



City of Yorkton

POLICY TITLE SNOW AND ICE CONTROL AND REMOVAL POLICY		ADOPTED BY City Council	POLICY NO. 10.80
ORIGIN/AUTHORITY City Council	JURISDICTION Public Works Department	EFFECTIVE DATE November, 2023	PAGE # 1 of 13

1) **PURPOSE:**

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 winter 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 – winter weather conditions resulting in accumulation of snow and/or ice 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) Boulevard – green space separating sidewalks from the street.
- e) Right-of-way - is a type of easement granted or reserved over land for transportation/maintenance purposes.
- f) 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” – Snow Removal Priority Map.
- ii) The priorities for plowing as designated on Appendix “A” – Snow Removal Priority 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 two inches of snow has accumulated or when drifting impedes traffic movement. First Priority routes should be cleared within *approximately* 36 hours of the storm event, depending on the storm severity and equipment reliability.

POLICY TITLE	POLICY NO.	PAGE #
SNOW AND ICE CONTROL AND REMOVAL POLICY	10.80	2 of 13

(2) Second Priority - Collectors

- (a) Plowing on Second Priority routes will commence after two inches of snow has accumulated or when drifting impedes traffic movement. Second Priority routes should be cleared within *approximately 72* hours of the storm event, depending on storm severity and equipment reliability.

(3) Residential

- (a) Plowing on Residential routes will commence after four inches of snow has accumulated or when drifting impedes traffic movement. Residential routes should be cleared within *approximately 108* hours of the storm event, depending on storm severity and equipment reliability.
- (b) Snow removal on residential streets is scheduled based on zones designed to prevent interference with garbage collection. The City is divided into 5 zones and snow removal operations will only be performed on days identified in Appendix "B" - Residential Snow Removal Map.

(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 12 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 12 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 (blue parking ban applies)
 - (2) Hospital area (red parking ban applies)

POLICY TITLE	POLICY NO.	PAGE #
SNOW AND ICE CONTROL AND REMOVAL POLICY	10.80	3 of 13

(3) School zones – Schools are responsible for clearing sidewalks within the school zone. The City will clear boulevards in front of schools as required.

(4) Bays

(5) Mailboxes – Snow removal in front of mailboxes is Canada Post’s responsibility.

(6) Bus Shelters – Parks Department arranges contractor to clean bus shelters as necessary. Public Works Department will clear snow ridges on the street in front of shelters to permit safe access to bus entrance in accordance to Appendix “A” – Snow Removal Priority Map.

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.

c) Sanding and Salting

i) Sanding and/or salting of streets 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” – Snow Removal Priority 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 upon 6 inches or greater of snow accumulation provided.

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.

POLICY TITLE	POLICY NO.	PAGE #
SNOW AND ICE CONTROL AND REMOVAL POLICY	10.80	4 of 13

- iv) The Roads and Streets Manager will maintain a list of back lanes to be cleared. This list will be modified as necessary. Appendix "C" - Lane Plowing Priority 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 "D" - Sidewalk Plowing Priority Map, and Appendix "E" - Manual Snow Removal Downtown Locations Map, to ensure a reasonable level of safety to pedestrians is maintained.
- II. The Park's Division will implement snow clearing operations for the pathways, and endeavor to have them cleared within 2 days of a snowfall, pending equipment reliability and the needs of the Cemetery, which remains the highest priority.
- III. The Park's Division will begin clearing pathways marked in red on Appendix "F" – Multi-use Pathway Network Map starting with the southwest corner of the City and work toward the central and northeast areas of the City. Pathways marked in blue will be cleared after the areas marked in red are cleared.
- IV. The Park's Division will endeavor to clear Outdoor Rinks within 4 days of a snowfall, following the clearing of pathways and pending equipment reliability, and the needs of the Cemetery, which remains the highest priority. Shovels are provided at the Outdoor Rinks to allow the public to clean the rinks as required until the Park's Division can complete it.

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 "G" - Parking Lot Snow Removal Map (not listed in prioritized manner)

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.

POLICY TITLE	POLICY NO.	PAGE #
SNOW AND ICE CONTROL AND REMOVAL POLICY	10.80	5 of 13

iii) Commercial and general public snow haulers will be granted permission to utilize the snow storage site based on the Snow Storage Bylaw.

