

COUNCIL POLICY: SNOW AND ICE REMOVAL

Council Approval Date: March 5, 1997

Department: Operations

Amended: April 1, 2009
December 6, 2000
November 4, 2015
November 18, 2015

1. Purpose

This policy is to set out guidelines for road snow removal performed by municipal and contracted crews on municipal roads to clear snow and mitigate ice build-up, and to ensure roads are kept passable subject to manpower, machinery and budget resources.

2. Specifications

2.1. Performance Standard

- a) Plowing will be performed to endeavor to keep snow accumulations below the maximum desirable depths, set out in "Scheduling", within the desired response time for the category of area or route.
- b) Loose snow and ice will be controlled while plowing to allow for traffic passage under reasonable winter driving conditions. Plowing will be undertaken to allow for traffic flow at reduced winter speeds for vehicles equipped with good winter tires.

2.2. Miscellaneous

- a) Plow speeds will be adjusted to minimize inconvenience to persons and possible damage to property – **maximum 50 km/h.**
- b) Winter abrasives and/or de-icing chemicals will be applied to increase traction and safety for traffic to permit safe travel at speeds appropriate to the prevailing conditions.
- c) Best efforts will be made to minimize damage to roadways or private property. The Municipality of North Cowichan will be responsible for repairing any damage to roadways caused during plowing operations within a reasonable time period, budget and weather permitting. (2015-11-04)
- d) Private driveways will not be plowed, nor will routine windrows of snow be removed from driveway accesses. (2015-11-04)
- e) Cul-de-sac roads plowing will be restricted to straight-in, straight-out path.
- f) Alleys and lanes will not be plowed.
- g) Paved walkways as specified in Appendix 2 will be widened and plowed, or compacted snow will be treated within 48 hours of completion of normal plowing operations, as per scheduling set out in "Scheduling", except on Saturdays, Sundays, or Statutory Holidays.

2.3. Scheduling

It is the goal of the Municipality to have plowed the surface of all municipal roads within 48 hours of the end of the last measurable snowfall, subject to manpower, equipment, weather and budget availability.

Roads which are listed on the Priority Route (as set out in Appendix 1) will have plowing started when snow depths have reached 7.5 cm; return plowing will begin when total accumulations have reached 15 cm. On all other routes, crews will be alerted and available equipment deployed when snow depths exceed 15 cm.

Roads which are determined by Operations staff to be hazardous to either plowing or sanding equipment, or staff or contracted employees, will not be plowed until safety is ensured.

2.4. Resources Availability

Winter Shift

The winter shift will be in effect between November 15 and March 15. This shift schedule will be implemented as required, dependent on prevailing weather conditions, and at the discretion of the Manager of Operations or designate. During this period, as required, the Municipality will have one or more employee(s) assigned to the shift to patrol and control snow and ice conditions. (2015-11-18)

Patrolling required outside of the night shift hours, or before November 15 and after March 15, will be arranged, subject to "compacted snow and/or ice on pavement and sidewalks" by a Duty Foreman upon receipt of a request for service or notification of hazardous conditions. He/she will contact available employees willing to work extra hours, and patrolling will take place on the priority routes; other road will follow thereafter. (2015-11-18)

a) Manpower Availability

- Available manpower will be limited to those employees trained for plowing and ice control and who may be available within the limits of the Collective Agreement; and to contract graders and operators as available. (2015-11-18)
- Should all scheduled "Night Sander Operators" be unavailable for reasons of sickness or scheduled days off, the Municipality will, upon receipt of a request for service, or notification of hazardous conditions by the RCMP or the public, call out an operator to respond. (2015-11-18)

Compacted Snow on Pavement:

The maximum desirable period of time from the end of an accumulation of 7.5 cm of snow until plowing on roads with compacted snow will be as follows, except for Statutory Holidays:

Priority Routes:	8 hours
Other Paved Roads:	24 hours
Gravel Roads:	48 hours

Ice on Pavement:

The maximum desirable period of time after icy road conditions appear until application of abrasives or de-icing chemical will be as follows, except for Statutory Holidays:

