

SNOW AND ICE CONTROL POLICY

Council Policy No. 37/19

PURPOSE:

The purpose of this policy is to establish priorities for snow and ice control within the transportation corridors and other designated snow and ice control areas of the City of Fort St John.

POLICY:

The City of Fort St John aims to maintain the City roadways, sidewalks, trails and City-owned parking lots during the winter months in a safe, functional and economically responsible manner, to reduce the negative impacts that ice and snow may have on the streets and sidewalks in the community, and to facilitate the movement of emergency vehicles, traffic, and pedestrians throughout the winter months. The policy and the administration of the policy also aims at providing an equitable level of service to all the residents of the City of Fort St John.

The policy will be reviewed periodically to ensure adequate resources and reserves are both in place and available.

COUNCIL PRINCIPLES:

- **Winter City Focus** - Fort St John is a winter city and winter conditions are an important part of life in our community.
- **In Partnership with our residents** - Council recognizes that snow clearing operations call for a collaborative approach with citizens and the City of Fort St John's snowfighters.
- **Public Safety a Priority** - Roads will be cleared on a priority basis to enable effective movement of emergency vehicles and facilitate movement of traffic within the city.
- **Financial Sustainability** - Council has funded a heavy snowfall reserve fund to cover additional expenses resulting from heavy snowfall seasons, including staff time and contracted services.

APPLICATION:

This policy applies to snow and ice control carried out by The City of Fort St John, its employees, and private contractors employed by the City of Fort St John, on all highways, streets, lanes, parking lots, trails and sidewalks, within the City of Fort St John snow control area.

This policy operates in addition to and may supplement other policies and bylaws of the City of Fort St John.

ADMINISTRATION OF THIS POLICY:

This policy will be administered through the Snow and Ice Administrative Procedure.

DEFINITIONS:

- **Departmental Director** – means the City of Fort St John Department Head responsible for the snow and ice control operations, or any person designated to act on his/her behalf.

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DEFINITIONS: (continued)

- **Employee** — any person employed by The City of Fort St John, and includes, full-time, part-time, contract, or auxiliary employee.

- **Snow Clearing Levels**
 - **Routine Snow Clearing** – normal snow and ice clearing (including salting/sanding) intended to eliminate, reduce or mitigate hazards to users within the Snow and Ice Control area.
 - **Level 1** – snow and ice control following snowfall accumulation greater than 5cm and less than 15cm measured over a 72 hour period.
 - **Level 2** – snow and ice control following snowfall accumulation of above 15cm and up to 25cm measured over a 72 hour period.
 - **Level 3** – snow and ice control following snowfall accumulation greater than 25cm measured over a 72 hour period.

- **Snow and Ice Control Area** — means an area containing highways, streets, lanes, trails, sidewalks, and parking lots that have been designated by the City of Fort St John to be cleared of snow or ice, as indicated in Appendix A and B of the Snow and Ice Control Administrative Procedure.

COMMUNICATIONS PLAN:

The communications will be based on the guiding principles of the Corporate Communications Policy 41/17.

SNOW AND ICE CONTROL PRIORITIES:

The snow and ice control services would be provided for roads, parking lots, trails and sidewalks in the order of priority listed below. These priorities apply to each snowfall event and to each snow clearing level.

Roadway, parking lot, trails and sidewalk winter conditions are to be monitored by corresponding Departmental Directors.

Snow and Ice Control conducted on each individual infrastructure type starts and continues independently by each department, through each respective priority level. The sequence and the methodology of snow and ice control provided at each level of priority including monitoring the efficiency of clearing roadways, parking lots, trails and sidewalks will be based on operational efficiency, including route optimization and other relevant applicable factors.

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INFRASTRUCTURE AND PRIORITY:

ROADWAYS		PARKING LOTS		SIDEWALKS & TRAILS	
Department:	Public Works	Department:	Facilities	Department:	Grounds
PRIORITY		PRIORITY		PRIORITY	
1st	Major thoroughfares (P1A)	1st	Emergency Services	1st	Adjacent to City owned properties
2nd	Collector routes (P1A)	2nd	Public Works and Grounds	2nd	Designated Pedestrian Routes
3rd	Transit Routes (P1B)	3rd	Recreational and Administrative Buildings	3rd	Transit Stops
4th	Downtown Core Area (Haul Off)			4th	Multi-use Trails
5th	Residential Areas (P2A)				
6th	Commercial Lanes (P2B)				

SNOW CLEARING LEVELS:

The various snow clearing levels as administered through the Snow and Ice Control Administrative Procedure, describe the varying levels of response to different snow accumulation events. This includes prioritization, staffing, methodology, and contracted services. These levels are - Routine Snow Clearing, Level 1, Level 2, and Level 3.

The sequence and the methodology of services provided at each level, including monitoring the efficiency of clearing roadways, parking lots and sidewalks will be based on operational efficiency, including route optimization and other relevant applicable factors.

Council recognizes that Fort St. John is a winter city, and that winter conditions are part of who we are. That together with the citizens of Fort St. John, snow clearing of sidewalks will occur. Snow fighters will clear snow on a priority basis to enable effective movement of emergency vehicles and facilitate movement of traffic and pedestrians within the city. Council ensures that funds are available to cover additional expenses resulting from heavy snowfall seasons, including staff time and contracted services to allow for additional forces to continue working through the priorities as snow levels increase.

Council encourages all users to assess the condition of each of the roadways, parking lots, trails and sidewalks prior to use and make a determination as to the hazards that may exist.