



# City of Yorkton

<b>POLICY TITLE</b> <b>SNOW AND ICE CONTROL AND REMOVAL POLICY</b>		<b>ADOPTED BY</b> City Council	<b>POLICY NO.</b> 10.80
<b>ORIGIN/AUTHORITY</b> City Council	<b>JURISDICTION</b> Public Works Department	<b>EFFECTIVE DATE</b> September 17, 2020	<b>PAGE #</b> 1 of 9

1) **PURPOSE:**

- a) The goal of the Snow and Ice Control and Removal Program is to maintain the City of Yorkton’s (City) roadways, back lanes, sidewalks and parking lots in such a way as to facilitate vehicle and pedestrian traffic flow as safely and effectively as environmental conditions allow. The purpose of the Snow and Ice Control and Removal Policy is to provide guidelines for the operation of the Snow and Ice Control and Removal Program.

2) **DEFINITIONS:**

- a) Winter Storm Event - a combination of snow or wind resulting in accumulation on driving and walking surfaces
- b) Windrow - refers to the snow ridge deposited along curb/edge of street by snow removal equipment during snow clearing operations.
- c) Lanes - refers to alley in the rear of a property.
- d) Right-of-way - is a type of easement granted or reserved over land for transportation purposes.
- e) Snow Route Parking Ban - refers to a temporary parking ban that is declared on designated streets during heavy snowfalls so snow can be removed in the most efficient, timely and effective manner to facilitate resident and commercial traffic

3) **POLICY:**

**a) Snow Plowing**

- i) Roads and Streets Division will implement snow plowing operations in accordance to priorities and parking bans defined in Appendix “A” (Attached map).
- ii) The priorities for plowing as designated on Appendix “A” (Attached map) are as follows:
  - (1) First Priority - Highways, arterial thoroughfares, Red/Blue Parking Ban streets when declared.
    - (a) Plowing on First Priority routes will commence after five centimeters (two inches) of snow has accumulated or when drifting impedes traffic movement. First Priority routes should be cleared within 36 hours of the storm event, depending on the storm severity and equipment reliability.
  - (2) Second Priority - Collectors
    - (a) Plowing on Second Priority routes will commence after five centimeters (two inches) of snow has accumulated or when drifting impedes traffic movement. Second Priority routes should be cleared within 72 hours of the storm event, depending on storm severity and equipment reliability.

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(3) Residential

- (a) Plowing on Residential routes will commence after ten centimeters (four inches) of snow has accumulated or when drifting impedes traffic movement. Residential routes should be cleared within 108 hours of the storm event, depending on storm severity and equipment reliability.

(4) Spot plowing as needed - there are known drifting areas that will be addressed as needed.

- iii) Plowing operations are governed by current weather conditions and by the priorities assigned to individual roadways.
- iv) Road right-of-ways and public sidewalks (combined curb and sidewalk) will be utilized for snow storage. This is to prevent the narrowing of streets and accommodate on-street parking.
- v) Complaints and requests received will be investigated and appropriate action will be taken. Windrows left in private driveways taller than three hundred millimeters (twelve inches) at the lowest point after the snow removal equipment has passed will be removed by City crews. Windrows left in private driveways shorter than three hundred millimeters (twelve inches) at the lowest point will be the responsibility of the home owner regardless of the homeowner's age or physical condition.
- vi) In the case of roadways with accesses on one side of the street only, snow will be plowed to the side of the roadway with no accesses. This will be accomplished on a case by case basis.
- vii) The Roadways Manager may authorize the usage of private contractors for snow removal, if deemed necessary.

**b) Snow Removal**

- i) Roads and Streets Division will implement snow removal operations when accumulation of snow significantly impedes traffic flow and on-street parking.
- ii) Priorities for snow removal on designated roadways are as follows:
  - (1) Downtown core
  - (2) Hospital area
  - (3) School zones
  - (4) Bays
- iii) The downtown core snow removal will be restricted to the hours of 11:00 p.m. to 7:00 a.m. to mitigate the effects on traffic and business.
- iv) The Roadways Manager may authorize the usage of private contractors for snow removal, if deemed necessary.