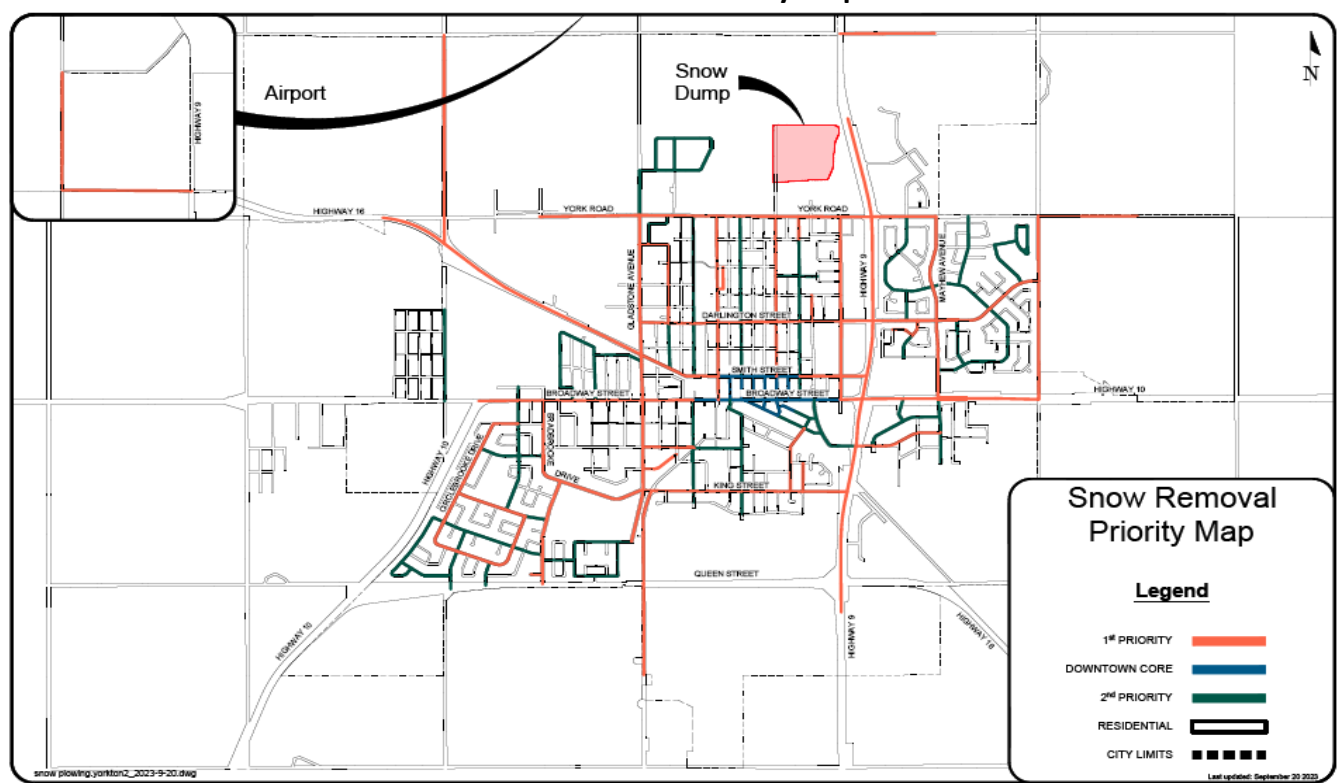
i) Snow Fence

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.

