

CITY OF CHESTERMERE

POLICY HANDBOOK

EFFECTIVE DATE: December 18, 1989	SECTION: 500 POLICY: 501
APPROVED BY: COUNCIL	SUBJECT: Winter Maintenance
REVISED DATE: January 4, 1994 October 1, 1999 February 20, 2007 November 2, 2009 December 28, 2011 February 6, 2012 September 17, 2012 February 19, 2019	PAGE NO.: 1 of 5

1. PURPOSE AND INTENT

The City of Chestermere is responsible for the maintenance of public roads and pathways within the geographic boundaries of the City excluding the Trans-Canada Highway 1, its associated interchanges and intersections with City roads. This document provides guidelines for winter maintenance operations within the approved budget and the terms of this policy.

The objectives of this policy are; to provide the travelling public and pedestrians with adequate mobility under prevailing winter conditions, help minimize or reduce accidents or injuries due to winter conditions, provide for the operation of emergency services, minimize economic loss to the community resulting from restricted transportation routes and set the level of service for winter maintenance for routes dependent upon their priority ranking. Winter maintenance will be delivered in a cost effective and efficient manner.

This policy addresses most roadway and pathway winter maintenance scenarios. When unusual conditions occur, the Roads and Parks Departments of Community Operations will use discretion, experience and judgement in the application of this policy.

The *Municipal Government Act*, Section 18(1), gives the municipality the direction, control and management of all roads and publicly owned pathways within the municipality.

2. DEFINITIONS

- a) Arterial and Industrial Road*: Major roadways that carry the highest traffic volumes;
- b) As required: A statement which means that the level of service is not set at a predetermined number of activity occurrences per season or year;
- c) Boulevard: Means the area between a roadway curb and separate sidewalk or between a roadway curb and property line where there is no sidewalk;
- d) Collector Road*: Roadways that carry moderate volumes of traffic; this type of roadway carries vehicles between major and residential roadways;
- e) Continuous Snow Event: means a situation in which more than 5 centimeters is deposited on the highways whether it is fresh snowfall or blowing snow.
- f) Drop-off Zone: Sections of roadway adjacent to schools where buses drop-off/pick-up students;
- g) Ice Control: Means the application of sand-chips, salt or calcium either individually, in combination, in a mixture or any other mixture to a roadway surface to improve traction, reduce skidding or reduce ice formation.
- h) Impassable Conditions: means extreme winter road conditions that prevent the travel and mobility of vehicles. Freezing rain resulting in extreme icy conditions or drifting of more than 20 centimeters on a roadway.
- i) Local Residential Road*: A roadway that provides direct access to and collects traffic from abutting residential properties and distributes this traffic to higher standard roadways;
- j) Pathway: means a multi-purpose thoroughfare controlled by the City and set aside for the use of pedestrians, cyclists and persons using wheeled conveyances, which is improved by asphalt, concrete or brick, whether or not it is located in an open space, and includes any bridge or structure with which it is contiguous;
- k) Rural Road: A road that is not hard-surfaced with Hot Mix Asphalt, typically consisting of a gravel, recycled asphalt/concrete or chip seal surface;
- l) Rutting: Means the formation of troughs and ridges in compacted snow or ice;
- m) Snow Event: means an accumulation of 5 centimeters or more and can

include drifting of snow that had fallen from a previous event.

- n) Snow Plowing: means the grading/plowing of accumulated snow from roadway surfaces to another location.
- o) Snow Removal: means the removal of snow from streets to another location.
- p) Windrowing: means the plowing of snow into a long continuous pile for storage or to facilitate removal.

* In accordance with the City of Chestermere Transportation Master Plan.

3. PRIORITY ROUTES

Priority 1 Routes: include access for emergency services, transit stops, primary parking lots, school zones, school bus routes and major roadways into and within Chestermere. This plan includes the new bus transit routes proposed in the City of Chestermere transit plan. Our primary objective is to provide the public with safe travel routes on major roadways and access to primary public facilities and minimize disruption from weather conditions within the City.

Priority 2 Routes: include access for school zones, transit stops, primary parking lots, secondary roads that link our main travel routes between our primary roadways. Our objective is to provide the public with safe travel routes on secondary roadways and minimize disruption from weather conditions within the City.

Priority 3 Routes: include access for neighborhood connector roads that link our main travel routes between our primary and secondary roadways. Our objective is to provide the public with safe travel routes on neighborhood connector roadways and minimize disruption from weather conditions within the City.

Priority 4 Routes: include access for rural roads that surround the outer boundary of the City. These routes may include paved and un-paved roadways. Our objective is to provide the public with safe travel routes on rural roadways and minimize disruption from weather conditions within the City.

Priority 5 Routes: include access for City owned parking lots. Our objective is to provide a reasonable level of safety for facility user groups.

Priority 6 Routes: Local residential roadways. Our objective is to plow residential roadways after all other previous priorities and routes have been

completed.

4. RESPONSIBILITIES

4.1 City Council shall:

- a) Approve by resolution this policy and any amendments;
- b) Review and adopt the Winter Maintenance budget as developed by Community Operations; and
- c) Set the levels of service for winter road and pathway maintenance operations.

4.2 Chief Administrative Officer shall:

- a) Implement this policy and approve procedures; and
- b) Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.3 Director of Community Operations shall:

- a) Ensure implementation of this policy and related procedures;
- b) Ensure that the application of this policy is reviewed periodically; and
- c) Recommend to the Chief Administrative Officer (or designate) necessary policy and/or procedure amendments.

4.4 The Roads Manager and Parks Manager shall:

- a) Implement and review the success of the Winter Maintenance policy and procedures while providing for safe roadway and pathway conditions during the winter months;
- b) Allocate and schedule Community Operations resources; and manage the budget.

4.5 Community Operations Employees shall:

- a) Understand and adhere to this policy.
- b) Conduct any assigned duties in accordance with this policy and related procedures.

4.6 Community Operations staff shall carry out winter maintenance in accordance with the Winter Maintenance Policy and the instructions of the Roads Manager and Parks Manager respectively, or their designate.

5.0 ATTACHMENTS

- Appendix A – Roadway Snow Plowing Routes & Priorities
- Appendix B – Sidewalk and Pathway Routes

6.0 REFERENCES

- City of Chestermere Procedure – Winter Maintenance



MAYOR



CHIEF ADMINISTRATIVE OFFICER

APPENDIX 'A'



