

February 14, 2017

[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

Dear [REDACTED]

**Re: Request for Access to Information Under Part II  
of the Access to Information and Protection Privacy Act**

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On January 31, 2017, the City of St. John's received your request for access to the following information:

*"All policies and procedures regarding salting/winter maintenance of public areas of the City of St. John's, in particular the stairway of McMurdo's Lane."*

Enclosed is the information you requested. As the provision of the information constitutes full disclosure, we now consider this matter completed and will be closing the file.

If you have any further questions, please feel free to contact the undersigned by telephone at 576-8202 or by e-mail: [ehenley@stjohns.ca](mailto:ehenley@stjohns.ca).

Yours truly,



Elaine A. Henley  
City Clerk

Enclosures

**ST. JOHN'S**



## ATIPPA REQUEST Snow Clearing

**Brian Head** to: Stacey Fallon  
Cc: Lynnann Winsor, David Crowe

2017/02/13 02:00 PM

Stacey, The Department of Public Works has received the following ATIPPA request for information related to snow clearing policies and practices of the City of St. John's;

*"All policies and procedures regarding salting/winter maintenance of public areas of the City of St. John's, in particular the stairway of McMurdo's Lane".*

The following is a synopsis of current policies and procedures;

1. priorities, service levels and procedures pertaining to snow clearing and ice control on City of St. John's public property



ATTIPA Snow Clearing Request.docx

2. policies pertaining to the management of snow and ice control operations in the City of St. John's.

Policy: 08-01-01	Snow Clearing Priority (Streets and Sidewalks)
Policy: 08-01-02	Street Clearing
Policy: 08-01-03	Ice Control
Policy: 08-01-04	Sidewalk Snow Clearing
Policy: 08-01-05	Snow Clearing of Private Lanes
Policy: 08-01-06	Operator Response Time
Policy: 08-01-07	Snow Clearing of Off- Street Parking Lots



Policy08-01-01 Snow Clearing Priority (Streets and Sidewalks).pdf



policy08-01-02 street Clearing.pdf



policy08-01-03 Ice Control.pdf



Policy08-01-07 Snow Clearing of Off-Street Parking Lots.pdf



Policy08-01-05 Snow Clearing of Private Lanes.pdf



Policy08-01-06 Operator Response Time.pdf



Policy08-01-04 Sidewalks Snow Clearing.pdf

Please advise if further clarification is required.

Brian Head, BSc.  
Manager - Parks and Open Spaces Division  
Dept. of Public Works  
City of St. John's  
25 Blackler Avenue  
P.O. Box 908, St.John's , NL A1C 5M2  
Ph: 576 8306  
bhead@stjohns.ca

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Lynnann Winsor	From: Lynnann Winsor/CSJ To: Brian Head/CSJ...	2017/01/31 06:45:48 PM
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From: Lynnann Winsor/CSJ  
To: Brian Head/CSJ@csj, David Crowe/CSJ@csj  
Date: 2017/01/31 06:45 PM  
Subject: Fwd: ATIPPA REQUEST

---

Hi Brian/ David

Please see below request. Would you provide any information you may have to Stacey.

Thanks

Lynnann

Begin forwarded message:

**From:** "Stacey Fallon" <[SFallon@stjohns.ca](mailto:SFallon@stjohns.ca)>  
**To:** "Lynnann Winsor" <[lwinsor@stjohns.ca](mailto:lwinsor@stjohns.ca)>  
**Subject:** ATIPPA REQUEST

*(See attached file: Memo to Department.doc)*

Regards,

Stacey Fallon  
Legislative Assistant  
Legislative Services  
City of St. John's  
(709) 576-2241

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Memo to Department.doc

# INFORMATION NOTE

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**Title:** Snow Clearing Policies and Procedures – City of St. John’s

**Date Prepared:** Feb 13, 2017

**Report To:** Office of the City Clerk

**Ward:** Non-ward specific

**Issue:** Access to Information Request

## **Discussion – Background and Current Status:**

### **City of St. John’s Snow Clearing and Ice Control Operational Process - Department of Public Works**

The City of St. John’s received the following request under the Access to Information and Protection Privacy Act (ATIPPA);

*“provide all policies and procedures regarding salting/winter maintenance of public areas of the City of St. John’s, in particular the stairway of McMurdo’s Lane”*

In compliance with this request the following summary is provided;

### **Roads Division**

#### **Street Priority**

Streets are salted and plowed in a priority order that is primarily based on traffic volumes. This ensures emergency vehicle access is maintained to the greatest number of residents at all times.

