



Snow and Ice Control Policy

Policy Number: PW-001

Date in Effect: May 27, 2025

POLICY STATEMENT

- 1 The Town of Canmore will manage snow and ice in a manner that makes best efforts to provide safe access for users of the transportation network and public facilities. Snow and Ice Control will focus on accident and loss prevention, facilitating emergency response equipment, mitigating against economic loss, and delivering service with an environmental and sustainable conscience.

PURPOSE

- 2 The purpose of this policy is to:
 - a) ensure accessibility on a prioritized basis,
 - b) offer guidelines for snow and ice maintenance, and
 - c) outline expectations for responsibilities regarding snow and ice control.

DEFINITIONS

- 3 In this policy,
 - a) “Arterials” means to facilitate mobility and longer distance travel for major trips between principle areas with relatively few and controlled access points, and connect to the collector roadway network;
 - b) “Bare Pavement” means the continuous Plowing and de-icing /sanding of the driving lanes of a road until Bare Pavement is achieved.
 - c) “Bicycle Corrals” means bicycle racks grouped together in common area within the public right-of-way traditionally used for motor vehicle parking. Bicycle Corrals may be on the roadway surface or elevated to the height of the sidewalk. Also known as in-street bicycle parking;
 - d) “Building Accesses” means primary entry/exits points of a building used by the general public, staff, or equipment. Accesses are built in accordance with national and provincial safety standards.
 - e) “Building Aprons” means the perimeter around a building up to:
 - i) underneath the eaves, or

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- ii) 1 meter from the building
- f) “Building Emergency Accesses” means special, additional entry/exit points of a building that provide safe access for occupants to the outside of the building. Emergency Accesses are strategically built and placed in accordance with national and provincial safety standards and they are in compliance with emergency management for the building.
- g) “Collectors” means to gather and distribute trips from residential areas to secondary trip generators such as schools, community business centres, parks, sports fields, etc. These roadways collect and distribute travel from neighborhood to neighborhood within the community;
- h) “Crosswalks” means a designated part of a roadway where pedestrians have the right-of-way to cross, and is typically indicated by signage, electronic signals, and pavement markings;
- i) “Downtown Core” means the area bounded in the north by 10th Street, in the east by Railway Avenue, in the south by 7th Street, and in the west by 8th Avenue.
- j) “Emergency Accesses” means to provide special access from Arterials, Collectors, or Local Roadways to a community or development which are intended to accommodate access by fire or emergency medical services;
- k) “Hand Cleaning” means use of hand tools such as shovels, ice scrapers, push brooms, backpack blowers, and hand salting in areas where equipment cannot be used.
- l) “Hard Pack” means snow that is allowed to accumulate and compact, generally used in non-priority areas and in some cases, on Pathways depending on current conditions.
- m) “Laneways” means to provide access to the rear of properties, also known as back alleys;
- n) “Local Roadways” means to provide direct access to abutting residential properties and distribute trips to higher classifications of roadway (Collectors and Arterials);
- o) “Mitigation” means de-icing or ice control by applying abrasives (i.e. sand) and/or de-icers (i.e. salt or brine) to transportation surfaces to remove snow, ice, or frost, to improve traction, and to control or eliminate the formation of ice.
- p) “On-Street Bicycle Lane” means a portion of the roadway surface, designated for use by cyclists, identified with pavement surface marking including painted lane lines and symbols;
- q) “Pathways” means routes used by people walking and cycling, and typically have an asphalt surface. Some routes operate as mixed Pathways for people both walking and cycling while other routes provide designated space for either walking or cycling.

