

**DATE:** January 29, 2025

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** Blake McIntosh, Director of Civic Operations

**SUBJECT:** Snow and Ice Control Policy 2025 Review

**ATTACHMENT(S):** Snow and Ice Control Policy approved September 9, 2019  
Snow and Ice Control Policy Review – Report to Council November 11, 2024

**RECOMMENDATION(S):**

That Council RECEIVES FOR INFORMATION the report dated January 29, 2025 from the Director of Civic Operations, titled “Snow and Ice Control Policy 2025 Review”.

**PURPOSE:**

At the January 22, 2025 budget meeting, Administration was directed by Council to return the existing Snow and Ice Control Policy for discussion.

**BACKGROUND:**

The objective of the City of Prince George’s snow and ice control program is to maintain associated municipal infrastructure 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.

On October 6<sup>th</sup>, 2014, the Snow and Ice Control Council Procedure was adopted by Council. This Council procedure was developed through an extensive review of existing practices and was conducted by City staff and an external consultant. The procedure outlines snow event priorities and response times for winter maintenance of municipal roads, sidewalks, civic facilities and parks. In 2019, the Council Procedure was changed to the attached Council Policy to further outline the priorities of Council and guiding principles for the City’s snow and ice control program.

On November 4<sup>th</sup>, 2024, Council was presented with the attached report titled “Snow and Ice Control Policy Review.” The report outlined financial considerations for ceasing to clear residential driveways, increasing snow event thresholds and reducing services on statutory holidays.

**STRATEGIC PRIORITIES:**

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

**FINANCIAL CONSIDERATIONS:**

Defined timelines for completion of snow removal activities and annual budgetary adjustments support the level of service outlined in the existing policy. Budgetary enhancements support equipment resources, contracted services, staffing and operating hours required to achieve defined levels of service. Varying winter conditions impact the cost associated with snow removal and ice control and directly affect seasonal operating expenditures. The internal staffing model and associated labour costs required to perform snow and ice control operational activities are a semi-fixed, necessary expenditure to ensure that resources are available to support normal winter maintenance and snow event declarations. Other constant costs are related to equipment and materials necessary for winter operations and end of season maintenance. Table 1. and the accompanying graph reflects steady costs included in the 2024 annual snow and ice control budget

**Table 1:**

<b>Breakdown of Costs</b>	<b>% of 2024 Budget</b>
Labor-including burdens for snow	34%
Materials including salt, sand, gravel	8%
Equipment Retainers	2%
Winter Sand Pickup	9%
Remaining Costs attributed to snow events and general winter maintenance activities.	51%
<b>Approved Snow Budget for 2024</b>	<b>\$ 10,300,000</b>

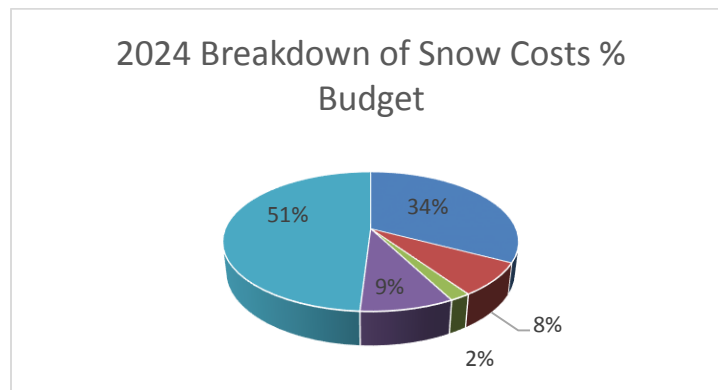


Table 2 below shows a 5 year comparison of the costs of snow and ice control over a calendar (fiscal) year. It should be noted that while winter may be thought of on a seasonal basis, the City budget is based on a calendar year for the snow and ice control budget. The calendar year budget is comprised of the first part of one winter season from January to March and the second part from the next winter season from October to December.

**Table 2: 5 Year Costs of Snow and Ice Control**

<b>Year</b>	<b>Approved Budget</b>	<b>Year end expenditure</b>	<b>Variance</b>
<b>2019</b>	\$8,500,000	\$9,855,763	\$(1,355,763)
<b>2020</b>	\$8,500,000	\$10,522,130	\$(2,022,130)
<b>2021</b>	\$10,000,000	\$7,707,770	\$2,292,230
<b>2022</b>	\$10,000,000	\$9,290,365	\$709,635
<b>2023</b>	\$9,800,000	\$10,772,443	\$(972,443)
<b>2024 to date</b>	\$10,300,000	\$10,600,000	\$(300,000)

**SUMMARY AND CONCLUSION:**

Council approved the Snow and Ice Control Council Procedure in 2014 and subsequently approved the transition from a Council Procedure to a Council Policy in 2019. Defined timeframes and priority routing identified in the Snow and Ice Control Council Policy and the Snow and Ice Control Routes Bylaw provide continuity for the delivery of snow removal services and public expectations. Civic Operations continues to administer the policy and focus on operational improvements and work management procedures to provide consistent levels of service. A change in levels of service outlined in the policy will require a review of current practices, funding and ultimately a decision by Council as to what services levels would be reduced or increased.

**RESPECTFULLY SUBMITTED:**

Blake McIntosh, Director of Civic Operations

PREPARED BY: B. McIntosh

**APPROVED:**

Andy Beesley, Acting City Manager/Director of Civic Facilities and Events

Meeting Date: [2025/02/24]