

# Policy

**Title:** PRIVATE DRIVEWAY SNOWPLOWING  
**Policy Number:** TR – 32 – 02  
**Effective Date:** 2023-09-13  
**Resolution:** 341-23  
**Department Responsible:** Transportation  
**Supersedes Policy No:** E2 – Amended  
**Next Review Date:** 2026-09-13

## POLICY STATEMENT:

To provide a reasonable level of snowplowing services, the Municipal District of Lesser Slave River # 124 will offer, on a cost recovery basis, to snowplow private driveways of residences with a Municipal operations permit.

## DEFINITIONS:

**Council Policy** means the written commitment of Council establishing service delivery, programs, and governance matters. Policy is approved, amended, or rescinded by Council and reflect Council's values, established service levels and strategic goals.

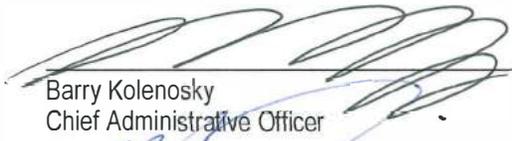
## PRINCIPLE:

1. All residents requesting snowplowing services must sign a Snowplowing Agreement (attached as schedule "A"), available from any Municipal District 124 office, prior to any snowplowing being authorized. This agreement gives consent from the owner and allows the Municipal District to complete the work without liability for any damages that may occur.
2. All residents requesting snowplowing services are required to purchase a snow flag. The cost of this flag will be at the rate established by Council from time to time as outlined in Bylaw 2022-08 Service Fees – Schedule "A". A 50% discount will be provided to senior citizens that are 65 years of age and older.
3. The Municipal District will only plow driveways with a Municipal operations permit. Only that portion of a private driveway from the residence to the road allowance, to a maximum of ¼ mile per flag, will be plowed by the Municipal District. Roadways not leading to a residence will not be snowplowed unless preapproved by the Foreman or Director of Field Services. A minimum one-week notice must be given.
4. If the Grader Operator determines a private driveway is too narrow or otherwise obstructed, he will not enter onto the driveway and will call the Foreman or Director of Field Services who will decide whether the driveway will be plowed. The Foreman or Director of Field Services will be responsible for advising the resident that the Municipal District will not be plowing the driveway and the reasons for such decision.

MD of LESSER SLAVE RIVER Policy



- 5. The Municipal District reserves the right to determine if the conditions warrant snowplowing, and as a result, may choose not to carry out the request.
- 6. The roadway system throughout the Municipal District will receive the priority. Apart from an emergency, when it is considered the road system is satisfactorily maintained, private driveways will then be completed.

  
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Barry Kolenosky  
Chief Administrative Officer

09/29/2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Murray Kerik  
Reeve

09/27/2023  
\_\_\_\_\_  
Date

SPECIAL NOTES/CROSS REFERENCE: TR\_32\_02 Snowplowing of Private Driveways Procedure  
AMENDMENT DATE: September 13, 2026



# Procedure

PROCEDURE TITLE: Private Driveway Snowplowing

PROCEDURE NO.: TR-32-02.01

RESOLUTION: **341-23**

EFFECTIVE DATE: **2023-09-13**

DEPARTMENT RESPONSIBLE: **Transportation**

NEXT REVIEW DATE: **2026-09-13**

## GENERAL GUIDELINES:

To establish a procedure of how the Municipal District will carry out private driveway snowplowing.

## PROCEDURE:

1. When residents that have signed the agreement, purchased flags, and require their driveway to be snowplowed, they must contact the Municipal office to advise that a flag has been placed in a visible location adjacent to the driveway for the Grader Operator. Upon completion of the driveway grading, the Grader Operator will pick up the flag and turn it in to the Foreman at his/her next opportunity.
2. Residents who have purchased flags online must contact the Municipal office to advise that they require their driveway plowed. A minimum one-week notice must be given. Once the Municipal office has been advised a work order will be created then the Transportation Foreman will inform the Grader Operator that the driveway needs to be plowed.
3. Grader Operators will not plow driveways if the Municipal office has not been contacted or notified.

MD of LESSER SLAVE RIVER Procedure



Barry Kolenosky  
Chief Administrative Officer

09/29/2023  
Date

SPECIAL NOTES/CROSS-REFERENCE: TR-32-02 Private Driveway Maintenance Snowplowing

AMENDMENT DATE: 2026-09-13

