

**TOPIC: SNOW AND ICE CONTROL**

**POLICY:** The effective and efficient provision of Snow and Ice control operations is necessary to allow the City to function under winter weather conditions. This policy is necessary to define the objectives and standards by which Snow Clearing and Ice Control will be undertaken in a timely manner in accordance with priorities identified by the City's Council. The City's Council believes that the system of Snow Clearing and Ice Control established by this policy is a reasonable allocation of budgetary resources and the availability of City personnel and equipment considering its other social and budgetary priorities.

This policy applies from the start of the last full week in November to the end of the first full week in March. Winter storms outside this period will not be covered by this policy and will be responded to as resources are available, given the City's resource limitations and budgets.

**OBJECTIVE:** The main objective of this policy is to establish maintenance standards for pre-event, during and post-storm conditions to reduce the hazards of ice and snow conditions for motorists and pedestrians on streets and sidewalks resulting from the accumulation of snow and ice, having regard to the City's limited financial and other resources available for Snow and Ice control Operations.

**DEFINITIONS:**

"Active Transportation" means any form of human-powered transportation, such as walking, bicycling, or rolling using a skateboard, in-line skates, scooter, mobility aids such as a wheel chair, and other modes.

"City" means the City of Salmon Arm

"Director" means the Director of Engineering and Public Works or their designate

"Ice Control" means to treat and/or prevent ice formation through the application of material, including but not limited to salt, sand, anti-icing agent or any combination thereof.

"Passable" means a surface that is passable for vehicles with proper winter tires and driving according to the conditions (driving cautiously – defensively and at a speed appropriate for slippery roads, which is not necessarily the speed limit and could be significantly less than the posted speed limit); this does not mean bare pavement and some accumulations of snow or ice may be present

"Public Facilities" include the following:

- City Hall, 500 – 2 Avenue NE
- RCMP, 1980 – 11 Avenue NE
- Public Works Building, 100 - 30 Street SE
- Salmon Arm Art Gallery, 70 Hudson Avenue NE
- Seniors Citizens Drop-In Centre, 31 Hudson Avenue NE
- Cenotaph, 50 Alexander Street NE
- ROGERS Rink (Ice Rinks), 2500 – 10 Avenue NE
- SASCU Recreation Centre (Pool), 2550 - 10 Avenue NE
- Little Mountain Sports Complex, 250 – 30 Street SE
- SASCU Indoor Sports Complex, 351 – 3 Street SW

“Regular Working Hours”:

**Parks Department** - 5:00 AM to 1:30 PM, Monday through Friday, excluding Holidays.

**Roads Department** - 5:00 AM to 11:00 PM, Monday through Friday, excluding Holidays.

“Road” means a road, street, lane or right of way designed or intended for or used by the public for the passage of vehicles.

“Sidewalk” means the portion of a highway or public way, paved or concrete, and intended exclusively for use by pedestrians or Active Transportation, as identified in Schedule B

“Snow Clearing” means to move or push the accumulation of snow from Roads, Sidewalks, Walkways, and stairs using City equipment. Snow will not be cleared to bare pavement or concrete.

“Snow Depth” means the vertical height of snow accumulation measured from the surface of the Road, Sidewalk or Walkway, as applicable.

“Snow Removal” means to remove snow from areas adjacent to municipal roads or sidewalks in order to ensure intersection site lines, drainage or snow storage areas.

“Snow Routes” means priority snow routes for Roads that have been established by the Director as identified in Schedule A.

“Transit Shelter” means a designated transit stop that has a physical covered structure installed by the City of Salmon Arm.

“Travel Lane” means the approximate vehicle-width portion of the Road that is subjected to the flow of traffic in a given direction. For example, a typical two-directional Road, with one lane in each direction, has two Travel Lanes

“Walkway” means a public way, paved or concrete, intended exclusively for use by Active Transportation

“Widen” means the act of removing or relocating snow from a Road to achieve curb to curb or edge of asphalt to achieve Passible conditions.

“Windrow” means the heaped accumulation of snow from Snow Clearing operations, typically along the edges or Roads, Sidewalks and Walkways.

## **1. SNOW CLEARING AND ICE CONTROL – ROADS.**

1.1. The City performs Snow Clearing and Ice Control on Roads on an priority bases, according to the following classifications

**1.1.1. Priority #1 - Collector / Arterial Roads**

**1.1.2. Priority #2 - Central Business District Roads**

**1.1.3. Priority #3 - Local and Rural Roads**

1.2. The priority classifications are identified in Schedule A.

1.3. City crews will transition from a higher priority area to a lower priority area once they have established a Passable condition on one Travel Lane in each direction within the higher priority area, subject to the policies set out below related to the applicable area.