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**c) Sanding and Salting**

- i) Sanding and/or salting of streets and sidewalks will be undertaken in designated areas to ensure a reasonable level of safety to motorists and pedestrians as surface conditions exist.
- ii) The priorities for sanding and salting intersections as designated on Appendix “A” (Attached map) are as follows:
  - (1) First Priority - Highways and arterial thoroughfares, Red/Blue Parking Ban streets when declared
  - (2) Second Priority - Collectors
  - (3) Third Priority - School zones & residential
- iii) Designated roadways will be spot sanded in intervals of thirty meters apart if deemed necessary by the Roads and Streets Manager.

**d) Back Lanes**

- i) Roads and Streets Division will implement snow clearing operations from back lanes after one hundred and fifty millimeters (6 inches) of snow has accumulated.
- ii) Priorities for snow removal on designated back lanes are as follows:
  - (1) Priority lanes
  - (2) Residential lanes
- iii) Only back lanes that are used for primary access to property will be cleared.
- iv) The Roads and Streets Manager will maintain a list of back lanes to be cleared. This list will be modified as necessary (see Appendix “B” - attached Lane Plowing Map).
- v) Any windrows left in backyard accesses after the snow clearing is completed are the responsibility of the home owner regardless of the homeowner’s age or physical condition.
- vi) Snow will not be cleared from a back lane unless trees have been pruned sufficiently as to cause no damage to City snow removal equipment or hinder snow removal effort. All trees must be pruned as per Property Standards Bylaw.

**e) Sidewalk Snow Clearing**

- i) Roads and Streets Division will implement snow clearing operations on sidewalks as designated on Appendix “C” (attached Sidewalk Plowing Map), and Appendix “E” (attached Manual Snow Removal Downtown Locations Map), to ensure a reasonable level of safety to pedestrians is maintained.

**f) City Parking Lot Snow Removal**

- i) City owned parking lots to be cleared by the Roads and Streets Division with use of equipment are as per Appendix “D” (attached Parking Lot Snow Removal Map) (not listed in prioritized manner)

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**g) Fire Hydrants**

- i) Snow accumulated around fire hydrants will be removed when deemed necessary by the Water and Sewer Systems Manager.

**h) Snow Storage Site**

- i) Snow removed from City streets, sidewalks and parking lots will be disposed of at the snow storage site on Fourth Avenue North (north of York Road East).
- ii) The Roads and Streets Division will manage the snow storage site.
- iii) Commercial and general public snow haulers will be granted permission to utilize the snow storage site based on the Snow Storage Bylaw.

