

City of Wetaskiwin Council Policy

Snow and Ice Control Policy



Policy Number:	CO-056
Effective On:	September 22, 2026
Approval History:	February 10, 2025
Review Frequency:	Every (4) years
Division Responsible:	Operations
Cross-Reference:	

1. Policy Statement

To establish the service levels provided to the municipality with respect to snow and ice control. These service levels are established to balance costs with capacity to maintain a safe, reliable, and multimodal transportation network.

2. Definitions

‘Arterial Roadway’ Roadways, generally with the highest volume, or of such geometric design, can carry a high volume of traffic. Generally, has both centerlines and edge lines painted,

‘Boulevard’ The strip of land between the curb and the sidewalk.

‘Collector Roadway’ A roadway used for moving traffic from local roadways to arterial roadways.

‘Drifting’ Windblown snow accumulation within a road right-of-way on a roadway, laneway, or walkway, of such a height or quantity that it impedes the use of the infrastructure for its intended purpose.

‘Emergency Services’ Ambulance services, Fire services, RCMP, and Bylaw Enforcement services.

‘Groom’ The process by which snow is manipulated to ensure a level surface

‘Ice Control (Sand/Salt/Rock Chips)’ The activity of mechanically spreading de-icing or granular traction materials on a roadway, walkway or laneway with the intention of providing increased traction to users of the infrastructure.

‘Industrial Roadway’ A roadway which services light industrial businesses. Generally, it is wider than local roadways but carries the same amount of traffic.

‘Local Roadway’ A roadway on which homes typically front.

Road Right-of-Way’ Municipally owned land is generally designated for use for current or future transportation infrastructure.

‘Rutting’ The development of troughs in the snowpack, which generally occurs in the wheel path.

‘Snow Clearing’ Manual or Mechanized pushing of snow to the side, or centre, of the roadway, walkway, or laneway for the purpose of facilitating the usage of the infrastructure.

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‘Snow Plowing’

Mechanized pushing of snow to the side, or centre, of the roadway, walkway, or laneway for the purpose of facilitating the usage of the infrastructure.

‘Snow Removal’ Mechanized removal of snow from the roadway, walkway or laneway. This includes plowing, stacking, and windrowing the snow and ice in preparation for its mechanized removal, as well as the activity of trucking the snow to a snow storage site.

‘Snow Shovelling’

Manual pushing of snow to the side of the walkway for the purpose of facilitating the usage of the walkway.

‘Snow Storage Site’ The approved location(s) where trucked snow is deposited for storage, with the intent of allowing the snow to melt in the spring and summer.

‘Transportation Network/Corridor’ Any publicly owned corridor, whether paved or concrete, which is used by the public or Emergency Services for transportation of people or goods.

‘Windrow/Windrowing’ The mechanized process of stacking snow in longitudinal piles, either in the centre, or along the edge of the roadway, for removal or storage, where adequate space exists.

3. Guidelines

3.1. Service Levels and Priority (Normal Snowfall Conditions):

- 3.1.1. General inspection of the transportation corridor will be completed throughout the day by Public Works staff, and locations will be determined on an ad-hoc and as-needed basis. Public Works will reallocate Snow and Ice Control resources from a lower priority infrastructure class to a higher priority infrastructure class if deemed appropriate.
- 3.1.2. Roadway snow plowing and removal shall follow the list of priorities and triggers as outlined in Table A (Snow Plowing) and Table B (Snow Removal).
- 3.1.3. Walkway plowing and shovelling will commence concurrently with roadway plowing, and the priorities of such plowing will be as outlined in Tables C and D.
- 3.1.4. Service targets will provide the estimated times at which the snow maintenance services will be provided, subject to the limitations identified in this policy.
- 3.1.5. Ice control will be provided during snow, frost, freezing rain or other events that require traction control as identified by Public Works, Protective Services, or upon response to issues identified by members of the public. Initial ice control operations will typically follow the priorities set out in Table A and Table B with specific applications for hazardous locations.
- 3.1.6. Identified triggers are maximums. At the discretion of Public Works, work may begin prior to a trigger being met. This may occur when large amounts of snowfall are forecasted.