- 1.4. The director will direct the commencement of Snow Clearing and Ice Control once the threshold Snow Depth is observed, subject to the policies set out below relating to the applicable area.
- 1.5. Subject to the availability of labor and equipment, the City may Widen Roads to improve two-way traffic movement, provide space for additional snow storage, and address drainage concerns. The decision to Widen Roads is at the discretion of the Director.
- 1.6. In response to the reported or observed presence of ice or compact snow on Roads resulting in slippery driving conditions, the City may apply sand and/or salt to Roads exhibiting such conditions. The decision to sand/salt Roads is at the discretion of the Director.
- 1.7. In anticipation of a snowfall, and if the temperature and humidity conditions are suitable, the City may apply a liquid anti-icing agent before a snowfall to prevent the bond of snow and ice to the asphalt. The decision to apply a liquid anti-icing agent is at the discretion of the Director.
- 1.8. On-street bicycle lanes and Road shoulder/boulevards will not be Cleared and may be used for snow storage.
- 1.9. Snow Removal shall only be undertaken in situations where lack of adequate storage prohibits the reasonable movement of vehicular and/or pedestrian traffic and labor and equipment are available. During most winter seasons, Snow Removal will not be done. All Snow Removal shall be at the discretion of the Director.
- 1.10. Snow Clearing will result in Windrows within or adjacent to access points to private property. Windrow removal is the responsibility of the adjacent real property owner or occupier.
- 1.11. Through Snow Clearing and Ice Control, the City aims to render Roads Passable within the Travel Lanes only, not the entire width of the Road including shoulders and parking spaces.

## **2. PRIORITY #1 – COLLECTOR / ARTERIAL ROADS**

- 2.1. When snow accumulation exceeds 2.5 cm (1”) in Snow Depth, during Roads Department Regular Working Hours, sanding of intersections and roads with steep grades will commence.
- 2.2. When snow accumulation exceeds 2.5 cm (1”) in Snow Depth, outside of Roads Department Regular Working Hours, sanding of intersections and roads with steep grades will commence at 5:00am on the next calendar day.
- 2.3. When snow accumulation exceeds 7.5 cm (3”) in Snow Depth, during Roads Department Regular Working Hours, Snow Clearing and Ice Control will commence as applicable.
- 2.4. When snow accumulation exceeds 7.5 cm (3”) in Snow Depth, outside of Roads Department Regular Working Hours, Snow Clearing and Ice Control will commence at 5:00am on the next calendar day, as applicable.
- 2.5. The City targets to have Snow Clearing of Priority #1 – Collector / Arterial Roads completed within 48 hours of the end of the snow event, however actual times may vary depending on the severity of the conditions, and availability of equipment and equipment operators.

## **3. PRIORITY #2 - CENTRAL BUSINESS DISTRICT ROADS**

- 3.1. When snow accumulation exceeds 2.5 cm (1”) in Snow Depth, during Roads Department Regular Working Hours, treatment of salt to melt snow will commence.
- 3.2. When snow accumulation exceeds 2.5 cm (1”) in Snow Depth, outside of Roads Department Regular Working Hours, treatment of salt to melt snow will commence at 5:00am on the next calendar day.
- 3.3. When snow accumulation exceeds 7.5cm (3”) in Snow Depth, during Roads Department Regular Working Hours, Snow Clearing and Ice Control will commence.

- 3.4. When snow accumulation exceeds 7.5cm (3”) in Snow Depth, outside of Roads Department Regular Working Hours, Snow Clearing and Ice Control will commence at 5:00am on the next calendar day.
- 3.5. Snow may be temporarily placed in parking stalls to lessen impact on traveling vehicles. All efforts will be made to not impede pedestrian movement with placement of snow.
- 3.6. Depending on the availability of equipment and equipment operators, and the weather conditions the City may utilize contractors and contracted equipment to remove the snow from the downtown area. The decision to retain contractors is at the discretion of the Director.

#### **4. PRIORITY #3 - LOCAL & RURAL ROADS**

- 4.1. Snow Clearing and Ice Control in Priority #3 – Local & Rural Roads will be done during Roads Department Regular Working Hours only.
- 4.2. When snow accumulation exceeds 2.5cm (1”) in Snow Depth, sanding of intersections and steep grades will commence.
- 4.3. When snow accumulation exceeds 7.5cm (3”) in Snow Depth, Snow Clearing and Ice Control will commence.

