

# Lac La Biche County *Policy*

**TITLE:** PERMIT TO CUT HAY ON MUNICIPAL LANDS

**POLICY NO:** ENV-30-008

**RESOLUTION:** 22.355

**EFFECTIVE DATE:** February 22, 2011

**DEPARTMENT RESPONSIBLE:**  
ENVIRONMENTAL SERVICES

**NEXT REVIEW DATE:** January 26, 2024

---

**POLICY STATEMENT:**

Lac La Biche County desires to allow the ratepayers of Lac La Biche County to complete the removal of hay from municipal lands and within municipal road right of ways to enhance appearance and public safety.

“Original Signed”  
\_\_\_\_\_  
Chief Administrative Officer

June 3, 2022  
Date

“Original Signed”  
\_\_\_\_\_  
Mayor

June 6, 2022  
Date

**SPECIAL NOTES/CROSS REFERENCE:** PI-30-008 Policy/Procedure

**AMENDMENT DATE:** January 26, 2021; May 3, 2022

# Procedure

**TITLE:** PERMIT TO CUT HAY ON MUNICIPAL LANDS

**POLICY NO:** ENV-30-008

**EFFECTIVE DATE:** February 22, 2011

**DEPARTMENT RESPONSIBLE:**  
ENVIRONMENTAL SERVICES

**NEXT REVIEW DATE:** January 26, 2024

## PROCEDURE:

1. Lac La Biche ratepayers will complete and sign Schedule A “Permit to Cut Hay on Municipal Lands” provided by the Environmental Services department and forward to the Agricultural Fieldman or designate for approval.
2. The permit shall define the municipal land to be hayed, or the roadway to be mowed, limits of mowing, address and phone number of the ratepayer.
3. The Agricultural Fieldman or his/her designate will review the permit and determine the date at which hay cutting will be completed and the date for renewal for the following year. The Manager of Environmental Services or designate will provide final approval of the permit.

“Original Signed”  
Chief Administrative Officer

June 3, 2022  
Date

**SPECIAL NOTES/CROSS REFERENCE:** PI-30-008 Policy/Procedure

**AMENDMENT DATE:** January 26, 2021; May 3, 2022



Schedule A



PERMIT TO CUT HAY ON MUNICIPAL LANDS

Permission is hereby given to \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_ Phone No. \_\_\_\_\_ to cut hay on Municipal Land located  
at \_\_\_\_\_ or on the right-of-way off road # \_\_\_\_\_ from  
\_\_\_\_\_ to \_\_\_\_\_ for the 20\_\_ season

The holder of this permit is the owner or lessee of the following lands: \_\_\_\_\_

The following relations apply to all permits issued:

1. Cutting hay on Municipal lands, including on roadway right-of-ways, municipal reserves is not to be carried out by any one before obtaining a permit to do so from the Lac La Biche County Office.
2. Applications for a permit to cut hay along the Lac La Biche County Road system will only be accepted up to and including August 1. Preference will be given to the adjacent landowner, other applications will be handled on a “first applied, first served” basis.
3. On other Municipal Lands, preference to harvest hay will be given to residents living or owning properties in that subdivision, if applicable, other applications will be handled on “first applied first served” basis.
4. Anyone cutting hay under permit must cut all of the right-of-way from the shoulder of the highway to the fence line in the area under permit, unless this is not reasonably possible due to brush or wet soft ground. Permit holders are required to harvest all hay on assigned Municipal land unless it is not reasonably possible.
5. Haying operations must be completed prior to September 1 or this permit becomes invalid. The area will then be cut by the County mower.
6. No permit holder will have the right to sub-let or sell the right to cut hay under a permit. No fee shall be charged for this permit.
7. Lac La Biche County retains its right of entry and control including the right and privilege or cutting or spraying any portion of the Municipal Land or the right-of-way for the purpose of weed control, beautification, or for any other purpose at any time in the areas for which this permit has been issued.
8. The permit holder must carry out haying operations in such a manner that no hazards to roadway traffic will exist due to the operations. In consideration of the granting of this permit, the permit holder hereby

indemnifies and saves harmless Lac La Biche County from any claims arising out of their operations.

- 9. The bales must be placed as far from the roadway driving surface as reasonably possible. As bales produce a potential hazard to vehicles leaving the roadway surface, they must be removed within 14 days of harvest or by September 1, whichever comes first.
- 10. If concerned, it is the responsibility of the permit holder to check with the Agricultural Fieldman and adjoining farmers to see if the area has been treated with Pesticides.
- 11. The personal information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used for the purpose of the administration of Lac La Biche County's Permit to Cut Hay on Municipal Lands. If you have any questions about the collection and use of this information, please contact the Lac La Biche County FOIP Coordinator at 780-623-1747.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

County Approval:

\_\_\_\_\_  
Agricultural Fieldman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager, Environmental Services

\_\_\_\_\_  
Date