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Table A: Roadway Snow Plowing and Ice Control

Priority	Location	Trigger	Target
Priority 1	Snow plowing as per Roadway Snow Plowing and Ice Control Map Priority 1	Plow: 5 cm of snow accumulation Ice Control: 2 cm of snow accumulation	Completed within 48 hours of the end of snowfall
Priority 2	Snow Plowing as Per Roadway Snow Plowing and Ice Control map Priority 2	Plow: 10 cm of snow accumulation Ice Control: 2 cm of snow accumulation	Plowing completed within 72 hours
Priority 3	Snow Plowing as per Roadway Snow Plowing and Ice Control Map Priority 3	Plow: Over 10 cm of snow accumulation Ice Control: 2 cm of snow accumulation	Groom roadway to achieve a level snowpack up to removal trigger

Table B: Winter Maintenance Snow Removal

Priority	Location	Trigger	Target
Priority 1	Per Winter Maintenance Snow Removal Map Priority 1	Over 5 cm of snowpack	Windrow to be completed within 48 hours of the end of snowfall
Priority 2	Per Winter Maintenance Snow Removal Map Priority 2	5-10 cm of snow accumulation/pack	Windrow to be completed within 72 hours of end of snowfall
Priority 3	Per Winter Maintenance Snow Removal Map Priority 3	10 cm of snow accumulation/pack	Windrow to be completed within 96 hours of end of snowfall

Table C: Trail & Sidewalks – Manual Walk Clearing

Priority	Location	Trigger	Target
Priority 1	Per Trail & Sidewalks - Snow Clearing Map: Manual Shovelling Priority 1	Manual Clear: Up to 5 cm of snow accumulation. Ice Control: Under 5 cm	Shovelling completed within 48 hours of the end of snowfall
Priority 2	Per Trail & Sidewalks - Snow Clearing Map: Manual Shovelling Priority 2	Manual Clear: Over 5 cm of snow accumulation. Ice Control: Under 5 cm	Shovelling completed within 2 business days of the end of snowfall
Priority 3	Per Trail & Sidewalks - Snow Clearing Map: Manual Shovelling Priority 3	Manual Clear: Over 10 cm of snow accumulation. Ice Control: As determined by Public Works	Shovelling completed within 2 business days of the end of snowfall

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Table D: Snow Plowing – Trails & Sidewalks

Priority	Location	Trigger	Target
Priority 1	Per Trail & Sidewalk – Snow Clearing Map: Priority 1	Plow: Up to 5 cm of snow accumulation Ice Control: Under 5 cm	Plow/Sand completed within 48 hours of the end of snowfall
Priority 2	Per Trail & Sidewalk – Snow Clearing: Priority 2	Plow: Over 5 cm of snow accumulation Ice Control: Under 5 cm	Plow/Sand completed within 72 hours of the end of snowfall
Priority 3	Per Trail & Sidewalk – Snow Clearing Map: Priority 3	Plow: Over 10 cm of snow accumulation Ice Control: Under 5 cm	Plow as needed

Table E: Laneway Snow Plowing & Ice Control

Priority	Location	Trigger	Target
Priority 1	Laneways per: Laneway Snow Plowing & Ice Control Map: Priority 1 – Downtown and Waste Collection Routes Laneways	Plow: Over 10 cm of snowpack	Groom roadway to achieve a level snowpack
Priority 2	Laneways per: Laneway Snow Plowing & Ice Control Map: Priority 2 – Outlying Laneways	Plow: Over 10 cm of snowpack	Groom roadway to achieve a level snowpack
Priority 3	Laneways per: Laneway Snow Plowing & Ice Control Map: Priority 3 – Interior Laneways	Plow: Over 10 cm of snowpack	Groom roadway to achieve a level snowpack

Note: A lower priority will typically only commence upon completion of the higher priority. If necessary, resources will be rotated back to higher priority locations before lower priority locations are completed to ensure roadways, trails, and sidewalks remain clear. In such an event, after high priority locations are completed, the servicing of lower priority locations will resume where they were left off.

3.1.1 Snow removals occur on rotating schedules as deemed appropriate by Administration.

3.2 Limitations and Considerations:

3.2.1 Service levels may be impacted by the following:

- a) Available contracted services
- b) Council approved budget
- c) Equipment failures
- d) Weather condition

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- 3.2.2 The City will make necessary adjustments to service levels when the noted limitations impede normal operations.

3.3 Winter Maintenance Programs and Activities

3.3.1 Roadway Snow Removal:

3.3.1.1 Snow removal will be completed from edge to edge or curb to curb

3.3.1.2 Snow removal may include

- (a) Windrowing of snow to an appropriate location on the roadway, trail, or sidewalk.
- (b) Removal of windrows will occur once all priorities have been completed, other than residential snow removal, except on roadways, trails, or sidewalks where windrow removal must occur as a priority for safe traffic and pedestrian movement.

3.3.2 Roadway Snow Removal:

3.3.2.1 Snow removal will be completed from edge to edge or curb to curb

3.3.2.2 Snow removal may include

3.3.3 Roadway Snow Removal:

3.3.3.1 Ice control will occur at the same time as snow removal and snow plowing whenever necessary.

3.3.3.2 Where road, trail, or sidewalk conditions present a significant hazard, multiple applications of ice control may be applied as identified by Public Works staff, Protective Services, or by calls from the public.

