

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 POLICY AND PROCEDURES MANUAL	Function: Policy No. Effective Date: Supercedes: Amends:	Public works PWS. 3 October 21, 2020 February 17, 2005
PRIVATE LANE SNOW PLOWING		

Policy Statement:

The Municipal District of Spirit River No. 133 may provide private lane snow plowing of private lanes in the Municipality; and the private lanes that adjoin the South or West Boundary roads of the Municipality.

Procedure:

- 1) Cost of snow plow service
 - a) **If Residents of the property are:**
 - i) Seniors – Service is available by paying the fee of \$125.00 each plus G.S.T. to the Municipal District of Spirit River either in person or by credit card over the telephone
 - ii) Handicapped Persons – Service is available by paying the fee of \$125.00 each plus G.S.T. to the Municipal District of Spirit River either in person or by credit card over the telephone
 - iii) Spouses of Seniors and/or Handicapped Persons – Service is available by paying the fee of \$125.00 each plus G.S.T. to the Municipal District of Spirit River either in person or by credit card over the telephone
 - iv) Dependants of Seniors and/or Handicapped Persons – Service is available by paying the fee of \$125.00 each plus G.S.T. to the Municipal District of Spirit River either in person or by credit card over the telephone

- 2) Persons requesting private lane snow plowing of their lanes are required to sign a Hold Harmless Agreement. Municipal equipment shall not enter onto private property without this document being signed in advance to the service being required.

- 3) General snow plowing requiring less than 1/2 hour of equipment time shall be implemented as follows:
 - a) The person requesting the work shall pay for the service at the Municipal District Office prior to the work being done. The Public Works Supervisor will direct the snowplow operator when the driveway is to be snowplowed. The snowplow service is equivalent to ½ hour of machine time.

- 4) The scheduling of any work on private lanes shall be left to the discretion of the Public Work's Supervisor and the Public Work's Supervisor shall firstly consider the Municipality's primary obligation to provide public service.

- 5) Special trips for private lane snow plowing shall not be made, except in an emergency case where medical or fire fighting equipment cannot access onto private land.
- 6) This policy will be reviewed periodically to determine budgetary relevancy or efficiency.