

## Mackenzie County

<b>Title</b>	<b>WINTER ROAD MAINTENANCE AND SNOWPLOW INDICATOR POLICY</b>	<b>Policy No:</b>	<b>PW004</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18 and 532(1)</b>
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### **Purpose**

The purpose of this policy is to set out the standards for winter maintenance of municipal roads, sidewalks, and private rural residential driveways.

This policy rescinds and replaces Policy FIN015 and Policy FIN020.

### **Policy Statement and Guidelines**

Within the terms of this policy, the travelling public will be provided with regular road maintenance. Rural residents may purchase a Snowplow Indicator Sign to receive snow removal from their driveways. Rural Senior Citizens or Handicapped Persons may apply for snow removal of private driveways as per the conditions of this policy.

The CAO and/or designate is responsible for dispatching winter maintenance equipment in accordance with this policy.

The priority for snowplowing operations shall be:

- 1) Air ambulance airport runways
- 2) Major emergency routes and facilities for emergency services
- 3) Arterial roads
- 4) School bus routes (public and private)
- 5) Collector roads/Hamlet streets
- 6) Local roads
- 7) Public sidewalks and walkways
- 8) Winter maintenance of rural private residential driveways
- 9) Other miscellaneous duties

Note: Generally rural residential driveways will be done after local road snowplowing, however, at times, driveways may be plowed in conjunction with local roads to improve efficiencies.

## **Definitions**

“CAO” means the Chief Administrative Officer of the Municipality or their delegate.

“Arterial roads” means highest traffic volume corridors which deliver traffic from collector roads to provincial highways.

“Collector roads” means a low-to-moderate capacity roads which deliver traffic from local streets to arterial roads.

“Dependents” means any person eighteen years of age or under and that such age can be documented.

“Hamlet” means areas within hamlet boundaries.

“Handicapped Persons” means any resident who has a severe physical impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment and such impairment can be verified by a medical doctor.

“Rural Standard Areas” means areas where ditches are prominent alongside a road or the edge of any public or private property.

“Senior Citizen” means any resident who is 65 years of age or older and that such age can be documented.

“Spouse” means the husband or wife of a married person, or common-law partner.

“Urban Standard Areas” means areas where curb and gutter are prominent alongside a road or the edge of any public or private property.

## **Hamlet Snow Removal**

Snowplowing should only be undertaken when snow accumulates to a minimum of ten (10) centimeters.

Sanding or ice blading of icy stretches and intersections should be done on an as-required basis. Intersections and curves on roads should be prioritized. Other areas should be done within the available resources as need dictates.

The County may remove snow piles that a ratepayer or business has placed on the County’s Right of Way due to safety concerns, where a charge shall apply as per the Fee Schedule Bylaw.

### Rural Standard Areas (Ditches)

Snow should be plowed into the ditch area. Windrows created on driveways as a result of this operation should be removed using County resources.

### Urban Standard Areas (Curb & Gutter)

Snowplowing shall be undertaken when packed snow reaches ten (10) centimeters, at which time the snow should be windrowed to the middle of the street and hauled away to a designated area.

Snow may be plowed to the non sidewalk side of the street when able and practical to do so. Windrows created on driveways as a result of this operation should be removed using County resources.

The removal and hauling of snow from within the Hamlet boundaries to a designated snow dump area should take place at the discretion of the CAO or designate when deemed necessary.

### **Rural Snow Removal**

Grading of snow should only be undertaken when snow accumulates to a minimum of ten (10) centimeters.

Arterial road maintenance shall be similar to provincial highway maintenance standards.

Arterial roads include:

- La Crete North & South Access, and 94<sup>th</sup> Ave;
- Highway 88 Connector;
- Zama Access Road; and
- Fort Vermilion River Road West Access, 45<sup>th</sup> St, and 50<sup>th</sup> St.

