

CARTWRIGHT-ROBLIN MUNICIPALITY

PO Box 9 485 Curwen Street , Cartwright , Manitoba , R0K 0L0
Tel: (204) 529-2363
www.cartwrightroblin.com

December 11, 2024

RESOLUTION

Resolution # 24-Dec-293

Agenda Item # 3.1.2 Policy (Snow Clearing)

Moved By : Jolene McDonald

Seconded By : Darwin Robertson

BE IT RESOLVED THAT the following policy be adopted or reviewed and ratified:

Policy Name	Effective Date/ Last Reviewed Date
Snow Clearing	December 13, 2024/ 2015 Amalgamation

Purpose:

To establish guidelines for snow clearing in Cartwright-Roblin Municipality.

Definitions:

- Council: The Head of Council (HOC) and Councillors of Cartwright-Roblin Municipality.
- Equipment: Includes walk-behind snow blowers, tractor-powered snow blowers, loaders, snow plows, or other appropriate tools and machinery.
- Municipality: Cartwright-Roblin Municipality
- Public Works Employee: A person employed by the municipality, typically working at the Public Works shop and with equipment.
- Public Works Foreman (Foreman): The Public Works Supervisor who reports to the CAO and Council on Public Works matters.

Policy:

1. Snow clearing is prioritized after emergency tasks (e.g., utility operations, fire fighting).
2. Triggers for Activation:
 - Snow clearing operations will be activated when snowfall accumulation reaches 10 cm (4 inches).
 - Weather forecasts predicting significant snowfall or blizzard conditions will trigger pre-emptive snow clearing preparations.
 - Regular checks will be conducted to assess conditions and decide on snow clearing activation.
 - Snow clearing will be activated if conditions pose a risk to public safety, such as icy roads or blocked emergency routes.
 - Council or Resident reports of hazardous conditions may trigger snow clearing in specific areas.
3. The Public Works Foreman decides when snow clearing is needed and can halt efforts if wind and drifting snow make it ineffective, notifying the office.
4. The Foreman may request Public Works Employees to work extra hours, including weekends, for snow clearing.
5. Urban Snow Clearing:
 - Equipment will start as early as 5-6 AM using streetlight illumination in Cartwright, then Mather, to clear streets, lanes, driveway ridges, parking lots and sidewalks.
 - Private requests collected through website work requests or at the municipal office will be fulfilled as time permits.
6. Rural Snow Clearing:
 - After completing snow clearing on urban streets, snow plows will clear rural roads.

7. Sidewalks cleared by Public Works Employees are indicated on the attached map, with no charge to private property owners.
8. Unintentional damage to private property from snow clearing will be discussed and settled between Public Works Employees, the Foreman, the property owner, and a Council representative.
9. No compensation for damages to public boulevards, private driveways, or other land.
10. Property owners adjacent to mapped sidewalks can arrange for earlier snow clearing at their own expense.
11. If an equipment operator is needed for snow clearing, another staff member will cover their usual duties (e.g., operating the waste transfer site).
12. Property owners/renters must not deposit snow from private property onto municipal road allowances. Any damages or cleanup costs will be invoiced to the property owner and added to taxes if unpaid.
13. Private Work Requests:

- Requests for private snow clearing services must be submitted to the municipal office or the LUD Committee in Mather. These requests will be prioritized based on the order received and the availability of equipment and staff.

Contact Information: For issues or service requests, contact the Public Works Foreman (204)-529-2438 or email publicworks1@cartwrightroblin.com or the municipal office at (204) 529-2363 or email info@cartwrightroblin.com. For urgent issues outside of regular hours, call an employee or a Council member directly.

Safety Guidelines:

- Employees must wear appropriate safety gear during snow clearing operations.
- Residents should maintain a safe distance from snow clearing equipment.
- Report any hazards or unsafe conditions to the municipal office immediately.

Training Requirements:

Public Works Employees must complete training on snow clearing equipment and safety procedures.

Environmental Considerations:

Minimize the use of salt and other chemicals to reduce environmental impact. Use environmentally friendly de-icing products where possible.

Review and Update:

This policy will be reviewed annually and updated as necessary to ensure its effectiveness and relevance.

Communication Plan: Snow clearing schedules and any changes will be communicated to residents via the municipal website, social media, and local radio.

Feedback Mechanism:

Residents can provide feedback on snow clearing services through the municipal website or by contacting the municipal office. Feedback will be reviewed and used to improve services.

Carried

Chairperson

Cartwright-Roblin Municipality