For snow plowing and ice control, streets in the City of St. John's are categorized into four priorities.

- Priority 1 - Major/Minor Arterials/Steep Hills
- Priority 2 - Collectors/Metrobus Routes/School Areas
- Priority 3 - Local Streets, Including Cul-de-sacs
- Priority 4 - City Maintained Private Lanes

#### **Levels of Service**

Streets and sidewalks of St. John’s are maintained to performance and service objectives developed by the Roads Division of the Department of Public Works, and approved by City Council:

#### **Streets**

- Ice control of streets: Complete one application of ice control materials on all streets within three hours of ice conditions.



- Snow plowing of streets: For snowfalls of up to 25 centimeters, complete an initial cut on all streets within 12 hours following the end of the storm. For snowfalls greater than 25 centimeters, and for extenuating circumstances (such as drifting conditions, extreme snow accumulations, etc.), the time to complete the initial cut will increase.
- Snow plowing of sidewalks: Begins after pushback of streets is completed. Depending on the amount of snow on the ground and equipment availability the majority of streets in the sidewalk program will be plowed within four to seven days. The time to complete this will increase if a new storm occurs during this time frame.

## **Sidewalks**

- Downtown - The St. John's Snow Removal Regulations require properties adjacent to designated downtown streets to keep sidewalks clear of ice and snow. To assist with this, for storms greater than 5 cm, some sidewalks in the downtown core (bordered by Temperance, Duckworth, New Gower and Springdale streets) are cleared as part of a cost shared agreement with Downtown St. John's.
- Outside the Downtown - The City clears and salts sidewalks on at least one side of the majority of all arterial and collector streets within 1.6 kilometres of schools. A few streets classified as residential that provide connections between these streets have also been included. There are separate routes for sidewalk clearing, and they are prioritized so they start in the centre core of the City and move outward. The areas around Memorial University and the upper downtown (Harvey Road to Cavendish Square, including Queens Road) are focal points for the routes.

## **Method of Operation**

### Street Clearing

1. Immediately upon the recognition of slippery street conditions, the City will commence application of salt, sand, or a mixture of both (the choice being made in accordance with other City policies governing use of each), but without any attempt to mechanically remove the snow from the street surface except through the melting effect of the applied salt.
2. If snow continues to accumulate past a depth of 4 to 5 cm, then plowing will begin, but using only the plows mounted on the salt-spreading units.
3. If snow continues to accumulate past a depth of 10 to 15 cm, then all available snow plowing equipment will be called into service.
4. Throughout all stages, streets will be cleared in the following order of descending priority:
  - major arterials
  - collector roads
  - residential streets
  - Private lanes and off-street parking areas, if approved in accordance with other applicable City policies.
5. If the severity of a storm dictates that all streets cannot be kept open, then the objective of the snow clearing operations will be to maintain a reasonable continuous flow of traffic on as many of the high priority streets as possible. Equipment will not attempt to clear the low priority streets, even periodically, unless it can do so without letting the high priority streets become impassable.

6. As weather and availability of equipment and operators permit, all streets will eventually be fully cleared, in priority order. Full clearing will include the entire street surface, from curb to curb, including parking lanes where applicable, but subject to there being sufficient space behind the curbs for safe banking of snow. Clearing may also include sidewalks in certain areas if so stipulated in other City policies.

7. Where insufficient space exists for safe banking of snow behind the curb lines, snow banks may be permitted to encroach upon adjacent parking or driving lanes, provided that a reasonable traffic flow is still possible, until such time as full width can be restored by blowing and/or loading and removal of additional snow. Such operations will not take place until weather, traffic, and other conditions permit it to be done safely, and the necessary equipment is not otherwise engaged in more essential clearing operations.

8. Any and all snow clearing operations may be suspended at any time if deemed necessary for reasons of safety and effectiveness. This will include such considerations as the rate of snow fall and drifting, traffic and driving conditions, visibility, damage to equipment or property, operator fatigue, and equipment maintenance requirements.

9. Implementation of this policy, including the exercise of discretionary decision making authority, is the responsibility of the Manager of Roads.

### **Parks and Open Spaces Division**

During winter the division provides snow clearing, ice control and maintenance to City buildings, parks, parking lots, as well as selected steps and laneways throughout the City. It also services salt boxes and pedestrian activated signalized street crossings.

