



Rural Municipality of Rosthern No. 403

Requested By Public - Construction / Maintenance of RM Summer Road

Adopted Motion _____

**** This policy does not include any maintenance that the RM conducts yearly on summer roads. ****

Authority:

The Municipalities Act, The Municipalities Act Regulations

Definitions:

- a) **“Administrator”** means the Administrator of the Rural Municipality of Rosthern No. 403
- b) **“Applicant”** means sole person responsible for the application and conditions of the work requested.
- c) **“Business Hours”** means the hours that the office is open to the public.
- d) **“Construction / Maintenance Period”** means the time of construction of maintenance agreed upon by the Public Works Committee and Applicant.
- e) **“Council”** means the Council of the Rural Municipality of Rosthern No. 403.
- f) **“Foreman”** means the Foreman of the RM of Rosthern or that person appointed by the Foreman to be in his place in the event of absents.
- g) **“Public Works”** means the appointed Public Works Committee.
- h) **“RM”** means the Rural Municipality of Rosthern No.403.
- i) **“Summer Roads”** means roads not regularly maintained by the RM

Policy Objective:

This policy is implemented to ensure continuity and consistency with respect to request for construction / maintenance of summer roads within the RM of Rosthern.

Hereto attached to this policy is the application form required for any requested construction / maintenance to be taken on by the public. Terms and Conditions of the application is described as follows:

Terms & Conditions:

Application Process

Any member of the public wishing to enter into an agreement for construction / maintenance of a summer road is to complete the application attached to this policy. The application is to be submitted to the office before any work is to begin.

Once the office has received and reviewed the application, notice will be given to the Public Works Committee, Foreman and applicant to arranged date for a pre – inspection of the summer road.

Pre-Inspection

During the pre-inspection, it will be determined what work will be approved for that specific summer road. These conditions will be written on the form and signed off by the applicant and member of the Public Works Committee.

Construction / Maintenance Period

During the said construction / maintenance period the Foreman shall be present to oversee the project is being completed to standards of the conditions of the application. The Applicant shall contact the office no less than 72 business hours prior to beginning work, no work is to be done Saturday's, Sunday's or Statutory Holidays.

Final Inspection

Once the construction / maintenance has been completed a final inspection will be conducted with the Applicant, Foreman and Public Works Committee. If all conditions of the application have been met, a member of the Public Works Committee shall sign the inspection report for completion of the project.

Miscellaneous

1. Once the project has been completed the applicant herby understands that RM of Rosthern will not continue thus maintenance on the summer road.
2. Terms of the application are for a one (1) time construction / maintenance period, once final inspection has been completed all deficiencies if applicable the application is closed.
3. The RM takes no responsibility of the said construction / maintenance of the Summer Road and gives no guarantee of the said work.
4. No restrictions will be placed on the said summer road that receives construction / maintenance.
5. Once the application has been closed, if the applicant wishes to amend the road again during the year a new application is to be submitted.

Pre-Inspection conducted this _____ day of _____ 20_____.

Conditions of Construction / Maintenance of application:

Miscellaneous Conditions:

1. Once the project has been completed the applicant hereby understands that RM of Rosthern will not continue this maintenance on the summer road.
2. Terms of the application are for a one (1) time construction / maintenance period, once final inspection has been completed all deficiencies if applicable the application is closed.
3. The RM takes no responsibility of the said construction / maintenance of the Summer Road and gives no guarantee of the said work.
4. No restrictions will be placed on the said summer road that receives construction / maintenance.
5. Once the application has been closed, if the applicant wishes to amend the road again during the year a new application is to be submitted.

RM Public Works. Signature

Print Name

By Signing, I understand the conditions of the construction / maintenance requirement laid out by the RM of Rosthern Public Works Committee regarding my application.

Applicant Signature

Print Name

