



POLICY NO. 8.05

JANUARY 26, 2016

TITLE: CONSTRUCTION AND MAINTENANCE OF APPROACHES AND CULVERTS

POLICY STATEMENT:

Culverts are common pieces of infrastructure in rural municipalities. They are important components in the network of ditches for managing overland water flow. They also help protect roads and trails from premature degradation caused by those water flows.

PURPOSE:

This policy clarifies Westlock County's current position on construction and maintenance.

DEFINITIONS:

approach means the thoroughfare commonly called an "approach" that connects a property, commonly the driveway or parking lot of a private property, to a public road.

County road or ***road*** means a road where the County is the road authority for that road.

in Westlock County means within the jurisdiction of the municipality of Westlock County.

Westlock County means the municipal corporation, Westlock County.

1. GENERAL:

- 1.1.** Westlock County will not provide culvert installations or approach construction for private properties. Installations, maintenance and reclamation of those approaches and culverts will be the responsibility of property owners.

1.2. Notwithstanding anything in this policy, residents who

- (a) had their application for approach construction processed by Westlock County prior to January 26th, 2016, as per Schedule A, and
- (b) are currently on the waiting list to have approach construction work completed by Westlock County,

will have the approach construction work requested in their application under (a) completed by Westlock County according to Westlock County's previous policy on approaches and culverts.

1.3. Westlock County will continue to build, maintain and replace culverts for waterways that cross Westlock County roads and Westlock County trails..

1.4. Westlock County will continue to maintain engineering standards for all culvert installations and approach construction in the County. These engineering standards must be followed for all culvert installations and approach construction in Westlock County.

1.5. Residents who wish to build an approach connecting their property to a County road must first enter into a Road Disturbance Agreement with the County.

1.6. After a resident fulfills section 1.4, the resident must make an appointment with the County for the Director of Engineering and Infrastructure, or the Director's designate, to attend the location of the desired approach and conduct a pre-inspection. The pre-inspection determines things such:

- (a) whether an approach can be built at the requested location,
- (b) what engineering standards must be followed for the construction of the approach.

1.7. If the Director of Engineering and Infrastructure, or designate, determines during the pre-inspection that the location a resident wishes to build an approach or install a culvert is not feasible, the Director, or designate, may:

- (a) suggest an alternative location on the same quarter section of property for the construction of the approach and then stipulate the engineering standards the resident must follow, or

- (b) determine that constructing an approach is not feasible anywhere along the quarter section due to constraints such as, but not limited to
 - i. the present existence of many approaches along the section of road adjacent to the quarter section,
 - ii. the existence of other features in the vicinity.

1.8. When construction of an approach has been completed in accordance with this policy, the resident must make an appointment with the County, within 7 days after the completion of the approach, to have the Director of Engineering and Infrastructure, or the Director's designate, attend the location of the completed approach to conduct a post-inspection.

1.9. The post-inspection ensures that the engineering standards prescribed by the County to the resident were adhered to in the construction of the approach.

MOTION: _____

DATE: _____

Peter Kelly
Chief Administrative Officer