#### **Site Priority**

- Priority 1 - City owned and operated buildings and associated parking lots.
- Priority 2 - Steps and laneways servicing the Downtown business core as well as Bannerman Park and Bowring Park
- Priority 3 - Steps and laneways south of the Lemerchant Rd., Military Rd., Topsail Rd elevation, crosswalk holding areas, laneways in school zones. Salt Box service.
- Priority 4 - Steps and laneways north of the Lemerchant Rd., Military Rd., Topsail Rd. elevation, pedestrian activated traffic signals

#### **Levels of Service**

The provision of snow clearing and ice control to City owned and operated public buildings, parking lots, steps and laneways is addressed through performance and service objectives developed by the Parks and Open Spaces Division of the Department of Public Works, and approved by City Council:

- City owned and operated buildings and associated parking lots (open facility): commence the service at the start of a weather event if the facility is open to the public. Clear and apply ice control product as applicable to all building entrances, walkways and associated parking lots to provide unobstructed and safe access for the public and the employees. During a prolonged event, repeated service is provided.
- City owned and operated buildings and associated parking lots (closed facility): commence the service at a time appropriate to achieve a safe and accessible facility in time for public opening. Clear and apply ice control product

as applicable to all building entrances, walkways and associated parking lots to provide unobstructed and safe access for the public and the employees.

- Steps and laneways servicing the Downtown business core: commence service following the completion of Priority 1 sites): snow clear and provide ice control. Bowring and Bannerman parks to be serviced for snow clearing and ice control at this time.
- Steps and laneways south of the Lemerchant Rd., Military Rd., Topsail Rd elevation, crosswalk holding areas, laneways in school zones. Salt box service: snow clear and provide ice control following completion of Priority 2 sites.
- Steps and laneways north of the Lemerchant Rd., Military Rd., Topsail Rd. elevation, pedestrian activated traffic signals: snow clear and provide ice control following completion of Priority 3 sites.

## **Method of Operation**

1. City Owned and Operated Buildings and Associated Parking Lots  
Upon the recognition of snow accumulation in excess of 7 cm, the City will commence snow clearing and applicable ice control until safe access is achieved. Repeated service may be required.
2. Steps, Laneways and Municipal Parks  
Upon completion of service to City owned and operated buildings and associated parking lots, snow clearing and ice control service will commence on steps and laneways etc. in order of the approved priority listing.
3. During successive weather events, priorities will be restarted. Completion of active priority is not required prior to restarting a higher level.
4. Any and all snow clearing operations may be suspended at any time if deemed necessary for reasons of safety and effectiveness. This will include such considerations as the rate of snow fall and drifting, traffic and driving conditions, visibility, damage to equipment or property, operator fatigue, and equipment maintenance requirements.
5. Implementation of this policy, including the exercise of discretionary decision making authority, is the responsibility of the Manager of Parks and Open Spaces.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

Service levels are to be addressed within the parameters of approved financial resources expect under exceptional circumstances.

### **2. Partners or Other Stakeholders**

N/A



### **3. Alignment with Strategic Directions/Adopted Plans**

Fiscally Responsible  
A City For All Seasons

### **4. Legal or Policy Implications**

Policy: 08-01-01	Snow Clearing Priority (Streets and Sidewalks)
Policy: 08-01-02	Street Clearing
Policy: 08-01-03	Ice Control
Policy: 08-01-04	Sidewalk Snow Clearing
Policy: 08-01-05	Snow Clearing of Private Lanes
Policy: 08-01-06	Operator Response Time
Policy: 08-01-07	Snow Clearing of Off- Street Parking

### **5. Engagement and Communications Considerations**

N/A

### **6. Human Resource Implications**

N/A

### **7. Procurement Implications**

Materials Management Division to be involved in future supply of materials and equipment.

### **8. Information Technology Implications**

NA

### **9. Other Implications**

#### **Conclusion/Next Steps:**

Concern raised pertaining to the service of McMurdos Lane was investigated and found to have been addressed in accordance with approved policies and procedures.

Prepared by/Signature:

Brian Head, Manager Parks and Open Spaces

Approved by/Date/Signature:

Lynnann Winsor, Deputy City Manager, Public Works

# ST. JOHN'S

## City of St. John's Corporate and Operational Policy

Policy: 08-01-01 **Snow** Clearing Priority (Streets and Sidewalks)

Status:

Issued By: Public Works and Parks

Revision No: 2

Revision Date: October 04, 2004

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works

Section: 01 **Snow** and Ice Control

Title: 01 **Snow** Clearing Priority (Streets and Sidewalks)

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### Purpose

To provide for priorities in **snow** clearing .