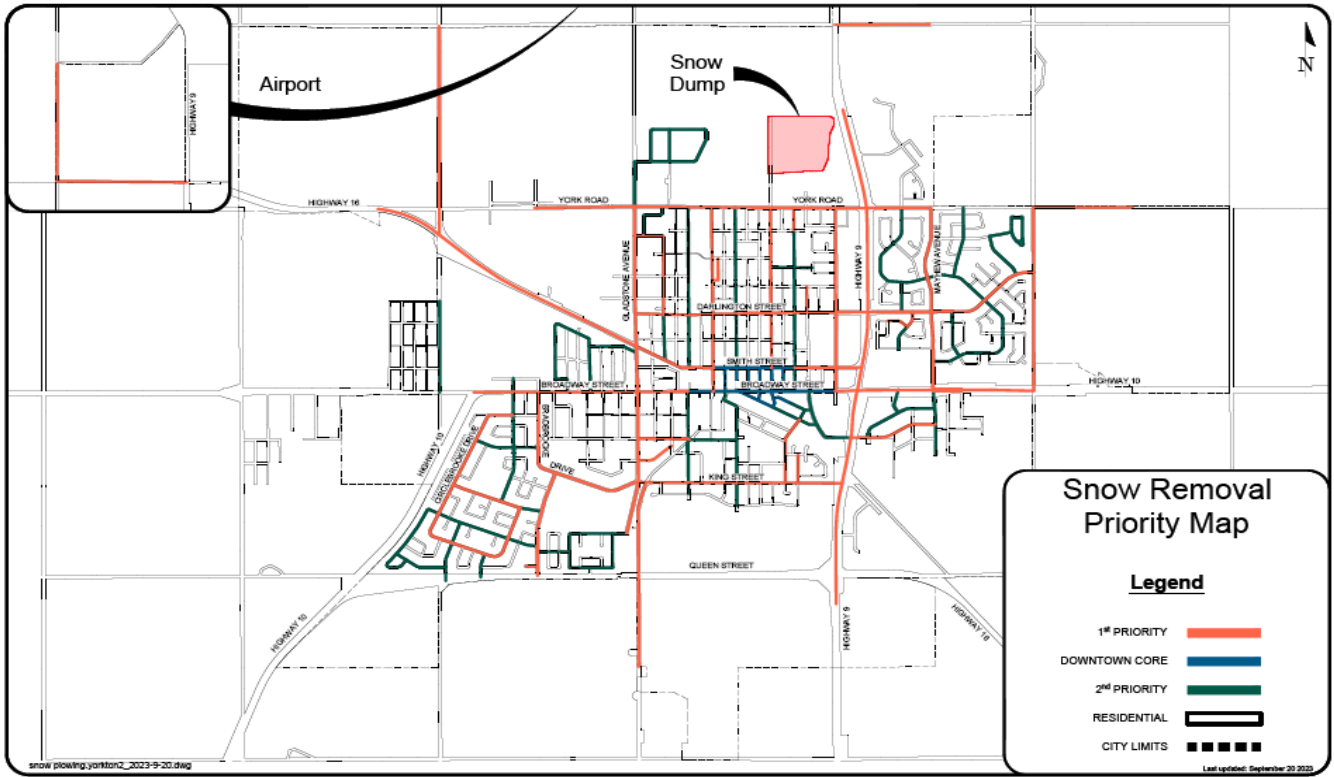
**i) Snow Fence**

- i) Snow fence will be installed in known areas where drifting causes problems on roadways and sidewalks as snow fencing has been helpful to alleviate problems in the past. Where possible a natural snow break will be used instead of fencing (snow windrow, trees, etc.). The Roadways Manager will decide which locations require snow fencing.

