

POLICY NO.	POL-2502	DEPARTMENT	Public Works
TITLE	Village of Lions Bay Snow and Ice Policy		
DATE ADOPTED	September 2, 2025		
DATE AMENDED			

1.0 PURPOSE

This policy establishes standards for the management of snow and ice in the Village of Lions Bay to promote public safety and minimize municipal liability in accordance with legal obligations and consistent with risk management guidelines provided by the Municipal Insurance Association of British Columbia (MIABC).

Municipalities have a duty of care to maintain roads and sidewalks in a reasonably safe condition for public use. This duty is tempered by the principle of policy defence, whereby municipalities are not liable for damages arising from resource allocation, service levels and operational priorities made pursuant to an established policy.

Adopting a snow and ice management policy helps establish this defence and reduces legal exposure by demonstrating that the Village has made deliberate, reasonable decisions regarding winter maintenance activities. Risk management principles call for the prioritization of resources towards areas with the highest potential risk to public safety. Snow and ice accumulation on roads, sidewalks, and public spaces can lead to slips, falls, motor vehicle accidents and delays to emergency services. Accordingly, the Village will apply the following guiding principles:

- 1) Focus on high-traffic areas, emergency access routes, and known problem areas.
- 2) Apply proactive monitoring and timely response within reasonable resource constraints
- 3) Maintain clear documentation of actions taken, including weather conditions, staff deployment and materials used.

2.0 SCOPE

This policy applies to all public roads, sidewalks, pathways, parking areas and other municipally owned or maintained infrastructure subject to snow and ice accumulation. This policy does not apply to:

- i) Provincial highways and interchanges maintained by the Ministry of Transportation and Transit and its contractors.
- ii) Private roads, driveways and other non-municipal lands.

3.0 SNOW AND ICE MANAGEMENT STANDARDS

3.1 Levels of Service

1. Snow removal equipment and rocksalt (Salt) stockpiles shall be ready for use by Nov. 1 every year. Brine will not be utilised.

2. Best effort will be used to be aware of and ready for incoming snow on a rolling 24-hour window. Salt will be applied ahead of snow if deemed useful at given temperatures. Sand and grit will not be employed.
3. The municipality does not guarantee bare pavement.
4. Plowing may be conducted outside of regular work hours during significant events.
5. The Village may employ contracted services as needed to supplement municipal staff.
6. Snow removal will commence at any time, once accumulation makes it practicable, including by hand shovelling, in the following descending priority:
 - a. Municipal infrastructure (including but not limited to drainage, the Klatt Public Safety Building, the Smith Public Works Yard, municipal offices, water and wastewater treatment plant access roads and formal pedestrian sidewalks)
 - b. Primary streets: Oceanview from Highway 99 to Crosscreek, Crosscreek, Centre, Bayview from Centre to Mountain. During heavy snow events, it may be necessary to begin higher priority Roads again before others have started.
 - c. Secondary streets: Mountain, Upper Bayview, Oceanview, Lions Bay Ave., Kelvin Grove, Tidewater, Brunswick Beach.
 - d. Tertiary streets: all remaining
 - e. For the avoidance of doubt, school and post office driveways and parking areas are cleared by the Municipality as a courtesy, but there shall be obligation as to when this occurs, if at all. The parking lot of the parcel at 350 Centre Road, which houses the community mailboxes, shall be cleared by the municipality as payment in kind for the property's provision of space for public garbage bins and toilet facilities
 - f. Service calls from utility providers and emergency services may change the priorities above.

7.0 RESPONSIBILITIES

7.1 The Municipality:

- 1) Shall utilise best efforts given conditions, equipment and personnel to provide walkable and driveable streets. Safe driving conditions are not guaranteed.
- 2) Shall not be liable for:
 - Damage to private property, including vehicles, left anywhere on the Road or in designated snow dump zones. Dashcam and camera files will be utilised for the record.
 - Damage or harm caused by flying Salt, gravel and snow.
- 3) Will make an effort not to fill driveway ends with snow, but exigencies may require it.

7.2 Residents:

- Shall move all property, including vehicles, off the Road.
- Avoid calling the Municipality to ask for salt to be applied or whether plowing will happen, or to advise it is snowing, since these are all governed by this Policy.
- Shall take cover when plows pass, and not flag them down so that speed can be maintained for effective snow removal.

8.0 COMMUNICATION

The Village will:

- Provide public education on snow clearing responsibilities and best practices.
- Maintain a record of public complaints and service requests for documentation and follow-up.

9.0 BUDGET AND RESOURCES

Snow and ice management operations is subject to annual budget allocations. Service levels may be adjusted based on available funding and staff capacity. Council may approve temporary additional resources during extreme weather events.

10.0 REVIEW AND AMENDMENTS

This policy shall be reviewed every three years or as needed to respond to changing conditions, legal precedents, or best practices.

11.0 APPENDICES ATTACHED

Appendix A: Documentation and Reporting Template

Certified a true copy of Policy No. 2502: Snow and Ice Management, adopted by Council September 2, 2025.

Corporate Officer