

THE MUNICIPALITY OF NORTH PERTH

BY-LAW NUMBER 118-2025

Being a By-law to provide winter maintenance guidelines for the Public Works Department for both the rural areas and the urban areas within the Municipality of North Perth

WHEREAS it is necessary to implement a winter maintenance by-law for the Municipality of North Perth as a guideline for the Public Works Department for both the rural areas and the urban areas within the Municipality of North Perth.

THEREFORE, THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH HEREBY ENACTS AS FOLLOWS:

WINTER MAINTENANCE POLICY AUTHORIZED BY BY-LAW

The following operations policy for the Municipality of North Perth will provide efficient and cost-effective winter maintenance, and it is acknowledged that conditions may occur which will prevent the achievement of this level of service. The Public Works Department will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic. Weather conditions may have a major effect on desired level of service requiring vehicular and pedestrian traffic to adapt their travel to suit the weather, sidewalk, and road conditions.

OBJECTIVES

To reduce the hazards of icy road conditions to motorists;

To reduce economic losses to the community and industry caused by worker absenteeism due to road conditions;

To facilitate the handling of emergencies by fire, ambulance and police officials;

To maintain safe, passable school bus routes;

To maintain roads in accordance with O.Reg 239/02 or current "Minimum Maintenance Standards for Municipal Highways".

GENERAL

The winter maintenance period shall commence November 15th and end March 31st. Hours of operation during this period will be 3:00am to 8:00pm.

The Operations Supervisor is primarily responsible for making decisions regarding the most efficient use of available resources. Weather reports and experience shall assist in making these decisions.

All roads within the Municipality of North Perth do not have to be maintained to the same winter maintenance level of service. The level of service given varies in accordance with the classification given to the road under O.Reg 239/02 or current.

As the name implies, No Winter Maintenance roads receive only summer maintenance. Therefore, these roads will not be discussed in this policy.

SNOW CLEARING

The Municipality of North Perth is responsible for winter maintenance on roads, sidewalks and parking lots under its jurisdiction. Municipality forces will at all times attempt to meet the identified levels of service, however it is recognized that winter weather events may occasionally prevent this.

WINTER MAINTENANCE EQUIPMENT

The municipality maintains 7 rural routes, 4 urban routes, 3 sidewalk routes, and 8 municipal parking lots. The equipment utilized to maintain municipal routes is defined as follows:

Route Type	Equipment
Rural	5 – Graders 4 – Tandem Axle plow trucks
Urban	1 – Single Axle plow truck 1 – Light duty plow truck 1 – Loader with plow 2 – Contract plow truck
Sidewalk	3 – Sidewalk plows
Municipal Parking Lots and Downtown Core	2 – Contract loader

SNOWPLOW DAMAGE

It is recognized that during normal snow clearing operations that snow from municipal property will occasionally be placed on private property.

Private property that is damaged within the road allowance will NOT be compensated unless specifically defined in this policy (i.e. mailboxes).

Any snow clearing damage to private property will be assessed by the Manager of Operations to determine if compensation will be provided to the property owner. Compensation must be approved by the CAO and not exceed \$500.00 (taxes included). All other compensation for snow clearing damage on private property must be approved by Council.

Damage to sod in urbanized areas will be repaired by Public Works staff with topsoil and seed only. The Municipality does not remediate properties which receive stones from adjacent gravel roads.

Property owners in urbanized areas may place plow markers or stakes, provided they are made of flexible plastic or wooden stakes no larger than 2” x 2”. Markers or stakes are to be a minimum of 18” from the travelled portion of the roadway.

PRIORITIES

The sequence of plowing provides for top priority being given to Class 3 roadways. Sequencing of corporation plowing has been designed to provide a plowed class 4 roadway as soon as possible following a major snowfall. This will assist emergency vehicle movements should the need arise. Secondary priorities include access to nursing homes and industrial areas. When sequence priorities are completed, regular plowing will begin.

SIDEWALKS

Snow removal and sand/salt applications are made on sidewalks designated for winter control by council (see Schedule ‘C’). Council has based this routing on access to educational, medical and main commercial areas. Sidewalks are divided into two types for the purpose of winter maintenance and related level of service. These are designated as Priority and Secondary sidewalk.

Snow blowing/blading of Primary sidewalk usually commences at the end of a snowfall where at least 8cm has fallen. Secondary sidewalks will be maintained only after the Primary sidewalks are completed. Sidewalk maintenance is performed on a Monday to Friday basis, with limited maintenance on Saturday, Sundays, and holidays.

