

Policy Name:	Upgrades/Amends of Access/ Approach Policy	Effective Date: August 26, 2025
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Policy Area:	Public Works	Council Resolution No: 226/2025
Policy Section:		Updated: May 26, 2026 Res # 154/2026
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UPGRADES/AMENDS FOR ACCESS AND/OR APPROACH POLICY

PURPOSE

The purpose of this policy is:

- a) To provide consistent and equitable practice for the provision of upgrades/amendments of approaches off municipal roads.
- b) To provide consistent and equitable practices for provision(s) and requests for upgrades/amendments of approaches/access off/to provincial roads.

POLICY

Every residence or business is provided with one approach access at no cost to the property owner from municipal roads. All approaches follow municipal standards. All costs for amended/ upgrades will be at landowners' expense.

MUNICIPAL STANDARDS

- Culverts, if required, are to be placed in the toe of the back slope and must be 12 to 15 meters depending on depth of ditch
- Flares on approaches where it meets the municipal road must be 15 to 18 meters in width.
- A two to one minimum side slope is required.
- Approach must be tapered from the road to the back slope at a minimum 1% decline.
- Approach surface to be graveled with a minimum of 10 to 12 yards of crushed screened gravel.



COSTS

All costs associated with improvements of existing approaches are the landowner's responsibility. Pricing will be on appendix B.

PROCEDURES

All requests for upgrades/removals for access/ approach policy are to be completed with appendix A – Landowner Request Amend Existing Access/Approach Application.

Upon receipt of completed form, public works will review the request, along with an onsite evaluation. An estimate will be provided to the landowner.

Upon approval from both the Public Works Supervisor and landowner, the request will proceed.

All work will be completed by the public works staff of the Municipality.

Please Note: Requests should be made at the beginning of each year by the end of January. Requests made afterwards are not guaranteed to be completed within the given year.

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