



THE CORPORATION OF THE CITY OF COURTENAY

## BRIEFING NOTE

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**To:** Council  
**From:** Director of Public Works Services  
**Subject:** Snow and Ice Control 2023-2024

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**File No.:** 5400-11  
**Date:** December 6, 2023

### PURPOSE:

This note summarizes the City's Snow and Ice Control Program from November 16, 2023 to March 1, 2024.

### BACKGROUND:

During snow and ice conditions, the City of Courtenay's Public Works Services Department is prepared and ready to respond 24 hours a day, seven days a week for the snow season from November 20, 2023 to March 1, 2024.

City Crews maintain over 341 lane-kilometres of roads throughout the City with crews working up to 16 hour shifts during snow events to provide the most effective program possible. Crews are also dispatched to clear high priority sidewalks, and the City's catch basins (e.g., storm drains) to prevent flooding. Additional maintenance activities include pothole patching, winter road patrols, health and safety training, and repairs to property, tools and equipment.

### DISCUSSION:

Whether it's reducing ice or removing snow on roads or clearing it from paths, sidewalks and bike lanes, the City's crews strive to ensure residents and visitors can connect to and access spaces, services, facilities and transportation networks no matter how they travel, despite the weather.

The City's winter maintenance operations include salting and brining, plowing and snow removal. As capacity is limited, crews work in order of priority. On local roads, cul-de-sacs and lanes, residents should expect a single plow pass to accommodate emergency access for police, fire and ambulance. Snow removal includes activities such as bus stop clearing, snow removal with loaders, snow dump operations, and snowbank removal in the downtown core.

The priorities for roads are as follows, as illustrated on the City's website:

1. Arterial and major collector roads, emergency services facilities, bus routes and the downtown core.
2. Minor collector roads, streets with steep hills, school zones.
3. Local roads.
4. Cul-de-sacs and lanes.

The City also clears snow from sidewalks and walkways on high volume pedestrian routes where mechanical clearing is possible. This includes arterial roads, the downtown core, park frontages, transit areas, sidewalks adjacent to emergency and municipal facilities and prioritized paved walking trails. Snow is also cleared from sidewalks on collector roads without residential homes where mechanical clearing is possible and on fully separated bike lanes.

The priorities for sidewalks are as follows, as illustrated on the City's website<sup>1</sup>:

1. Arterials and the downtown core, prioritized multi-use pathways and walking trails, and separated bike lanes.
2. Collectors, secondary neighbourhood multi-use pathways.
3. Connecting walkways, prioritized residential neighbourhoods, and park frontages.
4. Transit areas, intersection letdowns, and catch basins.

**RECOMMENDATION:** THAT Council receive the "Snow and Ice Control 2023-2024" briefing note.

**ATTACHMENTS:**

1. Snow and Ice Control Presentation

Prepared by: Michael Wright, P.Eng, MPA, Manager of Transportation and Fleet

Reviewed by: Michael Kearns, Manager of Parks Maintenance

Kyle Shaw, ASCT, CPWI, CWP, CWWP, Director of Public Works Services

Concurrence: Geoff Garbutt, M.P.I., MCIP, RPP, City Manager (CAO)

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<sup>1</sup> <https://www.courtenay.ca/EN/main/departments/public-works/snow-and-ice-control.html>