



## Town of Penetanguishene Policy/Procedure

<b>Policy Name: Level of Service Policy – Winter Operations Snow Removal</b>		
<b>Policy Division:</b> T&E	<b>Department:</b> RDS	<b>Policy Number:</b> 001-2019
<b>Effective Date:</b> April 1, 2019		<b>Revision Date:</b> January 2026
<b>Supersedes:</b>		<b>Date Approved by Council:</b> May 2019
<b>Corporate Policy (Approved by Council)</b>		<b>[ X ]</b>
<b>Administrative Policy (Approved by CAO)</b>		<b>[ ]</b>
<b>Related Documents/Legislation:</b>		

### **POLICY STATEMENT:**

It is the policy of the Town that snowbanks on highly travelled roads, intersections, parking lots, and sidewalks be managed and maintained to ensure safe and efficient passage throughout the Town.

### **PURPOSE:**

This policy was established for the purpose of formalizing a level of service for snow removal operations on certain roads for the following reasons:

- To maintain unrestricted traffic flow and access to businesses in the downtown Core;
- Maintain parking spaces on streets and in parking lots to provide free movement of vehicles;
- Maintain visibility and sightlines at intersections;
- Allow for adequate road widths and sidewalk clearing.

### **SCOPE:**

This policy applies to all roads and sidewalks within the municipality of the Town of Penetanguishene. as defined within the definitions of road categories.

### **DEFINITIONS:**

**Critical Areas** refers to roadside snowbanks that shall be cleared from designated critical areas along heavily trafficked roadways when snowbank accumulation is deemed to be measured at a maximum depth of 0.60 meters and materially impact visibility, operational safety, or the efficient movement of traffic within three (3) days. The response time is dependent upon weather conditions and available resources.

**Primary & Secondary Areas** refers to snow that shall be addressed in primary and secondary areas at the discretion of the Road Supervisor.

**RESPONSIBILITIES:**

The Director of Public Works is responsible for ensuring that the Road Supervisor reviews this policy annually and adheres to the policy.

The Road Supervisor is responsible for ensuring that employees understand and adhere to the policy and assist the Public Works Department in communicating any changes/revisions necessary.

Employees are responsible for ensuring they have read and understand the policy and seek further clarification or interpretation as needed.

**PROCEDURES:**

Snow removal operations begin after snowplowing has been completed and shall be done only on the roads outlined within the Snow Removal Level of Service Policy for Winter Operations listing below.

Snow removal operations on Town streets have been separated into the following priorities:

1. Critical areas
2. Primary areas
3. Secondary areas

This level of service policy acknowledges that circumstances may arise which prevent full achievement of the stated service standards. The Public Works Department must operate within available resources, including equipment, staffing, funding, and compliance with Health and Safety regulations. Due to these limitations and operational priorities, not all roads within the Town of Penetanguishene can be included under this policy. Roadways are prioritized based on factors such as traffic volume, emergency access, and public safety. Snowbank management will begin only after snow plowing and sanding operations have been completed.

**CRITICAL AREAS**

<b>Main Street</b>	<b>from Beck Boulevard to Thompsons Road</b> Both sides of road Snowplowed both ways Sidewalks along roadway Heavy traffic area – business section
<b>Robert Street West</b>	<b>from Main Street to west side of #15 Robert Street West</b> <b>North side</b> Snow plowed one way Parking area & sidewalks Heavy traffic area – business section

- Simcoe Street**      **from Main Street to Peel Street**  
North side (accessibility parking)  
Snow plowed both ways  
Sidewalk along roadway  
Heavy traffic area, business section
- Water Street**      **from Main Street to area west side of #1 Water Street**  
North side  
Sidewalk near roadway
- Robert Street East** **from Main Street to Fox Street**  
Both sides  
Snow plowed both ways  
Sidewalk along roadway  
Heavy traffic area
- Peel Street**      **from Robert Street East to Simcoe Street**  
West side  
Snow plowed one way  
Parking area
- Fox Street**      **from Robert Street East to # 8 Fox Street**  
West side (Library parking)  
Heavy traffic/visibility  
Sidewalk near road (when needed)
- Church Street**      **from Yeo Street to Fox Street**  
West side  
Sidewalk along roadway
- Robert Street West**      **from Main Street to Owen Street**  
Both sides to clear parking lanes

**PRIMARY AREAS**

- Municipal**  
Parking Lot      **#10 Robert Street West**  
Parking area – loss of parking spots  
Snow Pile