3.3.4 Roadway Snow Removal:

3.3.4.1 All codes of Practice established by the Transportation Association of Canada will be followed in the ice control process.

3.3.5 Trail & Sidewalk Snow Plowing and Ice Control:

3.3.5.1 All City sidewalks and trails will be cleared within forty-eight (48) hours whenever possible.

3.3.5.2 Snow will not typically be removed after trail and sidewalk clearing in areas where there is adequate storage space.

3.3.6 Sidewalk – Manual Walk Clearing:

3.3.6.1 All City sidewalks and trails will be cleared within forty-eight (48) hours whenever possible.

3.3.6.2 Snow will not typically be removed after sidewalk clearing, provided there is adequate storage space.

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3.3.7 Local Roadway Maintenance:

- 3.3.7.1 One complete cycle of local roadway snow removal will be completed per winter and will only begin when all other road priorities are completed and in safe condition. Winters with significant snowfall amounts may result in additional removal cycles.
- 3.3.7.2 A local roadway clearing will be completed from curb to curb
- 3.3.7.3 All snow will be hauled away from the roadway.
- 3.3.7.4 A minimum of 15 cm snowpack must be achieved prior to local roadway snow clearing being initiated.

3.3.8 Parking Lot Snow Removal:

- 3.3.8.1 City-owned parking lots and parking lots maintained through in-kind service will be cleared, with the snow stockpiled in the parking lot where appropriate.
- 3.3.8.2 When appropriate, the snow will be removed and taken to an approved snow storage site.

3.3.9 Snow Storage Sites

- 3.3.9.1 Snow removed from City roadways or parking lots will be transported and stored at an approved snow storage site.

3.3.10 Airport Snow Removal

- 3.3.10.1 Snow removal at the airport will be completed as per the requirements of the Airport Winter Maintenance Procedures, following priority 1 roads identified on the Roadway Snow Plowing and Ice Control map.
- 3.3.10.2 If circumstances warrant, other City personnel and equipment may be used for airport winter maintenance.

3.3.11 Snow Routes and On-Street Parking Restrictions

- 3.3.11.1 To support the effective delivery of winter maintenance services and to meet the service levels outlined in this policy, the City of Wetaskiwin designates certain roadways as permanently signed snow routes.

3.3.12 Designation of Snow Routes

- 3.3.12.1 Snow Routes are identified through permanent on-street signage installed along designated corridors.
- 3.3.12.2 These routes generally correspond with higher priority roadways, including Priority 1 and Priority 2 routes identified in Table A (Roadway Snow Plowing and Ice Control) and Table B (Winter Maintenance Snow Removal), as well as key transit, emergency response, and high-volume corridors.

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- 3.3.12.3 The purpose of Snow Routes is to ensure timely and efficient snow plowing, windrowing, and snow removal operations in accordance with established service levels.

3.3.13 Activation of Snow Route Restrictions

- 3.3.13.1 Snow Route parking restrictions are considered active when snowfall accumulations meet or exceed the operational triggers outlined in this policy (Tables A and B), or when winter maintenance operations are underway.
- 3.3.13.2 Activation is based on operational need and does not require a formal declaration to be enforceable.

3.3.14 Parking Restrictions

- 3.3.14.1 During active Snow Route conditions, on-street parking is prohibited on designated Snow Routes.
- 3.3.14.2 Vehicles must be removed from Snow Routes to allow crews to:
- Achieve prescribed plowing and removal targets;
 - Maintain safe and accessible travel lanes;
 - Minimize the need for return visits or secondary clearing operations.
- 3.3.14.3 Vehicles left on Snow Routes during active operations may:
- Interfere with snow clearing activities and reduce service effectiveness;
 - Result in windrows being placed around or adjacent to parked vehicles;
 - Be subject to enforcement measures, including ticketing, in accordance with applicable bylaws.

3.3.15 Public Expectations

- 3.3.15.1 Residents, businesses, and visitors are expected to:
- Recognize and comply with permanent Snow Route signage;
 - Monitor snowfall events and understand that parking restrictions are tied to service level triggers, not only declared events;
 - Remove vehicles from Snow Routes in advance of, or immediately following, snowfall events that meet operational thresholds.
- 3.3.15.2 Compliance supports:
- Achievement of service targets (e.g., 48- to 72-hour completion windows for priority routes);
 - Improved safety and mobility for emergency services and the travelling public;
 - Efficient use of municipal resources.

3.3.16 Communication and Enforcement

- 3.3.16.1 The City may provide supplemental communication (e.g., website updates, social media, or public notices) during significant snowfall events; however, such communication is not required to activate restrictions.

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- 3.3.16.2 Enforcement will be carried out in accordance with municipal bylaws and may be prioritized during active winter maintenance operations.

