

Municipality of the District of Lunenburg POLICY

Title: Road Improvement Policy	
Policy No. MDL-75	
Effective Date: October 24, 2017	Amended Date:

Purpose

1. The purpose of this policy is to guide decisions related to improvements to municipal public and provincially cost-shared (i.e. J-class and other service exchange) roads.
2. This policy does not apply to private roads, or provincial roads that are not cost-shared with the Municipality.
3. Annually, Council will consider investing in road improvements to improve service to residents and access provincial cost-sharing funding.

Prioritization

4. Priorities for improvement will be set annually by Council based on the following criteria:
 - 4.1. road Condition;
 - 4.2. usage, as defined by the provincial Paving Priority Points System;
 - 4.3. roads prioritized for funding in the previous fiscal year where the improvement was not completed;
 - 4.4. proximity to other high priority roads, so as to minimize disruption and achieve cost savings;
 - 4.5. proximity to other planned road work by other public entities, so as to minimize disruption and achieve cost savings; and,
 - 4.6. circumstances where it would be to the Municipality's benefit for operational, economic development or other reasons.

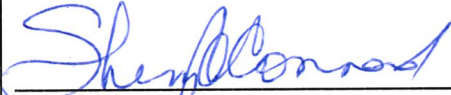
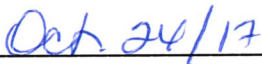
Eligible Improvements

5. Only the following work will be considered eligible for Council prioritization or resident-initiated improvement:
 - 5.1. road pavement asphalt surfacing including any grading, gravelling, culvert, base, shoulder or ditching work required in relation to the pavement asphalt surfacing;
 - 5.2. associated pre-engineering, design, inspection, site supervision, and other incidental work; as well as,
 - 5.3. any other work by the Province added to the cost of the road improvement.

6. Where road asphalt surfacing is planned, the following accessory improvements may also be considered:
 - 6.1. traffic control systems including road signage and markings; and,
 - 6.2. pedestrian sidewalks and other active transportation infrastructure.
7. The design and construction of all improvements for a municipal public road shall be in accordance with the latest version of the Municipal Public Road Design and Construction Standard, at a minimum, and other standards as required by the Municipal Engineer, and shall be approved by the Municipal Engineer.

Resident-Initiated Improvements

8. Residents may complete a petition process if they wish to advance a municipal or provincially cost-shared road for improvement prior to it being selected through the Council-led process outlined above.
9. Petitions to Council for improvements to municipal public roads or provincially cost-shared road shall be made in accordance with the Municipal Street Improvement By-law.
 - 9.1. Council will only consider improvement petitions which meet the required minimum approvals as set out in the Municipal Street Improvement By-law.
 - 9.2. In order to prepare submissions for funding to the NSTIR and for municipal capital project planning, requests for petitions for municipal or provincially cost-shared roads shall be received by the Municipality by the date indicated in the Municipal Street Improvement By-law of each current year.
10. For road improvements identified by successful petition, residents shall contribute 50% of the total actual cost to complete the requested improvement, plus a 10% administration fee.
11. The administration fee of 10% is ineligible for cost-sharing. The administration fee levy will be applied to the improvement costs, net of the municipal or provincial contribution.
12. A road improvement project identified by a successful petition may only proceed if:
 - 12.1. the Province agrees to provide the remaining 50% of the cost of the improvement for a provincially cost-shared road, or
 - 12.2. Council agrees to provide for the remaining 50% of the cost of the improvement for a municipally-owned road.

Clerk's Annotation for Official Policy Book	
Date of Notice to Council Members of Intent to Consider:	October 17, 2017
Date of Adoption of Policy:	October 24, 2017
I certify that this "Road Improvement" Policy was adopted by Council as indicated above.	
 Municipal Clerk	 Date