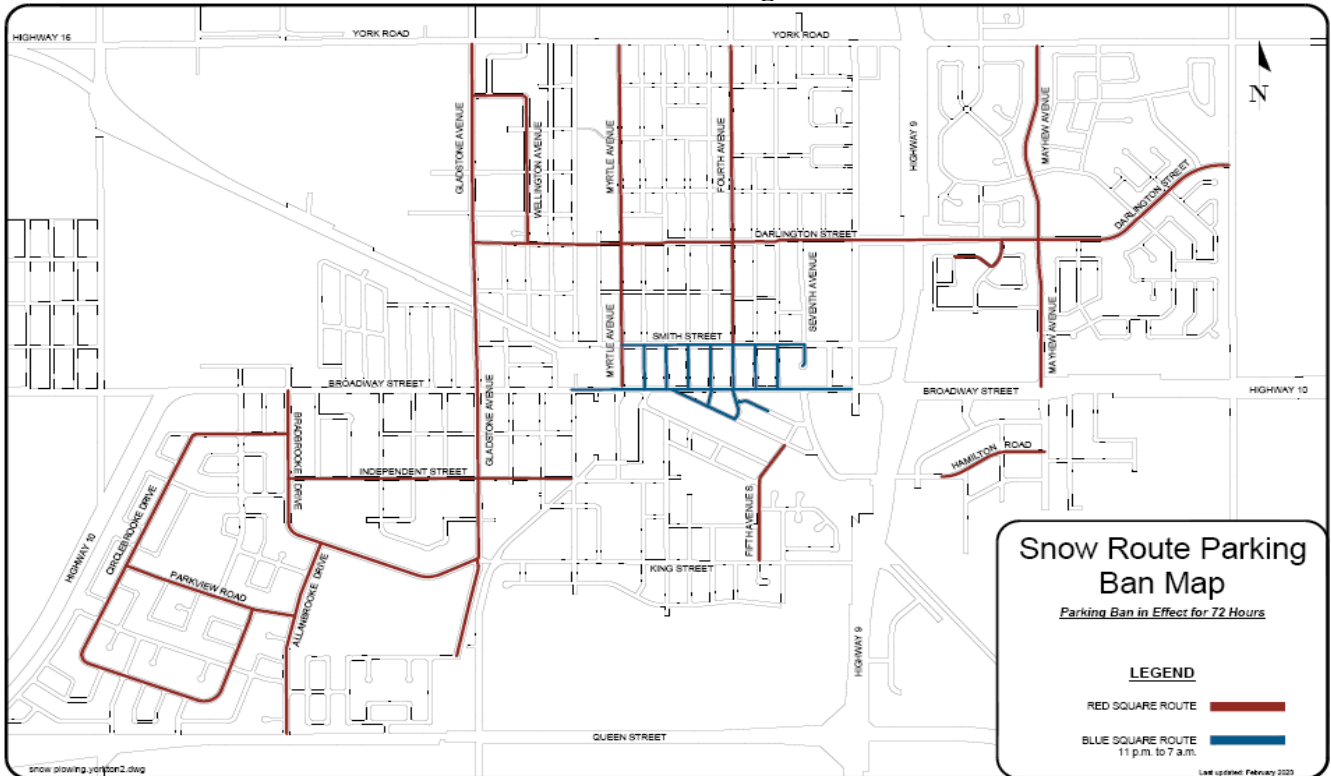
**4) RESPONSIBILITY:**

The Director of Public Works is responsible for the review and update of this policy.

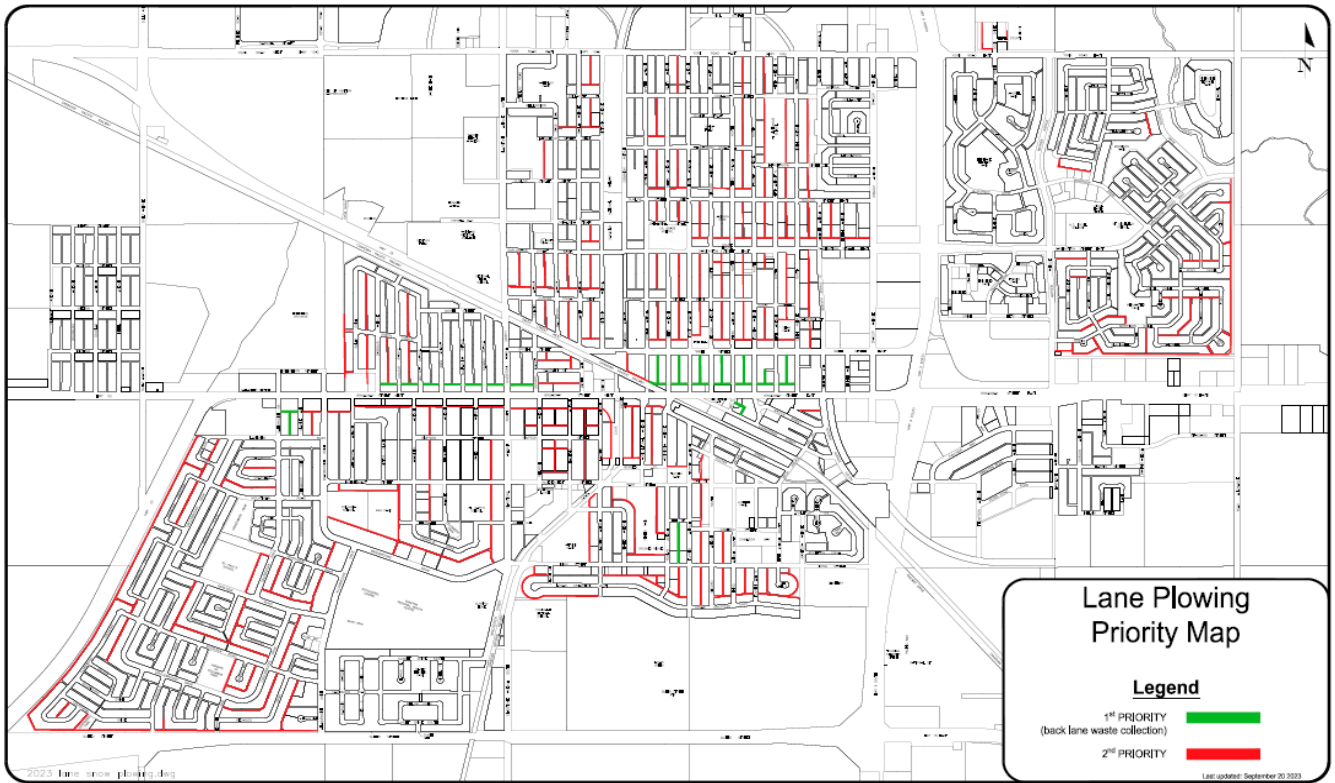
### Appendix "A" Snow Removal Priority Map