It is recognized that often snow is blown onto private property from municipal sidewalks.

DOWNTOWN SIDEWALKS

One pass will be completed by Public Works with sand/salt being applied. Core businesses are also responsible for applying sand/salt as conditions warrant. The Public Works department will perform necessary work, if not completed by the business in a reasonable period of time following a snowfall, and charges will be billed to the business or placed on the tax bill of the property owner.

SNOW LIFTS

For the purpose of winter maintenance, the Listowel core area is identified on the attached Schedule ‘D’.

Snow is removed from street gutters in the Listowel downtown core when gutter accumulations from snow plowing and sidewalk clearing reach approximately 20cm above the curbs. Snow is removed from the highway gutters in the Atwood downtown core when warranted. The snow lifts are completed during the night time hours.

PARKING LOTS

The Municipality contracts the clearing of snow and snow removal for municipally owned parking lots. The treatment of the municipal parking lots is completed by municipal forces. (see Schedule ‘E’). The level of service for municipal parking lots is defined as follows:

Condition	Level of service for municipally owned parking lots
Snow Accumulation	1) After the snow accumulation has ended. To reduce the snow to a depth less than or equal to 8 centimetres within 48 hours.
	2) If the depth of snow accumulation on a parking lot is less than or equal to 8 centimetres, the parking lot is deemed to be in a state of repair in respect of snow accumulation.

	3) If the depth of snow accumulation on a parking lot exceeds 8 centimetres while the snow continues to accumulate, the parking lot is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. 4) The depth of snow accumulation on a parking lot may be determined by performing an actual measurement, monitoring the weather, or performing a visual estimate by a municipal employee. 5) For the purposes of addressing snow accumulation on a parking lot includes plowing the parking lot and/or applying materials to the parking lot;
Ice Formation	1) The standard for the prevention of ice formation on parking lots is to monitor the weather in the 24-hour period preceding an alleged formation of ice on a parking lot and treat the parking lot if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a parking lot, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. 2) If ice forms on a parking lot even though the municipality meets the standard, the parking lot is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the parking lot is icy. 3) The standard for treating icy parking lots after the municipality becomes aware of the fact that a parking lot is icy is to treat the icy parking lot within 48 hours, and an icy parking lot is deemed to be in a state of repair for 48 hours after it has been treated. 4) Treating a parking lot means applying materials including salt, sand or any combination of salt and sand to the parking lot.

MAIL BOX MAINTENANCE/REPLACEMENT

Kind of Box

- Rectangular box with an opening of at least 7 inches in width and 7 inches in height. Interior of at least 18 inches in length and 7 inches in both width and height
- If cylindrical, the box must have an opening of 10 inches and interior of 18 inches length
- Lettering/numbers on box must be at least 1 inch in height on the right side of box
- Mailboxes must be located along the right-hand side of the road according to the courier’s line of travel where the courier can reach and service it from his vehicle without impeding pedestrian or vehicular traffic
- Only wooden posts with a maximum of 6-inch diameter should be used to support the box. The post should be located at the rounding of the shoulder area so that the opening of the box is at the outside edge of the shoulder
- The bottom of the box should be 42 inches above the roadway and should not obscure/obstruct access to any other boxes

Mailbox Maintenance

Mailbox provision, installation and maintenance are solely the responsibility of the owner. Keep approaches to the box level and clear of snow or other obstructions. Failure to keep boxes and posts in repair may result in the suspension of service from Canada Post.

Municipality Winter Mailbox Policy

The Municipality follows the following standard for mailbox maintenance and repair related to winter operations:

- The Municipality does not provide snow removal for rural mailboxes and cannot ensure access to mailboxes for mail delivery
- If rural mailbox and/or post are damaged by snow being discharged from the snowplows during snow removal operations, the Municipality is not negligent, and is not responsible for repairs
- If the mailbox and/or post is damaged by direct impact with the Municipality's snow removal equipment, the Municipality will repair the damage if possible, or replace the damaged items with a standard mailbox and/or post only
- In all cases, mailboxes should be properly located, constructed and maintained to avoid being damaged during snow removal operations. Decorative mailboxes and/or posts should not be used.
- The Municipality reserves the right to have a mailbox relocated if it is considered to obstruct traffic or snow removal operations.
- If a call is received concerning a mailbox we will require your name, 911 and phone number and the Manager of Operations will determine the extent of the Municipality's responsibility.

MISCELLANEOUS

Removal or displacement of high snowbanks that impair visibility occurs at the discretion of the Manager of Operations when staff and equipment are available.

