

#41 TOWN OF LUNENBURG

**SNOW PLOWING/SALTING/HAULING SNOW FROM STREETS
PROCEDURAL POLICY**

I. PURPOSE

The purpose of this policy is to establish a procedure for salting streets and sidewalks, plowing snow and hauling snow from streets within the Town of Lunenburg to ensure cost effective and efficient operations. It is also intended to outline how the Lunenburg RCMP will assist during these storm events to ensure public safety when providing this service.

II. POLICY STATEMENT

1. PRIOR TO A SNOW / ICE STORM

- (a) During the Public Works Departments regular working hours the Town Engineer ("Engineer") or Public Works Superintendent ("Superintendent") shall monitor all snow plowing, salting and snow removal requirements. The Public Works Department's regular working hours are Monday to Friday from 08:00 hours to 16:30 hours.
- (b) After regular working hours the Engineer or Superintendent who is on call shall monitor weather conditions on evenings and weekends and call out snow removal or salting equipment as required.
- (c) After regular working hours the Engineer or Superintendent who is on call may be contacted by calling Central Dispatch at 527-0150.

2. DURING A SNOW / ICE STORM

- (a) The Lunenburg RCMP should assist the Public Works Department if they see snow or ice on streets or sidewalks that warrant the attention of the Public Works Department. If members of the Lunenburg RCMP notice icy or snow covered streets or sidewalks after Public Works Department regular working hours they should notify the Engineer or Superintendent by calling Central Dispatch at 527-0150 for the safety of motorist and pedestrians. The Engineer or Superintendent who is on call will investigate and call out the appropriate employee(s) and equipment (if necessary).
- (b) After Public Works employee(s) have been called in by the Engineer or Superintendent to plow snow the following equipment may be dispatched

to the areas noted below or any other areas as the Engineer or Superintendent deem appropriate:

- Two (2) Trucks with Plows to New Town;
 - One (1) Truck with Plow to Old Town;
 - Hough (Loader) to Old Town;
 - Sidewalk Plow to New and Old Town; and
 - Backhoe to clear parking lots and intersections.
- (c) Designated drivers of these vehicles shall follow plow snow routes as per plans kept on file at the Public Works Department or as otherwise directed by the Engineer or Superintendent.
- (d) Heavily traveled streets such as Falkland Street, Victoria Road, Hall Street, Green Street, Dufferin Street, Maple Avenue, Lincoln Street, Pelham Street, Montague Street and King Street are to be plowed or salted more frequently to ensure they are passable for emergency vehicles. After the heavily traveled streets have been suitably plowed (one pass in each direction which is sufficient to accommodate two way traffic) the side streets will be plowed. One lane is to be cleared on all side streets before the other lane is cleared of snow.

3. **AFTER A SNOW / ICE STORM**

- (a) After a storm any remaining snow banks on streets may be plowed back off the traveled portion and shoulder of the street to facilitate parking, provide additional space for future snowfall accumulation and prevent flooding conditions during rainfall.

4. **HAULING SNOW FROM STREETS TO AN OFF-SITE TOWN LOCATION**

- (a) If in the opinion of the Engineer or Superintendent snow has accumulated enough to adversely affect traffic or pedestrian flow on Lincoln Street, King Street, Pelham Street and Montague Street they may direct Public Works employees to remove snow banks from along sidewalks and/or streets. Typically this service will be provided in the early morning weekday hours to minimize inconvenience to motorists and businesses. In extreme weather conditions this service may also be provided in the evening or weekends at the Engineer's or Superintendent's discretion.

- (b) The Engineer or Superintendent will determine when Public Works employees are fit to return to work after having plowed snow or salted streets for extended periods of time prior to making a decision as to when snow will be hauled from streets and/or sidewalks.
- (c) The Engineer or Superintendent may change priorities if they deem that it is in the best interest of the Town and improves traffic or pedestrian flow, e.g., back to back storms where snow hauling is only partially completed, emergency vehicles routes outside the downtown core.
- (d) Priorities for hauling snow from streets and/or sidewalks during overtime hours shall be as follows (see also: Schedule "A" attached):
 - (1) Lincoln Street (Lower to King);
 - (2) King Street (Cumberland to Montague);
 - (3) Montague Street (Lower to King);
 - (4) Montague (King to Kempt); and
 - (5) Lincoln Street (Dufferin to Lower).
- (e) Priorities for hauling snow from streets during regular hours shall be as follows (see also: Schedule "A" attached):
 - (A) Lincoln Street (King to Kempt);
 - (B) Pelham Street (Lincoln to King);
 - (C) Pelham Street (King to Kempt);
 - (D) Fox Street (Kaulback to Kempt); and
 - (E) Narrow streets in Old Town.

