



September 14, 2022

MEMO TO: Mayor and Members of Council

COPY TO: Darlene Joslin, Interim City Manager
Kelvin Kwan, Commissioner of Planning and Infrastructure
Sherry Adams, Commissioner of Corporate and Financial Services
Stephen Huycke, Director of Legislative Services and City Clerk

FROM: Tracey Steele, Acting Commissioner of Community Services
Jeff Stewart, Director of Public Works Operations

SUBJECT: 2021-2022 Season Winter Maintenance
Follow-up and Clarification with respect to SRCS.22.11

This correspondence responds to the July 6, 2022 Council direction “That the Acting Commissioner of Community Services be directed to place a memorandum on the September 14, 2022 Council agenda with an updated chart demonstrating the direct costs of the windrow snow removal program, and the per driveway cost of the program for information purposes.”

Background

The Windrow Program operating costs indicated in Table 2 of SRCS.22.11 include October to April salary and benefits costs for 29 full-time Operators positions hired specifically to facilitate the Windrow Program. Prior to the Windrow Program, these Operators were employed as summer seasonal staff only. During the winter months the Operators are primarily responsible for tasks and responsibilities associated with the Windrow Program; however, they also contribute to service enhancements in the following areas:

- anti-icing and de-icing applications to roads for weather events with less than 5 cm of accumulations
- snow removal/hauling
- sidewalk snow clearing
- general road and park repairs and maintenance
- removal of boulevard signs in contravention of the City’s Sign By-law, and
- Spongy Moth egg removal

Windrow Program Direct Costs

An updated version of SRCS.22.11 Table 2 is provided below.

The “Windrow Program – Direct Costs Only” row of the updated table identifies cost ranges that include 10% to 20% of the Operator winter salaries and benefits reflecting the estimated proportion of time these positions spent on tasks directly related to the Windrow Program during the 2021-2022 winter season. Overall the estimated direct operating costs of the 2021-2022 Winter Season Windrow



Program were \$362,000 to \$492,000, or between \$8 and \$11 per driveway. Ranges are provided because it is not possible to precisely separate Operator time spent directly on windrows, from that spent on other tasks.

SRCS.22.11, Table 2 Updated – Winter Transportation Network Maintenance Costs including Windrow Program Costs with Service Enhancements and Direct Windrow Program Costs

Asset Type	City Network Quantity	Regional Network Quantity	2021/2022 Season Total Operating Costs	2021/2022 Season Unit Operating Costs
Roads	1 100 lane km	None	\$4 668 000	\$4 200 per lane km
Sidewalks	600 km	118 km	\$1 663 000	\$2 300 per km
Windrows and other Service Enhancements (as indicated above)	44 000 driveways	17 driveways	\$1 532 000	\$35 per driveway (includes additional winter season services)
Windrow Program – Direct Costs Only	44 000 driveways	17 driveways	\$362,000 to \$492,000	\$8 - \$11 per driveway