



R.M. of Frenchman Butte No. 501

POLICY TITLE Final Road Inspection Attendance Policy		ADOPTED BY RM Council Resolution 2019-11-06-009 EFFECTIVE DATE November 6, 2019	POLICY NO. 300-16
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: November 3, 2021	Resolution No. 2021-11-03-017

1. PURPOSE:

This policy outlines who shall attend final road inspections.

2. DEFINITIONS:

2.1 Council:

Means Council for the Rural Municipality of Frenchman Butte No. 501.

2.2 Final road inspection:

Means the inspection of a road project, whether clay cap, new road construction, or re-construction/improvement of a road, following the completion of a project.

3.0 SCOPE:

This policy defines attendance at final road inspections.

4.0 POLICY:

It is the policy of the RM to authorize the following individuals to be part of final road inspections:

Reeve
Divisional Councillor or Alternate
Municipal Engineer Representative
Contractor Representative
Infrastructure Manager
Public Works Foreman

5.0 SPECIFIC REQUIREMENTS

Appendix A is to be completed to document information which shall be returned to the municipal office for council information and the municipality's files.

Appendix B the municipality's engineer must provide written notification to the R.M. of Frenchman Butte No. 501 that all the deficiencies have been addressed.

6.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

All Appendices attached to this policy may be amended from time to time based on operational need.

This policy shall be administered and interpreted by the Administrator; however, this policy cannot be amended without Council approval.

This policy replaces all previous policies and resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on **November 6, 2019** and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.

ALS *AK*

Appendix A-1

GRADING RELEASE FORM (Final Inspection)

Date: _____ Project Length (miles): _____ Project type (new road, clay cap, rebuild) _____

Local name of road: _____ Contract Number _____

Location (TWP/RR): _____

The grade construction was inspected and conforms to design standards? Yes _____ No _____

Min. final density: _____ Min. density met? Yes _____ No _____ Gravel Incorporation Amt: _____

Borrow area reclamation complete? Yes _____ No _____ Style: Landscape Deep Borrow

Ditches grass seeding are the responsibility of: Contractor or RM

If Contractor Responsible - Ditch area seeding complete? Yes _____ No _____ If Yes, Date: _____

Borrow area grass seeding are the responsibility of: Contractor or RM

If Contractor Responsible - Borrow area seeding complete? Yes _____ No _____ If Yes, Date _____

Sign replacement is the responsibility of: _____

Culvert ends require rip rap? _____ Silt fence (if needed) is up _____

Grading Contractor _____, may be released Yes _____ No _____

Final gravelling operation by municipality may commence..... Yes _____ No _____

Responsibility/Ownership of the road top is turned over to the RM on _____ (date, time)

The contractor may be released when the deficiencies listed on the following page are completed.

Attendees: (Name, company, signature)

Contractor _____

Engineer _____

RM of Frenchman Butte Reeve _____

RM of Frenchman Butte Div. Councilor _____

Infrastructure Manager _____

Public Works Foreman _____

Other Attendees: _____

Please complete deficiency list, and have all attendees initial.

Deficiency list:

Attendee initials:

JH OK

Appendix A-2

PAVING RELEASE FORM (Final Inspection)

Date: _____ Project Length (miles): _____ Project type (new pavement, overlay, seal coat) _____

Other details of project: _____

Local name of road: _____ Contract Number _____

Location (TWP/RR): _____

Contractor (Firm) _____ Engineering Firm _____

The project was inspected and conforms to design standards? Yes _____ No _____

Core samples required? Yes _____ No _____ Thickness _____

Ditches grass seeding are the responsibility of: Contractor or RM

If Contractor Responsible - Ditch area seeding complete? Yes _____ No _____ If Yes, Date: _____

Borrow area grass seeding are the responsibility of: Contractor or RM

If Contractor Responsible - Borrow area seeding complete? Yes _____ No _____ If Yes, Date _____

Sign replacement is the responsibility of: _____

The contractor may be released Yes _____ No _____ upon completion of deficiency list.

Responsibility/Ownership of the road top is turned over to the RM on _____ (date, time)

The contractor may be released when the deficiencies listed on the following page are completed.

ALB AK

Attendees: (Name, company, signature)

Contractor _____

Engineer _____

RM of Frenchman Butte Reeve _____

RM of Frenchman Butte Div. Councilor _____

Infrastructure Manager _____

Public Works Foreman _____

Other Attendees: _____

Please complete deficiency list, and have all attendees initial.

Deficiency list:

Attendee initials:

ALY *AK*

Appendix B

Engineering Firm Grading Release Form

Handwritten initials/signature