



City of Kelowna  
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# Council Policy

## Snow and Ice Control

APPROVED January 9, 2006

RESOLUTION: R944/12/10/22

REPLACING: R375/10/04/26; R955/08/10/27; R936/06/10/02; R031/06/01/09

DATE OF LAST REVIEW: October 2012

### A. PURPOSE

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The purpose of this policy is to set winter snow and ice control standards in order to provide a safe and reliable transportation network while protecting the environment, providing excellent customer/citizen service and managing risk. This Policy applies to those areas contained within City road right of way, City statutory right of ways and Section 4 roads. This Policy does not apply to any City park land. This Policy applies from November 1 to March 1. 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.

This Policy will also ensure that roadways are maintained in such a manner as to minimize economic loss to the community, prevent or reduce accident and injury and facilitate the handling of emergencies by the first responders and police services.

### B. DEFINITIONS

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Active Transportation Network: Sidewalks adjacent to City owned property, pathways, stairs and walkways

Bare Pavement: An asphalt surface with a layer of snow not exceeding two (2) cm in depth

Business Districts: Pandosy Town Center & Rutland Town Center

Downtown Core: The area encompassed between Harvey Avenue, Doyle Avenue, Abbott Street and Richter Street, as well as the area encompassed by Doyle Avenue, Clement Avenue, Water Street and Ellis Street

Priority 1 Roads (meets any of the following conditions):

- All main routes with an average daily traffic volume greater than 15,000
- All routes with a posted speed limit of 70 km/h or greater
- Main route from a residential neighborhood

Priority 2 Roads (meets any of the following conditions):

- All secondary routes with an average daily traffic volume greater than 5,000 but less than 15,000
- All roads with a grade greater than 10 per cent or an average daily traffic volume greater than 300 with a grade over five (5) per cent
- Bus route (school and transit)
- School zone
- Town Centre improvement district
- Emergency vehicle station

Priority 3 Roads (meets any of the following conditions):

- All remaining roads
- Lanes which provide the only available access to a property with no available on-street parking

Priority 4 Roads

- All remaining lanes

## **C. WINTER MAINTENANCE PROGRAMS**

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Roadway Sanding and Salting: City crews and/or contractors will be on duty from November 1 to March 1. Sanding and/or salting operations shall continue until service levels have been attained. Sanding will only take place at the following locations.

- Street signalized intersections
- Stop signs
- Railroad crossings
- Street crosswalks
- Curves
- Hills
- School zones
- Bus stops
- Straight sections (intermittent sanding)

Salting operations shall be undertaken in the downtown core and all Priority 1 Roads. When salting, the entire length of road will be treated. Intermittent salting may take place on Priority 2, 3 and 4 Roads.

Anti-Icing: Anti-Icing materials may be used to prevent the bond of snow and ice to the asphalt.

Roadway Plowing: Snow will be plowed from all arterial, collector and local roadways following the end of a storm to achieve bare pavement.

Snow Removal: Snow will be removed from the downtown core, designated business districts, City owned and operated parking lots, bus stops and school drop off zones as required.

Active Transportation Network: Snow will be plowed within 24 hours of the end of a storm and meet the requirements of Traffic Bylaw #8120. Gravel pathways will not be cleared.

Sidewalks: Property owners are required to clear snow from sidewalks adjacent to their property (frontage and flankage) within 24 hours of the end of a storm to meet the requirements of Traffic Bylaw #8120, section 2.5.1. The City will be responsible for maintaining the sidewalks listed under the exemption to section 2.5.1 of Traffic Bylaw #8120.

On-street bicycle lanes and road shoulders/boulevards: Snow will not be cleared and may be used for snow storage.

Transit Facilities: Snow will be cleared from all sidewalks, ramps, stairs and bus platforms at transit facilities within 24 hours of the end of the storm. Snow will be cleared from all transit zone pads within 48 hours of the end of the storm.

Snow Storage Site Management: Snow removed from road right-of-way and parking lots must be hauled to designated snow storage sites.

Parking Lot Clearing: City owned and operated parking lots will be cleared within 24 hours of the end of the storm where we receive a snowfall of five (5) cm or more. Parking Lots will be plowed to bare pavement.

Salt Management: Road salt usage will be reported to Environment Canada annually.

## **D. SERVICE LEVELS**

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How, when and where the City sands, salts and plows streets and the active transportation network depends on the City Council approved priority system, as well as other factors, which may include the:

- temperatures before, during and after a storm,
- duration of the storm,
- amount of accumulated snow,
- road surface temperature, and
- weather forecast.

## **E. PRIORITY SYSTEM**

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For the purpose of ice control, snow plowing and snow removal operations, each street within the street network is assigned to one of four priority classifications. When necessary the order of priority for the provision of the required services may be altered. The street priority classification will be reassessed annually and revisions made if required.

- Priority 1 Roads: Plowed and sanded or salted within 8 hours of the end of a storm.
- Priority 2 Roads: Plowed and sanded or salted within 12 hours of the end of a storm.
- Priority 3 Roads: Plowed and sanded or salted within 48 hours of the end of a storm.
- Priority 4 Roads: Plowed and sanded or salted during regular working hours.

Priority 2-4 roads will not be serviced until service levels of Priority 1 roads are achieved. If another storm occurs prior to completion of Priority 2-4 roads, attention will again shift to Priority 1 roads.

## **F. PUBLIC RELATIONS**

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All citizen inquiries will be responded to by the City Works Yard during normal work hours and the Kelowna Fire Hall after hours, on weekends and holidays. Complaints of an emergency nature are to be transmitted to appropriate field personnel for action.

All media inquiries are to be responded to by the Transportation Services Manager or his/her designate.

### **REASON FOR POLICY**

A guideline for management and operating personnel in the handling of winter maintenance operations.

### **LEGISLATIVE AUTHORITY**

Council Approval.

### **PROCEDURE FOR IMPLEMENTATION**