



PW-3 Driveway Snow Removal Policy

Department: Public Works

POLICY OBJECTIVE:

The County of St. Paul provides a service for the removal of snow from residents' driveways during the winter season.

POLICY STATEMENTS:

1.0 Snowplow Agreements

1.1 Residents wishing to have snow removed from their driveway by the Public Works Department employees will be required to sign a snowplow agreement.

2.0 Definitions

2.1 "Persons with Disabilities" include individuals with permanent physical, mental, intellectual, or sensory impairments that, in interaction with various barriers, hinder their full and effective participation in society on an equal basis with others.

2.2 "Seniors" means an individual over the age of 65.

2.3 "Seasonal Resident" means an individual who only lives on a property for a specific time period throughout the year.

2.4 "Private Residential Driveways" means the most direct route commonly used by a household between the nearest County Road and the residence.

3.0 Private Residential Driveways

3.1 Driveways will be plowed after the plowing of roadways in the area is complete. Depending on weather conditions, several days may lapse before the driveway is plowed. County residents requiring more immediate service are encouraged to make alternate arrangements to clear snow from their driveways by a private contractor at their own cost.

3.2 The County provides snow clearing services to County of St. Paul residents for their residential driveways based on the following conditions:

3.2.1 Ratepayer, senior citizen and/or persons with disabilities living permanently on the property.

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



- 3.2.2 Resident renting a house and is living in the residence on a full-time basis, providing the property owner signs the agreement.
- 3.2.3 The length of the driveway to be plowed through the purchase of a flag is up to a maximum of 150 lineal meters. Additional distance will be charged at an hourly rate set out in the County Fee Schedule Bylaw.
- 3.2.4 The resident buys and posts a flag at the entrance of their driveway beside the rural address sign, well before County snow clearing equipment is expected.
- 3.2.5 Snow clearing service will be provided on private residential driveways conditional upon accumulation of a minimum of **six (6) inches** of snow.
- 3.3 Annual application forms shall be completed, and flags may be purchased at locations determined by Administration. Applications are available on the County website at **www.countystaul.ab.ca**. The County is not responsible for flags that are blown away or stolen.
- 3.4 Ratepayers may purchase a flag at a rate set out in the Fee Schedule Bylaw.
- 3.5 After December 15th, no flags will be sold for the current winter season. Landowners may contract the County for custom snow clearing of private driveways or beyond private residential driveways at an hourly rate set out in the County Fee Schedule Bylaw, subject to availability of snow clearing equipment.
- 3.6 All residents accessing the snow clearing service must enter into and sign an **Agreement for Snowplowing and Blading on Private Property** before a flag can be purchased. The agreement is attached to this policy as Schedule "A".
- 4.0 School Bus Routes**
 - 4.1 Residents who live at the end of a school bus route where the school bus must enter the yard to turn around will have their driveway cleared at a rate set out in the Fee Schedule Bylaw. This annual request must come from St. Paul Education Regional Division No. 1. Residents must sign a snowplow agreement and obtain a snowplow flag.
- 5.0 Seniors**
 - 5.1 Seniors with a permanent residence within the County of St. Paul, can sign a lifetime snowplow agreement but must pick up a County-issued snowplow flag. This service is provided at no charge if the senior resides at that land location.

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



This service also applies to widowed persons who were married to a senior, even if they are not a senior themselves, for as long as they continue to reside on the property.

5.2 Seniors who are renting a property will qualify for the snowplow service free of charge. The landowner must apply annually for this service and will be provided with a seasonal flag. Each season the landowner will return the flag and confirm that their renter is a senior.

5.3 Seasonal residents, that are seniors, though not eligible for the lifetime snowplow agreement, may still purchase snowplow flags as per Section 3.

6.0 Persons with Disabilities

6.1 A Person with Disabilities can sign a snowplow agreement and pick up a snowplow flag (colours shall vary) at no charge. The County reserves the right to request proof of disability from the resident as a condition to obtaining this service. This may include requiring the resident to submit an application form completed by their physician.

7.0 Right to Refuse

7.1 If a resident's driveway is too narrow or unsafe for County equipment to access and complete the work, the County retains the right to refuse to snowplow the driveway. In this situation, the County will provide a written notice to the resident explaining the reason for refusing the work and will provide a refund for the snow flag purchased by the ratepayer.

7.2 Abuse of staff will not be tolerated and may result in the resident's Snowplow Agreement being revoked. No refund will be issued.

Council Approval: September 14, 2010

Amended: December 8, 2015

Amended: November 13, 2018

Amended: December 10, 2019

Amended: May 12, 2020

Amended: September 13, 2022

Amended: September 12, 2023

Amended: February 11, 2025

Amended: March 24, 2026

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



SNOWPLOWING AND BLADING ON PRIVATE PROPERTY AGREEMENT

Made this _____ day of _____ A.D. 20 _____

BETWEEN: THE COUNTY OF ST. PAUL NO. 19

and

OF THE FIRST PART

Senior
Flag No.

(All Registered Landowner's Name)

(Mailing Address)

Phone Numbers _____
Email Address

OF THE SECOND PART

- Landowner
 Landowner (Senior/Disabled) **Proof of age and/or disability*
 Renter **Both landowners & renters are required to sign this form.*
 Bus Turn Around **Approval copy from School Board is required*

WHEREAS the landowner has requested that the County plow snow and/or blade on their road/land/field on the property legally described as:

Legal Description: _____ Full Legal _____ Lot _____ Block _____ Plan Roll: _____
(County to complete)

Rural Address: _____ upon the terms and subject to the conditions as per the Driveway Snow Removal Policy PW-3.

WITNESSETH: That the County and the Owner agree as follows:

- The County shall perform the said work for the winter season at a rate determined annually by Council and/or on an hourly basis for other work, as set in the Fee Schedule Bylaw.
- The Landowner agrees to clearly mark the route to be plowed so that the snowplow is not in danger of being damaged or of doing damage to property obscured by the snow.
- The Landowner represents that they are the owner of the said land and agrees to indemnify and save harmless the County in respect of any claims or demands which may at any time hereafter be brought against the County or any employee of the County performing the said work by any person, firm or corporation because of the performance of the said work. This agreement only applies to those properties listed on this agreement.
- This agreement shall remain in full force and effect from the date first above written and from year to year thereafter until terminated by either party, or until ownership of the property changes. The County reserves the right to set the price for each year that this contract remains in effect.
- If travel is required due to the equipment not being operational or in the vicinity, a travel charge will be levied on a per hour charge in addition to the cost of the flag.
- The flag is to be posted on the Rural Address Sign.
- Abuse of staff will not be tolerated and may result in this Snowplow Agreement being revoked. No refund will be issued.

SIGNED in the presence of

COUNTY OF ST. PAUL NO. 19

Registered Landowner Signature / Print Name

Registered Landowner Signature / Print Name

PER _____
Chief Administrative Officer

Renter Signature (if applicable) / Print Name

Entered

Freedom of Information and Protection of Privacy Notice. The information on this form is being collected for the purpose of administration of the Snowplowing Program under the authority of the Municipal Government Act.