

**Town of Drumheller  
COMMITTEE OF THE WHOLE MEETING  
AGENDA**

January 2, 2018 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, Alberta



Page

**1.0 CALL TO ORDER**

**2.0 DEVELOPMENT OR REVIEW OF STRATEGIC PLAN**

**3.0 DEVELOPMENT OR REVIEW OF POLICIES**

**4.0 DELEGATIONS**

**5.0 REPORTS FROM ADMINISTRATION**

**5.1. CAO'S REPORT**

5.1.1 Snow Removal Policy Update (Kevin Blanchett - Operations Manager)

**5.2. DIRECTOR OF INFRASTRUCTURE SERVICES' REPORT**

**5.3. DIRECTOR OF CORPORATE SERVICES' REPORT**

**5.4. DIRECTOR OF COMMUNITY SERVICES' REPORT**

**5.5. DIRECTOR OF PROTECTIVE SERVICES' REPORT**

**6.0 ANNUAL BUDGET REVIEW**

**7.0 COUNCIL MEMBERS ROUND TABLE DISCUSSION**

7.1 Drumheller & District Seniors Foundation - Deputy Mayor Tom Zariski

7.2 Mayor Heather Colberg - Vision, Mission and Core Values

7.3 Mayor Heather Colberg - Discussion on fourth chapter of *Leading Change* by John P. Kotter

**8.0 IN-CAMERA MATTERS**

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# Agenda Item # 5.1.1



# DRUMHELLER INFRASTRUCTURE SERVICES



Town of Drumheller – Population 7,982 (2016 Census)

Priority/Location	Trigger	Target	Plowing	Removal
Downtown	Zero Tolerance	Within 1 day after snow has ended	To center and removed	Hauled to 1 of 3 designated storage areas
Primary Collectors (Stage 1)	5cm	Within 2 days after snow has ended	To center and removed	Hauled to 1 of 3 designated storage areas
Secondary Collectors (Stage 2)	15cm	Within 5 days after snow has ended	To center and removed	Hauled to 1 of 3 designated storage areas
<b>Residential- Non Priority</b>		Are not cleared unless driving becomes difficult due to depth of snow or rutting	Plow and removed	Hauled to 1 of 3 designated storage areas
Lanes		Will be dealt with when they become impassable or when necessary for garbage removal		Plowed to end of lane and hauled to 1 of 3 designated storage areas
Trails/Sidewalks	Zero Tolerance	Within 2 days after snow has ended	Sweep to side	
Stage 1 Parking lots	5cm	Within 4 days after snow has ended	Plow and remove	Hauled to 1 of 3 designated storage areas
Parking Lots – BCF and Fire Hall	Zero Tolerance	Within 2 day after snow has ended	Plow and remove	Hauled to 1 of 3 designated storage areas

**Sanding and or Salting** – In an effort to keep our road system safe and weather pending, we salt and or sand intersections and other areas of concern. This includes residential street and alleys.

**Signage** – Where possible the town will take reasonable steps in an attempt to notify the public of snow plowing/removal operations by placement of signs at entrances of affected roads.

**Budget for Contracted Services** - \$25,000.00

**Contracting Services** – 100.00/hr for operator and equipment (Tandem or Grader)

# Agenda Item # 5.1.1

## Town of Strathmore – Population 13,756 (2016 Census)

Priority/Location	Trigger	Target	Plowing	Removal
Emergency Services/Main Arterials	3cm	Within 24 Hours after snow has ended	Plowed to curb	
Collector Roads Access to Residential Areas	3cm	Within 24 Hours after snow has ended	Plowed to curb	When street storage exceeds 100cm in height or impedes snow storage capacity.
Business Districts	3cm	Within 48 Hours after snow has ended	Plowed to curb	Removed during non business hours
Schools	3cm	Within 48 Hours after snow has ended	Plowed to curb	When street storage exceeds 100cm in height or impedes snow storage capacity.
Other streets/Lanes	3cm		Plowed to curb	When street storage exceeds 100cm in height or impedes snow storage capacity.
Trails/Sidewalks	3cm	Within 48 hours after snow has ended		

**Private Driveways** – Snow accumulates in front of private driveway entrance and of emergency accesses caused by the towns plowing operations will ONLY be removed if:

1. Natural flow of storm water is caused to be blocked by ice or snow
2. If the roadway and or boulevard have exceeded snow storage capacity.