Accumulations of snow in cul-de-sacs, on bridges, dead-ends etc. are moved at the discretion of the Manager of Operations.

Snowbanks at school crossing guard locations are removed to provide safe entry and exit onto roadways.

The cul-de-sac on Boyne Avenue South is private and is not maintained by the Municipality.

The Operations Department places highway closure barricades when directed by MTO, OPP, or Perth County. The Municipality is not responsible for the location of highway closure barricades, as these are pre-determined by the respective authorities.

LIST OF SCHEDULES

Schedule 'A' attached shows roads that receive no winter maintenance.

Schedule 'B' attached shows roads that are winter maintained by the municipality.

Schedule 'C' attached shows sidewalks that are winter maintained by the municipality.

Schedule 'D' attached shows the Listowel core business area.

Schedule 'E' attached shows municipal parking lots that are winter maintained by the municipality.

ENACTMENT

1. REPEAL OF PREVIOUS BY-LAW

North Perth By-law No. 153-2017 and any or all other North Perth By-laws heretofore passed by the Municipality of North Perth inconsistent with the provisions of this By-law are hereby repealed.

2. EFFECTIVE DATE

This By-law shall come into force and take effect upon the day of its passing

PASSED this 17th day of November, 2025.

"Original signed by Todd Kasenberg"

MAYOR TODD KASENBERG

"Original signed by Sarah Carter"