Excess snow should be stockpiled alongside the road in the road allowance and on other available public property. Snow will not be hauled to other stockpile locations unless public safety is at risk.

Negotiations to stockpile snow on private property should be carried out only when it is the lowest cost alternative.

Winging and other maintenance operations, such as ice blading driveways, should have a lesser priority unless they can be combined with the first.

Grader operators should take all reasonable measures to minimize the size of snow berms left on private driveways.

Culverts identified as problematic may be steamed in early spring in an attempt to prevent flooding.

### **Rural Residential Maintenance Operations**

Rural residents may purchase a Snowplow Indicator Sign at a fee as listed in Mackenzie County's Fee Schedule Bylaw to receive snow removal from their driveways. A Rural Residential Snowplowing Application (Schedule "A") must be completed prior to purchase, releasing Mackenzie County, its employees, and agents, from any liability arising from the snowplow operation.

Rural residents having purchased a Snowplow Indicator Sign must place the Sign visibly at the end of the driveway to signify a request for snowplowing. The Snowplow Indicator Sign provides residents with ONE pass in and ONE pass out (most direct route to the residence) Snow clearing will operate to a maximum of one quarter ( $\frac{1}{4}$ ) of a mile (400 meters) or for 15 minutes, whichever is less. Snowplowing will not be completed if the Sign is not visibly placed at the end of the driveway.

A fee as listed in Mackenzie County's Fee Schedule Bylaw is applied each time snowplowing services are carried out. The cost will be invoiced monthly to the applicant.

No service shall be provided prior to the purchase of a Snowplow Indicator Sign.

Renters residing in rural residential areas may apply for a Snowplow Indicator Sign and shall be responsible to pay for the snowplowing services completed on the property on which they are renting.

- If Landlords co-sign the application, Renter will be invoiced after snowplowing services are rendered.
- If Landlord refuses to co-sign, Renter shall prepay for requested snowplowing services.

Rural residents must call the County office if they would like to receive ice blading services for their driveway. Ice blading shall be done to a maximum of 50 feet onto the driveway.

### **Rural Snowplowing for Senior Citizens and Handicapped Persons**

Mackenzie County recognizes that the snowplowing of rural residential accesses may be cost prohibitive to Senior Citizens and Handicapped Persons. Therefore, Mackenzie County will snowplow the residential driveways of qualified rural Senior Citizens and Handicapped Persons at a cost as listed in the Fee Schedule Bylaw. Prior to receiving snowplowing services, Senior Citizens must complete the Senior Snowplowing Application (Schedule "B") and Handicapped Persons must complete the Handicapped

Snowplowing Application (Schedule “C”). The application releases Mackenzie County, its employees, and agents from any liability arising from the snowplow operation. Rural Senior Citizens and Handicapped Persons may apply annually.

Applicants are subject to the following conditions:

- Applicants must reside at a rural residence where at least one resident is by definition a Senior Citizen or a Handicapped Person;
- Applicants must reside at a rural residence where a Handicapped Dependent requires public transportation services to attend an educational facility.
- Applicants must provide proof of their Senior Citizen or Handicapped status.
- Applicants may be subject to an inspection prior to snowplowing services.

A Senior Citizen or Handicapped Person Snowplow Indicator Sign provides applicants with ONE pass in and ONE pass out (most direct route to the residence). Snow clearing will operate to a maximum of one quarter (¼) of a mile (400 meters) or for 15 minutes of snow clearing, whichever is less. Snowplowing will not be completed if the Sign is not visibly placed at the end of the driveway.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	10-Nov-98	98-341
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<b>Amended</b>	23-Feb-11	11-02-195
<b>Amended</b>	12-Dec-11	11-12-975
<b>Amended</b>	11-Dec-12	12-12-836
<b>Amended</b>	26-Aug-15	15-08-576
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<b>Amended</b>	2017-01-11	17-01-037
<b>Amended</b>	2019-02-12	19-02-065