



RM of Loon Lake #561

Policy Type:	Transportation Services
Policy Title:	Brushing/Mulching Municipal Road Allowances
Policy Number:	300-11

Authority:	
<i>Council Resolution #</i>	51/24

Purpose:

To set clear guidelines regarding the removal of vegetation along and municipal right of way by means of brushing or mulching on developed road allowances and how they are prioritized by the RM.

Rational:

The RM has a responsibility to maintain its' publicly travelled Developed Road Allowances in a safe condition and is committed to budget funds to cost share with land owners on vegetation removal.

The RM will enter into an agreement with the land owner to cost share up to \$2,000.00 per half mile for brushing/mulching projects that mutually benefit both the landowner and RM as per the following criteria. The land owner/applicant must agree to the conditions of the agreement. The agreement is attached to this policy as Schedule 'B'.

Policy:

1. Council shall establish a budget every year for brushing/clearing of road allowances projects. The budget year for this policy shall run from July 1 to June 30.
2. All applications for brushing must be received at the RM office on or before August 1 of each year so they can be discussed at the August regularly scheduled Council meeting for review and Council decision. A copy of the brushing application is attached to this policy as Schedule 'A'
3. Within the approved budget, the following priorities shall be used in the order that is listed to determine which roads will be brushed/mulched first.
 - a. Road Width – Only roads on a 66 foot right of way will be considered.
 - b. Site Lines – if the brushing request will remove obstructions of vision for the driving public and municipal equipment to all driveways, intersections, curves, hills and other dangerous areas.
 - c. Road Connection - Roads that connect to another developed road.
 - d. Roadside Clearances for Road Maintenance Equipment – if removal of the brush will allow for easier snow removal by Municipal Operators.
 - e. Clearance for Larger Vehicles – removing brush, trees, limbs, etc. that may cause damage to larger vehicles such as school buses and larger commercial vehicles.
 - f. If the road is a listed school bus route.
 - g. Snow storage area – to allow for additional snow storage for snow that is plowed from the travelled portion of the road to the shoulder.

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- h. Winter Driving Surface – by opening up the overhead tree canopy and roadside accesses for the natural sunlight to reach the road surface to promote improved melting of snow.
- i. Roadside Clearances for Farm Equipment – removing brush, trees, limbs, etc. that may cause damage to farm equipment.

SPECIFIC REQUIREMENTS

1. Amounts allocated to brushing projects may not exceed budgeted funds unless additional monies are approved by council resolution.
2. The RM may consider brushing agreements outside of the August meeting date, but no compensation will be provided.
 - a. Consideration maybe given for applications received after the August deadline if the land changes ownership.
3. If the RM deems brushing or clearing of a road allowance or municipal property to be a safety concern or causes damage to municipal equipment Council may authorize the removal of trees with out notice and outside of the August meeting date.
4. The RM will not provide additional compensation to re-built or re-locate existing fences.
5. Payment for brushing/mulching will be provided once the conditions of the agreement are complete and approved by the RM Foreman and Division Councillor.
6. Approved projects must be completed prior to Council approving further applications.

Effective Date/Repeal:

This policy will come into effect on March 11, 2024 unless otherwise specified and shall be implemented as outlined in this policy. This policy repeals and replaces all resolutions and any policies pertaining to snow removal from private land and replaces all past practices. This policy may only be amended or repealed by resolution of Council.

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Schedule 'A'
Application to Remove Brush from Municipal Road Allowance

3

Municipal Road Allowance Township/Range Road _____

Site Plan for legal land location _____ Section _____ Township _____ Range W or

Lot _____ Block _____ Plan _____

Indicate the following on your site plan:

- Location of all existing municipal roads (indicate road type)
- Provide natural drainage
- Dugouts, lanes, shelterbelts, fencing

Additional Description: _____

Please provide all measurements in imperial (feet)



Handwritten signature or initials

Schedule 'B'
R.M. OF LOON LAKE NO. 561
ROADSIDE BRUSHING AGREEMENT

I, _____ of _____, SK have requested permission to brush the following road allowances;

Upon receiving permission for the above work, I agree to complete the following;

1. Notify the RM of Loon Lake prior to the commencing of brushing/mulching.
2. All trees, rock and any other debris must be removed from the RM of Loon Lake Road allowance and the road allowance must be left in a mow-able state.
3. All work taking place by either the applicant or a contractor shall be done solely on the RM of Loon Lake right of way. No debris or equipment shall be on adjacent lands unless the land is legally owned by the applicant of this agreement or the land owner has signed the agreement authorizing the work.
4. Absolutely no excavation or alteration to the driving surface or road shall be permitted.
5. Absolutely no tracked heavy equipment on driving portion of the municipal road.
6. Any damages to culverts, fences, private or municipal property shall be at the cost of the applicant/land owner.
7. The RM is not responsible for the relocation of any fences and will not pay additional money for fences.
8. It is the responsibility of the applicant to know the boundaries and location of the road allowance right of way.
9. All buried or underground facilities/lines are the responsibility of the applicant, and ensuring all first-calls have been completed.
10. Absolutely no alteration or blockage of any water runs or channels.
11. Absolutely no alternations to existing approaches or culverts.
 - a. Any alterations to approaches require prior approval and must be in accordance with policy 300-02 the approach standards policy.
12. Absolutely nothing shall be buried in the municipal right away, any and all debris must be removed and disposed of on the applicants' private lands.
 - a. Debris is including but not limited to, trees, branches, roots, rocks etc.
13. Proper 'work zone' road signage is required while work is taking place.
 - a. The RM will lend the required signage upon request.
14. Upon completion of brushing/mulching the applicant must notify the municipality for final inspection from the Public Works Foreman in consultation with the Division Councillor.
15. The applicant shall grant permission to the RM of Loon Lake to reshape the ditch and manicure the area adjacent to the ditch upon completion of brushing if necessary. The grader may enter onto the private property while completing this work.



16. All work must be completed by March 15, 2024, if weather does not permit the work to be completed within the specified timeline, the Council for the RM of Loon Lake may grant an extension or revisit this application at October 9, 2024 Council meeting.
17. No payment (\$2000.00 per half mile) will be issued until the project has been satisfactorily completed and signed off by the RM foreman and Division Councillor.
18. If the applicant does not complete the conditions of this agreement and the RM is required to come in and complete the work, all associated costs will be placed on the land owners tax roll for the land adjacent to the work taking place.

By signing this contract, the applicant/renter and land owner agree to the above listed conditions and should the work not be completed the above listing requirements the RM of Loon Lake has the authority to complete the work/cleanup and put all applicable cost onto my tax role.

I signed this _____ of _____, 2024

Land Owner

Applicant (if different from land owner)

Division Councillor –

Administrator

Reeve

