

## POLICY ON FREE GRADING OF PRIVATE ROADS

### 1. Purpose

The purpose of this policy is to establish guidelines for the provision of free grading services for private roads within the municipality, ensuring that services are delivered in a fair, transparent, and consistent manner, while protecting municipal resources and adhering to legal obligations.

### 2. Definitions

**Private Road:** A road not owned or maintained by the municipality, typically under private ownership or serving private properties.

**Grading:** The process of leveling or smoothing a road surface to improve driving conditions, typically done with heavy machinery.

**Public Interest:** Circumstances in which the service benefits the broader community, such as providing access to emergency services or supporting public safety.

### 3. Eligibility Criteria

Free grading services may be provided for private roads under the following conditions:

**Public Access:** The private road must provide access to multiple properties, and its maintenance is necessary to ensure safe passage for residents and emergency services (e.g., fire trucks, ambulances).

**Road Condition:** The private road must meet minimum standards for width (20 feet), surface material (adequate gravel), and general condition, as set by the municipality's public works department.

**Public Interest:** The road serves a public interest, such as providing access to essential services, schools, or frequently used public areas.

**Location:** The private road must be within the municipality's boundaries.

### 4. Application Process

Property owners or a designated representative (e.g., a road association) may request free grading services by submitting an application to the municipal office by email or letter. The application must include:

A description of the private road, including its location and length.

Signed consent from all property owners affected by the grading, agreeing to the service and acknowledging the terms of this policy.

### 5. Service Provision

If the request is approved, the municipality may provide grading services under the following conditions:

**Frequency:** Grading will be performed no more than one time per year.

**Scheduling:** Grading services will be scheduled based on municipal availability and will not interfere with the maintenance of public roads.

**Municipal Standards:** Grading will be performed according to the municipality’s road maintenance standards, and the municipality will not be responsible for any damage to the private road or adjacent properties during or after the grading process.

**Service Limitations:** The municipality reserves the right to refuse service if the road does not meet the required standards or if providing the service would pose significant logistical, financial, or legal challenges.

**6. Funding**

The costs for grading services on private roads will be covered by:

General Tax Revenue: Costs may be absorbed into the municipal budget, funded by general property taxes.

**7. Responsibilities of Property Owners**

Property owners are responsible for:

Maintaining the road to a standard that allows safe use by municipal equipment.

Clearing any obstructions (e.g., parked vehicles, debris) before grading.

Notifying the municipality of any issues that may affect the safety or effectiveness of grading services.

**8. Exemptions and Limitations**

This policy does not obligate the municipality to provide free grading for all private roads. Requests will be evaluated on a case-by-case basis.

The municipality reserves the right to deny, suspend, or terminate services for reasons including, but not limited to, safety concerns, legal restrictions, budgetary constraints, or changes in public policy.

The municipality will not assume ownership or long-term maintenance responsibility for any private road as a result of providing grading services.

**9. Review and Amendments**

This policy will be reviewed every 4 years to assess its effectiveness and alignment with municipal goals. Amendments may be made by resolution of the municipal council.

This Regulation shall come into force in accordance with the Act.

Notice of motion: November 12, 2024

Adoption: December 10, 2024



Karen Kelly

Mayor



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Director General