Priority Routes:	8 hours
Other Paved Roads:	24 hours
Gravel Roads:	48 hours

Sidewalks:

All sidewalks fronting municipal property as set out in Appendix 3 herein will be plowed within 48 hours following the end of an accumulation of 7.5 cm of snow (*subject to [Bylaw 2261](#))

Paths, Trails and Other Walkways:

No paths, trails, unpaved walkways or stairs leading in, through, around, or across any parkland or other municipal property will be plowed or otherwise treated for snow and ice accumulation, except for:

- Municipal Hall
- Fuller Lake Arena
- Cowichan Aquatic Center
- Municipal Fire Halls
- RCMP Police Station

*Amended Bylaw 2261 with Bylaw 3638

Appendix 1 - Priority and Secondary Roads (2015-11-18)

PRIORITY ROUTE ROADS – Route 1 and 3

Route 1

1. Somenos Rd at Highway 18, left on Sherman, right on Canada, (make a pass through RCMP), up Phillip and Islay, deadhead to Gibbins
2. Up Gibbins, left on Banks, left on Cliffs, left on Wilson, left on Lashman
3. Right on Banks, right on Gibbins
4. Deadhead to Islay, then do Islay, right on Phillips, left on Canada Ave
5. Left onto Sherman, right onto Somenos, right onto Drinkwater, onto TCH
6. Left onto TCH and right onto Norcross in front of Hydro, right on Bell McKinnon past Honda
7. Up Drinkwater to Paddle Rd roundabout, turnaround, down Drinkwater to TCH, turn right
8. Green Rd turnaround, right on TCH
9. Up Sherman Rd, right on Lane Rd, left on Moorefield
10. Left on Somenos, right on Cowichan Lk Rd and Tansor to Highway 18, turn around
11. Tansor Rd to Cowichan Lake Rd to the boundary past Menzies, turn around
12. Turn right onto Menzies, left onto Gibbins, left at Gibbins roundabout onto Cowichan Lake Rd below the hospital
13. Turnaround at Sherman roundabout and go back on Cowichan Lake Rd, then right onto Gibbins
14. Up Gibbins, right on Menzies, right on Cowichan Lake Rd, left onto Somenos Rd
15. Right onto Moorefield, left onto Lane Rd
16. Right onto and down Drinkwater, left on TCH, right on Norcross past Hydro, right on Bell McKinnon past Honda, cross TCH and up Drinkwater, up to Somenos, right on Somenos to Highway 18

When going to Chemainus, top up at the yard, go up Sprott, right on Bell McKinnon to TCH past Honda, up Drinkwater to Paddle Rd turnaround, back down to start Bell McKinnon at Forest Museum.

Route 3

1. Chemainus Road from Pinson's corner to
2. Henry Road (To TCH, then back to Chemainus Road, turn left)
3. Chemainus Road To Victoria Road ("Old"), turn left

4. Victoria Road ("Old") to boundary, return to
5. Channel Boulevard (to Sunset Drive, turn around)
6. Victoria Road (:Old") To Chemainus Road
7. Oak Street to Esplanade, to Cedar, Seaview, Severne, right turn onto
8. Pine Street to Chemainus Road, turn around, return
9. Pine Street, then turn right to Esplanade, turn right onto Oak
10. Oak Street to Chemainus Road, turn right onto
11. Chemainus Road to boundary, turn around
12. Chemainus Road to Victoria Street, turn left
13. Victoria and Croft Street, across Oak to Esplanade
14. Esplanade to Cedar, turn around, return on
15. Esplanade to Croft, and Victoria Street, turn left
16. Chemainus Road, turn right on
17. River Road to TCH
18. Panorama Ridge subdivision
19. River Road back to Chemainus Road, turn right (CHECK HENRY RD ON WAY BY)
20. Crozier Road, Cottonwood Road, Fuller Lake Road, turn around, head south on Chemainus Road to Pinson's corner

PRIORITY ROUTE ROADS – Route 2 and 4

Route 2

1. Beverly Street (from Canada Ave) to Lakes Road
2. Lakes Road to Herd, turn around, return to
3. Roome Road
4. Lakes Road to City Boundary, then proceed to
5. Maple Bay Road from Queen of Angels to Beaumont, turn around
6. Maple Bay Road to Herd, turn right
7. Herd Road to Drummond, turn right; turn around and return up Drummond, turn right
8. Herd Road to TCH, turn around
9. Herd Road to Maple Bay Road; Maple Bay Road back to Queen of Angels; Lakes from boundary to Beverly St; Beverly St to Canada Ave.

