

CITY OF PRINCE RUPERT

Policy Title:	Snow & Ice Control	Policy No:	300-03
Effective Date:	October 14, 2003	Revised:	December 6, 2019
Authorized Date:	December 9, 2019	Supersedes:	300-02
Prepared By:	Operations Department	Pages:	1 of 6

1. PURPOSE

The purpose of this policy is to set winter snow and ice control standards in order to:

- a) Facilitate the handling of emergencies by Police, Fire and Ambulance Services during the winter.
- b) Provide safe and accessible operating conditions for motorists, transit and pedestrians;
- c) Reduce the hazards of winter road conditions;
- d) Minimize economic losses to the community and industry resulting from unsatisfactory winter driving conditions; and

2. POLICY STATEMENT

The City of Prince Rupert will manage snow and ice control operations on City controlled roads and sidewalks within the Municipality in accordance with the established service levels and Bylaws. The intent is to minimize the economic loss to the community, reduce the inconvenience and hazards of winter conditions for motorists and pedestrians, and facilitate the operation of Transit and Emergency Service vehicles.

3. DEFINITIONS

In this policy,

Downtown Core means within the Downtown Development Permit Area (DPA) and the Cow Bay Development Permit Area (CBDPA).

Director of Operations means the Director of operations or approved designate.

Emergency Routes means all routes as determined by the Fire Chief/Emergency Program Coordinator.

Ice Control means the control of the buildup of packed snow and ice through the use of equipment and salting/sanding materials.

Occupier includes a person who resides or operates a business on the property or who has the right to possession of the property or any part thereof.

Owner includes a person who is the registered owner of the property or who is the purchaser pursuant to an agreement for sale or right to purchase, or who is entitled by virtue of any instrument to acquire the fee simple to the property.

Sanding means the application of treated sand or small granular material to improve traction.

Sidewalk Clearing means removal of snow and ice to a safely passable condition.

Snow and Ice Control means all operations associated with snow plowing and ice control.

Snow Plowing means the plowing of snow from main travel lanes, toward parking lane, boulevard, and adjacent to the curb or sidewalk, to maintain passable condition throughout winter.

4. SERVICE LEVELS

Service levels are to be determined based on the storm event, road conditions, sidewalk conditions, and the needs and safety of the greater public.

Snow plowing and sidewalk clearing within the Municipality shall be based on the following:

- a) Plowing operations shall commence in order of priority when accumulations of snow on City streets exceed 5.0 centimeters (2 inches), or as determined by Director of Operations;
- b) Snow and Ice control operations shall be carried out in order of priority;
- c) Sidewalk clearing operations shall be carried out in order of priority; and
- d) During storm events, operations will be repeated or continued on the highest priority routes until completed, before moving on to the next priority.

The Ministry of Transportation is responsible for snow removal on Highway 16 coming from the highway to McBride Street, 2nd Avenue West, Five Corners, Park Avenue and down to BC Ferry Terminal.

The City is not obligated to clean snow and/or ice from sidewalks, driveways or driveway entrances that are not identified in this policy.

5. ROUTE PRIORITY

The City has set the following two priority groups:

Road Priority

- Priority #1 Emergency routes as identified by the Fire Chief/Emergency Program Coordinator, local bus routes as identified by BC Transit, downtown core, local ferry access routes (including Metlakatla, Port Simpson, and Airport Ferry), and roads with steep grades that have been identified as problematic by the Director of Operations or the Fire Chief/Emergency Program Coordinator.
- Priority #2 Remaining residential streets, City owned parking lots, side streets, cul-de-sacs, and dead end streets, as determined by the Director of Operations.

Sidewalk Priority

- Priority #1 Downtown Core bus stops and sidewalks that front City owned property, and sidewalks on bridges (including 2nd Avenue West, 6th Avenue East, Cow Bay).
- Priority #2 Stairs, pathways, all remaining bus stops outside of the Downtown Core, sidewalks that front City owned parking lots not in the downtown core, McBride Street sidewalks (from the Lester Centre of the Arts to 2nd Avenue West – West side only) and Park Avenue sidewalks (Smithers Street to 5 corners - South side only).

Under extreme winter conditions or unforeseen circumstances, the routes may be out of priority sequence to facilitate operational needs.

DAY OF THE WEEK	ROAD ROUTE		SIDEWALK ROUTE	
	Priority #1	Priority #2	Priority #1	Priority #2
Regular working days 8 am to 4:30 pm	★	★	★	★
Saturdays 8 am to 4:30 pm	★		★	
Sundays and Holidays	★			

6. COMPLIANCE WITH CITY BYLAWS

Further to the City of Prince Rupert Traffic Bylaw No. 2470, 1983 as amended:

The owner or occupier of any real properties within the Downtown Core who are within the Downtown Development Permit and Cow Bay Development Permit Areas, along with properties pursuant to the City of Prince Rupert Zoning Bylaw zoned Schools, Institutional, Public Use, known and described as, but not limited to the following; City Hall, Fire Hall, Federal Building, Provincial Court House, City of Prince Rupert R.C.M.P. Detachment Building, and Prince Rupert Library shall remove promptly any snow, ice or rubbish from the sidewalks and footpaths bordering on the property, and shall not allow any snow, ice or rubbish to remain on the sidewalks and footpaths bordering on the property after the hour of 12:00 o'clock noon on any day except Sunday or a statutory holiday.

Regular daily inspections of the downtown core, as defined above, may take place to ensure compliance with Traffic Bylaw No. 2470, as amended.

At any time during the patrol a location is identified as in non-compliance of the Bylaw, a verbal warning shall be given to the owner/occupier with an order to comply within one (1) hour. Upon one (1) hour passing and if the subject property remains in non-compliance, a fine will be issued for failing to comply and the City may through its employees, contractors and others may enter and effect removal of the snow, ice or rubbish from the sidewalks and footpaths bordering on the property at the expense of the owner/occupier. An invoice will be issued and all costs (including

all expenses incidental thereto) will then be invoiced to the owner/occupier and if unpaid on the thirty-first day of December in any year, shall be added to and form part of the taxes payable in respect of that land or real property as taxes in arrears.


If a subject property continually does not comply with the requirements in Traffic Bylaw No. 2470, a Municipal Ticket Information will be issued under Ticket Information Bylaw No. 2783, as well as a penalty under Traffic Bylaw No. 2470.

APPENDICES:

The following appendices are attached to this report:

1. Appendix "A" – map outlining snow clearing routes for City Streets.
2. Appendix "B" – map outlining snow clearing routes for City Sidewalks.

This 9 day of December 2019 the City of Prince Rupert Snow & Ice Control Policy has been duly authorized by:



Richard Pucci
Director of Operations



Robert Long
City Manager

Revisions:

October 31, 2018
January 3, 2013