

	Corporate Policy Guide		
	Snow and Ice Control Policy		
Section:	Operations		
Policy Number:	CW-007		
Authorized by:	Council		
Effective Date:	February 24, 2004	Revision Date:	November 12, 2024

1. **Objective**

The Council of the Village of Salmo wishes to provide for the safe passage of pedestrians and vehicles within the Village of Salmo during snow and ice season.

2. **Policy**

2.1 It is the policy of the Council of the Village of Salmo ensure that snow and ice control operations are carried out on Roads and sidewalks in a timely manner in accordance with the priorities identified by Council, included as Schedule A to this policy. The system of snow and ice control established by this policy is a reasonable allocation of budgetary resources and the availability of Village of Salmo personnel and equipment, considering Council's other social and budgetary priorities.

2.2 This policy supports the provision of services that Council considers necessary.

3. **Roles and Responsibilities**

3.1 Council is responsible for approving the snow and ice clearing priorities and activities set out in this policy.

3.2 The Chief Administrative Officer is responsible for ensuring this policy is implemented.

3.3 Civic Works is responsible for carrying out snow and ice control in accordance with this policy.

4. **Definitions:**

The following definitions apply to this policy:

- (a) **"Alley"** means a narrow roadway primarily intended to give access to the rear of buildings and parcels of land;
- (b) **"Compacted Snow Surface"** means snow that has accumulated on the roadway surface and is packed by traffic or leveled by snow plows;
- (c) **"Ice Control"** means the control of the build-up of packed snow or ice on roadways through the use of equipment, abrasive materials or chemicals;
- (d) **"Passable Condition"** means Road is passable for vehicles with proper winter tires and driving according to the conditions (driving cautiously – defensively and at a speed appropriate for slippery roads, which is not necessarily the speed limit and could be significantly less than the posted speed limit). This does not mean bare pavement and some accumulations of snow or ice may be present;
- (e) **"Regular Operational Hours"** means Monday through Friday inclusive, 7:00 am to 3:00 pm,

not including weekends or statutory holidays;

- (f) **“Roads”** means asphalt roads and lanes;
- (g) **“Sanding”** involves the application of treated or dry sand to roadways to improve traction;
- (h) **“Sidewalk”** means the area between the curb lines or lateral lines of a roadway and the adjacent property lines improved for the use of pedestrians;
- (i) **“Snow Event”** means a snowfall of greater than five (5) cm;
- (j) **“Snow Plowing”** means to move or push the accumulation of snow from the driving lanes of a Road towards the edge of the Road and left in a Windrow or Stockpile. Snow Plowing is done using equipment, including, but not limited to, graders, loaders, plow trucks, pickup trucks and skid-steer loaders. Snow will not be cleared to bare pavement;
- (k) **“Snow Removal”** means loading the Windrowed snow onto trucks and hauling the snow to snow disposal sites. No attempt will be made to remove snow from driveway entrances;
- (l) **“Stockpile”** means snow that has been deposited into a pile during snow and ice control activities;
- (m) **“Village”** or **“Village of Salmo”** means The Corporation of the Village of Salmo; and
- (n) **“Windrow”** means a row of snow that is left from a snow plow's blade when clearing the public roadway and Sidewalks. Windrows occur as an outcome of Snow Plowing activities.

5. Snow Control

5.1 The Civic Works Foreman, or their designate:

- (a) will monitor the weather forecast during Regular Operational Hours;
- (b) will direct the commencement of Snow Plowing after a Snow Event during Regular Operational Hours; and
- (c) may, in their discretion, direct the commencement of Snow Plowing after a Snow Event outside of Regular Operational Hours.

5.2 Snow Plowing priorities are identified as Priority 1 Roads, Priority 2 Roads, Priority 3 Roads and Priority 4 Roads (see Schedule A showing defined priority routes).

5.3 Snow Plowing shall be done in a manner to achieve two driving lanes width and:

- (a) to Passable Condition on Priority 1 and 2 Roads; and
- (b) to Compacted Snow Surface on Priority 3 and 4 Roads.

In places where parked vehicles or other factors constrain the Road width, Snow Plowing may only achieve a single driving lane.

5.4 Staff will initially plow Priority 1 Roads and maintain Priority 1 roads to a Passable Condition until the termination of a Snow Event.

5.5 Priority 2 roads will be plowed to a Passable Condition once Priority 1 Roads can be maintained to a Passable Condition.

5.6 Priority 3 Roads will be plowed to a Compacted Snow Surface once Priority 1 and 2 Roads can be maintained to a Passable Condition.

5.7 Priority 4 Roads will be plowed to a Compacted Snow Surface once Priority 1 and 2 Roads can be maintained to a Passable Condition and Priority 3 Roads can be maintained to a Compacted Snow Surface.



