

SCHEDULE NO. 4

Relating to Snow Plow Contractors

(added by By-law 2002-320; repealed and replaced by By-law 2023-516)

LICENSE REQUIRED

1. Every snow plow contractor shall obtain a snow plow contractor's license.

EXEMPTIONS

2. This schedule does not apply to :
 - (a) persons engaged in the business of clearing snow with a hand-held snow shovel or with manually pushed snow-blowing equipment, and
 - (b) bona fide farmers whose primary business is not as a snow plow contractor while engaged in clearing snow within their community.

CONDITIONS FOR ISSUANCE OR RENEWAL OF A SNOW PLOW CONTRACTOR LICENSE

3. No snow plow contractor's license shall be issued or renewed unless the applicant:
 - (a) is at least eighteen (18) years of age,
 - (b) has provided an address within the National Capital Region accessible from the street to which the public has reasonable access to make inquiries in person about the business,
 - (c) has filed proof of insurance for each snow plow to be used in the business in accordance with the requirements of Sections 5 and 6,
 - (d) has registered each snow plow used in the business by filing a list indicating for each snow plow, the make, model, year and the Motor Vehicle Plate Number or, where a Motor Vehicle Plate is not issued pursuant to the Highway Traffic Act (Ontario), the Vehicle Identification Number, and
 - (e) has filed proof of good repair for each snow plow used in the business.

ISSUANCE OF LICENSE

4. Upon issuance of a snow plow contractor's license, the Chief License Inspector shall: furnish one (1) plate bearing an identifying number for each of the snow plows listed in clause 3(d).

INSURANCE

5. With respect to every vehicle required to be licensed under the Highway Traffic Act (Ontario), every snow plow contractor shall file proof of Motor Vehicle Liability insurance coverage subject to a limit of not less than One Million Dollars (\$1,000,000.00); such insurance coverage shall be inclusive per occurrence for bodily injury, death, accident benefits and including damage to property occasioned by any accident arising out of the plowing operation of any licensed motor vehicle to be used in the business in respect of which a license is applied for.

6. With respect to vehicles and equipment not required to be licensed under the Highway Traffic Act (Ontario), every snow plow contractor shall file proof of Comprehensive/Commercial General Liability insurance coverage subject to a limit of not less than One Million Dollars (\$1,000,000.00); such insurance coverage shall be inclusive per occurrence for bodily injury, death, accident benefits and including damage to property occasioned by any accident arising out of the plowing operation of any unlicensed vehicle and equipment to be used in the business in respect of which a license is applied for.

SIGNAGE STANDARDS

7. Every snow plow shall have attached to or painted on both sides a sign clearly showing the name and telephone number of the business in letters and figures not less than eight centimetres (8 cm) in height.

PRODUCTION OF LICENSE

8. Every snow plow operator shall surrender his or her driver's license issued under the Highway Traffic Act (Ontario) or under the law of another jurisdiction and permit for the vehicle issued under the Highway Traffic Act (Ontario) or under the law of another jurisdiction for inspection when requested by any license inspector, municipal law enforcement officer or police officer.

REGISTRATION OF SNOW PLOWS

9. (1) Every licensee may register additional snow plows or remove a snow plow from the register referred to in clause 3(d) by complying with the

requirements set out in clauses 3(c), 3(d) and 3(e) for issuance or renewal.

- (2) Every licensee shall ensure that every snow plow used in the business is registered with the Chief License Inspector pursuant to clause 3(d) or subsection 9(1).
- (3) The Chief License Inspector shall furnish one (1) plate for each of the snow plows added to the register pursuant to subsection 9(1).
- (4) Every licensee who removes a snow plow from the register pursuant to subsection 9(1) shall return the plate furnished by the Chief License Inspector.

TRANSACTION RECORDS

10. (1) Every licensee shall ensure that a record is made in a ledger book with the entries transcribed in ink in a clear and legible manner, or in a recording system approved by the Chief License Inspector, indicating:
 - (a) the municipal address of every site for which a snow plowing or snow removal contract has been entered into,
 - (b) the name and address of the person who entered into the snow plowing or snow removal contract referred to in clause 10(1)(a),
 - (c) the day, month, year and time of every snow plowing or snow removal activity,
 - (d) the snow plow operator performing the snow plowing or snow removal activity, and
 - (e) the plate number of the snow plow used in performing the snow plowing or snow removal activity.
- (2) Every licensee shall ensure that the records referred to in subsection 10(1) are retained for a period of ninety (90) days.
- (3) Every licensee shall ensure that, when requested by the Chief License Inspector at any time during business hours, the records referred to in subsection 10 (1) are produced for inspection and that the Chief License Inspector is permitted to remove any transaction record from the premises for the purpose of photocopying or for use in any court or other proceedings.

GENERAL REGULATIONS

11. No licensee shall permit or allow any snow plow that is not registered with the Chief License Inspector to be used in his or her business.

12. No licensee shall use any snow plow that is not registered with the Chief License Inspector in the snow plow contractor's business.

13. Every licensee shall ensure that the plate furnished pursuant to Section 4 or clause 9(3) is securely attached to the rear of the snow plow so as to be clearly visible to the public during the currency of the license.

(amended by By-laws 2003-311 & 2004-491)

14. Every licensee shall ensure that:

- (a) the information on the sign referred to in Section 7 is clearly visible to the public at all times, and
- (b) the information on the plate referred to in Section 4 or subsection 9(3) is clearly visible to the public at all times.

(amended by By-laws 2003-311 & 2004-491)

15. (1) No licensee shall throw, push, plow, dump or otherwise deposit snow or ice on a street.

- (2) Every licensee shall ensure that his or her snow plow operator does not throw, push, dump or otherwise deposit snow or ice on a street.

16. Every licensee shall return the plate furnished by the Chief License Inspector for each snow plow that is no longer in service or used in the licensee's business.

CONDITIONS FOR INSTALLATION OF DRIVEWAY MARKERS

17. No snow plow contractor shall place or permit to be placed a snow plow driveway marker on a property unless the following requirements are met:

- (a) Placement of snow plow driveway markers shall occur no earlier than October 20 and removal shall occur no later than April 30.
- (b) Snow plow driveway markers shall not be placed between a sidewalk and the travelled portion of the street.
- (c) Snow plow driveway markers including parts used to support snow plow driveway markers shall not be composed of materials other

than (i) wood; (ii) plastic; (iii) fiberglass, or (iv) a combination of the above materials.

- (d) Where there is a sidewalk, snow plow driveway markers shall be placed a minimum of 0.61 metres (2 feet) from the sidewalk.
- (e) Where there is no sidewalk, snow plow driveway markers shall be placed a minimum of 1.22 metres (4 feet) from the travelled portion of the street.
- (f) The maximum height of a snow plow driveway marker shall not exceed 1.22 metres (4 feet) when measured from the ground.
- (g) The maximum width of a snow plow driveway marker shall not exceed 10.1 centimetres (4 inches).
- (h) Subject to subsection (j), a maximum of two snow plow driveway markers are permitted on a driveway with one on either side of the driveway.
- (i) Subject to subsection (j), snow plow driveway markers shall contain no advertising or other information save and except for the logo and/or telephone number of a snow plow contractor.
- (j) Despite subsections (h) and (i), two additional snow plow driveway markers are permitted on private property provided that the two additional snow plow driveway markers do not contain any advertising or other information, including the logo or phone number of snow plow contractor.