the Department of Public Works if the road subject to the request is being utilized to such an extent that winter road maintenance is required. If approved, the Department of Public Works shall make reasonable efforts to provide the winter road maintenance as requested.

4.0 Maintenance of Private Driveways and Approaches

4.1 The Municipality does not undertake Snow Removal or perform Snow and Ice Control on private driveways or on approaches to private property not accessed during the winter season.

4.2 The Municipality will make reasonable efforts, when practical, to minimize the size of the snow berm left across private driveways as a result of winter road maintenance operations.

5.0 Excess Snow

5.1 Excess snow shall generally be stockpiled on municipal road allowances, other available municipal property or on vacant property. Snow will not be hauled to other stockpile locations unless deemed necessary by the Department of Public Works to protect public safety.

6.0 Severe Snow Event or Extreme Weather Event

6.1 In the case of a Severe Snow Event, or other extreme, adverse weather event, the Municipality is committed to providing the necessary resources and response in order to mitigate the impact to Municipal residents and to reduce the potential damage to Municipal infrastructure.

6.2 During a Severe Snow Event, or other extreme weather event, the Department of Public Works, in consultation with the Chief Administrative Officer, will be authorized to utilize Municipal equipment and employees for extended hours or full 24 hours of operations. In such circumstances, the Department of Public Works may hire external resources to supplement the Municipal response.

6.3 The Department of Public Works may suspend winter road maintenance operations, excepting an Emergency, when circumstances warrant doing so including, but not limited to, extreme cold temperatures of -35°C. Winter road maintenance operations will resume when circumstances improve or subside, and it is deemed appropriate to do so.

6.4 During a Severe Snow Event, it may be necessary to return to Snow Removal on higher priority roads prior to completing Snow Removal on other lower priority roads.

7.0 Damage to Private Property

7.1 The Municipality will not be responsible for damage to vegetation on private property or to vehicles on Municipal roads which is the result of snow coming off of an equipment blade or gravelling/sanding materials spread by equipment during winter road maintenance operations.

7.2 Upon request by an owner of property in a Hamlet, the Municipality may consider sweeping of deposits of gravel or sand remaining on lawns or private driveways as a result of municipal winter maintenance operations. It is within the discretion of the Department of Public Works to approve such requests.

DOCUMENT HISTORY

Action	Date
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