Route 4

1. Osborne Bay Road/York Ave from Herd to Chaplin Street
2. Robert Street to firehall from York both ways
3. Hay Road to pulpmill entrance both ways
4. McDonald Road to gate both ways, return to
5. York Road/Osborne Bay Road, turn around, return to
6. Chilco Road to Georgia Park Place, return to
7. Adelaide Street (to Queen Street), turn left
8. Queen Street to Chaplin Street, turn around
9. Queen Street to Adelaide Street, turn right
10. Adelaide Street to York, proceed to
11. Joan Avenue both ways

APPENDIX 2

Paved Walkways to be plowed							
No.	Street	Start	Finish	Walkways on one or both sides of the road shown	Walkway fronting a School	Fronts MNC land ?	Area
1	Chemainus Road	Dogwood Road	Hawthorne St	both	parts		CHEM
2	Chemainus Road	Halhed (s of)	Hastings	one	parts		CHEM
3	Chemainus Road	Hastings	Bridge	both			CHEM
4	Victoria Road	Robertson St	Boundary n. of View St	One	part	(2015-11-18)	CHEM
5	Alder Street	Willow St	Cedar Street	one			CHEM
6	Elm Street	Chemainus Road	Ball Park	one	yes	y	CHEM
7	Cypress Street	Chemainus Road	Willow Street	one		y	CHEM
8	Garner Street	School	Cook St	one	yes		CHEM
9	Douglas Street	Victoria Rd	Tracks	one	near		CHEM
10	Daniel Street	Pine Street	Elliott Street	one	yes		CHEM
11	Elliott Street	School	Beach Drive	one	yes		CHEM
12	Henry Road	Chemainus Road	Trans Canada Highway	one			CHEM
13	Fuller Lake Road	Cottonwood Road	Trans Canada Highway	one		y	CHEM
14	Cottonwood Road	Crozier Road	Fuller Lake Road	one			CHEM
15	Crozier Road	Chemainus Road	Cottonwood Avenue	one			CHEM
16	Hay Road	Crofton Road	Catalyst Mill	one			CROF
17	Cecil Street	Crofton Road	Trailer Park	one			CROF
18	Queen Street	Chaplin St	Joan Avenue	one			CROF
19	Edmund Street	Chaplin St	Robert Street	one	near		CROF
20	Coronation Street	York Road	Edmund Street	one	near		CROF
21	Osborne Bay Road	Adelaide Street	Tatlo	one			CROF
22	Osborne Bay Road	Tatlo	Herd	both			CROF
23	Herd Road	Maple Bay Rd	Herd Bridge	both			SE
24	Herd Road	Bridge	Mays Rd	both		(2015-11-18)	SE
25	Genoa Bay Road	Maple Bay Road	Maple Bay Yacht Club	both		(2015-11-18)	MBay
26	Beaumont Avenue	Drummond Avenue	Arbutus Avenue	one			MBay
27	Maple Bay Road	Drummond Avenue	Osprey	both	part		MBay
	Maple Bay Road	Osprey	Tzouhalem Road				
28	McKenzie Drive	Donnay Drive	Nevilane Drive	both	near		MBay
29	McKenzie Drive	Donnay Drive	Maple Bay Road	one	near		MBay
30	Lakes Road	Herd Road	Stamps	both			SE
31	Lakes Road	Woodland	City Boundary	both	near		SE
32	Calais Road	Wicks Road	Lakes Road	one			SE
33	Wicks Road	Lakes Road	Calais Road	one			SE
34	Inverarity Road	Meadow Park Road	Wicks Road	one			SE
35	Roome Road	Lakes Road	Tulare Drive	one	yes		SE
36	Meadow Park Road	Roome Road	Inverarity Road	one	near		SE