- r) "Plowing" means pushing accumulated snow from the roadways surface either to the sides or to the centre of the roadway to ensure that travel lanes, turn lanes, and ramps are passable to traffic.
- s) "Public Access Yard Spaces" means yard spaces within the Town of Canmore intended for public use and are readily accessed by the general public.
- t) "Public Parking Lots" means a portion of land or of a building set aside for the parking of motor vehicles or bicycles as approved by the Development Authority on publicly owned lands.
- u) "Public Transit Routes" means routes served by Roam Transit or other regional transit operators;
- v) "School Bus Routes" means any roadways utilized by Canadian Rockies Public Schools, Southland or any school bus transportation company operating in the Town of Canmore;
- w) "School Zones" means the sections of roadway adjacent to a school or playground that is denoted by School Area or Playground Area signage and a 30 km/h speed limit sign.
- x) "Service Expectation" means the expected response and degree to which Snow and Ice Control occurs. Service Expectations vary depending on Snow and Ice Control prioritizations (Sec. 6).
- y) "Sidewalks" means the part of the roadway intended for use by pedestrians, and may be alongside the roads or separated by a boulevard.
- z) "Snow Emergency" means a severe snow storm that overwhelms in-house snow fighting resources. Actions can include banning all traffic except emergency personnel, restrictions or prohibitions to on-streets parking, and closure of public buildings. Snow emergency warnings are normally issued before a storm begins.
- aa) "Snow Removal" means removal of stored snow and Windrows caused by Plowing.
- bb) "Snow Storage" means on street storage of plowed snow.
- cc) "Sweeping" means using a broom (hand or equipment attachment) to remove snow accumulation. Generally works best in light fluffy snow conditions on Pathways, steps, Sidewalks, bus stops, and wheel chair ramps.
- dd) "Transit Stops" means a location with designated signage indicating a transit stop to be utilized by Roam Transit or other regional transit operators.
- ee) "Waste and Recycling Containers" means a receptacle designed in accordance with the Town of Canmore's Engineering Design Guidelines for the storage of waste or recyclables between collection times.



- ff) “Wheelchair Ramps” means an inclined plane that provides accessibility for people using wheelchairs or strollers, between an elevated surface (i.e. sidewalk) and a lower surface (i.e. roadway surface);
- gg) “Windrow” means a continuous pile of snow along a roadway as a result of snow Plowing by equipment.

SCOPE

- 4 This policy applies to municipal systems within the Integrated Transportation Plan and to facilities that are accessed by the general public. The Town of Canmore is not responsible for Snow and Ice Control on the Trans-Canada Highway, the Smith Dorrien Trail, The Canmore Nordic Centre, or the Three Sisters Parkway from the intersection at Three Sisters Drive and Highway 742 heading eastbound to the Trans-Canada Highway. The SNIC Policy will be reviewed once per council term.

RESPONSIBILITIES

- 5 Council responsibilities:
- Policy approval
- 6 Administration
- Policy management and oversight
- 7 Operations
- Policy implementation – personnel and equipment response and delegation

SNOW AND ICE CONTROL PRIORITIZATION AND SERVICE LEVELS

- 8 Snow and ice is managed uniquely whether it is part of the transportation network or public facilities. Operations will utilize a variety of equipment, strategies, and service providers to manage snow and ice within each operational area. Each snow event is different and crews will plow areas with the highest priority before moving on to areas with a lower priority level. Snow and ice Mitigation is attempted if possible prior to snow events, and snow Plowing typically takes precedence over Snow Removal. Descriptions, prioritizations, and Service Expectations for Snow and Ice Control are outlined for each independent operational area below:

a) Roadways

Priority 1	
Includes	Arterials, Collectors, School Bus Routes, School Zones, Public Transit Routes, handicapped parking stalls on roadways
Mitigation	Sanding, de-icing as required
Plowing	Plowing to commence after a minimum of 2cm of snow accumulation Plowed within 24 hours of a snowfall ending Plowing prioritizes initial opening of routes; widening when permissible Attempts are made to plow these areas to Bare Pavement Snow is plowed onto adjacent boulevards or to the sides or centre of the roadway as is permissible; attempts are made to keep shared road spaces accessible for all users

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Removal	Snow Removal occurs when accumulation of plowed snow impedes traffic and on-street bike lane access, creates a safety concern for users, creates drainage problems, and as resources are available
Special Considerations	Emergency situations, roadways adjacent to Police, Fire, Hospital; public safety, steep grades, challenging corners, high traffic intersections, historically problematic areas, time of day/year, day of the week, snow and ice accumulation rates, weather forecast, available resources, drainage issues, high density living
Priority 2	
Includes	Downtown Core, industrial areas, Emergency Accesses
Mitigation	Sanding, de-icing as required
Plowing	Plowing to commence after a minimum of 5cm of snow accumulation Plowed within 48 hours of a snowfall ending Plowing prioritizes initial opening of routes; widening when permissible Snow is plowed onto adjacent boulevards, or to the sides or centre of the roadway as is permissible; attempts are made to keep shared road spaces accessible for all users
Removal	Snow Removal occurs when accumulation of plowed snow impedes traffic and on-street bike lanes, creates a safety concern for users, creates drainage problems, and as resources are available
Special Considerations	Emergency situations, accesses adjacent to Police, Fire, Hospital; public safety, steep grades, challenging corners, high traffic intersections, historically problematic areas, time of day/year, day of the week, snow and ice accumulation rates, weather forecast, available resources, drainage issues, high density living
Priority 3	
Includes	Local roads, parking lots, Laneways
Mitigation	Sanding, de-icing as required
Plowing	Plowed only as necessary or required
Removal	Snow is not removed from Priority 3 routes under normal circumstances
Special Considerations	Emergency situations, accesses adjacent to Police, Fire, Hospital; public safety, steep grades, challenging corners, high traffic intersections, historically problematic areas, time of day/year, day of the week, snow and ice accumulation rates, weather forecast, available resources, drainage issues