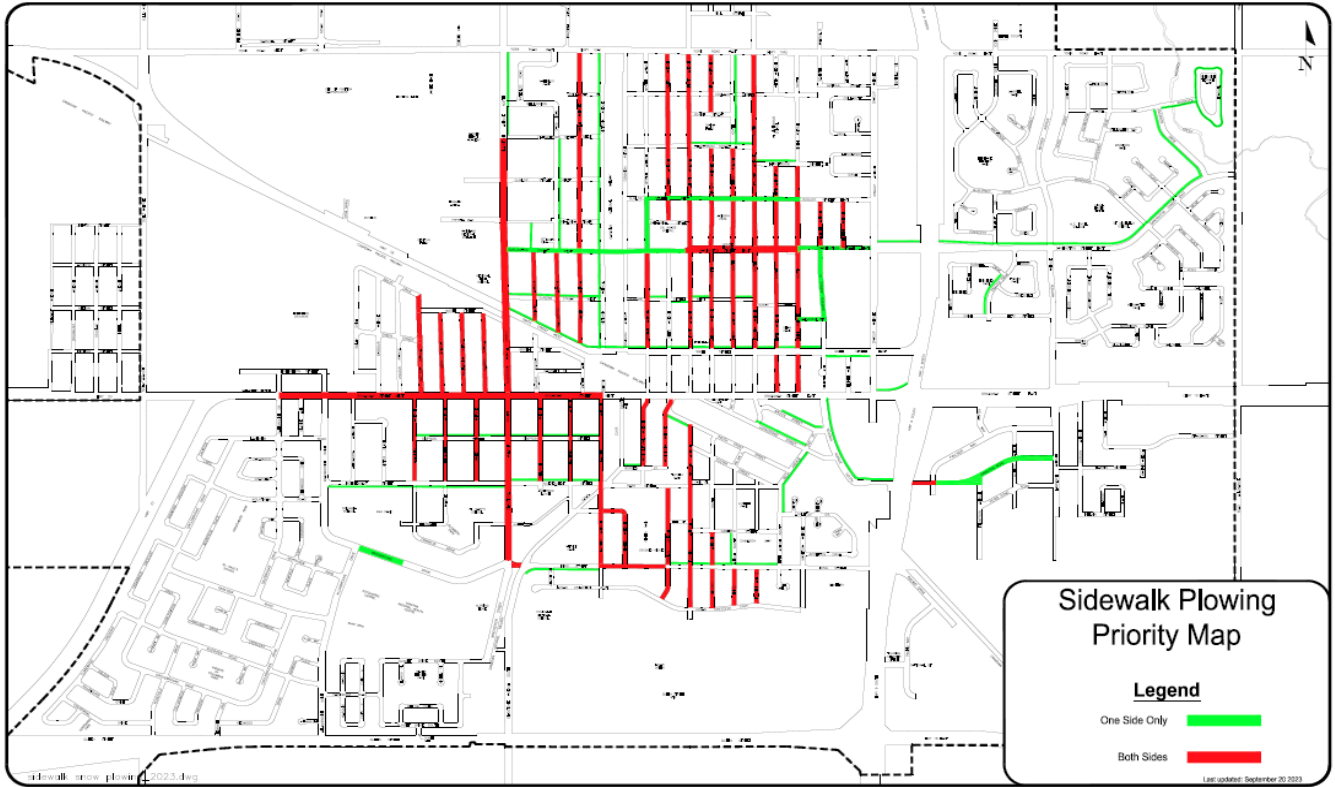
### Snow Route Parking Ban