Paved Walkways to be plowed

No.	Street	Start	Finish	Walkways on one or both sides of the road shown	Walkway fronting a School	Fronts MNC land ?	Area
37	Clements Street	James Street	Fair Grounds	one			SE
38	Mary Street	Sherman Road	Philip Street	one			SE
39	Philip Street	Canada Avenue	Mary Street	one			SE
40	George Street	Mary Street	Truesdale Street	one			SE
41	Drinkwater Road	Somenos Road	WalMart west driveway	one	near		SE
42	Auchinachie Road	North Road	Somenos Road	one	parts		SE
43	Lane Road	"S" Bend	Drinkwater Road	one	yes		SE
44	Cowichan Lake Road	Sherman Road	Cowichan Lake Rd (@ Tansor)	both	near		SE
45	Cowichan Lake Road	Tansor Road	Valley boundary	none			SE
46	Cowichan Lake Road	Hospital rear access	Sherman Road	bike lane			SE
47	Tansor Road	Cowichan Lake Road	Highway 18	both			SE
48	Gibbins Road	Carmel	Menzies Road	one			SE
49	Vimy Road	Gibbins Rd	Scarpe Rd	one			SE
50	Somenos Road	Auchinachie	Drinkwater Road	one	near		SE
51	Boys Road	Trans-Canada Highway	Mission Road	one			SE
52	Bell McKinnon Road	Westholme Road	Trans-Canada Highway	one			SE
53	Spratt Road	Public Works Yard	Trans-Canada Highway	one	near		SE

Appendix 3

Sidewalks Fronting North Cowichan Property to be Maintained

re: Snow and Ice

CHEMAINUS:

1. Chemainus Road in front of Gerry Smith Park as far north as McBride's south property line
2. Chemainus Road in front of the tourist bureau opposite Mill Street
3. Mill Street in front of Heritage Park
4. Chemainus Road in front of Heritage Park (at Mill Street)
5. Chemainus Road and Pine Street in front of Fire/Police/Ambulance
6. Chemainus Road in front of Askew Park
7. Willow Street in front of the Tourist Info by Cypress Street and old Chemainus Firehall
8. Alder Street: all of south side below Waterwheel Park
9. Croft Street: all of west side from Alder to Mill Street
10. Mill Street around to Waterwheel Crescent on north side

CROFTON:

1. In front of park on Queen Street
2. End of Joan Avenue in front of the Museum

SOUTH END:

1. Beverly Street in front of the sewer plant at Lakes Road; cross the Lakes Road bridge and complete to 5928 Lakes Road driveway
2. Beverly Street, south side, in front of Sportsplex parking area to Lakes Road
3. Somenos Creek footbridge and walkway
4. Beverly Street (opposite entrance to Thrifty's Foods from Canada Avenue to Oil Check property)
5. Chesterfield Sportsplex frontage sidewalk
6. Duncan Street in front of North Cowichan firehall
7. James Street in front of the Aquatic Center
8. Alderlea Street in front of Kinsmen Park
9. Canada Avenue in front of Berkeley Street sewer pump station
10. Canada Avenue in front of the RCMP building
11. Sherman Road in front of the soccer fields
12. Somenos Road (from Sherman, to first driveway past soccer field, east side of Somenos)
13. Cowichan Lake Road (pedestrian accesses on Dodds bridge)
14. Cowichan Lake Road northwest of Agira Road (100 m)
15. Maple Bay Road at entrance to the Properties, and up to Donnay Drive
16. Donnay Drive from Kingsview Road to the School parking lot
17. Donnay Drive from Stonehouse Way to Everest Way
18. Kingsview Road beside park and tennis courts

Not included: (2015-11-18)

1. Otter Street (in front of park property) (in Vista Grande estates off of Cook St)
2. Quailview Road (off Fairview Way) in front of park entrance
3. Palahi Road (new section in Herons Wood) by traffic bulb in front of park
4. Manor Drive (Stonehaven Estates) in front of park
5. Algonkin Road @ corner near Crestwood in front of ravine