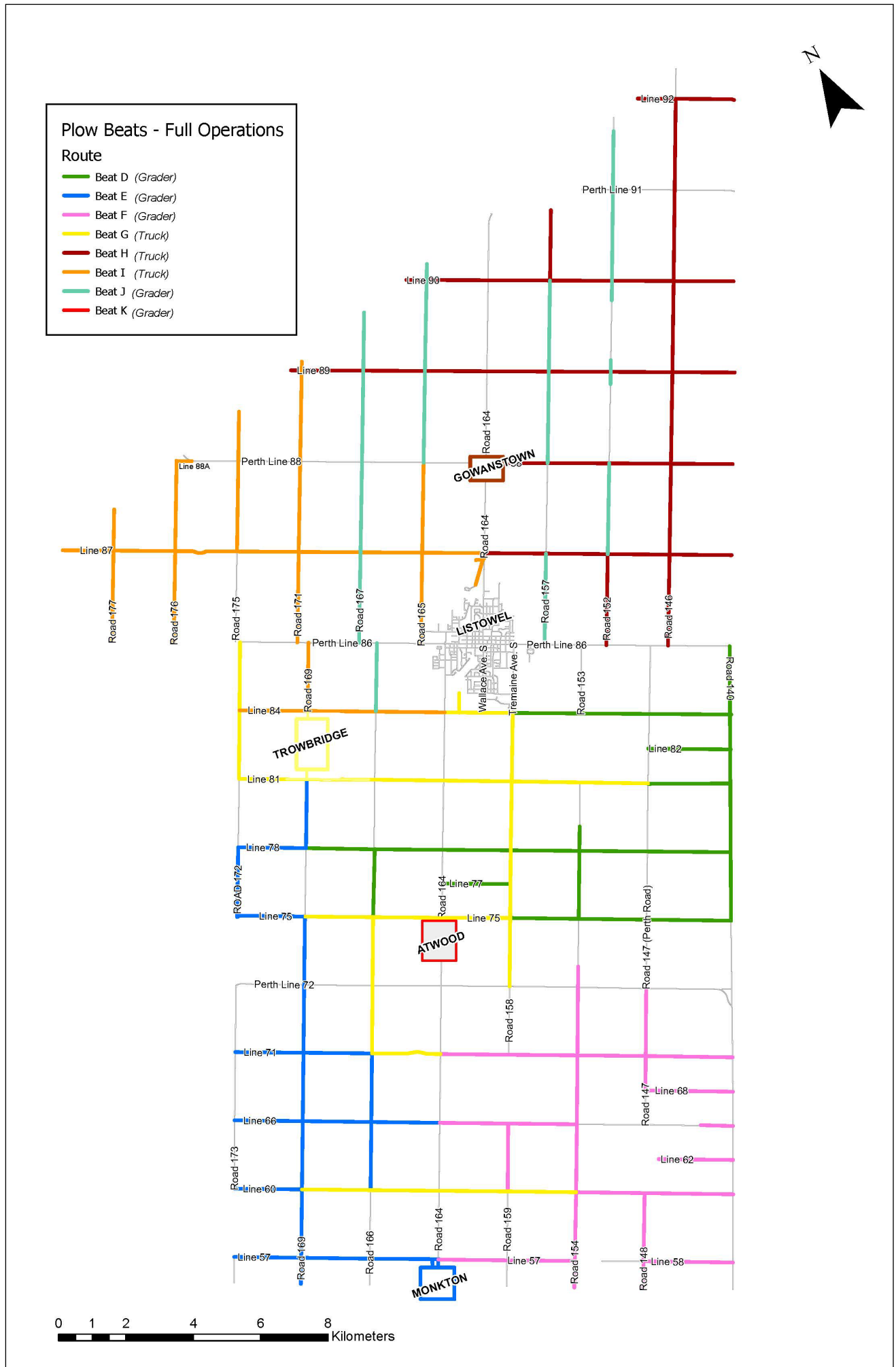
ACTING CLERK SARAH CARTER

SCHEDULE 'A'

