

NEW REQUESTS

Capital & Operating

Requestor: Travis Jacobson, Acting Streets Manager
Cost Center for Service Review: 1-632-5420
Title of Initiative: Bear Street Snow Removal



Summary

At the November 14, 2022 Governance and Finance Committee meeting, Committee gave the following direction:

That Governance & Finance Committee direct Administration to:
Return to Council with information, as part of the 2023 Service Review, relating to increasing the existing levels of service by having the Town manage all snow maintenance on the Bear Street Shared Street, from building face to building face, which will be funded through the Visitor Pay Parking Reserve.

Description

To address the recommendation of the Governance and Finance committee, Administration is proposing the following measures:

- Administration recommends the purchase of a Toolcat with snow bucket and sander attachments thereby providing a maneuverable and versatile tool for the work required.
- The town's team will utilize hand tools to remove snow from the narrow or tight areas.
- Snow will be stored in designated areas until full will then move those piles to a parking lot storage area for removal. Most of the on-street parking on this street will be used for snow storage except for handicap stalls and 15 min. loading zones. This will require a seasonal change of signs to prevent cars from parking in these snow storage areas in winter.
- It will require additional staff hours to maintain the street to the standard required. Administration proposes the addition of three seasonal employees to perform the increased service level. 7-day per week operations and 5 a.m. start will be required to avoid or lessen the effect of snow packing. These positions will also maintain firepits, benches, signage, lighting, and special event requirements.
- According to the manufacturer, salt can be used in small quantities such as the 4% in the chosen abrasive mix. This will increase traction on the street.

**Bear Street Snow Clearance
Responsibilities and Storage Areas**



Capital Costs

	2023	2024	2025
Toolcat (including snow bucket and sander)	\$120,000		

Estimated Operating Costs

	2023*	2024	2025
3 Seasonal Employee (wages/benefits)	\$34,848	\$84,427	\$86,116
Equipment Amortization		\$8,000	\$8,000
Fleet / Insurance / Fuel	\$5,243	\$12,749	\$13,227
Hand Tools	\$2,000	-	\$2,000
Materials (sand, salt, de-icer)	\$466	\$1,133	\$1,164
Phone Related	\$980	\$1,150	\$1,166
Clothing/Safety	\$762	\$300	\$1,800
Total	\$44,299	\$107,759	\$113,473

** 11 weeks of operations (Fall 2023)*

Resources Required to Implement & Maintain

In addition to resources stated above, it will require the assistance of Human Resources, Fleet Services, Operations Support Services, Health and Safety and IT to implement.

Estimated Delivery Date

Fall 2023

Supporting Strategic or Tactical Plan

This new service level request, if approved, will:

- Support alternative modes of transportation and accessibility
- Aid in preserving cultural vibrancy by supporting special events which are targets in Council Strategic Plan.

Supporting Materials

[Snow and Ice Policy C-108](#)

2023 Budget Criteria

- a) Significantly move towards targets in Strategic Plan with outstanding projects
 - i. Improving Active Routes and Transportation
 - ii. Preserving Cultural Vibrancy