#### **5. SIDEWALKS, WALKWAYS, STAIRS**

- 5.1. Only those routes identified in Schedule B will be subject to Snow Clearing and Ice Control. These routes are not prioritized.
- 5.2. Snow Clearing on Sidewalks, Walkways and stairs are performed primarily by plow machine, and in some instances by hand shoveling. Due to the inherent limitations of the plow machine and hand shoveling, there may remain some snow including compact snow and Sidewalks, Walkways and stairs after Snow Clearing operations.
- 5.3. When snow accumulation exceeds 7.5 cm (3”) in Snow Depth, during Parks Regular Working Hours, Snow Clearing on Sidewalks, Walkways, and stairs on all routes identified in Schedule B & C will commence.
- 5.4. When snow accumulation exceeds 7.5 cm (3”) in Snow Depth, outside of Parks Regular Working Hours, Snow Clearing on Sidewalks, Walkways, and stairs on all routes identified in Schedule B & C will commence at 5:00am on the next calendar day, subject to available equipment and equipment operators.
- 5.5. Sidewalks, Walkways and stair Snow Clearing is generally completed within 24 – 48 hours of the end of the snow event, subject to severe and/or multiple reoccurring events.
- 5.6. Sidewalks and walkways will NOT be sanded or salted, except as follows: On slopes, where Snow Clearing is performed by a plow machine, the machine operator may apply a sand/salt mixture to improve traction for the machine, at the discretion of the machine operator.
- 5.7. Stairs may have sand or salt applied when ice or slippery compact snow is reported or observed.
- 5.8. Windrows from the Roads Department onto Sidewalks is unavoidable and snow may be placed inadvertently onto Sidewalks. Removal of Windrows will only be removed during Parks Regular Working Hours.
- 5.9. Snow Clearing on Sidewalks, Walkways and stairs is completed by the Parks Department

## **6. DOWNTOWN SIDEWALKS**

- 6.1. All owners and occupiers of real property, being within the confines of the area outlined on Schedule "A", of Snow Removal Bylaw No. 2030, shall remove, by 10:00am on each day, Monday through Saturday, Except statutory Holidays, all snow, ice and rubbish from the sidewalks, footpaths and boulevards that border on the real property owned or occupied by them.
- 6.2. Enforcement is done through City Bylaw Enforcement
- 6.3. City owned property within Schedule "A", of Snow Removal Bylaw No. 2030, is cleared by City Parks Staff during Parks Department Regular Working Hours only.

## **7. PUBLIC FACILITIES**

- 7.1. City Parks Department performs Snow Clearing and/or Ice Control as applicable at Public Facilities during Parks Regular Working Hours only, subject to paragraph 7.4.
- 7.2. Salt may be utilized when ice is reported or observed
- 7.3. Snow Clearing at Public Facilities may result in temporary Windrows or snow being piled in various locations until such arrangements can be made to have the snow removed.
- 7.4. ROGERS Rink, SASCU Recreation Centre and Little Mountain Sports Complex may have Snow Clearing and Ice Control completed outside of Parks Regular Working Hours based on the schedule of events.

## **8. PARKING BANS**

- 8.1. The Director may implement temporary parking bans on City Roads, as required, providing for operations. Areas where parking is to be banned will be signed in advance. Vehicles that do not adhere to the parking ban shall be towed and the owner of the vehicle will be responsible for all towing costs.

## **9. TRANSIT FACILITIES**

- 9.1. Snow will be cleared from all ramps, curb and bus platforms at Transit Shelters upon the completion of all other Roads, Sidewalks, Walkaways and Stairs. Snow Clearing may be delayed if additional events are occurring concurrently. Snow Clearing at Transit shelters will only be completed during Parks or Roads Regular Working Hours.

## **10. PARKING LOT CLEARING**

- 10.1. Snow will be Cleared from City owned and operated parking lots within 24 hours of the end of the snow event where 5.0 cm (2") has occurred. Parking lots will be cleared to passible conditions and salt for Ice Control may be applied. Parking Lot Snow Clearing is contracted out by third party contractors and subject to contractor availability.

**SCHEDULES**

The Director may update or revise the routes based on staff and equipment availability or other emergent priorities

**Schedule A** – Priority Routes Snow Clearing Map

**Schedule B** – Sidewalk Snow Clearing Map

SCHEDULE "A" PRIORITY ROUTES SNOW CLEARING MAP



**SCHEDULE "B" SIDEWALK SNOW CLEARING MAP**