### Policy Statement

1. The City shall provide **snow** clearing to all publicly maintained streets within its boundaries. The priority for clearing is as follows:

Priority 1 - major and minor arterials

Priority 2 - collector roads

Priority 3 - residential streets

Priority 4 - private laneways and roads (where agreed upon by the City).

2. Notwithstanding the above priorities: through streets with steep hills will be classified as Priority 1; streets on Metrobus routes, dead end streets with steep hills, and streets next to school areas will be classified as a minimum Priority 2.

3. The City shall **snow** clear designated sidewalks within its boundaries fronting schools, seniors complexes and City facilities.

4. Sidewalks along some designated major arterials will be cleared as quickly as possible after widening has been completed for the purpose of **snow** storage (future snowfall).

### Application

Responsibilities

Department of Public Works and Parks.

Definitions

References/Appendix

Monitoring and Contravention

Approvals

Never formally approved by Council. Adopted - Public Works and Environment Standing Committee report - May 13, 2003. Regular Meeting of Council May 20, 2004. Public Works and Environment Standing Committee report - September 23, 2004. Regular Meeting of Council - October 4, 2004.

Review Period

Available to Public

Yes

No



## City of St. John's Corporate and Operational Policy

Policy: 08-01-02 Street Clearing

Status: Revised  
Issued By: Engineering and Works

Revision No :  
Revision Date :

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works  
Section: 01 Snow and Ice Control  
Title: 02 Street Clearing

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### **Purpose**

To outline the City's strategy for the plowing and removal of snow from City streets.

### **Policy Statement**

1. Immediately upon the recognition of slippery street conditions, the City will commence application of salt, sand, or a mixture of both (the choice being made in accordance with other City policies governing use of each), but without any attempt to mechanically remove the snow from the street surface except through the melting effect of the applied salt.
2. If snow continues to accumulate past a depth of 4 to 5 cm., then plowing will begin, but using only the plows mounted on the salt-spreading units.
3. If snow continues to accumulate past a depth of 10 to 15 cm., then all available snow plowing equipment will be called into service.
4. Throughout all stages, streets will be cleared in the following order of descending priority:
  - a. major arterials
  - b. collector roads
  - c. residential streets
  - d. Private lanes and off-street parking areas, if approved in accordance with other applicable City policies.

5. If the severity of a storm dictates that all streets cannot be kept open, then the objective of the snow clearing operations will be to maintain a reasonable continuous flow of traffic on as many of the high priority streets as possible. Equipment will not attempt to clear the low priority streets, even periodically, unless it can do so without letting the high priority streets become impassable.

6. As weather and availability of equipment and operators permit, all streets will eventually be fully cleared, in priority order. Full clearing will include the entire street surface, from curb to curb, including parking lanes where applicable, but subject to there being sufficient space behind the curbs for safe banking of snow. Clearing may also include sidewalks in certain areas if so stipulated in other City policies.

7. Where insufficient space exists for safe banking of snow behind the curb lines, snow banks may be permitted to encroach upon adjacent parking or driving lanes, provided that a reasonable traffic flow is still possible, until such time as full width can be restored by blowing and/or loading and removal of additional snow. Such operations will not take place until weather, traffic, and other conditions permit it to be done safely, and the necessary equipment is not otherwise engaged in more essential clearing operations.

8. Any and all snow clearing operations may be suspended at any time if deemed necessary for reasons of safety and effectiveness. This will include such considerations as the rate of snow fall and drifting, traffic and driving conditions, visibility, damage to equipment or property, operator fatigue, and equipment maintenance requirements.

9. Implementation of this policy, including the exercise of discretionary decision making authority, is the responsibility of the Manager of Streets and Sanitation.

#### Application

#### Responsibilities

Department of Public Works and Parks.

#### Definitions

#### References/Appendix

Monitoring and Contravention

Approvals

Department of Engineering and Works Policy Manual Item 3111. Approved by Director of Engineering and Works on April 12, 1991. This is a revision of a prior approval dated November 14, 1990. Never formally approved by Council.

