

SER-009-026

Strathcona County  
Municipal Policy Handbook

## Winter Maintenance Policy – Roads, Sidewalks and Parking Lots

Date of Approval by Council:  
01/19/93; 11/01/94; 11/07/95; 10/14/97; 01/20/98;  
11/02/99; 11/25/2003; 02/20/2007; 10/07/2008;  
09/22/2009; 10/11/2011, 06/25/2013

Resolution No.:  
54/93; 1040/94; 1041/94; 1042/94; 848/95;  
606/97; 24/98; 725/99; 849/2003; 109/2007;  
517/2008; 595/2009; 668/2011, 380/2013

Lead Role: Chief Commissioner

Replaces: n/a

Last Review Date: June 11, 2013

Next Review Date: 06/2016

Administrative Responsibility: Associate Commissioner, Infrastructure and Planning Services

### Special Notes:

This policy addresses most winter maintenance scenarios. When unusual conditions occur, Transportation and Agriculture Services will use discretion and judgment in the application of this policy. Reference to terminology specific to the operation of snow removal is included in Appendix A.

### Policy Statement

Within approved budget parameters and the terms of this policy, the travelling public will be provided with safe roads, sidewalks, and parking lots in a cost effective and efficient manner. A system of assigning labour, equipment and materials on a prioritized basis shall be adopted. Levels of service will be established for routes dependent upon their priority ranking.

### Procedures

#### 1.0 General

Strathcona County Transportation and Agriculture Services will monitor conformance to this policy, exercise judgment in interpretation of this policy and recommend changes to this policy when required.

#### 2.0 Road Priorities

##### 2.1 Urban Service Area

- |               |                                                                                                                                                                                 |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. Priority 1 | <ul style="list-style-type: none"> <li>- major arterial roadways</li> <li>- major industrial roadways</li> <li>- transit drop zones</li> <li>- Centre in the Park</li> </ul>    |
| c. Priority 2 | <ul style="list-style-type: none"> <li>- minor arterial roadways</li> <li>- minor industrial roadways</li> <li>- school drop-off zones</li> <li>- transit drop zones</li> </ul> |
| d. Priority 3 | <ul style="list-style-type: none"> <li>- collector roadways</li> <li>- public transit routes</li> </ul>                                                                         |
| e. Priority 4 | <ul style="list-style-type: none"> <li>- local residential roadways</li> </ul>                                                                                                  |

## 2.2 Rural Area

- a. Priority 1
  - roadways with a posted speed limit of 100 km/h
  - major industrial roadways
  - Strathcona Airport (Josephburg)
- b. Priority 2
  - major thoroughfares not included in Priority 1, including roads that service schools or major recreational facilities
- c. Priority 3
  - remaining grid roads
- d. Priority 4
  - Country residential and hamlet roads

## 3.0 Service Levels – Roads

Ensure that driveability is maintained in a manner that will minimize risk to the community, prevent or reduce accident and injury, and facilitate the handling of emergencies by Strathcona County Emergency Services and R.C.M.P.

## 3.1 Urban Service Area

- a. Priority 1
  - roadways plowed within 12 hours following a 2 to 5 cm snow accumulation
  - Centre in the Park following completion of Priority 1 clearing
- b. Priority 2
  - roadways plowed within 12 hours following a 5 to 7 cm snow accumulation and following completion of the most recent Priority 1 clearing
  - school drop-off zones plowed within 72 hours of a 5 to 7 cm snow accumulation
  - transit drop zones along Priority 1 and 2 roadways will be plowed following school drop-off zones
- c. Priority 3
  - windrowed and removed within eight (8) days following a 15 to 21 cm snow accumulation, and completion of the most recent Priority 2 clearing
- d. Priority 4
  - in ordinary conditions, attended to as required to control conditions such as deep rutting. When extraordinary conditions arise, snow and ice are windrowed to the center of the road, loaded and hauled off-site. Windrowing and removal may be initiated generally when the following conditions exist or are expected:
    - i) 10 cm of compacted snow, or
    - ii) snow pack is softening and vehicular mobility is becoming severely compromised, or
    - iii) if 7 cm of compacted snow exists on or after January 1 of any calendar year
  - weather forecast, snow pack condition and temperature may be taken into account when deciding to initiate a residential program.
  - snow clearing will be completed within 12 days, including piles in cul-de-sacs.

