



Lac La Biche County  
welcoming by nature.

## LAC LA BICHE COUNTY POLICY

TITLE: PRIVATE DRIVEWAY AND ROAD MAINTENANCE	POLICY NO: PI-30-010
RESOLUTION: 18.182	EFFECTIVE DATE: JANUARY 12, 2010
LEAD ROLE: MANAGER, TRANSPORTATION SERVICES	NEXT REVIEW DATE: MARCH 6, 2022
SPECIAL NOTES/COSTS REFERENCE: PW-015	AMENDMENT DATE: MARCH 6, 2018

### **POLICY STATEMENT:**

Lac La Biche County desires to provide a reasonable level of snowplowing and grading of private driveways and roadways.

“Original Signed”  
Chief Administrative Officer

June 22, 2018

“Original Signed”  
Mayor

June 26, 2018



TITLE: PRIVATE DRIVEWAY AND ROAD MAINTENANCE    PROCEDURE NO: PI-30-010

SPECIAL NOTES/CROSS REFERENCE:

AMENDMENT DATE:

**PROCEDURE:**

1. The County will offer to snowplow and grade private driveways and roadways as County operations permit at an established for a fee as per the applicable bylaw and policy.
2. Senior citizens over the age of 65 years of age and citizens with disabilities shall receive snowplowing services free of charge subject to the following conditions:
  - i. A senior citizen and/or citizens with disabilities who lives permanently in their own house on their own land; or
  - ii. A senior citizen and/or citizens with disabilities who is renting a residence and is living in the residence on a full time basis; or
  - iii. The provision of this service does not apply to driveways that are not accessed directly from a County roadway.
3. All residents receiving snowplowing or grading services are required to enter into the relevant, “Snowplowing/Grading” Agreement as attached to this policy forming Schedule “A” and Schedule “B”. The agreement shall be signed by the landowner or lessee and if applicable, payment received prior to services being completed.
4. All residents who have entered into a Snowplowing/Grading Agreement and who requests snowplowing or grading services are required to purchase a flag at designated locations.
5. When the resident requires the driveway or roadway snowplowed or graded, the resident shall be required to place the flag in a location adjacent to the County roadway, visible to the County equipment operator.
6. The resident shall contact the Lac La Biche County Administration Office to notify the Transportation Services Department of the flag placement. Once the snowplowing or grading services have been completed the County equipment operator will pick up and retain the flag.
7. Citizens with disabilities and senior citizens will be assigned a number; which will be placed on the municipal sign corresponding to the above mentioned property. When snowplowing/grading services are no longer required, the Lac La Biche County Administration Office must be notified for removal of the number sign (orange tab).

8. The maximum length of the driveway to be serviced through the purchase of a flag is 300 meters. For driveways that measure in excess of 300 meters additional flags will have to be purchased. The number of additional flag(s) to be purchased will be based the number of 300 meter increments measured over the entire length of the driveway.
9. The snowplowing/grading service is available only to the driveway from the County road to the residence and does not include snowplowing/grading to granaries, fuel, water, wastewater and propane tanks, barns, shelters, garages, etc.
10. The snowplowing/grading service will not be provided in cases where the County equipment operator determines the driveway is too narrow, contains sharp turns, or for any reason that may impede the operation of a snowplow truck and/or grader. Driveway must be able to safely accommodate conventional equipment in the provision of this service. Grading services shall not be provided unless there is sufficient existing gravel present to maintain the driveway.
11. With the exception of senior citizens and citizens with disabilities Lac La Biche County does not provide snowplowing/grading of private driveways and roadways as described by this policy within County urban subdivisions and hamlets. In the provision of this service the driveway must have a length in excess of 30 meters. The driveway must have ample room to accommodate a turnaround for the County equipment and also have adequate space for placement of snow.
12. The County shall not provide deicers and gravel for the snowplowing/grading services.
13. Snowplowing/Grading of private driveways will only take place after the required snowplowing/grading of all County roads, fire halls and community halls are to be completed as outlined in the "Snow Removal and Ice Control" Policy.

"Original Signed"  
Chief Administrative Officer

June 22, 2018  
Date

## SNOWPLOWING/GRADING AGREEMENT

THIS AGREEMENT MADE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

BETWEEN

LAC LA BICHE COUNTY (hereinafter called the "County")

OF THE FIRST PART

- AND -

(hereinafter called the "Owner").

OF THE SECOND PART

WHEREAS, the "Owner" is the owner, purchaser or lessee of the following land:

;and

(Municipal Address and Legal Land Description)

WHEREAS, the Owner desires the County to snowplow/grade their private driveway when such driveway becomes impassable or hazardous due to snow conditions.

