

Policy: Approach installation

Section: Public Works Operations

Policy #2016-04

Resolution #190-16

Effective Date: July 12, 2016

APPLICATION

Whereas Section 82 of the Municipal Act states that a council is responsible (a) for developing and evaluating the policies and programs of the municipality;

And Whereas the Municipal Act **does not** provide for the mandatory requirement of a council to provide access to any property located within the boundaries of the municipality;

Therefore, the following policy will govern the installation of approaches to land located within the Gilbert Plains Municipality.

An approach may be defined as any object placed within a road allowance, by the Municipality or any other person, which would allow access to the adjacent quarter(s) of land.

1. A ratepayer(s) must provide a written request by completing a Public Works Request (PWR) form indicating the size, location and reason for the required municipal approach.
2. When a ratepayer(s) of the Municipality makes a request for the installation of a municipal approach where no other municipal approach exists to that quarter, the PW Manager will complete an onsite inspection to confirm location, sizing and that no other approaches exist and will provide approval of the request by issuance of a municipal Work Order. The Gilbert Plains Municipality will be responsible for all costs associated with the installation of the first and only municipal approach to a quarter section of land which is contiguously owned by the ratepayer(s).
3. When a ratepayer(s) of the municipality makes a request for the installation of a second municipal approach where one other municipal approach exists to that quarter which is contiguously owned by the ratepayer(s), approval of the request shall be obtained from the Drainage Committee by issuance of a municipal Work Order. The Gilbert Plains Municipality will be responsible for 0% of the costs associated with the installation and the ratepayer(s) will be responsible for 100% of the costs. The Committee/Council may authorize the installation work of a second municipal approach to be completed by someone other than the municipality, but the design and construction must receive municipal approval prior to work commencing and be subject to an inspection upon its completion.

4. Council may authorize the removal of any object which acts as an municipal approach which has not received authorization of the PW Mgr and/or Committee/Council in accordance with section 2 and 3 of this policy and council may seek reimbursement of any expenses incurred with the removal of an unauthorized municipal approach.
5. When a ratepayer(s) of the municipality makes a request for the extension of the first municipal approach to that quarter, following approval of the request by the PW Mgr by issuance of a Work Order, the Gilbert Plains Municipality will be responsible for all costs associated with the extension of the first and only municipal approach to a quarter section of land which is contiguously owned by the ratepayer(s).
6. When a ratepayer(s) of the municipality makes a request for the extension of a second municipal approach where one other municipal approach, of similar size, exists to that quarter which is contiguously owned by the ratepayer(s), following approval of the request by the Drainage Committee by issuance of a Work Order, the Gilbert Plains Municipality will be responsible for 0% of the costs associated with the extension and the ratepayer(s) will be responsible for 100% of the costs. Committee/Council may authorize the installation work of a second extension to be completed by someone other than the municipality, but the design and construction must receive municipal approval prior to work commencing and be subject to an inspection upon its completion.
7. The decision to install, extend or remove any municipal approach will be at the discretion of council. Council will reserve the right to reject any request regarding the installation or extension of a municipal approach and in doing so, will provide the ratepayer(s) with an explanation of the reason(s) the request was rejected.
8. The standard residential approach should be a minimum width of 20' (6m) and a maximum of 30' (9m), (flare extra); the standard agricultural approach should be a minimum of 30' (9m) and a maximum of 50' (15m), (flare extra); with a minimum 3:1 side slope. Application for an approach wider than the standard width will require approval of Committee/Council.

If a culvert is required it shall be installed at the current ditch elevation and be sized to meet hydraulic flow requirements as specified by the Public Works Manager in the approved permit application. The minimum size for a culvert would be 12" (500 mm). Any necessary licensing and associated costs through Manitoba Water Stewardship will be the responsibility of the Municipality, and work must not proceed until licenses are approved.

Top dressing of gravel will be the responsibility of the landowner who must make arrangements directly through a local contractor for purchase and application of gravel materials.