Snow Removal Policy

Category: Operations
Approval: PVP
Responsibility: Vice-President, Finance & Administration
Date: November 16, 2006, Last Revised April 12, 2018

Purpose/Reason for Policy:

The purpose of this policy is to improve personal safety throughout the winter months by reducing snow and ice hazards on University sidewalks, steps, ramps, curb cuts, roadways and parking lots.

Scope of this Policy:

This policy applies to Symons, Traill and Trent Durham Campuses.

Snow Removal will be conducted on Campus with the following order of priority:

- Fire routes including escape doors and stairways, and bus routes.
- Pedestrian walkways, ramps, curb cuts, main building entrances, access to e-phones and parking stalls used by individuals with disabilities.
- Roads and parking lots, including access to Pay and Display booths. Parking lots closer to buildings will be cleared before lots further from buildings.

Policy Statement:

It is the policy of Trent University to maintain accessibility on Campus and to ensure that winter weather hazards are addressed in a timely manner.

Responsibilities:

The Facility Services Manager, Facilities Management, is responsible for planning and ensuring snow removal operations on all three campuses are carried out effectively. The FS Manager will provide a list and/or map of walkways to be closed as well as priorities for snow removal to department office staff for publishing on the Facilities Management website during the winter months.

Campus Security will monitor snow conditions outside Facilities Management working hours and call in snow removal contractors in accordance with the instructions provided by the Facility Services Manager.

The Parking Supervisor is responsible to advise the Facility Services Manager on snow removal issues relating to parking lots.

Contact Officer:

Facilities Services Manager

Date for Next Review:
October 1, 2020

Related Policies, Procedures & Guidelines
    a) Snow Removal Procedures
    b) Emergency Closure/Class Cancellation Policy

Policies Superseded by This Policy:
    a) N/A