

# City of Melfort Policy Manual

<i>POLICY TITLE:</i> <b>Local Improvement Asphalt Paving</b>	<i>POLICY NUMBER:</i> <b style="font-size: 1.5em;">3.17</b>	<i>EFFECTIVE DATE:</i> <b>June 15<sup>th</sup>, 1998</b>
<i>ORIGIN:</i> <b>Works &amp; Utilities</b>	<i>ADOPTED BY COUNCIL ON:</i> <b>June 15<sup>th</sup>, 1998</b>	<i>DATE:</i> <b>June 12<sup>th</sup>, 1998</b>

## 1. PURPOSE

To provide Council and Administration with a consolidation of recommendations and procedures for carrying out local improvements in the City of Melfort.

## 2. DEFINITIONS

### 2.1 Full Depth Pavement

Means where 25% or more of road area sub-base and/or base material must be totally reworked or replaced with new sub-base or base material and where a new lift of desired thickness of asphalt is applied.

### 2.2 Recap Pavement

Means where an overlay of asphalt of desired thickness can be placed over an existing pavement structure to provide an improved riding service with no sub-base or base work construction or repair needing to be done.

### 2.3 Full Depth/Recap

Means where up to 25% of road area base or sub-base must be reworked or replaced with new base or sub-base before a lift of desired thickness of asphalt is applied.

### 2.4 Rural Profile

Means full depth construction with a top width reduced to 8.5 m (28').

2.5 ***The Local Improvement Act, 1993*** provides a means of financing certain projects by charging the cost (or portion of the cost) against the land that the project benefits.

## 3. POLICY ACCOMMODATIONS

3.1 **THAT** the net Capital Works revenues from custom work be transferred to Equipment Replacement revenues, in addition to the regular transfers.

3.2 **THAT** the City incorporate the following classifications for pavement repair:

**Over 25% base repair**  
**Up to 25% base repair**  
**No base repair**

**- Full depth pavement rate**  
**- Combination full depth pavement/recap rate**  
**- Asphalt recap rate.**

- 3.3 **THAT** the City's first obligation in street maintenance must be on streets where the property owner and the City have made a substantial investment in installing a proper base.
- 3.4 **THAT** the public be notified in writing in the fall to outline the proposed local improvement projects for the following year.
- 3.5 **THAT** the City continue to recover the cost of flankage from all property owners; however, that the City "**may**" reduce the standard of construction on flankage with minimal traffic.
- 3.6 **THAT** the City pass a bylaw adopting ***The Local Improvements Act, 1993*** and further that the procedures in this Act be strictly followed in order to protect the rights of both the property owner and the municipality.
- 3.7 **THAT** a Uniform Rate Bylaw will be passed establishing rates for local improvement programs. That these rates be reviewed on an annual basis by March 1<sup>st</sup> of each year and that the interest rate for the Uniform Rate Bylaw be established at bank prime plus three percentage points. Further, that amortization periods be considered on a per project basis and the maximum amortization period will be seven (7) years.
- 3.8 **THAT** exempt properties benefiting from a local improvement be assessed the uniform frontage rate for each side of the said property receiving the benefit.
- 3.9 **THAT** for irregular shaped lots, formulas are used (appendix A) to adjust the frontage charged to be equitable with surrounding lots.
- 3.10 **THAT** infrastructure construction in new subdivisions is added into the selling price of the lots.
- 3.11 **THAT** in pavement improvements the property owners benefiting from the improvement will not be responsible for the costs associated with the improvement passing by lane entrances and through intersections. These costs will be picked up by the City and will be based on the uniform rate per front meter established for the work being undertaken in that area.
- 3.12 **THAT** the City assumes the cost for extra width (over 12.8 m) and depth (over 50 mm) which are the standard measurements in residential areas.
- 3.13 **THAT** the City will pay for the first 150 feet of flankage with the property owner being responsible for anything over 150 feet.
- 3.14 **THAT** the City of Melfort adopt the attached Schedule A – Collector & Arterial Streets and construct a driving lane recap at no cost to property owners following that schedule. This will be done as a one-time project to recognize the increased traffic flows on these streets.
- 3.15 **THAT** the City continue to apply dust control on streets where there is little or no frontage and dust is a problem. Dust control will be applied at the City's discretion and be funded from the operational budget.

- 3.16 **THAT** water break repairs be made as soon as possible (usually when a paving contractor is available) after the repair is made, and that the pavement repair be of high quality.
- 3.17 **THAT** on streets where a local improvement is offered and turned down, that only basic maintenance be done. The streets will not be returned to gravel as maintenance would be higher and it would create a dust problem.

**SCHEDULE A**  
**COLLECTOR & ARTERIAL STREETS**  
**DRIVING LANE RECAP – PRIORITY LIST & COMPLETION**  
**SCHEDULE**

<b>STREET</b>	<b>YEAR</b>	<b>FROM</b>	<b>TO</b>	<b>DISTANCE</b>	<b>COST</b>
Crawford Ave	1999	Main Street	Brunswick St	680 m	50,000
Bemister Ave	2000	Main Street	Brunswick St	680 m	50,000
Broadway	2001	Sask. Avenue	Higgins Ave	650 m	47,800
Broadway	2002	Higgins	MacDonald Road	460 m	33,800
Broadway	2002	Sask. Avenue	Division St.	200 m	14,700
Broadway	2003	Division St.	Kingston St.	680 m	50,000
Broadway	2004	Kingston St.	S. City Limits	420 m	30,900
Sask. Avenue	2004	Main Street	Broadway	320 m	23,500
Burrows Ave.	2005	Broadway	Alberta St.	570 m	41,900
Crawford Ave.	2006	Manitoba	Main Street	190 m	14,000
MacLeod Ave.	2006	Manitoba	Alberta Street	400 m	29,400
Main Street	2007	Sask. Avenue	Burns Avenue	700 m	51,450
Main Street	2008	Burns Avenue	MacDonald Road	630 m	46,300
Brunswick St.	2009	Sask. Avenue	Higgins Ave.	620 m	45,600
Brunswick St.	2010	Higgins Ave.	Park Avenue	570 m	42,000
Park Avenue	2011	Main Street	Brunswick St.	640 m	47,000
Park Avenue	2012	Brunswick St.	Star City Road	300 m	22,000
Sask. Avenue	2012	Main Street	Assiniboia	380 m	27,900
Sask. Avenue	2013	Assiniboia	Scotia Street	500 m	36,800
Sask. Avenue	2014	Scotia Street	CNR Crossing	550 m	40,400
Star City Road	2015	Sask. Avenue	680 m north	680 m	50,000
Star City Road	2016	680 m north	Park Avenue	510 m	37,500
Star City Road	2017	Park Avenue	MacDonald Road	510 m	37,500
MacDonald Rd	2018	Star City Road	Alberta Street	610 m	44,900
MacDonald Rd	2019	Alberta Street	600 m west	600 m	44,100
MacDonald Rd	2020	600 m west	Broadway	400 m	29,400

NOTES:

1. The streets and avenues listed are considered collector and arterial and, therefore, get more than the normal amount of local traffic.
2. The program consists of a one-time only driving lane recap of 7.3 m (24').
3. Prices are 1998 estimates and will have to be adjusted in the future.
4. That we spend approximately \$50,000.00 per year on this program presuming the money is available every year.
5. The streets are listed in order of priority as of this time, but may be changed in the future as conditions dictate.
6. Normal required repairs will still be carried out on these streets as an ongoing program.