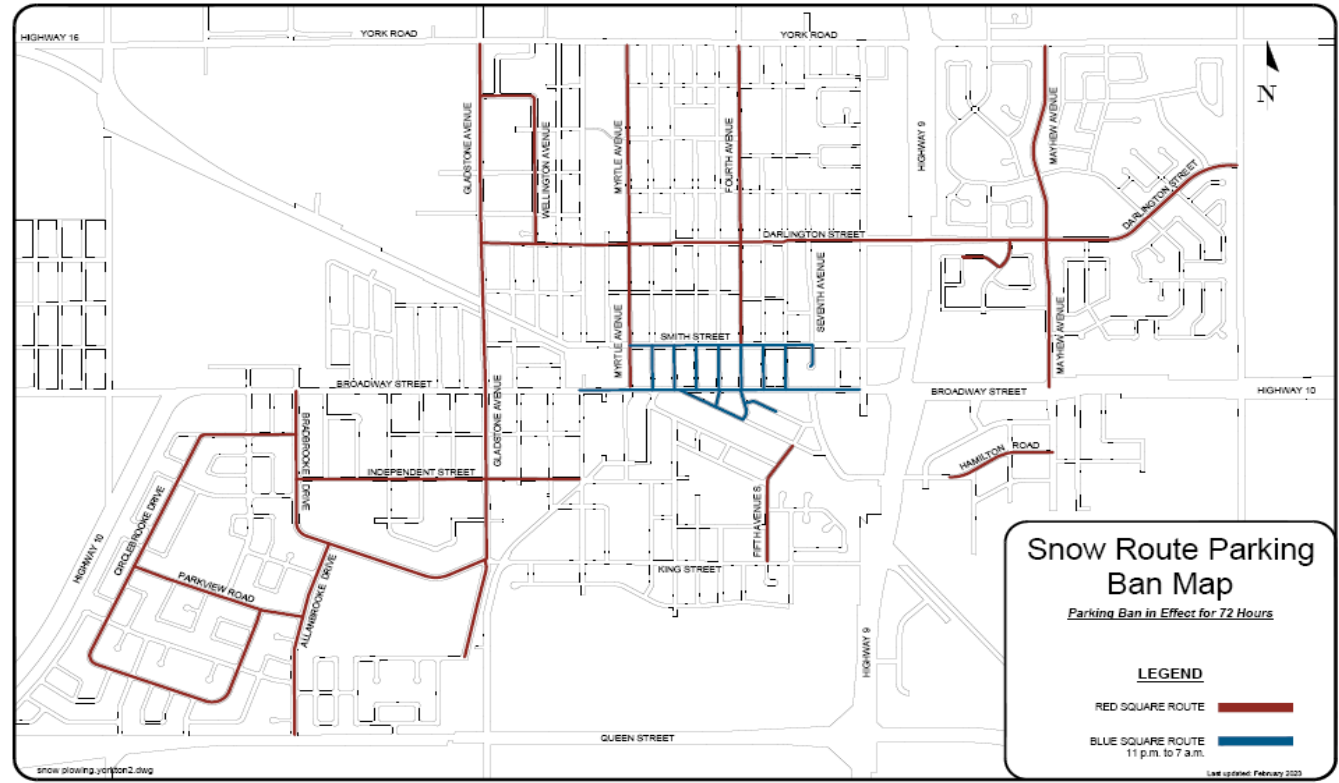
4) RESPONSIBILITY:

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

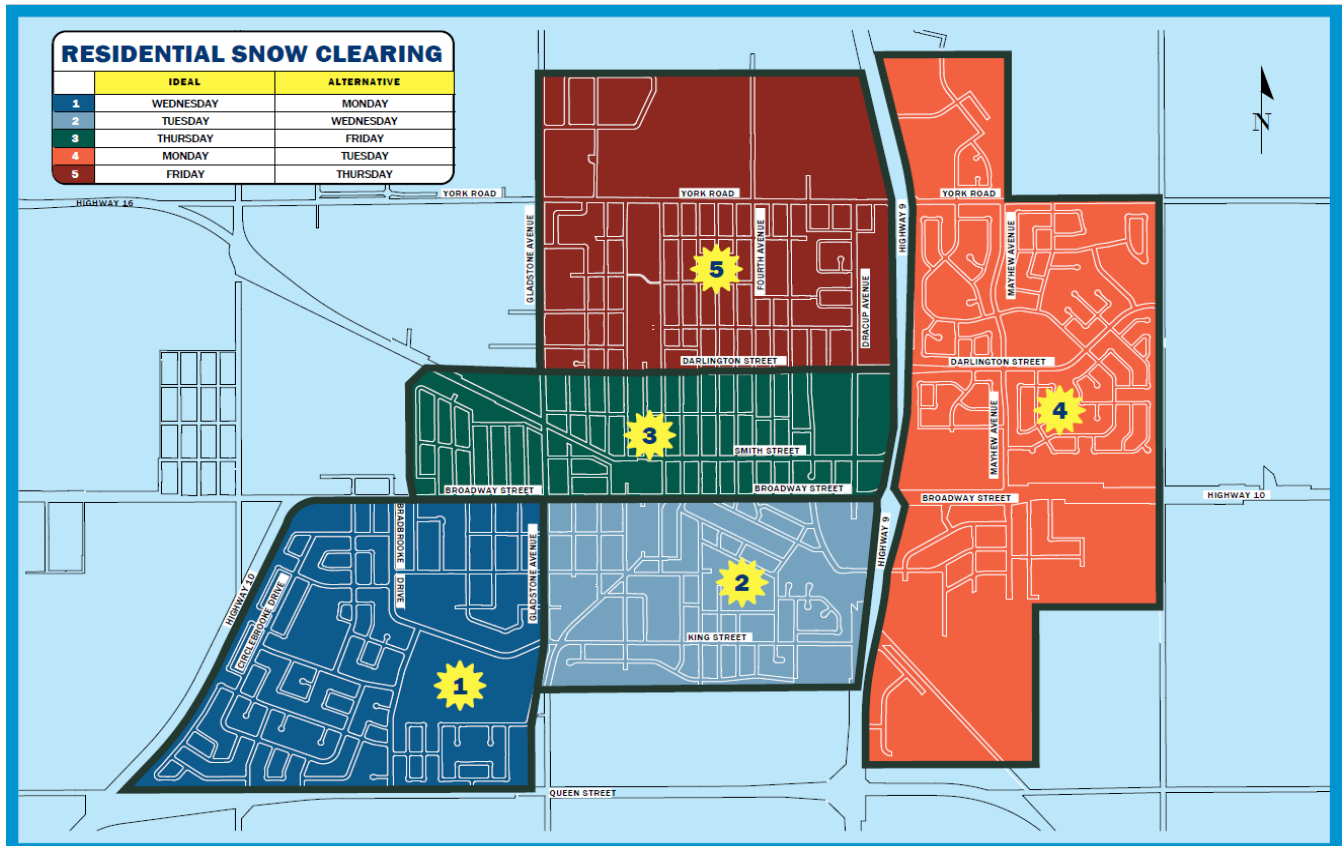
Appendix "A"
Snow Removal Priority Map



Snow Route Parking Ban Map

