

Policy # TS-003

Policy Title: Snow Removal

Policy Objective:

To define a timely, efficient and cost-effective manner in which the snow removal on the municipal road infrastructure shall be conducted while ensuring the safety of the employees and ratepayers.

Authority:

Council Resolution #: 353/18

Date Approved: November 9, 2018

Council Resolution #: 352/20

Date Amended: December 8, 2020

Policy:

Safety:

The operators will not be expected to clear snow until the storm has ended or safe to do so. The Foreman is responsible to direct the operators when to start snow removing. In the event the Foreman is unavailable, it is the responsibility of the Reeve.

Snow removal equipment while engaged in snow removal may be fitted with one or more amber flashing lights or beacons or amber and blue flashing lights or beacons.

Procedure:

Snow removal is conducted according to a priority system, as established by council, starting with primary grids, followed by school bus routes and conclude with the other major grids.

1- Primary Grids:

- Grid 764 with the exception of the mile South of the Town of Hanley. (Note: That mile is the jurisdiction of the Town of Hanley)
- Hanley Road (from Junction of Hwy 15 to the Grid 764)
- 19 Grid (from Junction of Hwy 19 and Hwy 15 to the Grid 764)

2- School Bus Routes:

- Each fall the Sun West School Division and the Prairie Spirit School Division will provide a bus route to the municipality to assist in establishing the priority roads. The administrator will supply the routes to the Foreman.

3- Other Grids:

- Old Highway

After the priority roads are completed the operators will proceed to complete the rest of the secondary roads (Main Farm Access Road and Gravel Road) as directed by the Foreman.

When storms are continuous, or closely follow one another, operations will be repeated or continued on the routes of highest priority until all such roads are completed before moving on to roads of a lesser priority.

There **will be exceptions** to the snow removal priority system based upon extenuating emergency situations. Ratepayers are urged to contact the administrator or Foreman to adjust any priorities.

Custom Snow Removal

The service is low priority and will be done after all other roads have been cleared. Prior to providing custom snow removal services to ratepayers, a "Custom Work" waiver form must be signed. The method of requesting services is to call the Foreman or administration office. Custom snow removal rate will apply to all request, the custom rate is set at the first meeting of the year. Travel time is charged at the custom rate from the time the equipment leaves the R.M. shop. Travel time will be shared if snow removal is requested for more than one ratepayer in an area.

Residential Lanes and Yard Sites

Custom snow removal **will** be offered to ratepayers for inhabited residential lanes and/or yard-sites. Custom snow removal **will not** be provided to residential lanes and/or yard-sites that are located outside of the jurisdiction of the Municipality.

Grain Bin Yards, Grain or Bale Storage

The municipality **will** provide custom snow removal services for access to grain bags and/or bins or bales either located in fields or bin yards. Custom snow removal **will not** be provided to grain bags and/or bins or bales either located in fields or bin yards that are located outside of the jurisdiction of the Municipality.

Seasonal Municipal Roads – To Access Grain Bags and/or Bins or Bales

The municipality **will** provide a one-time per season snow removal service, at no cost, on seasonal roads upon request to provide access to grain bags or bins or bales. Any other request by the same individual to remove snow from the same seasonal roads will be charged at the hourly custom work rate.





Administrator Signature



Reeve Signature

