



**Policies and  
Procedures**

**Policy Name:**

**Snow and Ice Management**

**Section:**

Public Works

**Sub Section:**

General (Roads, Utilities)

**Policy Number:**

701-008

**Approved:**

September 2, 2004

**Revised:**

February 21, 2018

**Policy Statement**

Ensure that County roads are maintained according to established service levels and priority ranking, within a cost effective and efficient manner.

**Purpose**

The purpose of this policy is to establish service levels for snow and ice maintenance on all roads under the authority of Foothills County.

**1. Definitions**

**Arterial Roads** – connect highways to rural and urban areas and have a traffic volume of more than 550 vehicles per day (VPD).

**Minor Arterial Roads** – connect major arterial roads to collector roads, provide access to properties and have a traffic volume of more than 300 VPD.

**Collector Roads** – connect local roads to arterial roads, provide access to properties and have a traffic volume of more than 150 VPD.

**Local Roads** – provide access to properties, typically are dead end and internal subdivision roads and have a traffic volume less than 150 VPD.

**Sanding/Deicing** – is the application of sand-chips, salt and liquid salt brine to the road surface to improve traction and reduce ice formation.

**Snow Plowing** – is the removal of accumulated snow from roadway surfaces to the middle or sides of roads to make traveling easier and safer.

**Windrowing** – is the plowing of snow into a long continuous pile for storage or to facilitate removal.

**Hard Surface** – asphalt pavement, chip seal and maintainable road oil (MRO).

**2. Roadways**

Sanding, plowing and snow removal activities are managed in accordance with the priorities set by Council and set out in Schedule “A”. In general:

- When there is an accumulation of more than 5 cm of snow, or the Deputy Director of Operations or designate determines that the condition is imminent, plow/sanders will commence clearing hard surfaced roadways by 6:00 am daily including weekends and holidays. Lesser amounts will be cleared at normal starting times on regular working days.
- When there is an accumulation of more than 10 cm of snow, or the Deputy Director of Operations or designate determines that the condition is imminent, Graders will commence clearing snow from gravel surfaces by 6:00 am daily including weekends and holidays. Lesser amounts will be cleared at normal starting times on regular working days.
- When conditions become too extreme and they pose a safety risk to County staff and the motoring public, equipment will be pulled from roadways at the discretion of the Deputy Director of Operations or designate.
- As part of regular snow plowing operations, plows and graders will inevitably leave windrows of snow across approaches into private properties. Although operators will try to mitigate the size of the windrows wherever possible, it is not expected that the County will remove the windrows or plow the approaches.
- The County does not maintain provincial highways, which are the responsibility of Alberta Transportation's maintenance contractors, nor private driveways and roads which are the responsibility of the landowner.
- Snow removal may be considered when accumulations of plowed snow impedes traffic flow and/or visibility, or where there is potential safety or drainage issues.
- Deicing salt, brine salt and sand-chip materials will be applied to intersections, curves, hills and any other portions of roads that require treatment to improve safety. Trucks shall turn sanders off when meeting oncoming traffic, vehicles that pass a plow sander in operation are responsible for their own actions and damages.
- County staff will respond to localized emergency situations after regular hours, on weekends and holidays. Emergency situations are specifically limited to the following:
  - Life or property is in imminent danger,
  - Icy conditions on main roadways or intersections,
  - Infrastructure at risk due to washout or slide,
  - Environment at risk due to contaminant spills.

**3. Service Levels - Schedule "A"**

Priority	Location	Level of Service
1.	Arterial roads	Plowed within 12 hours of the commencement of snow removal operations. Widen roads within 48 hours of last measurable snow accumulation.
2.	Minor Arterial	Plowed within 18 hours of the commencement of snow removal operations. Widen roads within 72 hours of last measurable snow accumulation.
3.	Collector	Plowed within 36 hours of the commencement of snow removal operations. Widen roads within 72 hours of last measurable snow accumulation.
4.	Local Roads	Plowed within 72 hours of the commencement of snow removal operations. Widen roads within 96 hours of last measurable snow accumulation.

**Note: If snowfall becomes continuous snow plowing efforts will be focused on priority 1 and 2 roads due to the higher level of safety issues.**