



## Village of Dutchess Snow Removal Policy Snow Plowing / Removal and Ice Control

November 2021

**Purpose of this Policy:** To establish locations, priorities and procedures for snow removal and ice control on roadway and sidewalks within the Village of Dutchess.


**Policy Statement:** The Village of Dutchess, within the resources allocated by Village 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 roadways and sidewalk surfaces to the sides or middle of the roadway or to the side of a sidewalk. In general snow will be plowed to both sides of the roadways except where it is more practical to clear to the same side continually such as around parks, playgrounds, vacant lots, etc.
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 the 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.

Procedures:

- Village of Dutchess Public Works Staff will provide for snow removal during regular, Monday – Friday business hours. PW staff work from 8am – 5pm M-F. Stat holidays are not included in regular business hours.
- The Village of Dutchess will take full advantage of the snow storage capacity of roadway right of ways to minimize the expenditures associated with snow removal and hauling.
- Although effort will be made to minimize snow placed in driveways, it is the responsibility of residents to clear access to their driveways.
- Residents and Businesses will not be permitted to snow blow their excess snow onto the streets within the Village of Dutchess. All efforts need to be made to keep the streets clear.
- Residents will be referred to the private sector for the provision of snow plowing and snow removal services on private property, sidewalks and driveways.

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- Although this policy sets out the priorities and procedures for snow plowing/removal, the Public Works Foreman or his designate may direct the Village of Dutchess staff and equipment to work in areas requiring immediate attention, due to localized drifting or accumulations or emergency conditions.
  - When scheduling work under this policy the Public Works Foreman or his designate, will endeavour to use Village of Dutchess owned equipment but may contract outside services as required.
  - The Village of Dutchess will, when practical, take reasonable steps to notify the public of snow plowing/removal by the placement of signs or notifications.
  - Many of the sidewalks designated for snow removal are done as a courtesy of the Village of Dutchess when moving from area of the Village to another. The residences and businesses adjacent to these properties are ultimately responsible for the removal of snow.
  - The Public Works Foreman will be responsible for the implementation of this policy. The Foreman may add roadways, sidewalks, parks, playgrounds, etc as they are constructed.
  - Sanding will be done when there are icy conditions and will be at the discretion of the Foreman or the PW employee on call. Weekend sanding will be at the discretion of the PW employee on call.
  - Priority A events will be completed after each snow fall, regardless of overtime incurred. Priority B events will be completed in a timely manner which may involve overtime, but also may be left to the following day. These priorities will be judged on a case by case basis and left to the PW foreman's discretion.
  - A minimum of 4 inches of snow will be the guideline used to determine if extra men and equipment are required to clear snow from the streets.
  - Village of Dutchess motorized equipment will not be loaned to third parties for snow removal.
  - Efforts will be made to encourage and educate persons to not drive through the windrows and snow piles.
  - Clearing at the Cemetery will be immediate, only if a funeral service is scheduled.



Priorities:

Priority “A” areas:

Village of Duchess Shop Yard

Centre Street – from Railway Avenue to the Southerly end of Centre Street

2<sup>nd</sup> Street West – from Railway Avenue past the School and South to the Recreation Centre

3<sup>rd</sup> Street East – from Railway Avenue South to the barriers in Smith’s Subdivision

The Village of Duchess Fire Department lot – this means the area in front of the Bay doors that allow for the Fire Department to respond to an emergency

Priority “B” areas:

Water Plant access

Margaret Avenue – from the School corner to the Easterly end of Margaret

1<sup>st</sup> and 2<sup>nd</sup> Streets East – from Railway Avenue to Margaret Avenue

1<sup>st</sup> Street West – from Railway Avenue to Margaret Avenue

Louise Avenue – from the School to and including Louise Crescent

The Alley adjacent to the school property, continuing behind 3<sup>rd</sup> St West and Laura Avenue.

Priority “C”

all other streets

Recreation facility parking lots

Walking Path

Duchess Cemetery

Emergency access to the golf course building and the maintenance building.

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Mayor Tony Steidel

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