

The Corporation of the Township of Georgian Bluffs

By-law Number 2021-065

Being a By-law to adopt Municipal Road Construction Minimum Standards Policy – OPS-2021-01.

Whereas Section 5 (3) of the *Municipal Act*, S.O. 2001, c.25, as amended requires that a municipal power shall be exercised by by-law; and

Whereas Section 11 (1) of the *Municipal Act*, S.O. 2001, c.25, as amended authorizes municipalities to pass by-laws regarding public assets, including highways and transportation systems; and

Whereas O. Reg. 239/02 of the *Municipal Act*, S.O. 2001, c.25, establishes Minimum Maintenance Standards for municipal highways; and

Whereas Council of the Township of Georgian Bluffs deems it to be necessary and expedient, to Municipal Road Construction Minimum Standards Policy – OPS-2021-01, to establish minimum construction standards for all municipal roads, and seasonal roads within the Township;

Now Therefore, the Council of the Township of Georgian Bluffs enacts the following:

1. That Policy OPS-2021-01– Municipal Road Construction Minimum Standards, attached hereto as Schedule “A,” is hereby adopted.
2. That the Clerk and CAO are hereby authorized to make administrative amendments to the Municipal Road Construction Minimum Standards policy, as they may arise.
3. This By-law shall come into full force and effect upon the final passing thereof.

Read a first and second time this 6th day of October, 2021.

Read a third time and passed this 6th day of October, 2021.

Mayor – Dwight Burley

Clerk – Brittany Drury



Policy OPS – 2021-01

Municipal Road Construction Minimum Standards

Implemented: October 6, 2021

Revision Date:

Policy Statement

It is the intent and policy of the Township of Georgian Bluffs:

- To provide minimum construction standards for all municipal roads, and seasonal roads within the Township;
- To provide standard guidelines for all private/cottage roads within the Township;
- To consistently apply the minimum standard to ensure the quality of new road construction and the upgrading/ reconstructing of existing roads to municipal road;
- To ensure that all proponents are held to the same standard of quality. The proponent shall refer to the Ontario Provincial Standard Drawings and Specifications;
- To maintain ownership and control of unopened road allowances except in specific circumstances as outlined in the following guidelines;
- To not assume responsibility for, or maintenance of, any private/cottage road except as outlined below. Should Council deem it necessary to assume such a road; it must first be brought up to Township standards as detailed in Appendix "A";
- To not assume on a year-round basis any seasonal road. Should Council deem it necessary to assume, on a year-round basis, such a road, it must first be brought up to Township standards as detailed in Appendix "A".

Purpose and Scope

This policy establishes minimum standards for the construction of a new Township road and/or the upgrading/reconstructing of an existing municipal road(s) within the Township of Georgian Bluffs; and sets guidelines for the use of unopened road allowances, seasonal roads, and private/cottage roads.

Definitions

Township Roads

Roads and streets that have been assumed by the Township and are maintained year-round by the Township.

Seasonal Roads

Roads and streets that have been assumed by the Township and are maintained only during the summer months (April to mid-November) usually for cottage/camp access.

Private/Cottage Roads

Roads and streets that have not been assumed by the Township, which provide access by means of a registered right-of-way to private property; the use and maintenance of which are the responsibility of the abutting landowners.

Proponents

Developers, residents, or ratepayer or other associations who are building a new road or street under a subdivision agreement, or land severance or are upgrading or requesting the Township to upgrade an existing seasonal or private road to a municipal highway.

Policy Requirements

Township Road Allowance

It is the Township's preference to not allow improvements to municipal road allowances that are not maintained unless the following occurs:

- the road is brought up to the Township's standard and assumed by the Township for maintenance purposes; or
- the proponents of the road allowance improvements enter into legal agreement with the Township that includes provisions for indemnification of liability, signage, and liability insurance;
- that a professional engineer's report be submitted to the Township confirming that the remedial work proposed would not adversely affect adjacent land or cause environmental concerns; and specifically;
- that any wetland crossings are the subject of an assessment by a qualified biologist to demonstrate that there are no adverse environmental impacts;
- The above also applies to any crossing of a Township road allowance.