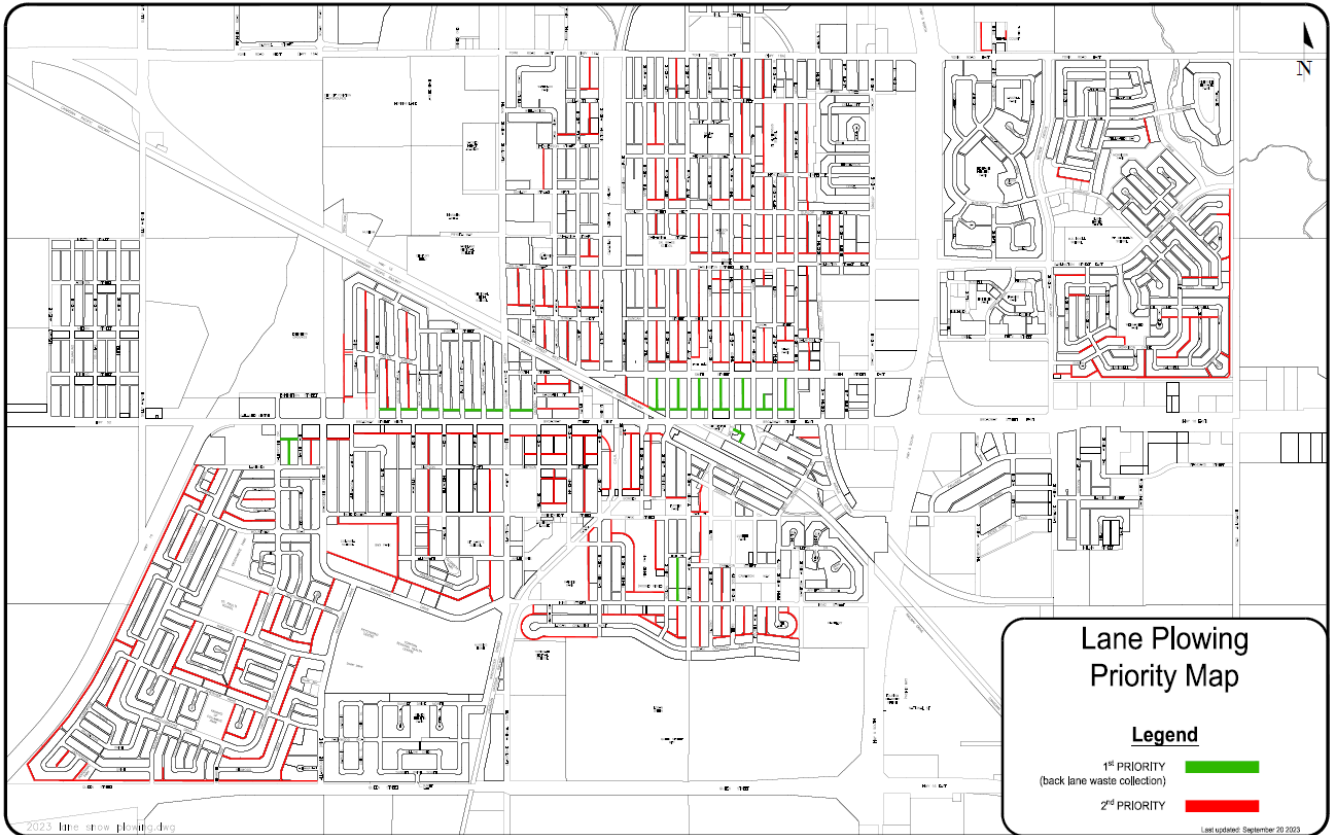


Appendix "B" Residential Snow Removal Map

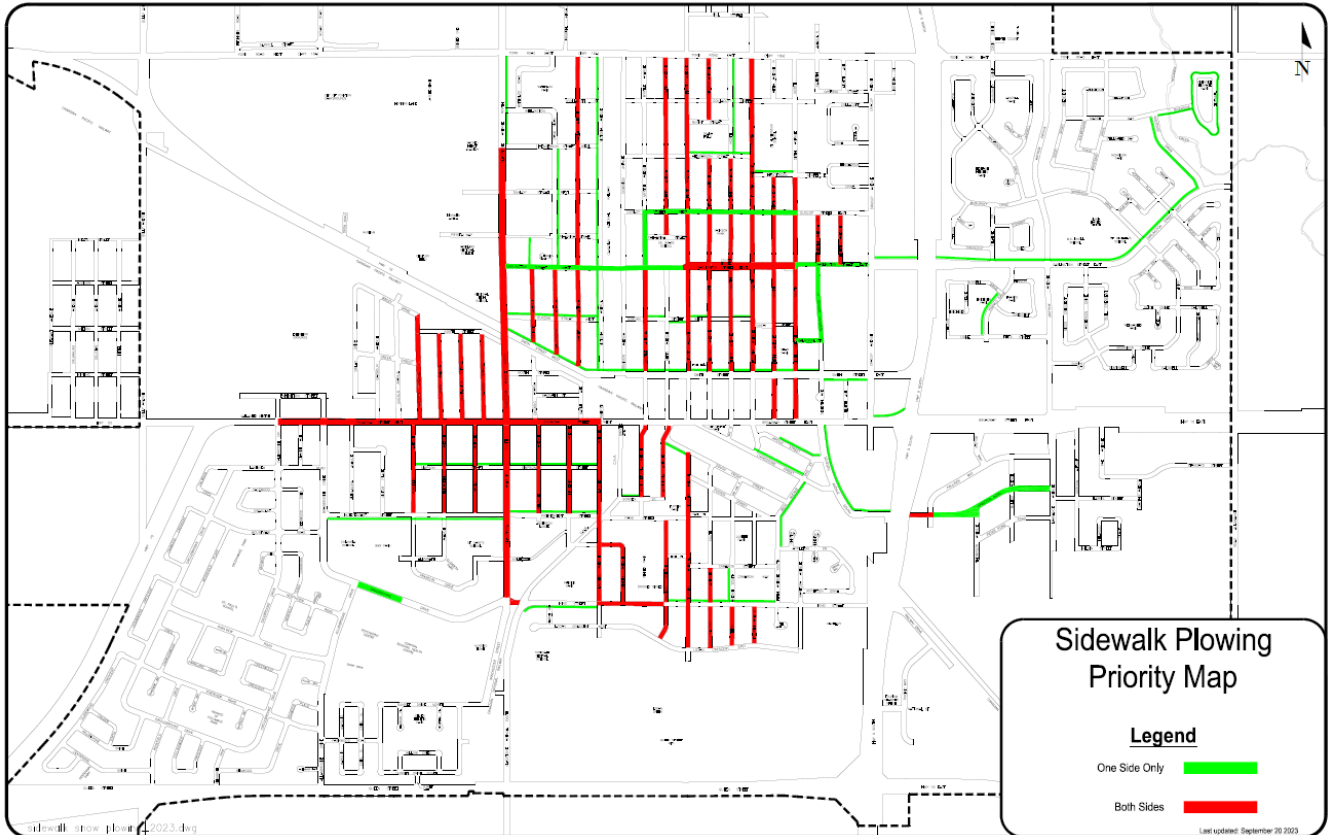


POLICY TITLE SNOW AND ICE CONTROL AND REMOVAL