**Signage** –will take reasonable steps to notify the public (24 Hours) of snow plowing/removal operations by placement of signs at affected roads. If vehicles are not removed, they will be ticketed or removed.

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# Agenda Item # 5.1.1

Town of Stettler – Population 5,952 (2016 Census)

**Snow Removal - only done on a weekend or Statutory Holiday if Major Snow Fall in excess 15cm**

Priority/ Location	Trigger	Target	Plowing	Removal
Emergency Services/Main Collectors	5cm	Within 24 Hours after snow has ended		Snow will be plowed into windrows and or hauled out depending on the storage available on each street.  Streets without sidewalks – Plowed to side of street to the side of the road.  Streets with sidewalks on both sides will be hauled out
Business District & Collector Roads	7.5cm	Within 48 Hours after snow has ended		
School Zones	7.5cm	Within 72 Hours after snow has ended		
Residential Collectors	15cm	Within 96 Hours after snow has ended		
Residential roads	20-30cm	As required		
Lanes	When inaccessible by garbage trucks			
Sidewalks and Pathways		Within 48 Hours after snow has ended		

**Signage** – Except for major snow falls all residential areas will have signs posted 12 hours prior to equipment arrival, depending on weather conditions.

**Driveways** – When grading, snow in excess of 300mm is left in front of driveways, super mailboxes or private access sidewalk. The town will endeavor to remove as soon as possible.

Budget allowed:

- Labour \$132,000.00
- Contract Equipment \$40,000.00
- Snow Fence \$1,000.00
- Equipment Repair \$9,200.00
- Grader Reserve \$8,000.00 Operator (45.00/Hour)

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# Agenda Item # 5.1.1

## Town of Olds – Population 9,184 (2016 Census)

### NO Snow Removal on Weekends or Statutory Holidays

Priority/Location	Trigger	Target	Plowing	Removal
Emergency Services/Main Collectors & Schools	7cm	Within 24 Hours after snow has ended	Opening driving lanes. Plow to one side or plow to where it can be stored until removed.	
Business District	7cm	Within 24 Hours after snow has ended	Windrow – Curb to Curb or center.	Removal – Between 8:00 PM to 8:00AM
Secondary Collectors	15cm	Within 48 Hours after snow has ended	Plow to 1 side or to where it can be stored until removed	If it can no longer be pushed to side maintaining adequate and safe roadways width for vehicle traffic.
Residential	20cm or Greater	Within 72 Hours after snow has ended	Are Not cleared – Unless Driving becomes difficult due to dept of snow or rutting. Streets will be plowed to both sides.	
Lanes		Will be dealt with when they become impassable or when necessary for garbage removal		
Trails/Sidewalks	3cm or Greater	Within 48 Hours after snow has ended		

**Example Storage Areas** – Municipal Reserves, parks, vacant lots and boulevards with no side walks or set backs.

Every effort will be made to use necessary equipment to plow access to driveways however:

**It is the responsibility of the resident to clear their own drive way**

**Signage** – Where possible the town will take reasonable steps in an attempt to notify the public of snow plowing/removal operations by placement of signs at entrances of affected roads.

**Driveways** – Will endeavor to clear snow from in front of driveways (excluding lanes) under normal conditions. The Town of Olds does this as a courtesy; it is the residents responsibility to keep their driveways clear.

**Contracting Services** – 80% of the 2017 Alberta Road Builders & Heavy Construction Association.

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# DRUMHELLER

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## COUNCIL POLICY

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### COUNCIL POLICY #C-01-02

#### SNOW REMOVAL

#### THE PURPOSE OF THIS POLICY IS TO:

**When ever possible** move and or remove snow to reduce the potential for accidents and provide safe driving conditions. Priority will be given to emergency response routes and heavily traveled areas.

#### POLICY STATEMENT:

The Town of Drumheller will ensure that snow is removed from roadways according to the attached map and schedule insofar as the Town's financial resources, equipment and staff availability will allow.

#### STANDARDS

Snow will, when possible, be removed according to the attached map and schedule. Weather and wind conditions may affect the location of removal. The attached map and schedule may be modified from time to time depending on new developments and public need.

Adopted by  
Council

Date: February 11, 2002