



**TOWN OF BLACK DIAMOND**

**POLICY MANUAL**

<b>POLICY #:</b> 31-04	<b>DATE APPROVED:</b> May 31, 1993
	<b>DATE AMENDED:</b> January 21, 2009
<b>EFFECTIVE DATE:</b> May 31, 1993	
<b>AMENDMENT EFFECTIVE:</b>	<b>AUTHORITY:</b> Resolution 2009-014
<b>POLICY TITLE:</b>	<b>Snow Removal Policy</b>
<b>POLICY PURPOSE:</b> It is the Town’s objective that all roads within the boundaries of Black Diamond be maintained relative to safe winter driving conditions by administering a snow removal program.	
<b>POLICY STATEMENT:</b> In order to facilitate the orderly and economic use of resources for a snow removal program a priority system has been developed to ensure that critical areas requiring snow maintenance and treatment be initially addressed while those roads deemed less immediate in terms of traffic volume be dealt with in a systematic fashion. The Public Works Manager will ensure that citizens are aware of the rationale behind the Snow Removal Policy through various forms of educational media releases or mail outs.	

**Definition:**

*Central Core: means;*

- 1) Government Road South from the intersection of Highway # 7 to Willow Ridge Gate.
- 2) Highway # 7 East from the intersection of Government Road to 3<sup>rd</sup> Street SE
- 3) Centre Avenue West from the intersection of Government Road to the Sheep River bridge.

**Procedure: Snow Maintenance**

**Priority One**

- ◇ Major Thoroughfares, Arterials/Collectors
- ◇ Regular School Bus Routes.

### **Priority Two**

- ◇ Roads which have grades of 8% and greater
- ◇ Intersections, corners, hills, school zones, playground zones, handicap parking zones and areas determined from past experience to be problem areas.
- ◇ The Peace Officers shall inspect the roads in the course of their duties and advise the Public Works Superintendent of problem areas.
- ◇ Town Facilities which are:
  - ◆ Public Works Operations Yard
  - ◆ Fire Hall
  - ◆ Town Parking Lots
  - ◆ Town Office & Library
  - ◆ Arena
  - ◆ Sewage Treatment Facility
  - ◆ Water Treatment Facility

### **Priority Three**

- ◇ Residential Areas

**Snow plowing** will commence once an accumulation of **10 cm** of snow or excessive drifting has occurred. The Public Works Superintendent will initiate plowing, at his discretion, as soon as possible whether it be weekdays or weekends. When local streets are plowed, the residents will be responsible for clearing their driveway entrances. Snow is plowed to boulevards, sides or the centre of roadways as to initiate a safe passage for vehicles. Reasonable attempts are made to avoid blocking driveways with various plowing techniques.

**Snow removal** will commence from the central core and then proceed to the Town parking lots and Facility parking lots. The residential areas situated outside the central core will have snow removed in the priority designated by the Public Works Superintendent.

**Salt application** will commence at the discretion of the Public Works Superintendent.

**Street parking:** When possible, the Public Works department will mark the streets that are to be plowed the following day with no parking signs to ensure vehicles are removed to facilitate snow removal. Vehicles that are improperly parked on streets which are signed for no parking are at risk of being towed.

**Complaints** are to be referred to the Public Works Superintendent, or the Public Works Manager.