Special note: Majority of snow clearing after March 1 may be windrowed and left on-site to melt.

### 3.2 Rural Area

- a. Priority 1
  - roadways and the Strathcona Airport (Josephburg) plowed within 12 hours following a 2 to 5 cm snow accumulation
- b. Priority 2
  - roadways plowed within 12 hours following a 5 to 7 cm snow accumulation and completion of the most recent Priority 1 clearing
- c. Priority 3
  - plowed within 72 hours following a 5 to 7 cm snow accumulation and completion of the most recent Priority 2 clearing
- d. Priority 4
  - plowed within 48 hours following a 5 to 7 cm snow accumulation and completion of the most recent Priority 3 clearing

## 4.0 Unforeseen Climatic Conditions

### 4.1 When a single snow fall event exceeds 17 cm in a 48 hour period

#### 4.1.1 Urban

- a) Priority 1
  - roadways plowed within 12 hours following accumulation
- b) Priority 2
  - roadways plowed within 12 hours following accumulation
  - School Zones within 24 hours following accumulation
- c) Priority 3
  - roadways bladed and windrowed within 48 hours following accumulation and completed within 8 days
- d) Priority 4
  - roadways bladed and windrowed within 5 days of accumulation and completed within 12 days (starting in subdivisions where priority 3 roads have been completed)

#### 4.1.2 Rural

- a)
  - follow timeframes as outlined in 3.2

### 4.2 When a single snowfall event exceeds 25 cm in a 48 hour period

- a) In addition to 4.1, all urban priority 3 and priority 4 roads will be bladed to create a snow pack of 7 cm within 48 hours of accumulation.

## 5.0 Sidewalks & Trails – hard surfaced

Sidewalk plowing will commence immediately after Priority 2 Urban Service Area roads are cleared, and will progress from sidewalks adjacent to major thoroughfares to public lands, schools and recreation sites. Clearing will normally be completed within eight (8) days.

## 6.0 Parking Lots

Parking lot clearing will normally commence after Priority 2 roads are cleared and will be completed within eight (8) days.

## 7.0 Sand, Chips, De-Icers

As road conditions become slippery, abrasives and/or melting agents may be applied at hazardous locations such as hills, curves and intersections if other techniques are ineffective or inappropriate. The application is done on a priority basis similar to snow removal.

**APPENDIX A - Winter Maintenance Policy – Roads, Sidewalks and Parking Lots****Terminology**

1. Arterial and industrial roadways\* – highest traffic volume corridors
2. Minor arterial and industrial roadways\* – accommodate moderate length trips at fairly high speeds and connect the major arterials to collector roads
3. Collector\* – provides property access, transit service and traffic circulation within neighbourhoods
4. Local residential\* – provides access to properties
5. Drop-off zone – section of roadway adjacent to schools where buses and parents drop-off/pick-up students
6. Transit drop zones – section of roadway adjacent to public transit bus stops
7. 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
8. Boulevard – area between a roadway curb and separate sidewalk or between a roadway curb and property line where there is no sidewalk
9. Rutting – the formation of troughs and ridges in compacted snow or ice
10. Sanding – the application of a sand-chips-salt-calcium or other mixture to a roadway surface to improve traction, reduce skidding or reduce ice formation
11. Sidewalk – part of a roadway specifically adapted to the use of or ordinarily used by pedestrians and includes that part of the roadway between the curblane and the adjacent property line
12. Snow plowing – the grading of accumulated snow from roadway surfaces to the middle or sides of a roadway or lane
13. Snow removal – the loading and hauling of snow from roadway surfaces to a designated snow disposal site
14. Windrowing – the plowing of snow into a long continuous pile for storage or to facilitate removal<sup>\*</sup>

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<sup>\*</sup> In accordance with TAC standards and definitions