POLICY	POLICY NO. 10.80	PAGE # 8 of 13
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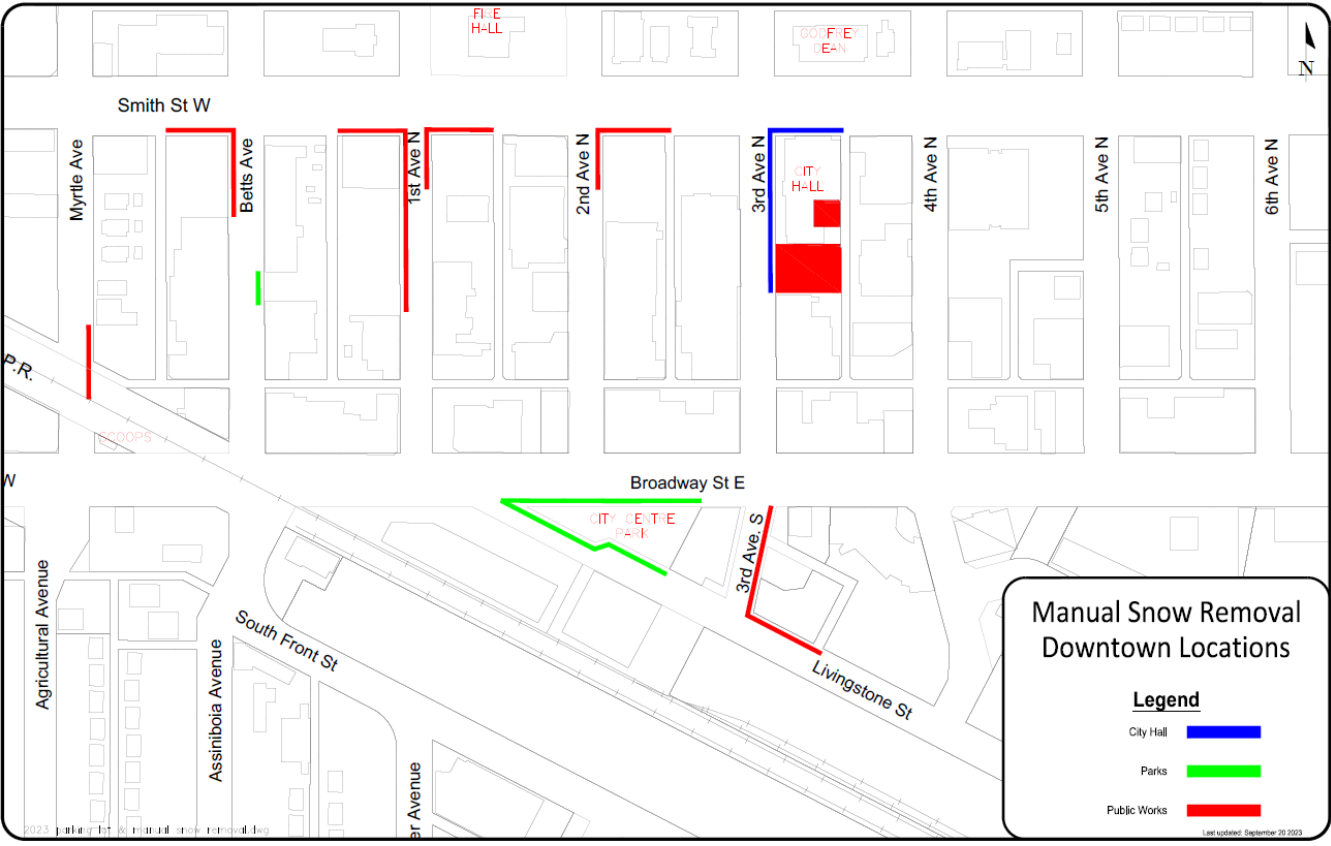
Appendix "C"
Lane Plowing Priority Map



