



Rural Municipality of Meadow Lake #588 Policy

Policy #TS-013

Policy Title: Road Construction Policy

Policy Objective:

To establish a policy on Road building and Construction within the Municipality in order to have consistency and understanding for both Council and Staff.

Authority:

Council Resolution #033/17

Dated: January 9, 2017

Background:

1. The RM of Meadow Lake #588 desires to reconstruct approximately 10 miles of road each year under their Construction Budget.
2. As road building costs are rising, there is a need to understand the regulations, expenses and remain consistent with the costs and standards for road building.

Policy:

1. Building Procedure
 - a. Council will have all roads reconstructed to a minimum 66 foot right of way.
 - b. We will attempt to obtain an easement to allow us to build a 100 foot right of way, but will NOT purchase and will NOT register to the 100 feet.
 - c. If the Council requires that a Main Farm Access road requires the 100 foot right of way to be registered, then a resolution shall be completed by the council for that road.
2. Responsibility
 - a. Councillor
 - i. Work with the Manager of Public Works and Road Consultant as to the needs of road upgrades in each respective divisions;
 - ii. Obtain signatures for purchase of right of way if needed;
 - iii. Obtain signatures for the purchase of clay, dirt or gravel as necessary;
 - iv. Participate in the final inspection of the road.
 - b. Manager of Public Works
 - i. Organize the construction crew on the roads that are required to be reconstructed.
 - ii. Ensure that there are enough workers to help complete the reconstruction.
 - iii. Oversee the Health and Safety of the workers and maintenance of all equipment.
 - iv. Participate in the final inspection of the road.
 - c. Road Consultant
 - i. Draft a construction report on all roads needing to be reconstructed with cost estimates;
 - ii. Complete a draft plan of each project that will be worked on during the construction year;
 - iii. Prepare agreements for purchase of right of ways if necessary;
 - iv. Organize and apply for any approvals though Sask. Water, Sask. Environment, Department of Oceans and fisheries, Sask. Tel, etc. as required for each project;
 - v. Apply for line locates;

- vi. Help the Manager of Public Works by completing the engineering plan for the road reconstruction and meet with the Construction Crew to give an understanding as to the design of the road;
 - vii. Offer help when requested by the MPW in the “how to” build on the road;
 - viii. Review the completed project with the Manager of Public Works and the Councillor for the area for a final on the road.
- d. Administrator (CAO)
- i. Record a resolution at council on the roads that require the Construction;
 - ii. Help Council complete a budget for the reconstruction projects;
 - iii. Send out a notification letter to the affected landowners on the road project;
 - iv. Have any purchase of right of way or crop loss payments, as per resolution of Council, be completed in a timely manner;
 - v. Register and Interest for the Road widening agreement on ISC (Land Titles) on the parcels affected. Upon completion of the survey and registration of the widening of the road, this Interest will be removed.
- e. Engineering Firm
- i. For large projects requiring an “Engineered Stamp of Approval”, the Council will contract an Engineering firm to work with the Road Consultant.
- f. Road Contractor
- i. Directly responsible to the Engineering Firms in regards to the plan, design and construction standards;
3. Organizing for Borrow Pits, Crop Damage
- a. Councillor for the area, Manager of Public Works and/or Road Consultant will meet with potential landowners for the purpose of acquiring borrow pits if needed.
 - b. Resolution of Council will be required for the purpose of paying for any crop damage within the RM right of way and shall be paid out in accordance with Policy GG-008 and Policy TS-010.
4. Fencing
- a. The RM of Meadow Lake #588 will require the landowners along the said construction projects to complete the removal and replacement of fences in accordance with Policy TS-011.
5. Approaches
- a. Existing approaches will be replaced and gravelled at time of construction;
 - b. Any betterment of approaches or need for any more approaches are at the cost of the landowner requesting the betterment. See Policy TS-002.
 - i. This betterment request must be made, in writing by the landowner, on or before the construction crew are on site. The RM will NOT return to complete the betterment.