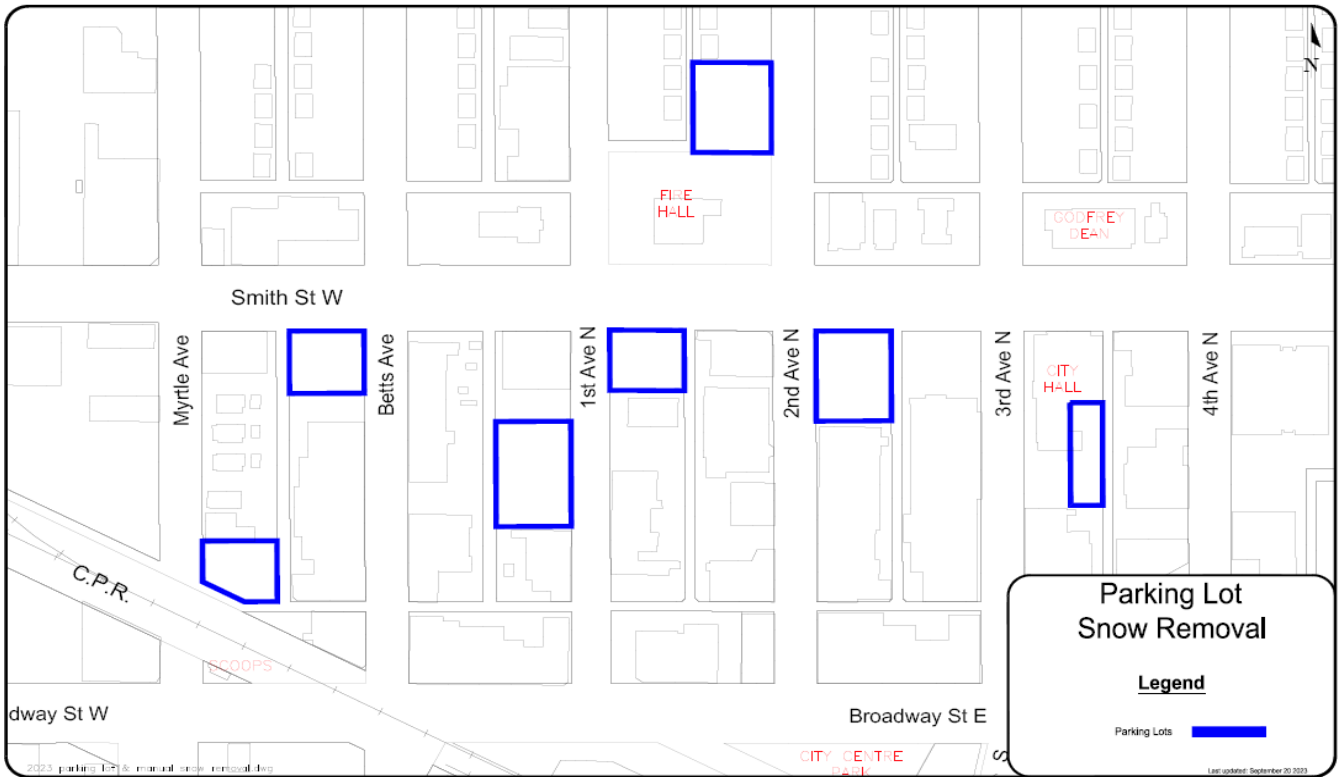
Appendix "B"



Appendix "C"



**Appendix "D"**



### Appendix "E"

