

## **CULVERT INSTALLATION & MAINTENANCE POLICY**

The Council of the Municipality of Macdonald, Meredith & Aberdeen Additional has deemed it necessary to regulate the installation and maintenance of all new and existing entrance-way culverts as follows:

### **1) Application and Approval:**

- a. Application and approval are required for the installation of all new entrances and/or structural modifications of (culvert extensions or replacements) all existing Municipal entrances. (Schedule "A")
- b. The location, diameter and length of all culverts are to be approved by the Road Superintendent.
- c. All culverts must be purchased from the Township of Macdonald, Meredith and Aberdeen Additional and must be paid for prior to installation.
- d. Exceptions can be made with the approval of Council and Road Superintendent.

### **2) Culvert Pricing:**

- a. The cost to purchase said culverts will be the exact price that the Municipality of Macdonald, Meredith and Aberdeen Additional pays for the culvert.
- b. The price of all machine hours, man hours, and materials used to install said culverts are the responsibility of the Municipality.

### **3) Installation:**

- a. All culverts are to be installed by the Municipal Roads Department overseen by the Road Superintendent.
- b. Exceptions can be made for an insured and experienced contractor to be hired by the applicant with the approval of Council and Road Superintendent.

### **4) Maintenance:**

- a. The maintenance of entrances (including snow and ice removal, grading, gravel application, drainage, etc.) is the sole responsibility of the property owner.
- b. Damages to the culvert and road areas due to construction activities (heavy truck, wide turning movements, etc.) or other activities as determined by the Road Superintendent are the responsibility of the property owner for the repair and associated costs.

### **5) Number and Length of Entrances:**

- a. There can be no more than two entrances for the first 30 metres of property frontage.
- b. There can be no more than one entrance for each additional 30 metres of frontage.

- c. If said property has 20 metres or less of property frontage than only one entrance will be allowed.
- d. The maximum length of culverts in Urban Areas is 9 metres.
- e. The maximum length of culverts in Rural Areas is 12 metres.
- f. Exceptions can be made with the approval of Council and Road Superintendent.

**6) Replacement of Existing Culverts:**

- a. The Road Superintendent reserves the right to determine the life span and expiry of culvert in question.
- b. If said culvert is determined by the Road Superintendent to be expired the Municipality of Macdonald, Meredith and Aberdeen Additional will replace said culvert at no cost to the property owner.
- c. The Municipality will only replace expired culverts with culverts of the same diameter and length.
- d. If at the time of expiry the property owner wishes to lengthen said entrance, the cost of extension will be the responsibility of the owner. (Additional Culvert and Coupler)

**7) Extensions to Existing Culverts:**

- a. Property owners will be responsible for the cost of the new full length of culvert. (Total Cost = Existing Culvert + New Culvert + Coupler)
- b. If the Road Superintendent finds that the existing culvert is not feasible to be reinstalled due to expiry the property owner will only be responsible for the cost of the extension (New Culvert + Coupler), the Municipality will be responsible for the cost of replacing the previously existing culvert.

**8) Resets to Existing Culverts:**

- a. Property owners must submit a formal request for a culvert to be lowered or raised, said requests will be approved and/or denied at the discretion of the Road Superintendent.
- b. Upon approval, the property owner will be responsible for the cost of installation and will be required to pay the price as if it was a new culvert installation.
- c. If the Road Superintendent determines that a culvert needs to be reset due to drainage concerns, and/or concerns of interference with the preservation and safety of municipal roads there will be no charge to the property owner.

**9) Damage to Culverts:**

- a. Property Owners will be responsible for the replacement of all damaged culverts.
- b. Special exceptions may be made at the discretion of Council and Road Superintendent to replace a culvert at no cost to property owner. (Example: A traffic collision along the roadway that caused damage to owner's culvert.)



SCHEDULE "A"



# ENTRANCE APPLICATION AND APPROVAL

## Township of Macdonald, Meredith & Aberdeen Additional

208 Church Street, Echo Bay, ON. P0S1C0

Phone: (705) 248-2441

Fax: (705) 248-3091

**1. OWNER(S) INFORMATION:**

Name of Owner (S):	Telephone Number:	Requested Date of Completion:
Address:		Email Address:

**2. PROPOSED ENTRANCE LOCATION:**

Municipal Address: (If different from above)	
Roll Number:	Legal Description:

**3. DESCRIPTION OF PROJECT: (Check ONE)**

<input type="checkbox"/> New Entrance	<input type="checkbox"/> Entrance Extension	<input type="checkbox"/> Entrance Replacement	<input type="checkbox"/> Damaged/Expired	<input type="checkbox"/> Culvert Reset
Length Requested: _____		Location Staked: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A (Existing)		

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>FOR TOWNSHIP USE ONLY:</b>		
Culvert Length: _____	Culvert Diameter: _____	Coupler Required: <input type="checkbox"/> YES <input type="checkbox"/> NO
Location Acceptable: <input type="checkbox"/> YES <input type="checkbox"/> NO	Date of Inspection: _____	Locates Requested: <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>Total Cost to Owner:</b> _____ <b>PAID:</b> _____ <b>DATE:</b> _____		
<b>PERMISSION IS HEREBY GRANTED FOR THE INSTALLATION OF AFOREMENTIONED CULVERT:</b>		
Road Superintendent: _____ Date: _____		