

## **Village of Berwyn Snow Removal Policy**

Purpose of the Policy: To establish locations priorities and procedures for snow removal and ice control on roadways and sidewalks within the Village of Berwyn.

Policy Statement: The Village of Berwyn, within the resources allocated by the Council, will plow and/or remove snow and ice, as reasonably practical, on designated roadways and sidewalks.

### Definitions

1. Snow Plowing – the grading of accumulated snow from roadway surfaces to the sides or middle of roadway. In general snow will be plowed to both sides of roadways alternatively, except where it is more practical to clear to the same side continually.
2. Snow Removal – the loading and hauling of snow from roadway surfaces to a snow disposal site.
3. Sanding – the application of a sand/salt or other mixture to a roadway surface for the purpose of improving traction, reduction of skidding and/or reduction of ice formation.
4. As required – a statement which means the level of service is not set at a pre-determined number of activity occurrences per season or year.
5. Emergency Routes – the roadways most commonly used by the Fire Department, RCMP, and Ambulance services.

### Guidelines

1. The Village of Berwyn will take full advantage of the snow storage capacity of roadway right-of-ways, boulevards and vacant lots to minimize the expenditures associated with snow removal and hauling.
2. Windrows in the center of the street are removed after all the snow plowing in the Village is finished.
3. Residents are referred to the private sector for the provision of snow plowing and snow removal services on private property, sidewalks and driveways.
4. Residents are not permitted to place the snow removed from their sidewalks or driveways onto the roadway or any public place adjacent to their property.
5. The Village is not responsible for sand/gravel that may be left after the snow melts. It is the owner's responsibility to remove the sand/gravel from their lawns.
6. Where possible, windrows will be made on adjacent fields to control drifting snow.
7. Although this policy sets out the priorities and procedures for snow plowing/removal, the CAO and/or Public Works Foreman may direct staff and equipment to work in areas requiring immediate attention. This situation may be due to localized drifting or accumulations, or emergency conditions.

## Priorities and Procedures

1. The Village of Berwyn will endeavor to undertake roadway sanding and snow plowing/removal operations, as required, in the following priority. There may be extreme snowfall events which exceed the capacity of the available equipment and manpower to carry out the work within the time allotted, however, the order of priority will remain the same.
  - a. Emergency Routes
    - i. Snow plowing and sanding will commence within 24 hours following the end of a snowfall of 7 cm or greater. Snow removal, as required to maintain adequate and safe roadway width for vehicular traffic.
  - b. School Bus Routes
    - i. Snow plowing and sanding will commence within 24 hours following the end of a snowfall of 7 cm or greater. Snow removal, as required to maintain adequate and safe roadway width for vehicular traffic.
  - c. Residential Streets (including back alleys that are the only access to residences)
    - i. Snow plowing and sanding will commence within 72 hours following the end of a snowfall of 7 cm or greater.
  - d. Parking lots – Office, Fire Hall, Arena, Elks, Trucks
    - i. Snow plowing as required at the discretion of the Public Works Foreman.
  - e. Industrial Section
    - i. Snow plowing will commence when there is severe rutting or drifting or the roadways have become impassable due to accumulated snowfalls.
  - f. Back alleys
    - i. Snow plowing as required at the discretion of the Public Works Foreman.
2. The Village of Berwyn will endeavor to undertake sidewalk clearing, as required, on the following sidewalks. The order will vary to maximize the efficiency of the work.
  - a. Village Office & Storage Lot
  - b. Fire Hall
  - c. Golden Age Club
  - d. Legion Hall

Snow Removal Policy passed by resolution of the Village of Berwyn Council on January 23, 2014