Review Period

Available to Public

- Yes
- No



## City of St. John's Corporate and Operational Policy

Policy: 08-01-03 Ice Control

Status: Revised  
Issued By: Engineering and Works

Revision No :  
Revision Date :

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works  
Section: 01 Snow and Ice Control  
Title: 03 Ice Control

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### **Purpose**

Control of ice and snow on City streets by application of salt and/or sand.

### **Policy Statement**

1. Immediately upon the recognition of slippery street conditions, the City will commence application of salt, sand, or a mixture of both, as stipulated herein.
2. If the slippery condition is caused by falling snow, and the rate of accumulation and/or temperature is such that salt does not have any significant effect, then further application will be suspended until such time as conditions warrant its use again.
3. Application of the specified substance shall be by means of vehicle-mounted mechanical spreading units. In areas where such units cannot effectively operate, salt storage boxes may be placed to allow for spreading by hand, by either City employees or motorists.
4. In areas where the application is of salt alone, as specified herein, the rate and frequency of application shall be sufficient to provide initial traction immediately upon application, and subsequent melting of accumulated snow and ice, such that a bare street surface is restored within a reasonable time.
5. Substance for ice control, and the areas for use of each, will be as follows:



- a. Salt only, without any sand content, will be applied to all asphalt-surfaced streets except in areas where abutting properties use wells as a source of water.
  - b. Sand only, without any salt content, will be applied to all gravel-surfaced streets, regardless of area.
  - c. In areas where abutting properties use wells as a source of water, the application will be as follows:
    - i. Sand only on all residential streets, regardless of surface type.
    - ii. A blended mixture of 75% sand and 25% salt on all asphalt-surfaced Arterial and Collector streets, and on the side street approaches to all intersections (unless that side street qualifies otherwise for application of salt only).
6. Ice control for surfaces other than streets shall, if approved, be in accordance with other relevant City policies.

#### Application

#### Responsibilities

Department of Public Works and Parks.

#### Definitions

#### References/Appendix

#### Monitoring and Contravention

#### Approvals

Department of Engineering and Works Policy Manual Item 3112. Approved by the Director of Engineering and Works, November 29, 1990. Never formally approved by Council.

#### Review Period

Available to Public

Yes

No

# ST. JOHN'S

## City of St. John's Corporate and Operational Policy

Policy: 08-01-04 Sidewalks **Snow** Clearing

Status:

Issued By: Public Works and Parks

Revision No: 1

Revision Date: May 20, 2003

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works

Section: 01 **Snow** and Ice Control

Title: 04 Sidewalks **Snow** Clearing

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### Purpose

**Snow** clearing on City sidewalks.

### Policy Statement

1. Sidewalk **snow** clearing will be carried out only in areas fronting schools, seniors complexes and City-owned facilities, and along designated major arterial streets.
2. Clearing of larger accumulations of **snow** will be by means of plowing, blowing, and/or loading and removal, as may be deemed adequate and effective.
3. There will be no attempt to keep sidewalks continuously clear during a **snow** fall. There may be periodic clearing of areas of high pedestrian traffic volumes in preparation for peak periods, but generally sidewalks will not be cleared until no further accumulations are immediately forthcoming, either from additional **snow** fall or from street clearing operations.
4. Equipment dedicated specifically to sidewalk **snow** clearing, and not usable in any higher-priority street clearing, will begin work immediately upon the above conditions being met. Equipment suitable for clearing of streets will be re-assigned to sidewalk **snow** clearing only after all streets are fully cleared.
5. Other provisions of this policy notwithstanding, sidewalks may be cleared in areas other than those stipulated, or with a frequency of priority higher than specified, if such clearing is done incidentally, as a part of normal street **snow** clearing. For example, in areas without curb line obstructions, it may be advisable to blade **snow** banks back behind the sidewalks to allow

room for further accumulations later in the year. No such action will be taken as a commitment on the part of the City to keep that area clear in the future, unless it is specifically designated for snow clearing.

**Application**

**Responsibilities**

Department of Public Works and Parks.

**Definitions**

**References/Appendix**

**Monitoring and Contravention**

**Approvals**

Department of Engineering and Works Policy Manual Item 3113. Approved by Director of Engineering and Works, November 14, 1990. Never formally approved by Council. Finance and Administration Standing Committee report - May 13, 2003; Regular Meeting of Council - May 20, 2003.

