

**SNOWPLOWING OF PUBLIC/PRIVATE ROADWAYS POLICY**

Subject: Snowplowing of Public Roadways Ref: Public Works Code: 32

Date Approved: February 14, 2023 Motion No: 042/14/02/23 Replaces: 462/14/12/21

The County of Northern Lights believes in providing a year-round road transportation network for the use of residents, travelling public and ratepayers.

The County of Northern Lights, given available resources and manpower, intends to make every effort to keep the roads open by establishing the following guidelines for snowplowing of County roads.

Signed:   
Chief Elected Official

Signed:   
Chief Administrative Officer

## PROCEDURE:

1. Snowplowing operations shall generally commence when there is an accumulation of 7.5 to 10 cm of snow on gravel roads or 2.5 cm on paved surface roads, or at discretion of the Lead Hand, to remove excessive snow from the driving surface.
2. The North/ South Area Supervisor may choose to delay or begin snow removal operations after consideration of certain factors such as current weather, visibility, and effective utilization of manpower.
3. The Public Works Department shall try to achieve good winter driving conditions on paved surface roads within 24 hours of the last snowfall. This may require an application of sand/salt mixture before and/or after snowplowing to enhance traction on compacted snow or ice.
4. The Public Works Department shall try to achieve good winter driving conditions of main gravel surfaces routes within 72 hours of the last snowfall. (Resource, Collector, and Residential Roads) This may require the use of additional equipment. Lesser travelled roads will be plowed in a timely manner thereafter. There shall be no applications of sand/salt on gravel surface roads unless warranted. Traction on compacted snow or ice shall be enhanced through the use of ice blades on graders.
5. Snowplowing priority will be as follows:
  - a) main routes

- b) roads to occupied residences and school bus routes
  - c) private driveways
6. Roads left unplowed for the winter will not be opened until the spring or as determined by the area Road Supervisor.
  7. Gravel roads are plowed / graded so that, snow and ice are kept off the center line with a little gravel showing.
  8. Prior to any work taking place on private land, the landowner MUST sign a County snowplowing agreement and comply with all conditions of this policy. The area road supervisor will complete a visual inspection of the driveway and if it is deemed safe, then an agreement will be signed and a snowplowing sign will be issued. Snowplow signs are non-transferable.
  9. The fee for snowplowing of Private Driveways will be set in the County's "Schedule of Fees" bylaw.
  10. The fee for 400 meters or less of driveway does not mean the operator has to plow out a total 400 meters, plowing includes plowing a single lane driveway up to a distance of 400 meters and a small turn around area only. Plowing does not include detailed plowing of yards, for example to barns, cisterns, sheds, animal pens, etc. Residents should have vehicles, etc., moved prior to the arrival of the grader.

11. The additional fee for more than 400 meters of driveway does not mean that now 800 meters will be plowed out. These amounts and distances are merely a guideline from which to charge. No driveways or private access roads in excess of 800 meters will be considered for work under this policy.
12. If the conditions are extreme and main roads have to be plowed out before individual private driveways are done, then the operator just backs in and drives out of the driveway entrance.
13. Landowners who wish to have their private driveways plowed and who have signed an agreement and been given a sign, must put their sign at the end of their driveway where visible to the grader operator. Once the grader operator has completed plowing, it will be the landowner's responsibility to then remove the sign from the end of their driveway.
14. Landowners will receive an invoice monthly for the total number of times their private driveway was plowed out by the grader operator during the billing period. The County does not bill renters or residents who are not on the land title. Landowners who are in arrears 60 days will have snowplowing services suspended and will be required to pay the total amount due and a service recommencement fee prior to snowplowing services being reinstated.