



Trails and Sidewalks Winter Maintenance

POLICY NUMBER: 208-RC-19

Approval Date: _____

Revise Date: _____

Motion Number: _____

Repeal Date: _____

Supersedes: _____

Review Date: _____

1.0 Policy Intent

The City of Cold Lake is committed to providing a cost effective snow removal program aimed at maintaining a safe and reliable walking and cycling network through the City.

2.0 Purpose

The objective of the Trails and Sidewalks Winter Maintenance Policy is to provide residents of Cold Lake safe and reliable walking and cycling network through the City, as soon as possible, while striving minimize the impact on the environment. This will be accomplished by utilizing a predetermined, prioritized maintenance procedure.

The Trails and Sidewalks Winter Maintenance Policy is not designed or intended to eliminate all hazardous conditions.

3.0 Policy Statement

The City of Cold Lake will provide an efficient, cost-effective means to snow removal and provide trail and sidewalk maintenance within the City’s trail and sidewalk system utilizing an establishment of priority ranking system to ensure a predicable equitable service.

4.0 Managerial Guidelines

GENERAL:

4.1 Snow Removal Priority Descriptions

The following table outlines the priority ranking for trail and sidewalk snow removal.

**Trails and Sidewalk Winter Maintenance Policy
Priority Ranking and Identification Schematic**

PRIORITY RANKING	IDENTIFICATION COLOR	DESCRIPTION CLASSIFICATION
Priority 1	Red	Trail system and sidewalks associated with major arterial roadways (Millennium Trail) Kinosoo Beach Lakeshore Drive
Priority 2	Blue	Trail systems and sidewalks associated with minor arterial roadways
Priority 3	Green	Trail systems and sidewalks associated with collector / local roadways, parks and public utility lots

4.2 Level of Service

The following table outlines the service level description for the various priority ranks for the provisions of removing snow:

**Trails and Sidewalks Winter Maintenance Policy
Priority Ranking/Service Level Description**

PRIORITY RANKING	SERVICE LEVEL DESCRIPTION
Priority 1	Snow is cleared within 24 hours (Trigger: 1 cm or more of accumulated snow)
Priority 2	Snow is cleared within 48 hours (Trigger: 1 cm or more of accumulated snow)
Priority 3	Snow is cleared within 72 hours (Trigger: 1 cm or more of accumulated snow)

4.3 Clearing Operations

4.3.1 Snow Removal operations will be undertaken during normal working hours and work days except in the following circumstances:

- 4.3.1.1 Emergency response to RCMP, Bylaws Services, Fire/Rescue Services;
- 4.3.1.2 Snowfall accumulation exceeds 20 centimeters;
- 4.3.1.3 Snow drifting creates a variance in amounts of snow accumulated;
- 4.3.1.3 Wind action and drifting creates matters of safety e.g. visibility when operating equipment;
- 4.3.1.4. Temperatures are below minus thirty degrees Celsius (-30°C);
- 4.3.1.5 Should another snow fall event occurs before all trails and sidewalks are fully cleared, snow removal priorities will reset to Priority 1.

4.4 **Physical Snow Removal Model**

The physical removal of snow will be completed utilizing the following techniques:

- 4.4.1 In the area where there is space available on one or both sides of the trail, snow will be pushed to either side.
- 4.4.2. Property owners will be responsible for the clearing of sidewalks and driveways of residual snow left by the snow clearing equipment;
- 4.4.3 Snow from private and commercial/industrial properties shall not be disposed of on City sidewalks, streets or boulevards. Snow shall be disposed of on the owner’s property where possible or in designated snow dump sites. All costs associated with the disposal of snow from private property will be the responsibility of the property owners.

4.5 **Sanding Operations**

- 4.5.1 Sanding operations will be undertaken during normal working hours and work days. The work will be completed on a priority basis similar to 4.2 Level of Service and 4.3 Snow Clearing.
- 4.5.2 The following locations shall receive sanding:
 - 4.5.1.1 Crosswalks;
 - 4.6.1.2 Areas with a high pedestrian and vehicle interaction;
 - 4.5.1.3 Any other area where trails or sidewalk conditions are unsafe and warrant sanding.

5.0 **References**

- 5.1 Environmental Protection and Enhancement Act – Alberta (EPEA)
- 5.2 Canadian Environmental Protection Act (CEPEA).
- 5.3 Bylaw 538-PL-14 Regulating Community Standards

6.0 **Persons Affected**

Citizens of Cold Lake, Department of Facilities and Parks Department, and Community Services of the City of Cold Lake.

7.0 **Revision/Review History**

Date

Chief Administrative Officer

Date

Mayor