NOW THEREFORE, the County and the Owner for the consideration hereinafter named, agree as follows:

- (1) The County agrees to snowplow/grade the private driveway of the Owner when so requested by the Owner however, it shall be understood that such snowplowing/grading shall only be undertaken at the discretion of the County and only after the public roads have been cleared of snow/graded to the satisfaction of the County, as to the "Snow Removal and Ice Control" Policy.
- (2)
  - (a) The Owner hereby agrees to pay to the County a sum of Twenty-five Dollars (\$25.00) per Snowplowing/Grading Request Flag "(hereinafter referred to as the Flag or Flags)" purchased from the County.
  - (b) The Owner hereby agrees that each Flag purchased will entitle him to have his **driveway only** snowplowed /graded by the County to the mutually agreed limits upon the Owner's property.
  - (c) The Owner hereby agrees that the maximum length of driveway to be plowed/graded for one **Flag is no longer than 300m based on the provision of the equipment dedicated to that task for a duration of 15 minutes or less.**
  - (d) Additional flags will have to be purchased for lengths of driveways exceeding 300m and/or requiring time exceeding 15 minutes. The number of flags will be prorated based on the length of driveway based on 300m increments.
  - (e) The Owner hereby agrees that the Flag or Flags placed at the entrance to the Owner's driveway shall be returned to the County upon completion of each snowplowing/grading.
- (3) Either Party may terminate this agreement by serving Notice of Intent to do so on the other Party not less than 30 days in advance of the termination period.
- (4) The Owner hereby covenants and agrees that he will at all times indemnify and save harmless the County, its servants, agents and employees from and against all loss, damage or injury however caused, which may at any time during the continuance of this Agreement occur to any person or the property of any person including the Owner.
- (5) The Owner shall not assign or transfer his interest under this Agreement without first obtaining the written consent of the County.
- (6) The County shall have the right to refuse to snowplow/grade any private driveway that in the opinion of the grader operator will be hazardous or difficult to snowplow/grade.
- (7) The Owner shall not be entitled to a refund for any purchased Flags unless they move from the County.
- (8) Flag at all times remains the property of the County.

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto.

SIGNED in the presence of:

\_\_\_\_\_

OWNER OR LESSEE

SIGNED in the presence of:

\_\_\_\_\_

\_\_\_\_\_

## SENIOR SNOWPLOWING AGREEMENT

THIS AGREEMENT MADE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20\_\_\_\_

BETWEEN

LAC LA BICHE COUNTY (hereinafter called the "County")  
OF THE FIRST PART

- AND -

(hereinafter called the "Owner").

OF THE SECOND PART

WHEREAS, the "Owner" is the owner, purchaser or lessee and primary resident of said land:

(Municipal Address and Legal Land Description)

WHEREAS, the Owner desires the County to snowplow/grade their private driveway when such driveway becomes impassable or hazardous due to snow conditions.

NOW THEREFORE, the County and the Owner for the consideration hereinafter named, agree as follows:

- (1) The County agrees to snowplow/grade the private driveway of the Owner when so requested by the Owner however, it shall be understood that such snowplowing/grading shall only be undertaken at the discretion of the County and only after the public roads have been cleared of snow/graded to the satisfaction of the County, as to the "Snow Removal and Ice Control" Policy.
- (2) (a) The Owner hereby agrees that this agreement will entitle him to have his **driveway only** snowplowed /graded by the County to the mutually agreed limits upon the Owner's property.  
  
(b) The Owner hereby understands that the provision of this service is provided free of charge based on the length of driveway to be plowed is less than 300m and the time required for the equipment is not greater than 15 minutes. Exceptions to this will be considered on an individual basis.  
  
(c) The Owner hereby agrees that the tab will be placed at the entrance to the Owner's driveway and shall be returned to the County when said land is no longer their primary residence.
- (3) Either Party may terminate this agreement by serving Notice of Intent to do so on the other Party not less than 30 days in advance of the termination period.
- (4) The Owner hereby covenants and agrees that he will at all times indemnify and save harmless the County, its servants, agents and employees from and against all loss, damage or injury however caused, which may at any time during the continuance of this Agreement occur to any person or the property of any person including the Owner.
- (5) The Owner shall not assign or transfer his interest under this Agreement without first obtaining the written consent of the County.
- (6) The County shall have the right to refuse to snowplow/grade any private driveway that in the opinion of the operator will be unsafe or difficult to snowplow/grade.
- (7) Numbered tab at all times remains the property of the County.

Notwithstanding sections 1 to 7 above, I certify that at least one resident of the property is age 65 years or older, or has health issues that prevent any residents from being able to clear snow from the driveway, and can provide documentation.

Date of Birth: \_\_\_\_\_ Proof of Provincial Handicap Sticker: \_\_\_\_\_

Your personal information is being collected under the authority of Section 33 (c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the FOIP Coordinator for Lac La Biche County at 780-623-1747.

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto.

SIGNED in the presence of:

\_\_\_\_\_

OWNER OR LESSEE

SIGNED in the presence of:

\_\_\_\_\_

LAC LA BICHE COUNTY