

CITY OF FERNIE POLICY

TITLE: Snow Removal – Windrow Clearing

ISSUED BY: Council

Effective Date: Date of Adoption

Adopted by Council: October 14, 2008

Resolution # 08/10/14-45/03R

Amended: 12-15-08 / Resolution #08/12/15-57/08-R

DEFINITIONS:

Windrow: Row of snow side cast from the snow plow's blade when clearing the public roadway.

Windrow Clearing: Pushing the row of snow from the roadway blocking the driveway entrance onto the boulevard area /homeowner's property; NOT physically removing the snow from the homeowner's property.

POLICY STATEMENT:

The City of Fernie Operations Department will clear; or will have contracted to clear, snow windrows caused by City plowing that significantly blocks the driveway of seniors or persons with a physical disability who are unable to move the snow due to that disability.

POLICY OBJECTIVE:

Although many people, young and old have difficulty clearing windrows, funding is not sufficient to provide this service for all residents in Fernie. The objective of this policy is to reduce the burden for residents who are 65 years and older or those residents who are physically disabled and unable to move the snow windrow for themselves.

PROCEDURE:

1) Eligibility

- a) Occupants who wish to have this service must complete an application form available at City Hall. The application will verify their eligibility for the service and outline the service levels the City will provide. Application for this service does not extend to the next winter season. Residents must renew their application each winter season. The application will contain a release and waiver of liability of the City.
- b) Residents applying for assistance due to a physical disability will be required to have their physician complete and endorse Part C of the form with their initial application only. A physician's endorsement will not be required with renewal applications once an application has been approved. Resident's with a temporary disability will receive windrow clearing service only during the period of their disability as stated by their physician in *Part C* of the application. If the temporary disability continues past this date, resident's must resubmit their application and have their physician complete *Part C* providing the new date the temporary disability is likely to cease.
- c) The residence must be the applicant's principal residence.
- d) No person must reside in the property under the age of 65 who is able and physically capable of removing the windrow. Any resident of the home under the age of 65 must complete Part C of the application form which must be certified by their physician.
- e) *Applications made on behalf of a disabled resident whose primary caregiver's are capable of snow removal but who are unable to do so to due to the disabled resident's need for constant care may be considered provided the application is made under the recommendation of the disabled resident's physician.*

12-15-08

2) Service Level Expectations

- a) During the clearing of streets in winter, in most cases plow operators are required to side cast the snow often blocking entrances to resident's driveways. Residents who are eligible to have the windrows cleared by the City can expect that at some point during the course of the day or evening the windrow will be moved or substantially reduced as operational requirements permit. Clearing of windrows will only be done during normal operational hours; overtime will not be expended solely for the purpose of clearing of windrows.
- b) In some cases the plow operator may be able to move or substantially reduce the windrow left behind at the time the street is plowed. In other cases it will be necessary for another machine to follow behind the plow and clear the windrow away. The time when the second machine is able to return to clear the windrow will be determined by a number of factors, ie: availability of equipment and manpower, and size of snowfall and budget. Please note: Clearing the windrow is defined as "*Pushing the row of snow blocking the driveway entrance onto the boulevard area/homeowner's property.*" Clearing the windrow does not mean physically removing the snow from the resident's property.
- c) In no case will the City clear the snow from the driveway or snow pushed from the driveway into the windrow. Only the windrow left by City plows blocking entrance to the driveway will be cleared. Residents will need to make other arrangements to have the rest of their driveways and sidewalks cleared of snow themselves.
- d) There are many times in a year where snowfalls are light and not all equipment is dispatched for snow removal. Windrow clearing will only be carried out at the following times:
When graders and loaders are dispatched for snow clearing operations.
Windrow clearing will not be carried out when only plow trucks are dispatched for street clearing.

3) Identifying Markers

- a) When a resident is eligible and approved for windrow clearing assistance, they will be given an identifying placard to be placed in a position that is visible to the operator clearing the windrows. Although the City often uses the same people to clear windrows, it cannot be expected that this is always going to happen and therefore residents are responsible to maintain this placard in a highly visible location for the entire snow removal season.

4) Damage to Boulevards

- a) When using large equipment to move snow, operators are not always able to see every feature within the boulevard / driveway area that may be covered with snow and damage to boulevards can occur. The City will not be responsible for damage to sprinkler or landscape components (trees, shrubs, asphalt, concrete, pavers, etc.) or other raised driveway features within the City properties boulevard area. In cases where grass is damaged in the boulevard area, crews may return in spring with topsoil and seed to return the grassed area back to reasonable condition; however there will be no obligation to do so.