



Village of Warfield

Corporate Policy Manual

Policy Title: Snow and Ice Control Policy #: 5410

Section: OPERATIONS

Initially Approved: February 26, 2023
Last Reviewed: April 21, 2008
Council Approval: January 8, 2024
Next Review Scheduled: January 8, 2028

POLICY STATEMENT

The Council and staff of the Village of Warfield shall take action to provide the safe passage of vehicular traffic and for pedestrians within the Village by ensuring that snow and ice control operations are carried out on municipal roads in a timely manner in accordance with priorities identified within this Policy and as specified within Appendices A and B;

POLICY GOAL

The Council of the Village of Warfield has reviewed and endorsed the systems outlined as they pertain to controlling snow and ice as established by this Policy, which is deemed to be a reasonable allocation of scarce budgetary resources and will also consider the availability of the Village of Warfield qualified personnel and available equipment after considering other competing municipal and budgetary priorities;

PURPOSE

The purpose of this Policy is to provide guidelines and establish a standard for the control of snow and ice on the Village's streets, alleys, pedestrian ways, and Village-owned parking lots within the Village of Warfield boundaries.

DEFINITIONS

1. The following definitions apply to this policy:
 - a. **Roads:** Include asphalt roads and lanes including gravel roads;
 - b. **Minor Snow Event:** Is a snowfall of less than 5 centimeters (2 inches)
 - c. **Major Snow Event:** Is a snowfall of greater than 5 centimeters (2 inches)
 - d. **Snow Plowing:** Means to move or push the accumulation of snow from roads using equipment, including, but not limited to, plow trucks and loaders. Depending on conditions, snow may not be plowed to bare pavement;
 - e. **Snow Removal:** Involves the plowing of snow into windrows or piles, loading onto trucks and subsequently hauling snow to designated municipal disposal sites as determined by the Public Works Foreman;
 - f. **Ice Control:** Involves the control of the buildup of packed snow or ice on roadways using appropriate equipment, abrasive materials, or chemicals;
 - g. **Sanding and/or Deicing** Involves the application of dry sand or sand mixed with salt to roadways to improve traction;
 - h. **Passable Condition:** A roadway is deemed passable for vehicles with proper winter tires and

driving according to the conditions (driving cautiously, defensively and at a speed appropriate for slippery roads, and could significantly be less than the posted speed limit); this does not mean the road will be plowed to bare pavement and some accumulations of snow or ice may be present;

- i. **Compacted Snow Surface:** Snow that has accumulated on the roadway surface and is packed by traffic or leveled by snowplows;

POLICY GUIDELINES

1. The Public Works Foreman and/or designate(s) will direct the commencement of Snow and Ice Control after Minor or Major Snow Events; outside of regular operating hours the Public Works Employee designated as the stand-by employee for after-hours service will direct the commencement of Snow and Ice Control following the guidelines laid out in this policy.
2. Snow plowing priorities are identified on the attached as Appendix A - First Priority Including Weekends (Priority 1 Roads) and Appendix B Second Priority (Priority 2 Roads).
3. At the discretion of the Public Works Foreman and/or their designate(s) during a Major Snow Event, resources may be utilized to ensure that emergency and public transportation routes can be maintained to a passible condition. This may include calling out contracted assistance.
4. If a Major Snow Event occurs on over a weekend or on a statutory holiday, when 10 centimeters (4 inches) or more of snow accumulates or if poor or unsafe road conditions exists as determined by the Public Works Foreman and/or designate(s), Priority 2 Roads will be plowed once Priority 1 Roads have been completed to passable condition.
5. Snow Plowing shall be done in a manner to achieve full width of the road for driving and passable condition on Priority 1 and 2 Roads;
6. Operators will initially plow Priority 1 Roads and maintain Priority 1 Roads to a passable condition (before achieving full width) until the termination of a Major Snow Event.
7. Priority 2 Roads will be plowed to a passable condition (before achieving full width) once Priority 1 Roads can be maintained to a passable condition.
8. Snow removal shall be undertaken only in situations where lack of adequate available storage prohibits the reasonable movement of traffic, sightlines, and pedestrian traffic.
9. Snow Removal priorities are based on the priority routes set out in Appendices A and B;

Ice Control/Sanding: Roads

10. The same priority routes identified in Appendices A and B for Snow Removal will be utilized for Ice Control and Sanding.
11. A mixture of salt and sand should be applied when temperatures are between -8 degrees and above 0 degrees Celsius; below -8 degrees Celsius only sand will be applied;
12. Operators will initially commence Ice Control and Sanding on Priority 1 Roads and maintain Priority 1 Roads to a passable condition.
13. Operators will commence Ice Control and Sanding on Priority 2 Roads once Priority 1 Roads can be maintained to a passable condition.
14. In addition to the Priorities defined, sanding and salt application will take priority on the following:
 - a. Hills;
 - b. Curves;
 - c. Transit Bus Routes;
 - d. School Zones;
 - e. 30 metres before stop signs

Snow/Ice Control: Sidewalks/Parking

15. Snow removal and Ice Control of adjacent/bordering sidewalks are the responsibility of property owners and businesses;
16. Windrows left in private driveways are the responsibility of the property owner to clear. Where operationally practical, efforts will be made to reduce windrow impacts;
17. The Village of Warfield will be responsible for Snow Plowing and Ice Control on sidewalks bordering municipal buildings and crosswalks;
18. Property owners that utilize on-street parking are required to move their vehicles off streets/boulevards when snowplows are in the area.
19. Parked vehicles which continually impede snow plowing or are parked in contravention of applicable Village bylaws, will be towed away at the owner's expense;
20. Property owners who place snow by any means from their driveway/windrow or within their properties onto any Village street or alley will be invoiced by the Village for time spent and for equipment costs associated with the Village clearing the snow;
21. Garbage/recycle containers will be set back far enough on scheduled pick-up days to not impede snow plowing.
22. Boulevards and lanes will be kept clear of obstructions;
23. Snow removal equipment frequently slows down, turns, and backs up. The Village will advise residents when practical, through public notification, to stay well back from equipment for the safety of both the operators and public.
24. Property owners are required to remove boats, trailers, basketball or any other structures from streets/laneways;
25. Unpaved sidewalks or trails will not receive service and therefore are not subject to Snow Plowing or Ice Control.

Appendix "A and B" – Attached and Form Part of Policy

Map Priority 1 Routes (Highlighted)

Map Priority 2 Routes (Highlighted)