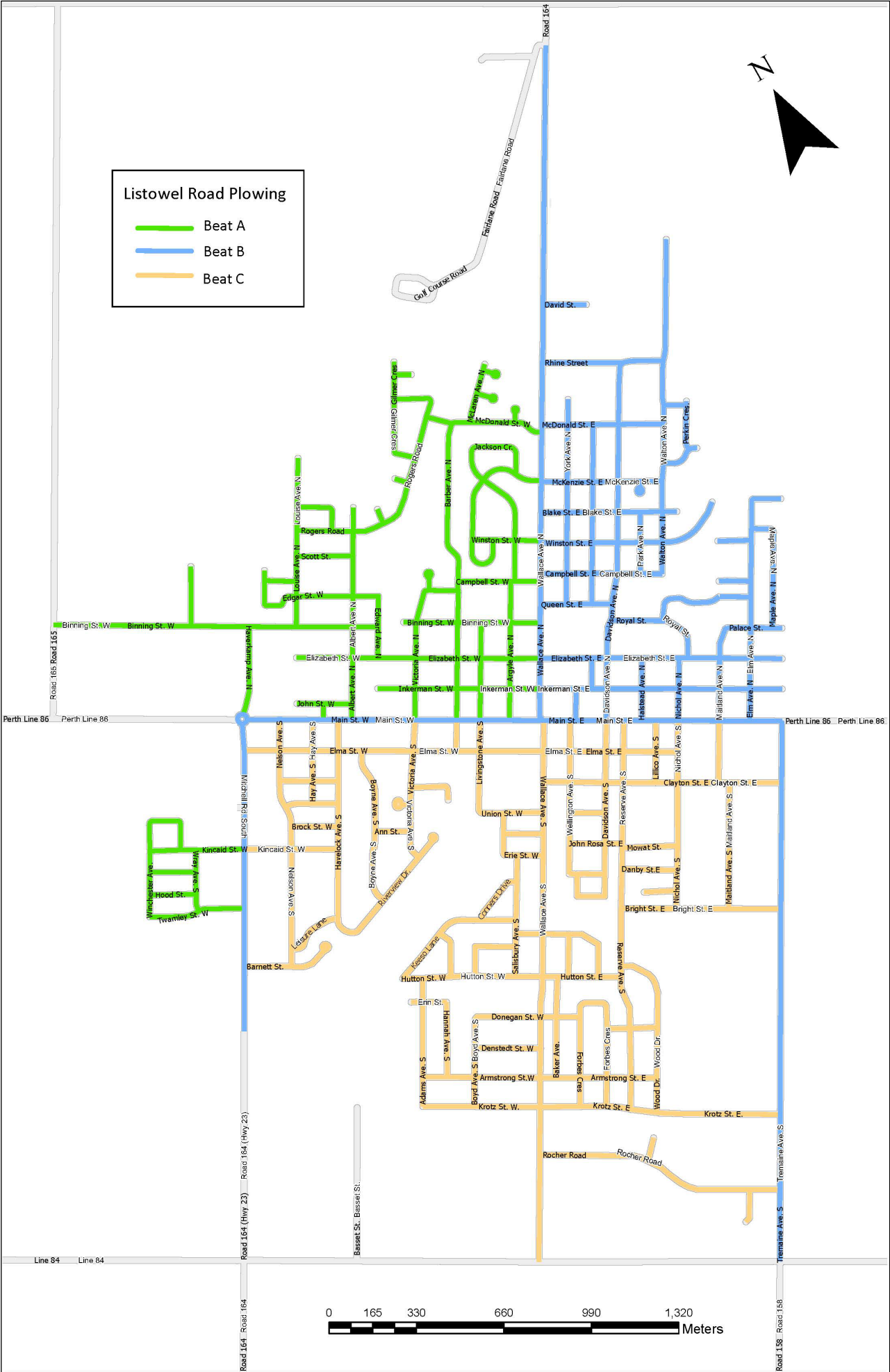
NO WINTER MAINTENANCE ROADS

- Road 152 from Perth Line 93 to 9674 Road 152
- Road 146 from Perth Line 93 to Line 92
- Road 157 from Line 87 to 8639 Road 157
- Road 152 from 9037 to 9201 Road 152 (between Line 89 & Line 90)
- Road 152 from Line 88 to 8944 Road 152
- Road 175 from Perth Line 86 to Line 87
- Road 172 from Line 78 to Line 81
- Road 166 from Line 78 to Line 84
- Road 154 from Line 81 to 7568 A&B Road 154
- Road 153 from Line 84 to 200 meters south of Perth Line 86
- Road 169 from Line 75 to Line 78
- Road 154 from Line 75 to 7040 Road 154
- Road 158 from Line 71 to Line 72
- Line 66 from Road 154 to 5083 Line 66
- Road 166 from Line 55 to Line 60
- Line 72A from Perth Line 72 to Road 140
- West portion of the gravel lane between Wallace Avenue North and Argyle Avenue North
- Road 147 from Line 66 to Line 68
- Road 159 from Line 60 to Line 55
- Line 58 from Road 148 to dead end

