



Incorporated

R.M. of Frenchman Butte No. 501

POLICY TITLE Annual Road Development Application Policy		ADOPTED BY RM Council Resolution No. 2024-06-26-007 EFFECTIVE DATE June 26, 2024	POLICY NO. 300-23
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: Rescinded:	Resolution No.

1.0 PURPOSE:

The purpose of this policy is to establish a transparent, equitable, and efficient framework for the development and maintenance of roads within the Rural Municipality of Frenchman Butte No. 501. This policy aims to ensure that road development projects are prioritized based on community needs, safety considerations, and economic benefits, while promoting responsible fiscal management and sustainable infrastructure growth. Through clear guidelines and a structured application process, the policy seeks to engage ratepayers, enhance public trust, and foster collaboration between the municipality, local residents, and businesses.

Ratepayers may apply for the development of a section of road under any classification, excluding internal subdivision and farm access roads, with the costs covered 100% by the RM. For Residential Farm Access Roads and Alternative Farm Access Roads, the RM will provide a cost-sharing arrangement where the ratepayer is responsible for construction costs, with the RM reimbursing 50% of the expenses up to specified maximum contributions.

2.0 DEFINITIONS:

- 2.1. **RM:** Means the Rural Municipality of Frenchman Butte No. 501
- 2.2. **Ratepayer:** An individual or entity owning property within the RM and responsible for paying property taxes.

3.0 RESPONSIBILITIES:

The Chief Administrative Officer in consultation with planning, development, Council and the Infrastructure Manager shall be responsible for maintaining, administering, and updating this policy.

4.0 POLICY:

4.1. Application Process

- 4.1.1. **Eligibility:** All ratepayers within the RM, who own land and reside in the RM, are eligible to apply for road development projects. Commercial resource organizations and companies are ineligible.
- 4.1.2. **Application Submission:** Applications must be submitted by October 31st each year, detailing the desired road classification and the specific reasons for the request. Each ratepayer is only allowed to submit one application per year.
- 4.1.3. **Required Documentation:** Applicants must provide a detailed proposal including location, estimated traffic usage, and any relevant support from the community or local businesses.



POLICY TITLE

Annual Road Development Application Policy

4.2. Budget Allocation

- 4.2.1. **Annual Budget:** Each year, the RM Council will allocate a specific budget for road development projects based on the fiscal capabilities and strategic priorities of the RM.
- 4.2.2. **Transparency:** The total budget and a summary of allocated funds will be publicly available at the municipal office for transparency.

4.3. Project Prioritization

- 4.3.1. **Criteria for Prioritization:** Projects will be prioritized based on several factors, including public safety, economic benefits to the community, and the current road conditions.
- 4.3.2. **Council Review:** All applications will be reviewed by the Council, which will score them based on the established criteria.
- 4.3.3. **Notification:** Applicants will be notified of their project's prioritization and the estimated timeline for commencement, subject to budget availability.

4.4. Funding and Development Responsibilities

- 4.4.1. The funding and development responsibilities for each of the following road classifications are as follows:
 - 4.4.1.1. **Heavy Haul/High Volume Road (HH/HV):** The RM will cover 100% of the costs associated with the development, including planning, construction, and any necessary land acquisition.
 - 4.4.1.2. **Primary Grid Road (PG):** The RM will cover 100% of the costs, similar to HH/HV roads.
 - 4.4.1.3. **Grid Road (G):** The RM will cover 100% of the costs.
 - 4.4.1.4. **Internal Commercial/Industrial Subdivision Road (ICS/IIS):** Not eligible for funding.
 - 4.4.1.5. **Internal Residential Subdivision Road (IRS):** Not eligible for funding.
 - 4.4.1.6. **Residential Farm Access Road (RFA):** The ratepayer shall be responsible for the construction, including all associated costs. The RM will provide a cost-sharing arrangement covering 50% of the expenses up to a maximum contribution of \$50,000. RFA roads must have approval prior to construction.
 - 4.4.1.7. **Alternative Farm Access Road (AFA):** The ratepayer shall be responsible for the construction, including all associated costs. The RM will provide a cost-sharing arrangement covering 50% of the expenses up to a maximum contribution of \$10,000. AFA roads must have approval prior to construction.
- 4.4.2. For Clarification on Road Classifications please reference Policies 300-10, and 300-20

4.5. Project Execution

- 4.5.1. The highest priority project will be constructed first.
- 4.5.2. If the budget does not allow for all approved projects in a given year, the remaining projects will be given priority in the subsequent year's budget.

4.6. Roll-Over Provision

- 4.6.1. **Carry Forward:** Projects not commenced due to budget constraints will automatically move to the top of the following year's list, ensuring they receive priority.
- 4.6.2. **Reevaluation:** All projects carried forward will be reevaluated only to confirm there are no changes in circumstances that might affect their priority status.



POLICY TITLE

Annual Road Development Application Policy

4.7. Amendments to Applications

- 4.7.1. Changes and Updates:** Applicants may update or amend their applications up to November 15th prior to the start of the fiscal year, subject to reevaluation of the project's priority.
- 4.7.2. Withdrawal:** Applicants can withdraw their applications at any stage without penalty.

5.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

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 June 12, 2024 and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.