<b>Robert Street West</b>	<b>from Municipal driveway to Owen Street</b> <b>South side</b> Parking area for adjacent church & funeral services Because of the lack of sun on the area, clearing helps prevent an ice build up (when needed)
<b>Robert Street East</b>	<b>from Lorne Ave to Fox Street</b> <b>Both sides</b> Heavy traffic/ hill Church Parking on Harriet Street
<b>Maria Street</b>	<b>from Arena Driveway to Edward Street</b> East side Sidewalk along roadway (when needed)
<b>Maria Street</b>	<b>from Edward to Robert Street East</b> Areas of sidewalk near road (when needed)
<b>Harriet Street</b>	<b>from Jeffery Street to Thompsons Road</b> Sidewalk beside roadway
<b>Harriet Street</b>	<b>from Robert Street East to Jeffery Street</b> Both sides Parking area for Church
<b>Peel Street</b>	<b>from Brock Street to Sheridan Street</b> East side Sidewalk along roadway Bus drop off for school – when needed
<b>Bellisle Road</b>	<b>from Poyntz Street to 6 Gignac Drive</b> East side Sidewalk/school zone
<b>Dufferin Street</b>	<b>from Payette Drive to the dead end</b> Portion in front of St. Louis School School zone
<b>Burke Street</b>	<b>Penetanguishene Centennial Museum</b> North side Clear snow in front of building Snow pile in parking lot (when needed)
<b>Burke Street</b>	<b>from Fox Street to Peel Street</b> Both sides

	Sidewalk on north School area – when needed
<b>Simcoe Street</b>	<b>from Fox Street to Peel Street</b> Both sides
<b>Dunlop Street</b>	<b>from Robert Street East to Edward Street</b> East side Sidewalk
<b>John Street</b>	<b>from Poyntz Street to LeCarron School</b> Both sides School zone – bus travels. School zone
<b>Poyntz Street</b>	<b>from Main Street to Owen Street</b> Both sides Heavy traffic area Visibility problems (when needed)
<b>Sheridan Street</b>	<b>from Chatham Street to Fox Street</b> Sidewalk School zone
<b>Lorne Ave</b>	<b>from Robert Street East to Burke Street</b> West side Sidewalk/School zone

**SECONDARY AREAS**

<b>Poyntz Street</b>	<b>from Benson Street to 71 Poyntz Street</b> North side Sidewalk along roadway When required
<b>Edward Street</b>	<b>from Main Street to 25 Edward Street</b> North side Sidewalk along roadway Heavy traffic area/visibility (when needed) Winterama Parade Route
<b>Robert Street West</b>	<b>Upper part – service road</b> <b>At the guardrails</b>

<b>Robert Street West</b>	<b>from Owen Street to Centre Street</b> <b>North side</b> Sidewalk near road Resident's pile snow causing poor visibility Heavy traffic area
<b>Robert Street West</b>	<b>from Centre Street to Lafontaine Road</b> <b>South side</b> Sidewalk along roadway Catch Basin (availability)
<b>Park Street</b>	<b>from Poyntz Street to Robert Street West</b> East side Sidewalk along road
<b>Fox Street</b>	<b>from #8 Fox Street to Yeo Street</b> West side Sidewalk/catch basin Heavy traffic/visibility (when needed)
<b>Peel Street</b>	<b>from Simcoe Street to Brock Street</b> Both sides Sidewalk/drainage/traffic – visibility (when needed)
<b>Edward Street</b>	<b>from Dunlop Street to 65 Edward Street (beside Soccer Field)</b> North side Ditches/drainage (when needed)
<b>Sulky Drive</b>	<b>from Dunlop Street to Edward Street</b> Both sides Ditches/drainage Heavy spring run-off (when needed)
<b>Poyntz Street</b>	<b>from Benson Street to Park Street</b> North side Sidewalk
<b>Jeffery Street</b>	<b>from Harriet Street to Lucy Street</b> Hospital zone Parking areas and up to 2 Anne Street property line
<b>Payette Drive</b>	<b>from Dufferin Street to Lorne Ave</b> Both sides Ditches/drainage (Heavy Spring run-off)

**Cambridge Street from Fuller Ave to 76 Cambridge Street**  
Southside  
Open basins (heavy spring runoff)

**SNOW PILES**

Cul de Sacs – Moreau Court, Tessier Drive, Country Club Court, Revol Road, Brule Street, Viel Street. Anne Street

Municipal Parking Lots:

- St. Ann's Church Parking Lot (both)
- OPP parking lot
- Canada House Parking Lot – As required and for Winterama
- Hewson Parking Lot – As required
- Penetanguishene Museum
- Tiny Trail Lot – Robert St West

Corner of Poyntz and Owen Streets

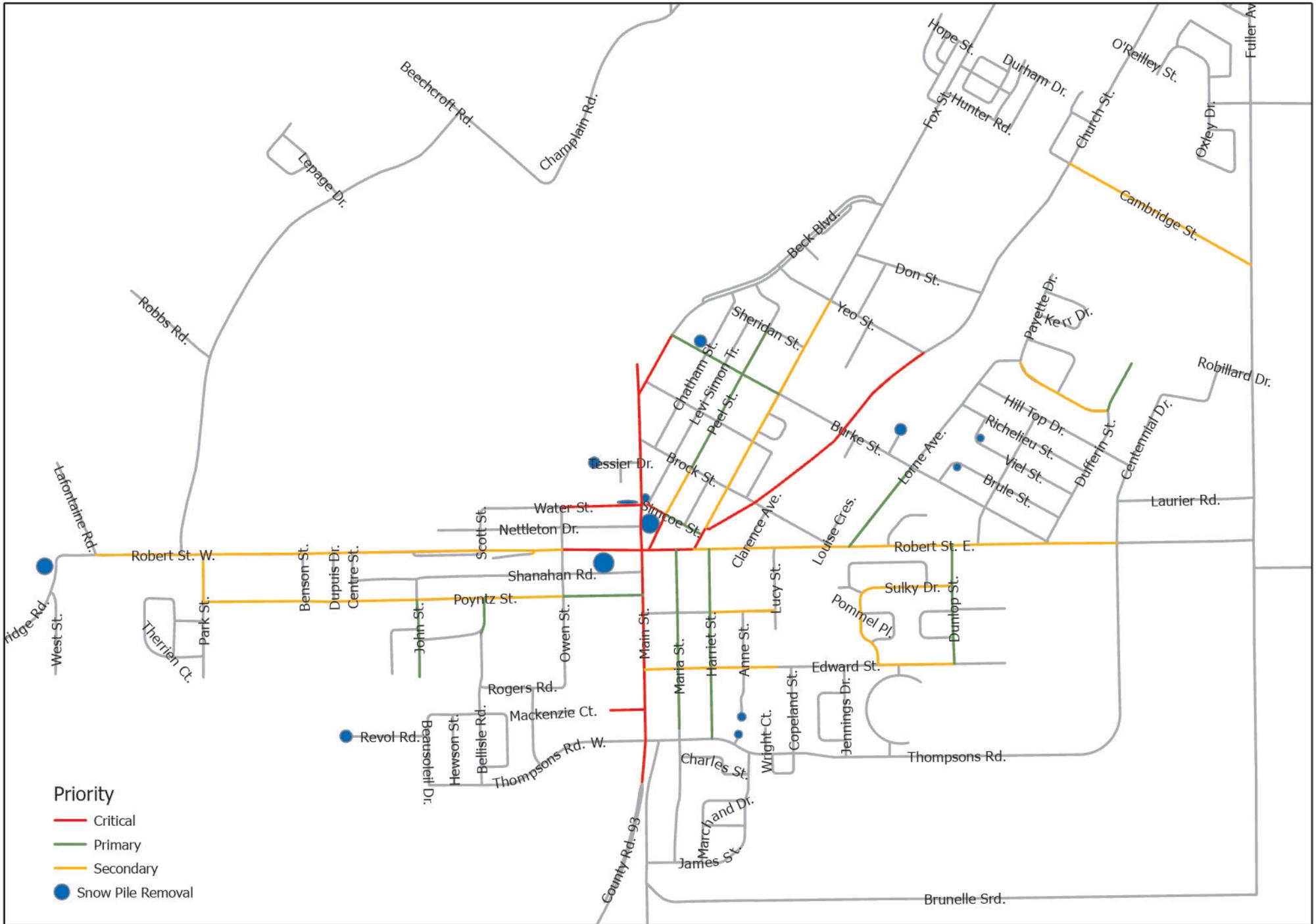
Snow from parking area north side of Poyntz Street - West of St. Joseph School

Snow piled on top of basins

Various corners – as needed (poor visibility)

**Note :**

**The Public Works Department must operate within available resources, including equipment, staffing, funding, and compliance with Health and Safety regulations. Due to these limitations and operational priorities, not all roads within the Town of Penetanguishene can be included under this policy and will be attended to on a discretionary basis.**



# Snow Removal Areas