Road Maintenance Routes



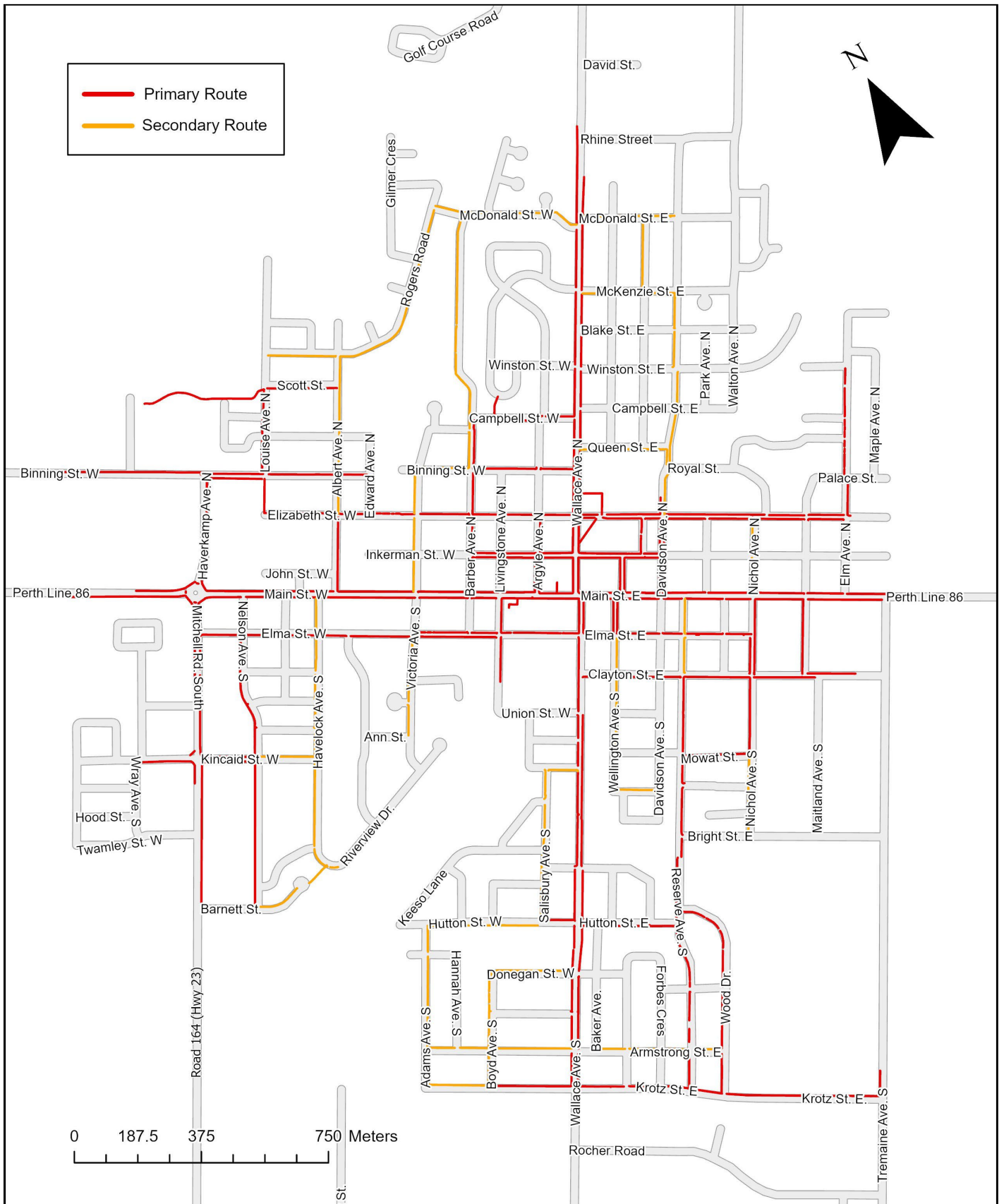
Listowel



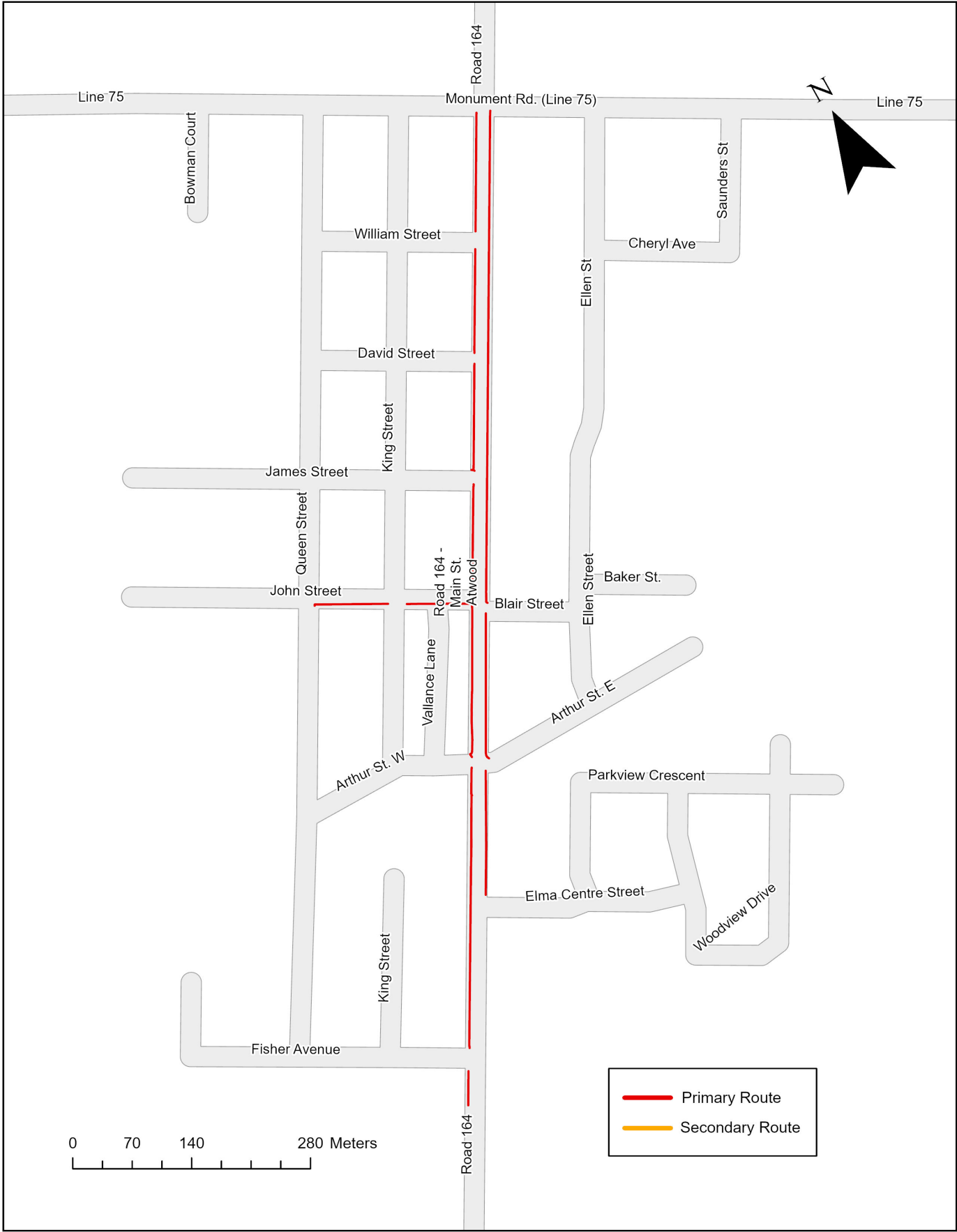
Atwood



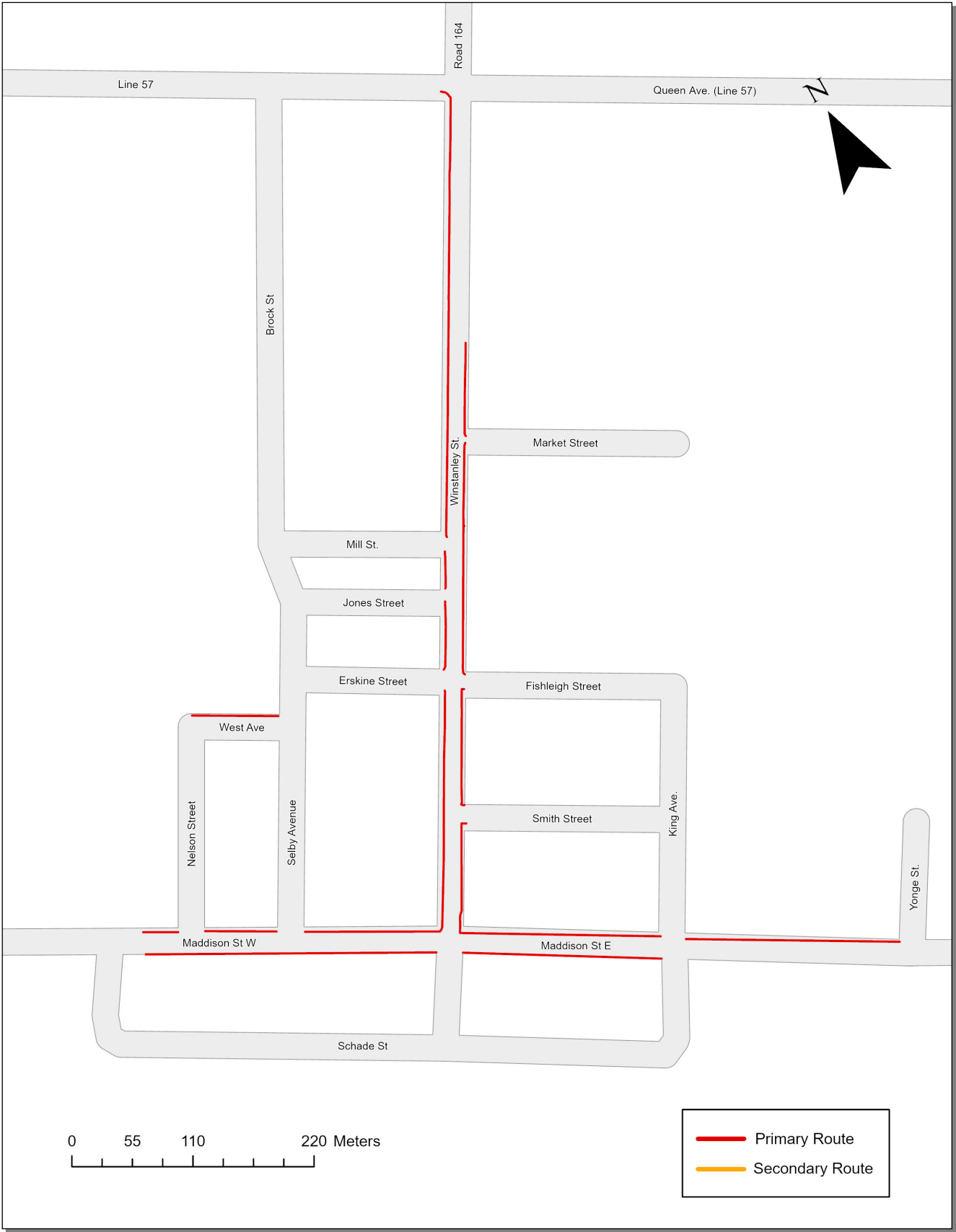
Listowel



Atwood



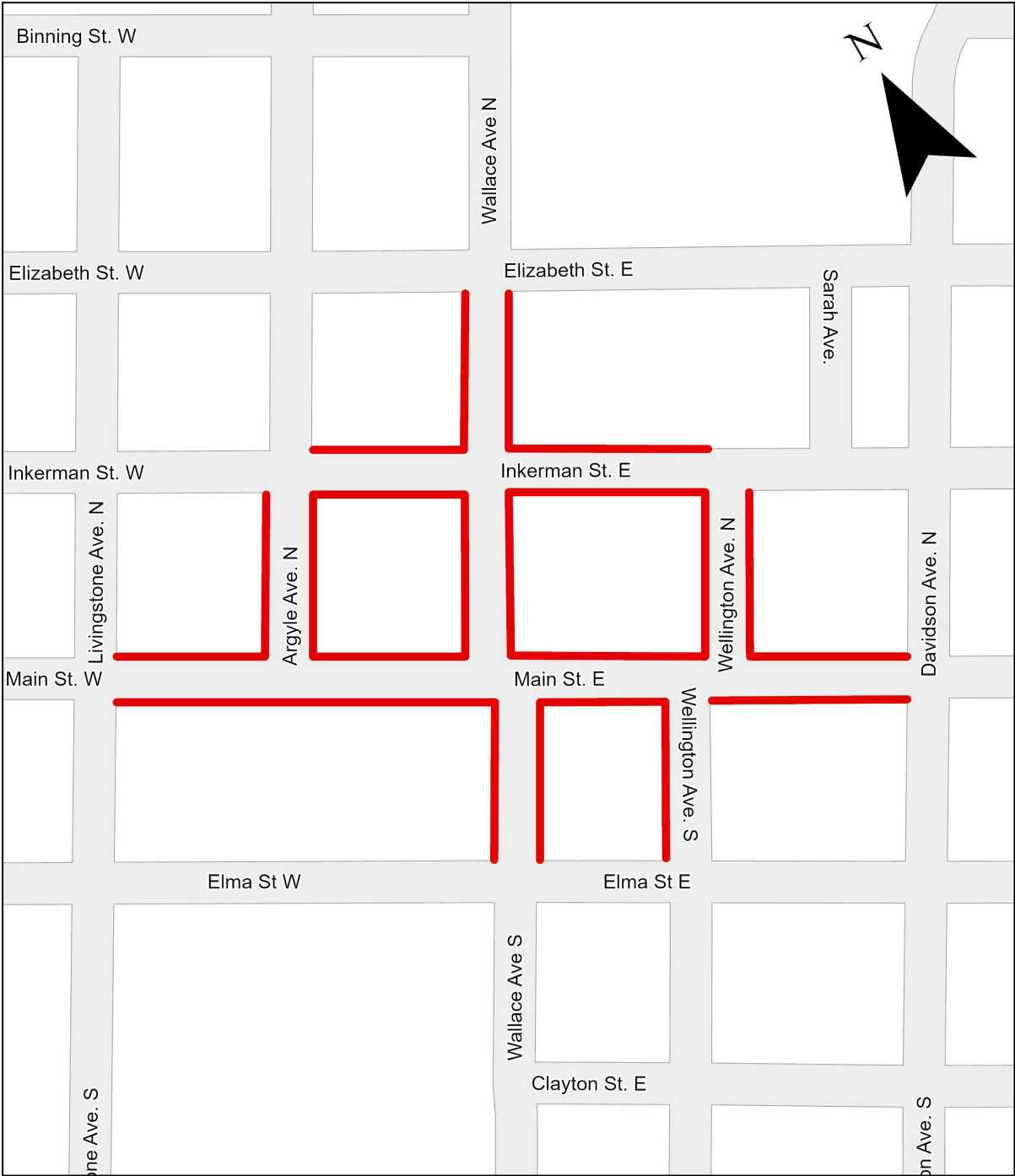
Monkton



SCHEDULE 'D'

Core Business Area

- 1. Main St. from Livingston to Davidson
- 2. Wallace Ave from Elizabeth to Elma
- 3. Wellington Ave N from Main to Inkerman
- 4. Inkerman St from Argyle to Wellington
- 5. Wellington Ave S from Main to Elma St E, west side
- 6. Argyle Ave North from Main St. West to Inkerman St. West.



SCHEDULE 'E'

Parking Lots



- P1 - Listowel Library Parking Lot
 - P2 - Parking Lot at the Corner of Wallace Ave S and Elma St W
 - P3 - 169 Main St E Parking Lot (Corner of Inkerman St E and Wellington Ave N)
 - P4 - 132 Inkerman St W Parking lot
 - P5 - 178 Argyle Ave N Parking Lot
 - P6 - Listowel Presbyterian Church Parking Lot
 - P7 - 330 Wallace Ave N, Listowel Municipal Office Parking Lot)
 - P8 – Well #4
- ↔ - Laneways