5. **SALTING OF TOWN STREETS - ICY OR LIGHT SNOW CONDITIONS**

- (a) Salting of Town streets shall follow the format listed under section 2(c) and (d) of this Procedure.
- (b) The salt truck operator will only be called in by the Engineer or Superintendent if conditions exist on the majority of Town streets which may cause danger to the motoring public as determined by the Engineer or Superintendent.
- (c) The sidewalk plow operator will only be called in by the Engineer or Superintendent if conditions exist on the majority of Town sidewalks which may cause danger to pedestrians as determined by the Engineer or Superintendent.

6. **ENFORCEMENT**

- (a) The Motor Vehicle Act (MVA) includes Winter Parking and Emergency

Regulations for the enforcement of parking restrictions during the winter months and to prevent vehicles from parking on the street and obstructing snow plowing or salting operations.

- (1) The Winter Parking Regulations, Section 139 is currently used in the Town of Lunenburg and it states “(1) Notwithstanding Section 138, no person wilfully shall park or leave standing a vehicle whether attended or unattended, upon a highway or any part thereof in such manner that it might interfere with or obstruct snow removal or winter maintenance operations on the highway. (2) Where a vehicle is parked or left standing on a highway in such manner that it interferes with or obstructs snow removal or winter maintenance operations, the Department or a peace officer may cause the vehicle to be moved or towed to some other place.”
- (2) The Emergency Regulations, Section 202, referred to as the Parking Ban, states “(1) The traffic authority is hereby empowered to make and enforce temporary regulations to cover emergencies or special conditions. (2) Such regulations may prohibit or restrict the parking of vehicles between the fifteenth day of November and the fifteenth day of April.” and gives the Traffic Authority the power to enact temporary regulations whereby the RCMP can ticket or tow any vehicle parked on the street between the hours of 01:00 and 07:00 at any time regardless of snow or ice conditions when the ban is being enforced.
- (b) Lunenburg RCMP shall conduct routine patrols to ensure motorists are not in violation of the winter parking regulations. For the purpose of this policy and clarity for the Lunenburg RCMP the words interfere and obstruct under the Winter Parking Regulations shall mean whenever a snow plow operator must steer around a parked vehicle within the traveled portion of a street or parking lane and the operator cannot completely clear either the traveled lane or parking lane then this shall be an offence, whether or not a complaint was received from the Public Works Department, and the vehicle shall be ticketed or towed. This shall not apply during business hours (0800 to 2000, seven days a week) as set out in Section 6 (c) herein.

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- 67 (b) -

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- (c) During business hours (0800 to 2000 hours) 8:00 a.m. to 8:00 p.m., seven (7) days per week, the Engineer or Superintendent shall contact the RCMP at 634-8674 to report vehicles that are parked on the street and interfering with plowing or the salting of streets in order to assist the Lunenburg RCMP with the enforcement of Section 139 in the MVA.
- (d) During non-business hours (2000 to 0800 hours) 8:00 p.m. to 8:00 a.m., seven (7) days per week, the Public Works Department operators shall contact the Lunenburg RCMP at 634-8674 to report vehicles that are parked on the street and interfering with plowing or the salting of streets in order to assist the Lunenburg RCMP with the enforcement of Section 139 in the MVA.
- (e) When a business is open and vehicles are parked in front of that business then the Lunenburg RCMP may attempt to locate the owner of the vehicle to get it moved from the street prior to the vehicle being ticketed or towed. Failure or inability of the RCMP to locate the offending vehicle owner shall not void any ticket issued and/or towing requirements pursuant to this Policy.

Schedule "A" attached (Sketch of Snow Hauling Priorities)

Approved: November 24, 2009 Council Meeting