



**BIRCH HILLS COUNTY
POLICY & PROCEDURES MANUAL
GRADERS ON PRIVATE LAND**

POLICY TITLE: Use of County Graders on Private Land

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Date Adopted by Council / Motion Number: Aug. 13, 2013

RC13-100²⁶² (this was tabled)

PURPOSE:

The purpose of this Policy is to develop guidelines and procedures for snow removal on Private land.

POLICY

Birch Hills County will only undertake the removal of snow on Private land (Driveways only) where the following criteria is met. The Director of Public Works or designate needs authorize the use of County owned graders and/or contracted graders. The County or Contracted grader shall not provide grading or snowplowing services for private landowners, community groups or schools. The Director of Public Works or designate has the authority to deny any services based on safety. The cost of the service will be included in the operational budget for that given year with no cost to the resident or landowner.

CRITERIA:

1. There is an "Emergency" Incident: The incident Command, Fire Chief or EMS crew leader may request help in order to mitigate the incident.
2. Medical Reason (Long Term) A copy of a Doctor's note must be provided to the County, a snow removal consent form (Appendix A) must be completed and the Director of Public Works or Designate must have approved the request upon a site visit. A new Doctor's note is required every year. Access to residence only, no other situations apply.
3. Roads will be plowed as per County road grading policy. Private driveways will not be given priority over bus route and collector roads.

PROCEDURE:

- 1.0 The County owned or Contracted grader will provide snow clearing service adequate to help mitigate the emergency incident.
- 2.0 The County or Contracted grader will provide grading and/or snowplowing of a private driveway with a grader only, no other piece of equipment will be used, with the exception of an emergency situation as directed.
- 3.0 The plowing of a private driveway will consist of one pass in and one pass out.

This Policy repeals all previous Birch Hills County policy and resolutions regarding the provision Re: Use of County Graders on Private Land Policy #10.


REEVE
Warren Smith


C.A.O
Harold Northcott

Snow Removal Consent Form

File No. _____

I, _____ of _____

(Address)

In the Province of Alberta, as registered owner, hereby grant permission to Birch Hills County, his agents or servants, contractors or workmen, the right to enter upon the following land for the purpose of snow removal at specific area(s) as prior staked by Birch Hills County and approved by myself.

_____ Section _____ Township _____ Range _____ West of _____ Meridian

or

_____ Lot _____ Block _____ Plan _____ Hamlet _____

I further understand that Birch Hills County will not be responsible for any damage attributed to the removal of snow on the said lands.

SPECIFIC INSTRUCTIONS:

THIS CONSENT EXPIRES ON _____, **20** _____

IN WITNESS WHEREOF the Landowner and Birch Hills County have hereunto subscribed their names this _____ day of _____, 20_____.

In the presence of:

LANDOWNER

(Witness)

Signature

Signature

BIRCH HILLS COUNTY

Dion Hynes
Director of Public Works