



TOWN OF WAINWRIGHT

Policy Number: 2022-14

Date of Issue: November 15, 2022

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Motion Number: 2022-365

Policy Subject/Title: SNOW AND ICE MANAGEMENT

Signature of Approval by Authorized Personnel:


Karrie Gau, CAO

Supersedes: September 21, 2004
Date of Last Update

Policy #2004-08 Motion #2004-333
Title & No. of Previous Policy if Applicable

POLICY STATEMENT:

The purpose of this policy is to establish guidelines for the management of snow and ice on roadways, Town owned parking lots and the airport.

The Town of Wainwright will conduct clearing of public roadways, sanding and snow removal on a priority basis to allow for prompt response by emergency services, access to hospital facilities, and reasonable vehicle access to the primary roadways, businesses, industries, schools, residences and recreational facilities.

PROCEDURES:

The Council of the Town of Wainwright will annually establish in the Public Works Department operating budget an expenditure for roadway sanding, snowplowing and snow removal.

Roadway conditions shall be monitored by the Public Works Department with roadway sanding, snowplowing and snow removal being initiated by the Director of Public Works or Public Works Foreman when conditions warrant.

Work required by this policy will be carried out by the Public Works Department during normal working hours and days except when extraordinary conditions require that:

- work outside the normal working hours and days is required to meet the intent of this policy and;

- additional contracted equipment and operators are required to meet the intent of this policy.

The Director of Public Works or Public Works Foreman may vary the priorities, timings, work assignments, equipment and any other policy provision that may be necessary in order to effectively deal with extraordinary conditions.

The Public Works Department will conduct roadway snowplowing and snow removal based on the following priorities established in this policy:

PRIORITY SCHEDULE FOR SNOW MANAGEMENT

Priority #1

Primary arterial roadways, as designated in yellow on Schedule "A".

Priority #2

Roadways that provide access to emergency facilities such as the Fire Hall, RCMP Detachment Building and Hospital, as well as roadways adjacent to schools, as designated in green on Schedule "A". Also the Airport runway.

Priority #3

Primary collector roadways, as designated in blue on Schedule "A".

Priority #4

Primary local roadways, as designated in purple on Schedule "A". Also lanes and public parking lots.

Snow removal in the downtown commercial area shall be performed in the early morning, when possible, to minimize conflict with traffic and pedestrians.

A NOTAM (Notice to Airmen) shall be issued prior to each snow clearing operation at the airport that requires the operation of equipment on the runway for an extended period of time.

Snow removal in Priority #3 and Priority #4 will be conducted on a rotating basis throughout the winter so that all roadways are cleared on an equitable basis. This practice will be affected to some extent by wind direction and drifting conditions.

Clearing of public parking lots will take place as time permits so as not to interfere or delay snow removal or plowing of roadways.

Should another snowfall occur prior to all roadways being cleared, the operations will recommence with Priority #1 roadways.

SANDING OF ROADWAYS

The Director of Public Works and Public Works Foreman will be responsible for inspection of roadways to determine what locations require sanding. Roadways shall be sanded when it is deemed necessary for the public's safety.

The RCMP Detachment may, by contacting the Director of Public Works or Public Works Foreman, request sanding of areas deemed to be unsafe.

PRIORITY SCHEDULE FOR SANDING

Priority #1

Primary arterial roadways, as designated in yellow on Schedule "A".

Priority #2

Roadways that provide access to emergency facilities such as the Fire Hall, RCMP Detachment Building and Hospital, as well as roadways adjacent to schools, as designated in green on Schedule "A".

Priority #3

Primary collector roadways, as designated in blue on Schedule "A".

Priority #4

Primarily local roadways, as designated in purple on Schedule "A".

REVIEW CYCLE:

This policy will be reviewed every 3 years.



**Snow & Ice Management
Policy #2022 - 14**

Schedule "A"

- Primary Arterial Roadways**
- Access to Emergency
Facilities & Schools**
- Primary Collector Roadways**
- Primary Local Roadways**