3.3.17 Severe Winter Event:

- 3.3.17.1 In the event of a severe winter event that presents an imminent and severe threat to transportation in the City, a severe winter event response may be initiated by the City Manager. A severe winter event response will restore immediate mobility to the City, not to address roadway capacity. This severe snowfall response may include:
- 3.3.17.2 Deployment of all available resources to ensure mobility of the roadway network.
- 3.3.17.3 Declaration of a parking ban on all roads

Karen Aberle, Deputy Mayor

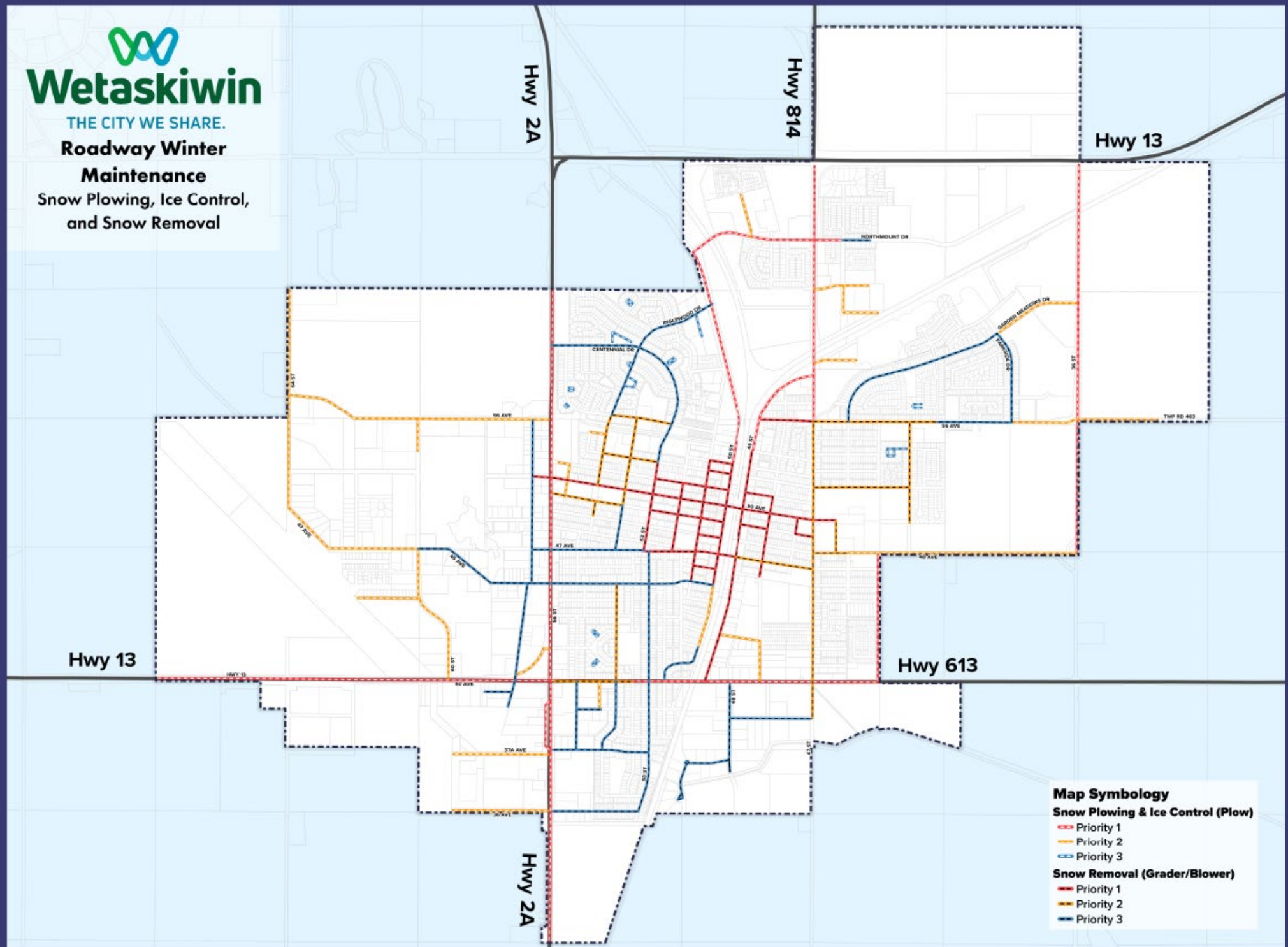
Sue Howard, City Manager



THE CITY WE SHARE.

Roadway Winter Maintenance

Snow Plowing, Ice Control,
and Snow Removal



Map Symbology

Snow Plowing & Ice Control (Plow)

- Priority 1
- Priority 2
- Priority 3

Snow Removal (Grader/Blower)

- Priority 1
- Priority 2
- Priority 3