



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-122

☒ **Staff**
☐ **Committee**

Subject:	Road Assumption Policy
Agenda Date:	July 25, 2019
Attachments:	Assuming Roads for Municipal Maintenance Purposes

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No.2019-M-122;

AND FURTHER THAT Council direct staff to draft a policy base on the recommendation in the Memo.

INFORMATION

Resolution No. 19-247 dated May 23, 2019, Council directed Staff to develop a draft policy pertaining to the assumption of private and/or seasonal roads by the Municipality.

There have been requests made to the Municipality regarding the possibility of the Municipality providing maintenance service to private/seasonal roads. The Municipality consists of both municipally owned, maintained roads and privately owned roads. Currently all maintenance road work is the responsibility of the private road owner(s).

The purpose of this policy is to establish the process to be followed and the minimum construction standards required for any unmaintained municipal road, seasonal roads or private roads, prior to Council's consideration of possibly assuming the road for public use and providing maintenance by Municipal resources.

The following roads are present in the Municipality:

1. Year-round maintained roads as part of the Municipal Roads System
2. Seasonally maintained roads as part of the Municipal Roads System
3. Private Roads – not part of the Municipal Roads System
4. Public Roads – typically owned by the Province but not part of the Municipal Roads System

The Municipality of Temagami does not provide maintenance of any kind to roads outside of the Municipal Road System. From time to time, requests are made to include additional roads in the Municipal Roads System.

CONSIDERATION CRITERIA

1. The number of residences/properties served by the road - The properties that would have their access altered by the Municipality assuming the road and the assessed value should be considered as improved access should increase the assessed value of the properties. The increase in tax revenue can be used to offset the increase maintenance cost.
2. The type of maintenance being requested - There is a significant difference between seasonal maintenance (no snowplowing or sanding) and year-round maintenance.
3. The ability to service the road with existing resources – Presently, there are plow routes and equipment used in winter maintenance as well as summer maintenance activities.

The Public Works Department would provide their opinion whether there is present capacity to service these additional roads with the present human and equipment resources or where the gaps may be. The maintenance standards developed for the Municipal operations will be the guide to determining any available capacity in the Department.

4. The standard the road was constructed to – many roads were not constructed to any kind of standard as defined by the Ontario Provincial Standards. If a road is not wide enough, or has sufficient base, drainage and safety then it might not be possible to maintain the road. Roads that have not been constructed to a standard should not be assumed into the road system unless improved.

When a request is received, the road will be reviewed by the Public Works Superintendent. If in his opinion, the Road is not constructed to a sufficient standard, a non-engineered estimate on the cost to “bring the road to standard” will be received and communicated to the property owners. Council may, as noted in the Municipal Act, provide for these improvements to be completed and charged back to the benefiting landowners using the local improvement bill system.

5. If there are non-road related consideration (economic development) that should be considered – If there are terms outside of the road area that are relevant in the circumstances, Council can direct these to be included in the report on assuming roads into the Municipal Road System.

ROAD STANDARDS CONSIDERATIONS

- Minimum cleared width
- Road surface minimum width
- Unless otherwise advised by Council, all topsoil, tree stumps and other vegetation shall be removed from the area directly beneath the proposed road and shoulder surface.
- Sub-grade base
- Granular sub base
- Granular “A” or “M” grade crushed gravel surface coarse.
- Ditch depth below profile grade (crown) of road.
- Culverts
- Turn around required at all dead end roads

ROAD MAINTENANCE CONSIDERATIONS

- Grading & shouldering
- Ditching/brushing
- Maintain Bridges/Engineered inspection every two years
- Beaver Control
- Dust Control
- Road patrol
- Snow plowing
- Sanding
- Signage
- Picking up debris
- Repair washouts
- Resurfacing – gravel
- Thaw culverts

RECOMMENDATION

1. In order for a private road to be transferred to a municipal road it must meet the municipal minimum maintenance standard.
2. The owner(s) of the private road shall be responsible to conduct an assessment of the current state. Whether it be the Public Works Superintendent or an Engineer that conducts the assessment.
3. The assessment report shall provide a cost estimate for any upgrades required to the private road.
4. The assessment report shall be provided to Council for comment and approval.

Respectfully Submitted:
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Treasurer/Administrator

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Public Works Clerk