Township Road Standards

The Township shall only assume and maintain new roads or existing private roads following a petition of Council and the road first brought up to the standards of the Township as outlined below;

- The Township must be convinced that the assumption of a new road or an upgraded road is in the best interest of the public before it commits to the assumption of the road;
- The Township may consider waterfront development on a private road where it may be demonstrated that a publicly assumed and maintained road is not necessary for the appropriate development of the Township as per the zoning by-law and the Official Plan;
- The Township may consider imposing seasonal and private/cottage road standards where it is deemed appropriate for development designed for seasonal or private/cottage use only;
- Year-round road service will not be provided on seasonal roads or private/cottage roads until formally assumed by Council and until such roads are upgraded to the Township's typical road cross section standards at the expense of the benefiting property owners.
- For general road and servicing construction, the report should consider depth of services and identify likely areas where dewatering will be required, the rate of dewatering, requirements for dewatering, permits, and the strategy to achieve the required groundwater levels. If dewatering is necessary, the report should contain sufficient data on groundwater quality and temperature of the receiving watercourse.

Private/Cottage Roads

Council may only assume private/cottage roads if they are upgraded to the appropriate standard as detailed in this policy, if the proponent provides, at their own cost, an accurate and current legal survey, and if Council deems it in the best interest of the public.

Scope

This road construction minimum standard policy applies to all streets/roads within the Township of Georgian Bluffs, that are Municipal highways under the Municipal Act, 2001, S.O. 2001, c. 25 as amended, section (26) (31). The policy further applies to all new subdivision and/or private/cottage roads, all existing seasonal roads, and all unopened road allowances.

All subdivision agreements will include conditions that will ensure new roads meet the construction minimum standard and conditions of the Official Plan. The Ontario Provincial Standard Drawings & Specifications shall apply.

This policy also applies to the upgrading/reconstruction of seasonally maintained municipal roads and/or private roads to municipal road minimum standard.

Rational

The Township of Georgian Bluffs roadway network contains road built to an Urban, Semi-Urban and Rural standard, additionally the Township has road segments that are seasonal and/or private roads and has received inquiries / demands for the Township to upgrade and/or assume these roads.

The focus of this policy is to provide a construction minimum standards policy that will establish how the Township will control road construction standards as well as determine who will be responsible for the costs associated with achieving these standards. The Township of Georgian Bluffs, the basis of the municipal road construction minimum standard involves the following three official sources:

- Ministry of Transportation Geometrical Design Standard Manual;
- Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads; and
- Minimum Maintenance Standards for Municipal Highways (Regulation 239/02 of the Municipal Act).

It is the intent of the Council of the Township of Georgian Bluffs to protect the Township and its residents from incurring tax increases to finance road construction and upgrades/reconstruction that are the responsibility of developers, and in some cases residents whose properties are abutting and/or accessed by seasonal and private roads.

Road Classification

The class of road will be determined by the MTO standards for Highway Maintenance Priority Class Categories by using a traffic volume count and applicable speed limits. The assumed speed limit for all rural municipal roads is 80 km per hour unless otherwise posted. The assumed speed limit for all urban municipal roads is 50 km per hour unless otherwise posted.

Based on the average annual daily traffic (AADT) count, to date, all highways/roads within the Township receive, on a yearly average, more than 0 and less than 999

vehicles per day and are therefore categorized as within a, class 4, class 5, or class 6 roadways.

Approval from all Agencies

Before commencement of any work, The Township shall obtain all necessary permits and approvals as required. Construction or installation of services shall not take place until all necessary permits and approvals and has complied with all requirements as outlined by the approval agencies.

