

		<b>POLICY AND PROCEDURE MANUAL</b>	
<b>Category:</b> Engineering & Public Works	<b>Number:</b> EPW.25(C)	<b>SNOW PLOWING POLICY</b>	
<b>Type:</b> <input checked="" type="checkbox"/> Policy <input type="checkbox"/> Procedure	<b>Authority:</b> <input checked="" type="checkbox"/> Council <input type="checkbox"/> Administrative	<b>Approved By:</b> <input type="checkbox"/> Council <input checked="" type="checkbox"/> Chief Administrative Officer <input type="checkbox"/> Department Head	
<b>Office of Primary Responsibility:</b> Engineering and Public Works			
<b>Date Adopted:</b> 2002-06-17		<b>Date to be Reviewed:</b> As needed	
<b>Manner Issued:</b> Pipeline, Email			

**PURPOSE:**

This policy outlines the provision of winter response focusing on a balance of Public Safety, maintaining continuity of Business and Commerce and protection of the Environment within budgetary constraints.

**PROCEDURE:**

The Operations Manager or his/her designate will allocate available equipment to respond to winter conditions when accumulations of snow on municipal roads reach 25 mm.

The following priorities will be used by staff as a basis for resource allocation and in preparing detailed procedures for the plowing and clearing of snow from roads and municipal facilities (stairs and walkways).

**Priority # 1 Override**

*Emergency Services for Professional Responders and Other Utilities or Agencies*

Primary access and assistance would be provided for the professional responders that include Ambulance, Fire/Rescue, Police, and Search and Rescue services. The provision of primary access includes access to the emergency site, if requested. On an on-call basis, primary access and assistance may be provided for Utility Companies such as BC Hydro, Telus, FortisBC and other agencies responding to an emergency.

**Priority # 1**

*Transit and School Bus Routes, Arterial and Primary Collector Streets, Streets in the Business District, and Parking Lanes on 1<sup>st</sup> Avenue from Horne Street to Couplet<sup>1</sup>.*

Transit Routes are identified on Transit Route map in the “Snow Routes and Policies Booklet”. School Bus Routes are addressed with the Priority 1 Route or Priority 2 Route on the Snow Route Maps in the “Snow Routes and Policies Booklet”.

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<sup>1</sup> Parking Lanes on 1<sup>st</sup> Avenue are cleaned in early morning hours to avoid traffic congestion and also schedule manpower and equipment to times when not required on Priority 1 or overrides during a snowfall event.

**Priority # 2**

*Secondary Collector, Primary Residential, and Streets as identified on Snow Route Maps.*

**Priority # 3**

*Remaining Residential, Rural and Local Streets, and Municipal Facilities (including pedestrian corridors, stairs, walkways, and parking lots).*

Exceptions:

Given that there are resource and funding limitations, the following general categories of work will not be carried out by the District of Mission:

- a) Clearing of snow and ice from sidewalks and stairways other than those specifically identified in the current snow clearing procedures;
- b) Clearing of snow and ice from private roads and private driveways;
- c) Clearing of snow and ice from park trails and trail parking lots; and
- d) Clearing of snow on Florence Lake Road, except as may be required under Priority #1 Override.

**RELATED POLICIES, PROCEDURES, AGREEMENTS AND/OR BYLAWS:**

EPW.03(PD) Snow and Ice Removal for Sidewalks and Parking Lots

EPW.25(PD) Snow Plowing Procedure

**\*\*\* END OF POLICY \*\*\***

**RECORD OF AMENDMENTS/REVIEW**

<u>Policy #</u>	<u>Date Adopted</u>	<u>Date Reviewed</u>	<u>Amended (Y/N)</u>	<u>Date Reissued</u>	<u>Authority (Resolution #)</u>
STR.25	2002-06-17				02/634
STR.25		2005-11-07	Y		05/925
STR.25		2007-12-17	Y		07/1159
STR.25		2009-12-14	Y		C2009/505
STR.25		2011-10-07	Y		CAO
EPW.25(C)		2017-12-14	Y	2017-12-14	CAO