

DISTRICT OF HOPE

POLICY MANUAL

DEPARTMENT: ALL	
POLICY TITLE: SNOW REMOVAL	
Authority: Legislative: <input checked="" type="checkbox"/> (Council) Administrative: <input type="checkbox"/>	Effective Date: June 24, 2017 Date for Review: As necessary
Council Resolution Date: June 24, 2017	Revision Date:

PURPOSE:

The District of Hope endeavors to remove snow from the roads and sidewalks safely and quickly, considering the availability of labour, equipment and funding. This policy provides guidelines for snow removal operations within the boundaries of the District and understanding how snow removal will be handled during a snow event.

DEFINITIONS:

Planning: The District of Hope uses Environment Canada's website for weather planning, as well as historical records and past practice. The District has several river systems /elevation changes that greatly affect weather systems and creates local micro-climates within the District.

Priorities: Snow removal activities are done on a priority route system in order of importance. Recreation routes and uninhabited roads are not plowed or sanded.

Salting and Sanding: The application of salt and sand is a combination of science, planning, experience and instinct. The rates that salt/brine and salt/sand mix are applied are based on temperature, forecast and accumulation of snow.

Downtown Area: The downtown area business core. A straight salt/brine will be applied to the downtown area to provide de-icing time and allocate snow removal operations to other areas in the District. Sand and salt will be used as required.

All snow will be graded into the center of the streets, loaded on trucks and removed from the area. District staff will remove the snow as soon as personnel and equipment become available after the storm event during regular hours, subject to any other priorities.

Budget: Funding limitations do not allow roads to be kept free of snow and ice at all times.

PROCEDURES:**1.0 SNOW AND ICE CONTROL ON ROADS**

The District of Hope will use anti-icing, de-icing, mechanical removal (snowplow) with friction enhancement (sand/salt) and/or mechanical alone methods of snow removal.

- Anti-icing will be applied before storms occur to prevent the bonding of snow and ice to the roadway. Snow and Ice Patrols will exist when a threat has been forecast.
- Snow plowing commences as soon as reasonably practical as weather and resources allow, upon accumulation.
- Salting/sanding and plowing are carried out on a 24 hour basis as long as poor conditions exist. Until maintenance of road conditions on first priority roads have been achieved, resources shall not be diverted to roads of lower priority. If conditions deteriorate, resources shall be diverted back to roads of higher priority.
- When the storm lets up or the crews have plowed and salted/sanded the first priority routes, clearing of second and third priority routes will occur as per this policy.

1.1 EMERGENCIES

Calls for emergency assistance with snow and ice control by police, fire, ambulance, will be dealt with as expeditiously as possible with snow removal equipment being diverted as required.

1.2 FIRST PRIORITY

- Arterial Roads
- Major Collector Roads
- Bus Routes
- Police Station
- Fire Stations
- Ambulance Stations (if applicable)
- Hilly Areas
- School Zones
- Downtown Business Core

1.3 SECOND PRIORITY

- Secondary through roads in residential areas between arterial or major collector road grids.
- Secondary priority work is performed during any scheduled eight hour shifts.

1.4 THIRD PRIORITY

- Remaining residential roads. These will be dealt with in a systematic manner starting with the more significant roads and specific problem areas.
- Third priority work is performed during any scheduled eight hour shift.
- If conditions deteriorate on any higher priority routes, resources may be moved back to those routes.

2.0 SALT AND SANDING APPLICATIONS

- As long as the temperature does not fall below -15 degrees Celsius, salt/brine may be used by itself or in a sand mixture.
- Abrasives are applied on roads, intersections, steep grades, bridge decks, sharp curves or other notable problem areas associated with icy conditions.
- On steep grades crews will use a mixture of two parts sand and one part salt.
- Residential streets may only have the stop sign area treated, not the whole street.

3.0 SNOW BERMS

- Snow is usually plowed from the center line to the right. After several passes snow berms begin to pile up.
- Berms are not removed from private road encroachments, mail boxes or residential driveways. Berms may be removed if roadway has narrowed to a point that only one-way traffic is possible, resources permitting.
- Operators will attempt to avoid piling up high amounts of snow in driveways around enlarged areas such as cul-de-sacs and intersections whenever possible.

4.0 SNOW AND ICE CONTROL ON SIDEWALKS

- Every owner or occupier of residential zoned property shall remove snow or ice from sidewalks or pathways abutting the said property within twenty-four (24) hours of accumulation.
- Every owner or occupier of real property shall immediately remove snow, ice or rubbish from the roof or other part of a structure adjacent to a highway or pathway or sidewalk where such snow or ice or rubbish presents a hazard to vehicular or pedestrian traffic.
- Every owner or occupier of commercial or industrial zoned property shall remove snow or ice from sidewalk or pathways abutting the said property by ten (10) a.m. of any day and, as needed, following the accumulation of snow or ice, except in areas where the District has contracted with a third party to provide such services and such contractors are available to undertake snow and ice removal.

4.1 SNOW AND ICE REMOVAL FROM SIDEWALKS BY DISTRICT CREW/CONTRACTORS

The District will remove snow and ice from sidewalks in the following areas, as and when staffing, equipment or contractors are available:

- Police Station
- Fire Halls
- Municipal Hall
- Public Library
- Recreation Center
- Sidewalk let downs for accessibility
- Sidewalks on hills
- Sidewalks in the downtown core and near schools
- Sidewalk on Silver Creek pedestrian overpass and District-owned bridges
- Kawkawa Lake Road Pedestrian Walkway

- Old Hope Princeton-from Shell Station to CN Overpass Hwy 1
- Old Hope Princeton-from 7th to Riverside Manor, then east to Forest Crescent.
- 6th Ave-CN tracks to Kawkawa Lake Road

The District may enter into contracts with service providers, subject to availability and budget constraints to remove snow and ice from defined areas of the Municipality, where the District determines this is in the public interest.