5.8 Priority 5 Roads will be plowed to a Compacted Snow Surface once Priority 1, 2, & 3 Roads can be maintained to a Passable Condition and Priority 4 Roads can be maintained to a Compacted Snow Surface.

6. Snow Removal

6.1 The Civic Works Foreman, or their designate, will direct Snow Removal to clear centre Windrows or Stockpiles and in situations where lack of adequate storage prohibits the reasonable movement of vehicle and/or pedestrian traffic, or where snow obstructs visibility for motorists, due to the presence of a Windrow or Stockpile of snow. Snow Removal may be limited due to space and budgetary limitations.

6.2 Snow Removal priorities are based on the priority routes set out in Schedule A. If Snow Removal is required, the snow would be removed first from Priority 1 Roads, and any additional removal would follow the hierarchy of roads that is set out in Schedule A.

7. Ice Control and Sanding

The Civic Works Foreman, or their designate, will direct Sanding at intersections to reduce traffic hazards and to Snow Plow and Sand at lesser snow accumulations when temperature cause hazardous traffic conditions.

8. Snow and Ice Control – Sidewalks, Boulevards and Lanes

8.1 The Village will be responsible for Snow Plowing and Ice Control on Sidewalks only in accordance with Schedule A.

8.2 Property owners and their tenants are responsible for Sidewalk snow and ice clearance per Village Traffic Bylaw #660 Part 6, section 20, parts 3 & 4 concerning Sidewalks and dangerous snow and ice. They must continue to keep Sidewalks clear and ice-free between snowfalls. The Village will assist property owners and their tenants by Snow Plowing the Sidewalks in the Village Centre concurrent with street Snow Plowing after a Snow Event, staff time and equipment permitting.

8.3 Property owners:

- (a) are to keep all road boulevards and lanes clear of obstructions and provide off-street parking. From November 1st to April 30th, parked vehicles that continually impede Snow Plowing will be towed away at the owners' expense; and
- (b) are prohibited from removing snow from private property onto any boulevard or lane. Property owners that continually remove snow in this fashion shall be invoiced by the Village for the time spent on activities related to clearing this obstruction.

8.4 The Civic Works Foreman, or their designate, will direct:

- (a) Snow Plowing the walking paths along Glendale, Cady, and around the Mountain, staff time and equipment permitting; and
- (b) Snow Plowing alleys every second snowfall, staff time and equipment permitting, and only during Regular Operational Hours.

9. General

9.1 The Civic Works Foreman, or their designate, is authorized to call-out crews on overtime when required to achieve this policy's goal and objectives.



Revision History

Approved at meeting #05-04 on February 24th, 2004.
Reviewed and confirmed unchanged at meeting #43-08 on November 12th, 2008.
Reviewed and confirmed at meeting #23-12 on December 11th, 2012.
Reviewed and confirmed at meeting #22-13 on November 26th, 2013.
Reviewed and confirmed at meeting #20-14 on October 28, 2014.
Renumbered and confirmed on July 22, 2015 (Former Policy # 5410)
Renumbered on February 9th, 2016 (Former Policy #CW-007 RES #R4-722-15)
Amended at meeting #19-21 on November 9, 2021
Amended at meeting #20-22 on December 13, 2022
Amended at meeting #17-24 on November 12, 2024

Schedule A

Snow Plowing Priorities

Priority 1:

- Public Sidewalks in the Village Centre - (Trackless);
- Emergency services access - (Fire Hall & Ambulance Bays) - (loader);
- Main thoroughfares - Carney Mill Rd., Cady Rd., Glendale Ave., and Main St.; and
- Laneway behind Post Office.

Priority 2:

- 4th St., Davies Ave. (3rd to bridge), Sayward Ave. (3rd to Main St.), and 3rd St.; and
- Motel Ave., Ninth St., Hanson Ave., 8th St. and Park Ave., Railway & Rotter Ave.

Priority 3:

- 7th St., 6th St., Sayward & Baker Ave. (7th to Main St.);
- Hutcheson Ave., MacLure Ave., Fourth St. (MacLure Ave. to Hutcheson Ave.);
- 2nd St., Riverside Ave, Sayward Ave. and Davies Ave. (3rd to 1st); and
- Cottonwood Ave., Aspen St., Birch St., Cedar Ave.

Priority 4:

- Ponderosa Cres., Tamarac Cres., Gretchen Cres., Larsen Rd., Henderson Ave.;
- Gray Dr., Sixth St., Woodland Dr., and Baker Lane (and Baker Lane off of 1st St.);
- Sayward Lane; Audrey Ave.; and
- Salmo Ram Shed (Highway 3).