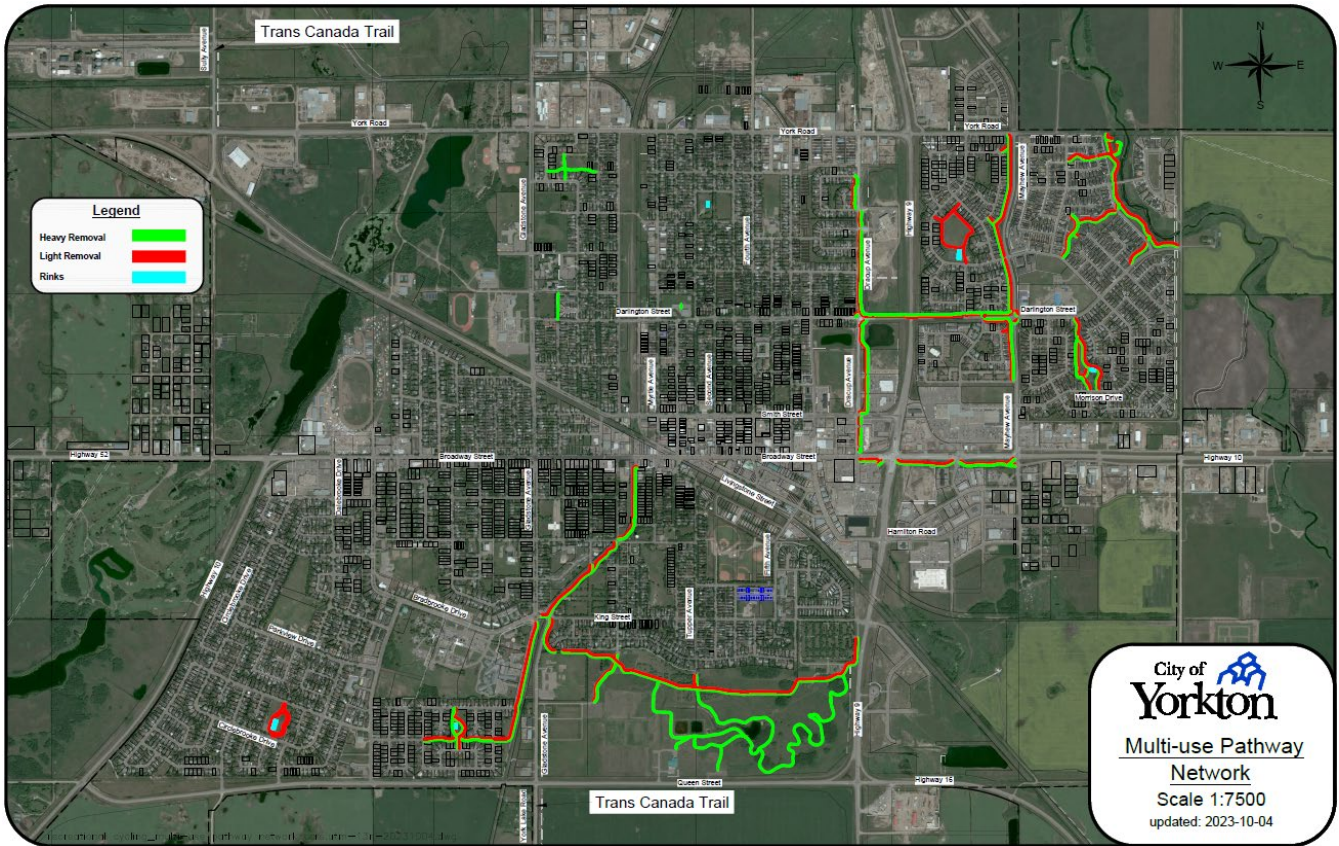
Appendix "D"
Sidewalk Plowing Priority Map



