



Clearing Policy

1. Approval

SECTION: Public Works	POLICY NUMBER: PW-02
REVIEW: May 13, 2019	MOTION #:
REVIEW: November 13, 2023	MOTION #: 2023-0304

2. Purpose

The snow clearing policy has been established by Council to provide guidelines for the Public Works Department to ensure consistent practices for snow removal.

The RM of Spiritwood No. 496, within the resources allocated by RM Council, will clear and/or remove snow and ice, as necessary on municipal roadways in accordance with this policy.

Some variation in the policy may be necessary as special snow conditions may arise.

3. Scope

The RM of Spiritwood No. 496 maintains approximately 400 miles of municipal roads during the winter, in addition to Mildred, Bapaume, Ranger, the Organized Hamlet of Spruce Bay, The Cove, South Shore Ridge, Aspen Ridge Estates, Green Jewel Estates, Angus Estates, Sunset Rim Estates & Misty Grove. In order to reasonably meet the public's expectations, the following policy will apply:

4. Hours of Operation

Snow clearing/removal operations will only begin once the snowfall event has ended or is expected to shortly, and visibility is greater than 300 meters. In cases where the snow fall ends the evening before or during the night, snow clearing operations will begin the following morning or as according to policy. Public works employees and equipment will be dispatched or put on standby according to the Public Works Foreman or his designates discretion upon review of meteorological forecasts, wind velocity & direction, employee hours worked and any other factors deemed appropriate. During extreme snowfall events where the snowfall amount and/or accompanying severe drifting conditions makes it impractical to complete the snow clearing operations with a full complement of resources and continuous effort, the time limits specified may be extended.



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5. Snowfall Levels

Level 1: Snowfall amounts of less than 5cm.

This does not require a full snow clearing operation, although some minor clearing might be done at the Foreman's or his designates discretion. Ice control may be necessary within some rural areas, depending on various factors including: temperature, forecast, wind conditions, traffic volumes, etc.

Level 2: Snowfall amounts of 5cm up to 15cm (accumulative)

Snow clearing/removal will begin on the first regular work day following the snowfall. Snow removal shall be done in order of priority within each respective area.

Level 3: Snowfall amounts of 15cm or more

Snow clearing/removal will be initiated shortly after snowfall has ceased. In situations where snowfall ends late in the day or evening, snow clearing operations shall commence the following morning. Snow clearing/removal shall be done in order of priority within each respective area.

After a major storm, cleanup operations will be on going for multiple days. In the event of a severe storm where it is deemed necessary that additional equipment will be required, the Municipality may hire individual contractors to assist the Municipality in clearing the roads in a timely manner. While it is acknowledged that voluntary assistance is sometimes provided by general ratepayers or contractors in the event of a storm event, ONLY those contractors or individuals that are contacted and approved by the Municipality's Foreman or designate will be financially compensated.

6. Route Determination

When snow clearing is required, the entire route is done in the most efficient order. Public works employees shall follow OH&S regulations for hours of work. Operations will be halted when:

- (a) service levels have been reached;
- (b) coverage time has elapsed;
- (c) conditions are too hazardous, or
- (d) reasonable accomplishments cannot be made.

The road and route determination will be decided on by the Public Works Department. The roads will be cleared according to a route that allows the public works employees to complete the route with minimal amount of backtracking. Therefore, some minor roads may be plowed first in order to provide the most efficient plowing schedule. Any road that has historically not been plowed will continue to remain unmaintained during the winter months. Many factors will be considered when determining road adequacy including: school bus routes, major arteries, average daily traffic, availability of alternate routes, residential properties and maintainability during typical and atypical conditions.



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7. Occupied Residential Properties

The RM of Spiritwood No. 496 public works employees will provide snow removal on all municipal roads that provide access to an assessed, occupied residential dwelling or commercial operation only.

Any property owner requesting snow clearing/removal on a municipal road that does not access an occupied residential dwelling, commercial operation, must sign and submit a custom work form and the custom work rate will apply.

The request to clear snow will be at the discretion of the foreman or his designate as time allows.

8. Snow Removal onto Road Allowance

Residents often deposit snow, slush and ice from their property onto the roadways not realizing that this may result in unsafe driving conditions for both drivers and public works operators attempting to clear roads. A property owner shall deposit snow, slush or ice within the confines of the property being cleared.

Efforts will be made to alleviate the amount of snow that accumulates in driveways and entrances by public works operators, however, it may not always be possible and some snow may remain. It will be the resident's responsibility for clearing of windrowed snow.

9. Stranded Motorists

Public works employees may assist stranded motorists in certain circumstances. Public works employees will not attempt to remove a stuck vehicle unless approved by the Foreman (or his designate). If the public works employee is approved to assist the stranded vehicle, the public works employee should ensure that the stranded motorist is responsible for hooking up the towing rope to his own vehicle to limit any potential liability.