

# Village Of Cache Creek

## Policy No. D-8

### Streets, Roads and Driveways Snow Clearing

**Date Approved by Council:**

August 12, 2002

**Effective:**

August 12, 2002

**Date Amended by Council:**

October 15, 2002

August 18, 2003

February 13, 2006

December 11, 2006

February 26, 2007

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October 15, 2002

August 18, 2003

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**Policy Statement:**

The employees and/or contractors of the Village of Cache Creek shall be responsible for the removal of snow, ice and other debris from Village streets, roads and Village owned parking lots as directed by Council through this Policy.

**Purpose:**

The purpose of this policy is to establish a standard for the control of snow and ice on the streets, roads and Village owned parking lots in the Village of Cache Creek.

**Procedures:**

1. When an employee who is on Weekend Standby is making the rounds of inspections and observes that the streets, roads and Village owned parking lots are in need of plowing or sanding, they shall attempt to obtain approval from the following:
  - a) Clerk/Administrator
  - b) Public Works Foreman
  - c) Treasurer/Deputy Clerk

In the event that none of the above can be contacted, the employee shall carry out the necessary work and their judgment will be fully supported by Administration.

2. During and immediately after any snowfall or freezing rain, the Village of Cache Creek Public Works Department shall inspect all streets, roads and Village owned parking lots for any accumulation of ice or snow which will represent a hazard to vehicular traffic. This inspection shall be conducted as early as possible in the morning.
3. Should any accumulation of snow or ice be identified as a hazard to vehicular traffic, the Public Works Foreman shall utilize the personnel, equipment and materials required to remove the snow and/or ice. This includes calling out any contracted maintenance.
4. If snow is in excess of one inch, it must be plowed before salt or sand is applied.

5. In a Call Out situation, one employee shall plow, sand and salt. However, if the situation is serious, the authorized representative from Procedure 1 above may authorize additional workers to be called out.
6. A mixture of salt and sand should be applied when the temperature is between  $-6^{\circ}$  and  $0^{\circ}$  C.
7. Below  $-6^{\circ}$  C. straight sand should be applied.
8. Priority streets and roads shall be cleared of snow and ice before starting work on regular streets, roads and Village owned parking lots. The priority streets and roads are:
  - a) Valleyview Drive
  - b) Stage Road
  - c) Sage & Sands Trailer Court Hill
  - d) Sunvalley Subdivision
9. Priority "A" driveways shall be cleared as soon as possible. Priority "B" driveways shall be cleared as soon as the streets and sidewalks are cleared and/or sanded.
  - a) Priority "A" driveways:
    - Cache Creek Fire Hall
    - Cache Creek Community Hall when an event is occurring within 24 hours
  - b) Priority "B" driveways:
    - Cache Creek Community Hall (unless subject to Priority "A" guidelines).
    - During regular Public Works hours only, driveway entrances shall be cleared of snow windrows left by the plow
10. For overnight snowfalls, Section 13.07 (b) of the Collective Agreement shall apply:

*In the event of an overnight snowfall within the Village boundaries, the Employer will be able to advance the work day by one and one-half (1 1/2) hours, at regular pay, provided the Employer notifies the employees on a rotating basis and with a minimum of one-half (1/2) hour advance notice prior to the start of the shift. (i.e., revised work day would be from 6:30 A.M. to 3:30 P.M. with normal breaks.) The variation of the starting time can only be done five (5) days, Monday through Friday.*