

DATE: August 28, 2018

TO: MAYOR AND COUNCIL

NAME AND TITLE: DAVE DYER, GENERAL MANAGER, ENGINEERING AND PUBLIC WORKS

SUBJECT: Proposed Snow and Ice Control Council Policy

ATTACHMENT(S): Proposed Snow and Ice Control Council Policy

RECOMMENDATION(S):

That Council APPROVE the proposed Snow and Ice Control Council Policy as attached to the report dated August 28, 2019 from the General Manager of Engineering and Public Works.

PURPOSE:

This report is presented to Council to provide information on the creation of a proposed Snow and Ice Control Council Policy.

STRATEGIC PRIORITIES:

The Snow and Ice Control Council Policy supports the City Government Strategy - Sustainable Infrastructure Policy and provides direction regarding snow and ice control management.

BACKGROUND

In 2014, Administration amended the Snow and Ice Control Council Procedure including the addition of completion timeframes for snow clearing and inclusions of priority route designations. Amendments were approved by Council in October 2014 and subsequently implemented by Public Works – Roads and Fleet Division.

DISCUSSION

The objective of City of Prince George's snow and ice control program is to maintain municipal roads, laneways, sidewalks, trails, and Civic and Park facilities (parking lots, pedestrian surfaces, and entrances) during the winter season in a reasonable, functional and financially sustainable manner; to reduce the negative impacts that snow and ice may have on City infrastructure in the community; and to facilitate the movement of emergency vehicles, vehicular traffic, and active transportation networks throughout the winter months. The program is intended to assist vehicles that are properly equipped for winter driving conditions and being operated in a manner consistent with effective winter driving habits, and to assist those using active transportation networks with care and attention to conditions.

For some time, the City of Prince George has set its priorities in the Snow and Ice Control Council Procedure which established winter operation priorities, timeframes for snow clearing to be completed during a snow event, and snow accumulation levels that initiated combined internal and external snow and ice control resources.

At the May 13, 2019 Open Council meeting, the Report to Council outlined a number of action items. Public Works, in collaboration with other City departments, would present draft changes to the City's *Snow and Ice Control Council Procedure*, and take into consideration the recommendations from Mr. Blues' report. This report and the attached *Snow and Ice Control Council Policy* include the actions necessary to fulfill this recommendation.

A Snow and Ice Control Program Policy is vital to make a clear statement of the intent of the City of Prince George winter maintenance operations and establish the priorities and service levels of the snow and ice control program. The separation of a Council Policy from an Administrative Procedure is seen in a number of four season communities across Canada. An effective and efficient snow and ice control program is necessary to allow the municipality to function under normal winter weather conditions to reduce snow and ice hazards and to provide reasonable winter mobility on City infrastructure including municipal roads, laneways, sidewalks, trails, and Civic and Park facilities.

An important aspect of City Council is to provide guidance to City Administration and Staff through the setting of policies. There are a number of proposed guiding principles in the proposed *Snow and Ice Control Council Policy* that provide the framework for the implementation of an effective and efficient snow and ice control program in the City of Prince George. The proposed Guiding Principles include the following:

- Four Season City - Prince George is a city with four distinct seasons and the winter season and its conditions are an important part of life in our community;
- In Partnership with our Residents - Council recognizes that snow and ice control operations call for a collaborative approach with residents, commercial, industrial, and institutional sectors and the City of Prince George Staff;
- Public Safety a Priority– Municipal roads will be cleared on a priority basis to enable effective movement of emergency vehicles, vehicular traffic, and facilitate movement for active transportation within the city; and,
- Financial Sustainability - Council and the taxpayers of Prince George support the Snow Levy and decisions made on how this money is spent needs to be done in a measured manner with the priorities set out by Council.

The proposed policy and its administration aim at providing an equitable level of service to all the residents of the City of Prince George.

The following actions will help guide the City of Prince George in the development, implementation, maintenance, review and reporting of its snow and ice control program:

- Define the levels of snow and ice control services to be delivered using best management practices in support of Council's Strategic Priorities;
- Identify the optimum mix of internal/external resources to deliver the desired services;
- Plan financially for the defined levels of service and the risk of costs exceeding the annual budget due to the variable nature of winter;
- Identify and address the effects of climate change;

- Implement equipment training and succession planning to ensure that City operations are optimized and that support staff are trained and available when required; and,
- Communicate information to the public about snow and ice control operations, both in advance of and during the winter season.

The Policy, if approved, will be administered through the Snow and Ice Control Program Administrative Procedure and will be reviewed periodically to ensure that the priorities, service levels and support systems continue to meet the purpose of the policy and ensure adequate resources and reserves are both in place and available for winter maintenance operations.

SUMMARY AND CONCLUSION:

The change from a Council Procedure to a Council Policy is consistent with the recommendation from Mr. Blues and aligns with a number of other four season communities throughout Canada. It provides guidance to City Administration and Staff on the priorities of Council and further clarity with a set of guiding principles for the City's snow and ice control program.

Administration recommends that Council approve the attached *Snow and Ice Control Council Policy*.


RESPECTFULLY SUBMITTED:



Dave Dyer, General Manager, Engineering and Public Works

Report prepared by: Gina Layte Liston, Director Public Works

APPROVED:



Kathleen Soltis, City Manager
Meeting date: September 9, 2019