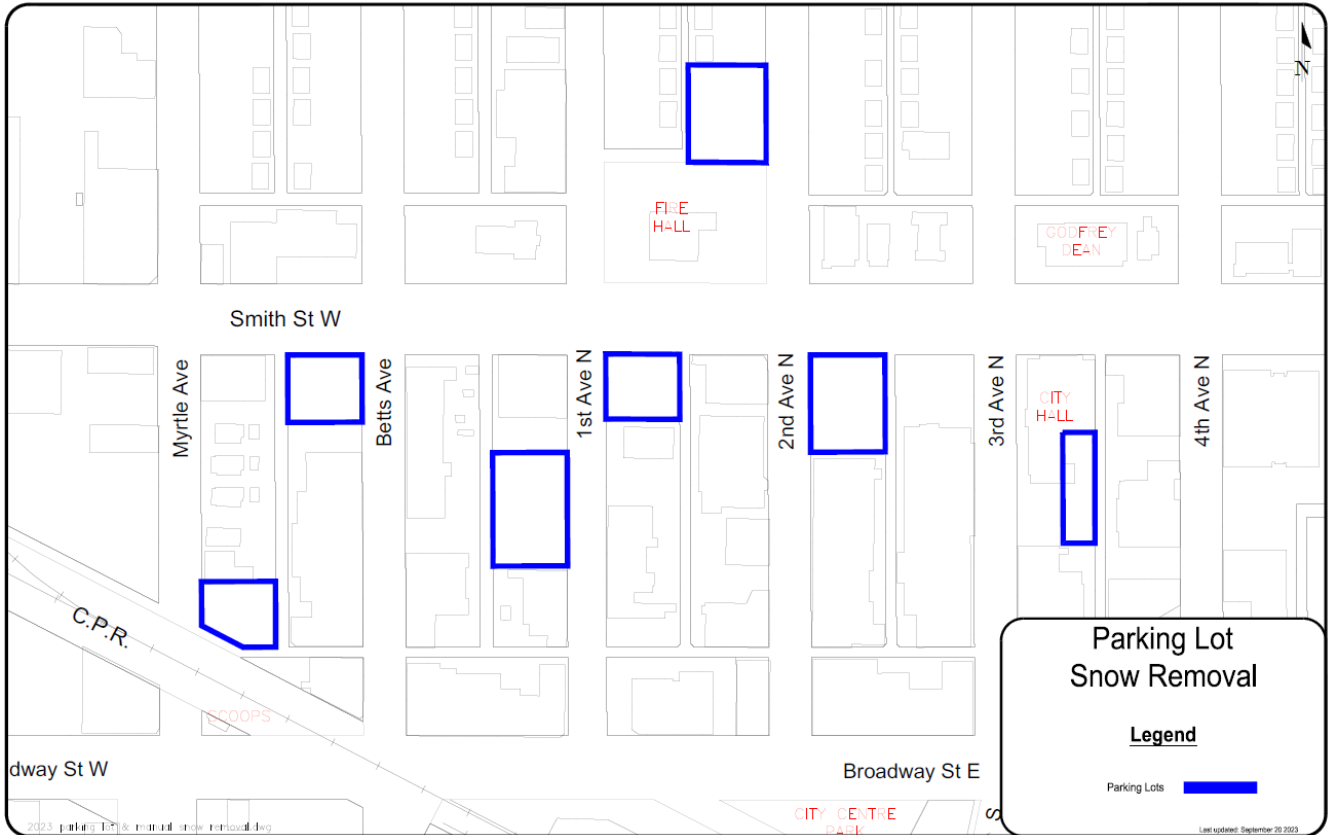
Appendix "E"
Manual Snow Removal Downtown Locations Map



Multi-use Pathway Network Map



Appendix "G"
Parking Lot Snow Removal Map



Appendix "H"
Snow Removal Medians & Roundabouts Map

POLICY TITLE SNOW AND ICE CONTROL AND REMOVAL POLICY	POLICY NO. 10.80	PAGE # 13 of 13
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