b) Active Transportation

Priority 1	
Includes	Transit Stops, Crosswalks, Wheelchair Ramps
Mitigation	Sanding, de-icing as required
Plowing	Plowing to commence after a minimum of 2cm of snow accumulation Plowed within 24 hours of a snowfall ending Plowing prioritizes initial opening of routes; widening when permissible

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Special Considerations	Emergency situations, public safety, high traffic intersections, historically problematic areas, School Zones, commuter routes, business districts
Priority 2	
Includes	Pathways, Sidewalks, cycling routes, On-Street Bicycle Lanes
Mitigation	Sanding, de-icing as required
Plowing	Plowing to commence after a minimum of 5cm of snow accumulation Plowed within 48 hours of a snowfall ending Attempts are made to mitigate snow and ice and to clear Sidewalks to Bare Pavement Pathways may be cleared to Bare Pavement or Hard Pack depending on conditions
Special Considerations	Commuter routes and connection to Priority 1 areas, emergency situations, public safety, high traffic intersections, historically problematic areas, School Zones, business districts
Priority 3	
Includes	Bicycle Corrals
Mitigation	Sanding, de-icing as required
Plowing	Hand clearing within 72 hours of a snowfall ending
Special Considerations	Public safety, historically problematic areas

c) Public Facilities

Priority 1	
Includes	Building Accesses, Building Emergency Accesses, handicapped parking stalls in Public Parking Lots
Mitigation	Sanding, de-icing as required
Plowing	Plowing and/or hand clearing to commence after a minimum of 2cm of snow accumulation Plowed within 24 hours of a snowfall ending
Special Considerations	Public safety, high public use, historically problematic areas
Priority 2	
Includes	Building Aprons, Waste and Recycling Containers
Mitigation	Sanding, de-icing as required
Plowing	Plowing and/or hand clearing to commence after a minimum of 5cm of snow accumulation Plowed within 48 hours of a snowfall ending
Special Considerations	Public safety, high public use, historically problematic areas
Priority 3	
Includes	Public Access Yard Spaces, fire hydrants
Mitigation	Sanding, de-icing as required
Plowing	Plowed only as necessary or required
Special Considerations	Public safety, high public use, historically problematic areas

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d) Private Property and Development

- i) Snow and Ice Control for residential and commercial development is not covered by municipal services delivery from the Town of Canmore

SNOW EMERGENCY

- 9 A Snow Emergency can occur at any time of the year. A Snow Emergency response can be initiated if there is a snowfall event of 30cm or more within 24 hours and threaten the mobility of the transportation network.
- 10 Response priorities and methods:
 - a) Restore immediate mobility; open road networks for emergency equipment
 - b) Delegate and deploy all available in-house resources and necessary support equipment required from private enterprise
 - c) Open transportation infrastructure on a prioritized basis
 - d) Declare parking bans as required on roadways requiring removal of snow

POLICY REVIEW

- 11 This policy will be reviewed at least once in every term of Council.

RELATED DOCUMENTS

Engineering Design and Construction Guidelines
Integrated Transportation Plan
Traffic and Road Use Bylaw 2014-06
Environmental Sustainability Action Plan
Town of Canmore Strategic Plan

ATTACHMENTS

None.

REPEALS POLICY: Snow Removal Policy 536-2002

AUTHORIZATION:



Sean Krausert
Mayor



Cheryl Hyde
Manager, Municipal Clerk's Office

Policy approved by:



REVISION HISTORY

Action	Date	Council Motion	Notes
Approved	2002-11-19	536-2002	Snow Removal Policy
Repealed	2019-07-02	163-2019	
Approved	2019-07-02	163-2019	Snow and Ice Control Policy PW-001
Confirmed	2025-05-27	152-2025	No Changes – Formatting Revisions

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