



# SNOWPLOW INSPECTION REQUEST

SEASON: 2025-2026

DATE: \_\_\_\_\_

RATEPAYER: \_\_\_\_\_  
(Landowner)

TENANT: \_\_\_\_\_  
(If applicable)

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

RURAL ADDRESS: \_\_\_\_\_ (Green Sign at Driveway ie: 123456 Range Rd 11 or 12345 TWP 123)

¼ SECTION: \_\_\_\_\_ TWP: \_\_\_\_\_ RGE: \_\_\_\_\_ W4 (LSD: SW 7-55-5 W4)

DRIVEWAY LENGTH (M): \_\_\_\_\_ DRIVEWAY WIDTH (M): \_\_\_\_\_ TURNAROUND: ☐

FLAG TYPE: ☐ Seniors/Disability ☐ Ratepayer ☐ BTPS Parent Choice ☐ BTPS Essential  
(Refer to Second Page for Types)

DATE OF BIRTH/DISABILITY # (if applicable) \_\_\_\_\_

**Please keep in mind if another snow event occurs before yard sites have been cleared the priority will reset back to 1. Yard sites will see additional delays as we were trying to keep the main roads open.**

## FOR OFFICE USE

DATE INSPECTED: \_\_\_\_\_ INSPECTED BY: \_\_\_\_\_ APPROVED ☐

NOTES:

## 2025-2026 SNOWPLOW FLAG TYPES AND RATES (PER SEASON)

### SENIORS AND DISABLED: \$50.00

Senior Citizen: A County of Vermilion River resident aged 65 or older.

Disabled Persons: A County of Vermilion River resident that provides proof of a disability number.

### RATEPAYERS: \$200.00

### BUFFALO TRAILS PUBLIC SCHOOL PARENTAL CHOICE: \$200.00

Parental Choice: A yard service request exists on a bus route where the bus uses the private yard to pick up the student at the parent/guardian's request.

### BUFFALO TRAILS PUBLIC SCHOOL ESSENTIAL TURNAROUND: NO COST

Essential: A turnaround that exists because the approach is unsuitable for a pickup.

End of Route: Exists on a bus route where the bus must go into the private yard to turn around, because the approach is not suitable for a turnaround maneuver.

**The essential turnaround and end of route is determined by Buffalo Trail Public School Division.**

## SNOW PLOWING GUIDING PRINCIPLES as per Policy PW 015

- a. The **County** will provide **access snow clearing** on **residential property** to qualifying **residents** for a fee as determined by Fee Bylaw.
- b. The **County** will not complete **Snow Removal** on any residential property.
- c. The following are not eligible to receive the **snow clearing** service:
  - i. **Residential property** in **Hamlets**.
  - ii. The **residential property** is not located within the **municipal limits** of the **County**. I.e. A **non-resident**.
  - iii. The **residential property** is in **tax arrears**. If all outstanding **tax arrears** are paid prior to the application deadline, the **resident** is eligible for the service.
- iv. Undeveloped road allowances, clearing of yards, access to accessory buildings, or bale yards, etc. are not eligible.
- d. The **County** will prioritize clearing of roads, as per policy PW 032 Winter Road Maintenance Standards.
- e. The **County** will complete snow clearing as per policy PW 032 Winter Road Maintenance Standards when the accumulation of snow fall is equivalent to 5.a.vii.b or 5.a.vii.c. In the event of a localized accumulation, **residents** who are receiving the service are to request **snow clearing** to the Public Works Department. Depending on total snow accumulation and weather conditions, snow clearing will be completed at the discretion of the equipment operator and/or foreman to prevent potential damages to the residents property.
- f. To receive the snow clearing service, a Snow Plow Liability Waiver and Indemnity Agreement must be completed and submitted by the **Resident** at time of purchase. The application period will be from September 1 until November 1 OR the first major snowfall of the winter season that impedes the inspection of the requested service, whichever comes first.
- g. If there are multiple occupied dwellings located within one residential property a single snow plow flag can be purchased provided that the access snow clearing for both residents can be completed within the same in and out path. If the access snow clearing requires two in and out paths, each dwelling requires a snow plow flag.
- h. If two separate residential properties share an access road or an access road crosses another property, a Snow Plow Liability Waiver and Indemnity Agreement must be completed by the registered owner of the property where the access road is located regardless if they have requested snow clearing access to their residential property.
- i. If the **residential property** is occupied by a tenant, the Snow Plow Liability Waiver and Indemnity Agreement must be completed by the registered owner of the property. A tenant can not complete the Snow Plow Liability Waiver and Indemnity Agreement.
- j. Snow plow flags that are placed at the entrance of an access will not be provided. The **County** is utilizing digital mapping in conjunction with the completed applications to identify those receiving service.
- k. Inspections are required on every new service that is requested, and every third year following the initial inspection. The **County** will complete an inspection of a yard site prior to issuing a Snow Plow Liability Waiver and Indemnity Agreement to ensure adequate ability of the **County Equipment** to complete the service.
- l. If Buffalo Trail Public Schools deems a residential property an End of Route, or Essential Turnaround all guiding principles within this policy apply.
- m. The **County** reserves the right to refuse any yard service request.
- n. All requests for service will require payment as per the Fee Bylaw. The rate for **Seniors, Disabled Persons, Buffalo Trail Public Schools Yard Service (End of Route, Essential and Parental Choice)** will be set out in this Schedule. The fee to be paid will be determined based on the full time occupants of the residential property.