

THE CORPORATION OF THE TOWNSHIP OF MADAWASKA VALLEY

BY-LAW NUMBER 2015-80

Being a By-Law to establish a grant program to assist with the summer maintenance costs of private roads, right-of-ways and unassumed roads.

WHEREAS Section 10 of the *Municipal Act, 2001*, as amended provides that the municipality may provide any thing that the municipality considers necessary or desirable for the public, including matters dealing with highways and the health, safety and well-being of persons within the municipality;

AND WHEREAS it is deemed desirable to establish a policy and criteria for authorizing a summer maintenance road grant program for private roads, right-of-ways and unassumed roads;

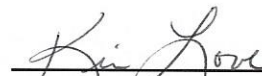
NOW THEREFORE the Council of the Corporation of the Township of Madawaska Valley enacts as follows:


1. THAT the Policy Statement entitled ***Private Road Grant Policy*** attached hereto as **Appendix "A"** be approved and adopted.
2. THAT any other previous By-Laws, Resolutions, Motions or actions of Council that are in contravention of this By-Law are hereby repealed.
3. THAT this By-law will come into force and take effect on the date of passing.

READ A FIRST AND SECOND TIME THIS 17th DAY OF August, 2015.

READ A THIRD TIME AND PASSED THIS 17th DAY OF August, 2015.




MAYOR – Kim Love


CAO/CLERK – Craig Kelley

Private Roads Grant Policy

The objective of this grant is to assist and encourage the regular maintenance and improvement of opened private roads, right-of-ways and unassumed roads resulting in better accessibility for traffic.

Procedure for the authorizing of annual grants for the purpose of assisting summer road maintenance costs to property owners on private roads, right-of-ways or unassumed roads:

1. The property owners (including undeveloped lots) fronting and/or utilizing one or more opened private road or unassumed road(s) must form a Road Maintenance Group or similar organization, which shall be comprised of at least two-thirds (2/3) of those participating property owners, and consist of at least three (3) unique property owners;
2. The grant to be provided shall be determined by Council based on the calculation of "x" factor plus "y" factor during the yearly budget process as defined in **Appendix "B"** of this by-law.
 - "x" factor shall represent a dollar value per kilometer of roadway, and
 - "y" factor shall represent a dollar value per unique property owner;
3. All applications shall be forwarded to the Chief Administrative Officer/Clerk who shall have the responsibility/authority of determining grant eligibility and authorizing grants based on having met the following criteria:
 - (a) Documentation of participation by two-thirds (2/3) of property owners in sharing the costs of road maintenance;
 - (b) Presentation of paid invoices for summer road maintenance expenditure in the current year;
 - (c) Documentation of approval of such expenditures (ie. meeting minutes)
4. Private roads in campgrounds or trailer parks are not eligible.
5. Applications shall be accompanied by a budget of estimated annual expenditures and a statement of current uncommitted funds on hand in the Road Maintenance Group's statement of record;
6. Approved grants will be given in one draw, with an annual grant application deadline of September 30th of the year prior to the work(s) being completed. Grants will reimburse the respective Road Maintenance Group(s) to assist with the costs for summer road maintenance and will be paid in one lump sum. Fund will be released at the discretion of the Chief Administrative Officer/Clerk;
7. The Road Maintenance Group will be solely responsible to oversee the administration and supervision of annual work programs and related budget and furthermore the Municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected roads;
8. Grants are not guaranteed and, due to budgeting constraints, at the discretion of Council and may be curtailed at any time by resolution of Council;
9. Council may from time to time establish further conditions on the approval of grants that may be generally applied or specific to a particular situation;
10. All grants must be used on a specified road in the calendar year of issuance and a written summary of money spent must be submitted to the Municipality with a declaration of proof of work completed;
11. Failure to follow reporting requirements may result in the particular Road Maintenance Group not to be included for grants in the following calendar year.

Appendix "B"

Private Roads Grant Policy

APPLICATION FOR PRIVATE ROAD GRANT

The grant to be provided for the maintenance and improvement of private roads, right-of-ways and unassumed roads shall be based on the length of the roadway, and the number of properties that the roadway services.

The formula to determine the eligible amount for each roadway shall be "x" factor plus "y" factor, where "x" factor shall represent a dollar value per kilometer of roadway and "y" factor shall represent a dollar value per unique property owner.

"x" factor shall be equal to \$250.00 per kilometer of roadway.

"y" factor shall be equal to \$40.00 per property (with unique ownership).



TOWNSHIP OF MADAWASKA VALLEY

APPLICATION FOR PRIVATE ROAD GRANT

Submission deadline September 30th (of the year prior to work(s) being completed)

Road Name or Location: _____

Length of Road (km): _____ **(x)**

Number of unique property owners: _____ **(y)**

Eligible grant: _____
(x x \$250) + (y x \$40)

Road Maintenance Group Name: _____

Number of participating property owners: _____

Total collected for summer road maintenance (current year): \$ _____

Group Representative:

Name(s): _____

Civic Address: _____

Mailing Address (if different): _____

Telephone: _____

E-Mail: _____

I/we certify that, to the best of my/our knowledge, the information provided herein is true, accurate and complete and is endorsed by the Road Maintenance Group, which I/we represent.

Signature of group representative

Signature of group representative

ATTACHMENTS TO INCLUDE:

- Budget of Estimated Annual Expenditures
- List of Membership with mailing addresses and telephone numbers (representing at least two-thirds (2/3) of property owners)
- Group's/Association's slate of officers