

TOWN OF GRAND COULEE

ROADWAYS AND DRAINAGE

SEASONAL MAINTENANCE POLICY

Public Works	Policy
February 11, 2025	Res #2025-030
July 14, 2020	Motion #11
August 8, 2023	Res #2023-145

• GENERAL POLICY

Snow clearing will commence within 18 hours of a snowfall of 5 cm or greater. Sanding will commence within 12 hours of snow clearing and any time that the roads are in a slippery and unsafe condition.

It is the Town Foreman’s responsibility to monitor road conditions and make the decision when snow clearing and sanding will commence. For major snowfalls (over 10 cm.) and blizzards, the Town Foreman has the discretion to decide if Public Works laborers need to be called in after hours/on weekends to ensure roads are cleared effectively.

A. SNOW CLEARING

SNOW CLEARING PROCEDURE

During snowfall and until the storm passes:

- Snow clearing will follow the priority list
- Clearing means opening up the streets to be drivable while trying to maintain openings at property driveways (approximately 20 feet wide)
- Extra snow will be piled in town easements and snow dump areas. The Public Works Department will work at removing excess snow as time allows.

SNOW CLEARING PRIORITY LIST (See Schedule A for Priority Route Map)

Snow clearing will be done in the following order:

1. Emergency Routes

Railway Avenue, Wilfred Street, Blair Street, Assiniboia Avenue (from Wilfred Street to Broadway Street), Broadway Street (from Assiniboia to Saskatchewan Avenue), Saskatchewan Avenue

2. Fire Hall

3. Water Treatment Plant and Lift Station

4. Community Hall/Town Office

5. Residential Areas

Streets with the most snow will be cleared first, branching out from the main routes.

First main streets and bays then back alleys (as needed).

6. Recreation & Culture

Includes parking areas of the Rink and Church.

Consideration for priority when events are scheduled or in a state of emergency.

7. Fire Hydrants

Consideration for priority when events are scheduled.

B. SNOWFENCING AND SNOW BERMS

Snow fencing and snow berms will be put in place as indicated in the Snow Fence/Berms map (Schedule B). Snow fences are to be installed using the evidence-based 'Best Practice Snow Fence Installation Guidelines' (Schedule C). Every effort should be made to have snow fences installed by October 15. Snow fences will be monitored and repaired as soon as possible after a snow event occurs.

Snow Fence and berm locations to be reviewed by September 30.

C. DRAINAGE SYSTEM

Culverts and swales are to be cleaned out and repaired as needed annually (by September 15). The fire truck will be used to flush out blockages when necessary.

Culvert end locations will be marked prior to winter to reduce damage from snow clearing machinery and other vehicles (ex. Snowmobiles).

Roadways, culverts and swales will be monitored regularly throughout the winter and daily in the spring or when any thawing occurs in winter to: 1) ensure drainage channels are open; 2) quickly identify roadway problems areas where run-off is going onto (or water is not draining off) the roads, and 3) ensure issues are addressed quickly to prevent road failures.

Roadway problem areas will be addressed immediately and culverts that are blocked or starting to be blocked will be steamed open as soon as possible.

D. COMMUNICATION PLAN

- **Monthly Notices:** A monthly notice will be placed on Facebook to remind residents to remove their vehicles from the street when heavy snowfall is expected.

- **Website Updates:** During winter months, a link to the snow removal policy will be prominently displayed on the home page of the tow's website.
- **Newsletters:** Reminders about snow removal procedures and resident responsibilities will be included in the town's newsletters during winter months.

APPROVED

SCHEDULE C

Evidence-based Best Practice Snow-fence Installation Guidelines

1. Determine the placement of a snow fence based on prevailing winds
2. Ensure the gap under the snow fence is 10% of the snow fence height (ex. 4-foot snow fence should have a gap of approximately 4.8 inches between the ground and the snow fence)
3. Install the snow fence 35X the height of the snow fence away from the roadway you are protecting (ex. a 4-foot snow fence should be installed 140 feet from the road)
4. Install metal support posts at 8' centres (maximum)
5. Extend the snow fence ends beyond the area you are protecting at a 30-degree angle
6. Fence material should have a porosity of 40 – 50%
7. Ensure plastic fences are installed taut
8. Monitor snow fence throughout winter and repair as soon as possible