**Review Period**

**Available to Public**

- Yes
- No

# ST. JOHN'S

## City of St. John's Corporate and Operational Policy

Policy: 08-01-05 **Snow** Clearing of Private Lanes

Status:

Issued By: Public Works and Parks

Revision No: 1

Revision Date: May 20, 2003

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works

Section: 01 **Snow** and Ice Control

Title: 05 **Snow** Clearing of Private Lanes

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### Purpose

**Snow** clearing and ice control on privately owned lanes .

### Policy Statement

1. This service will be provided only in instances where a formal request for same has been made by one or more residents of the subject lane, and it has been determined that all of the following conditions have been satisfied:
  - a. There are a minimum of two or more residential dwellings serviced by the lane
  - b. There are no obstructions, restrictions, or conditions which preclude or unreasonably hinder the use of the City's usual ice control units or **snow** clearing equipment.
  - c. The request has been formally approved by Council.
2. Upon the request being approved in compliance with the above conditions, then the subject lane will be listed for regular **snow** clearing and ice control as needed.
3. This work will be undertaken only when the necessary equipment is no longer engaged in, nor required for, **snow** clearing or ice control operations on public streets.
4. The City will not attempt to implement or enforce any form of parking ban or restriction on private lanes. It will be the responsibility of the residents of the lane to ensure that operations are not hindered or prevented by the presence of their vehicles, and if such hindrance becomes

a frequent problem, then the City's service will be discontinued.

5. Provision of these services will not be taken as a commitment on the part of the City to upgrade or maintain these lanes, nor to provide any City service other than as stipulated herein.

**Application**

**Responsibilities**

Department of Public Works and Parks.

**Definitions**

**References/Appendix**

**Monitoring and Contravention**

**Approvals**

Department of Engineering and Works Policy Manual Item 3115. Approved by Director of Engineering and Works, November 14, 1990. Never formally approved by Council. Finance and Administration Standing Committee report - May 13, 2003; Regular Meeting of Council - May 20, 2003.

**Review Period**

**Available to Public**

- Yes
- No

# ST. JOHN'S

## City of St. John's Corporate and Operational Policy

Policy: 08-01-06 Operator Response Time

Status:  
Issued By: Public Works and Parks

Revision No : 1  
Revision Date : May 20, 2003

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works  
Section: 01 Snow and Ice Control  
Title: 06 Operator Response Time

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### Purpose

Allowable time for truck plow/sander operators and the salt shed operator to respond in the event of a call-out.

### Policy Statement

1. Truck plow/sander operators and the salt shed operator who are on standby during snow clearing season shall respond as quickly as possible to a call-out, and in any event within a maximum of 30 minutes from the time the call is placed until the arrival of the operator at the Municipal Depot.
2. It is the responsibility of each operator to ensure that the telephone number designated for the purpose of call-out is correct.

### Application

### Responsibilities

Department of Public Works and Parks.

### Definitions

### References/Appendix

### Monitoring and Contravention

Approvals

Department of Engineering and Works Policy Manual Item 3117. Approved by Director December 14, 1990. Never formally approved by Council. Finance and Administration Standing Committee report - May 13, 2003; Regular Meeting of Council - May 20, 2003.

Review Period

Available to Public

- Yes
- No



# ST. JOHN'S

## City of St. John's Corporate and Operational Policy

Policy: 08-01-07 **Snow** Clearing of Off-Street Parking Lots

Status:

Issued By: Public Works and Parks

Revision No: 1

Revision Date: May 20, 2003

Date of Original Council Approval :

Rescind Date :

Index: 08 Public Works

Section: 01 **Snow** and Ice Control

Title: 07 **Snow** Clearing of Off-Street Parking Lots

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### Purpose

**Snow** clearing and ice control of off-street parking lots.

### Policy Statement

1. This policy will apply only to those parking lots which have been designated by the City, with the owners' permission, as places for off-street parking by residents of an area during the seasonal on-street parking ban.

2. This work will be undertaken only when the necessary equipment is no longer engaged in, nor required for, **snow** clearing or ice control operations on public streets.

### Application

### Responsibilities

Department of Public Works and Parks.

### Definitions

### References/Appendix

### Monitoring and Contravention

### Approvals

Department of Engineering and Works Policy Manual Item 3114. Approved by Director of Engineering

and Works, November 14, 1990. Never formally approved by Council. Finance and Administration Standing Committee report - May 13, 2003; Regular Meeting of Council - May 20, 2003.

**Review Period**

**Available to Public**

- Yes
- No