Minimum Standards for Year-Round Municipal Roads and Streets

Right of Way

The road right of way is to be properly surveyed and dedicated to, or owned by the Township of Georgian Bluffs, and is to be a continuous minimum width of 20.0 metres (66 ft.).

Platform Width

The overall width of the road is the sum of the surface width and twice the shoulder width. The platform width of the road is 6.5 metres (21 ft.) plus 2 – 0.5 metre (1.5 ft.) shoulders, or 7.5 metres (24 ft.) total.

Surface Width

The surface width is considered the driven portion of the road which does not include the width of the shoulder. The surface width shall be 6.5 m (21 ft). The surface is to be covered by a minimum depth of 150 mm (6 in) after compaction of granular “A” crushed gravel measured at all points on the roadway.

Shoulder Width

Each of the two shoulders shall be a minimum width of 0.5 metre (1.5 ft.). These shoulders shall be covered by a minimum depth of 150 mm (6 in) after compaction of granular “A” crushed gravel measured at all points on the shoulder.

Depth of Granular Base

The depth of granular base material, which is the material below the surface course of crushed gravel, shall be placed to a minimum depth of 300 mm (12 in) after compaction of granular “B”, depending on the sub-grade material which is the original ground in its natural state. The Township reserves the right to increase the depth of granular base after consideration of the sub-grade material in the proposed road construction site.

Drainage

All drainage and grading work necessary for the road project in the opinion of the Township or any agent for the Township to provide for proper drainage of all lands included in the work plan. A drainage study may be required depending on the length of road in question, soil conditions and the topography of the land. Requirement for a drainage study is at the discretion of the Township or his designate.

Ditches

Minimum width between the centers of the ditches shall be 9 metres (30 ft.). All ditches are to be carried to a sufficient outlet. The depth of the ditch may be required to be greater than 0.75 metres to carry the drainage to a sufficient outlet. A drainage easement will be required for all drainage ditches that outlet across private property regardless of whether a natural drain exists.

Entrances and Culverts

Entrances and Culverts as per the Entrance Policy.

Horizontal and Vertical Alignment

The horizontal and vertical alignment as per the Ontario Provincial Standard Drawings & Specification or the Township of Georgian Bluffs Design Standards.

Guardrails

Guardrails will be installed where the distance from the bottom of the ditch or drop-off immediately adjacent to the shoulder of the roadway exceeds 3 metres (10 ft.). The length of the guardrail will be determined at the discretion of the Road Superintendent or his designate. Shoulder width will be increased by 0.5m where guiderail is required.

Turn-arounds

All roads are to be extended to the limit of the subdivision boundary and shall terminate at a turning "T" or cul-de-sac (at discretion of the Township) when not connecting to an existing road.

Surface Type

All roads with a classification of 5 or 6 (less than 400 vehicles per day) will be gravel surface.

All roads with classification of 4 or better (400 or more vehicles per day) will be hard surfaced with low-cost bituminous surface or Asphalt surface.

Roadway Surface Maintenance and Rehabilitation

As per the typical road cross sections, Asphalt surface is required.

For the surface maintenance and rehabilitation of rural roadways, and only where approved by the Township, single or double surface treatment as well as cold in-place recycling with expanded asphalt may be permitted.

Surface treatment is to be completed in accordance with OPSS 304, 1006, and 1103.

Cold in-place recycling with expanded asphalt is to be completed in accordance with OPSS 335.

At the discretion of the Township, surficial cracking of an asphalt roadway may be temporarily sealed through traditional route and seal methods. Other methods may be recommended by a Geotechnical Engineer.

Crossings made on an existing roadway should be reinstated with non-shrinkable fill up to sub-grade followed by the existing adjacent pavement structure. The existing asphalt should be milled to allow the new asphalt to be lapped at least 0.3m with a tack coat.

Where non-shrinkable fill is not used and the backfill materials vary greatly from the existing subgrade soils, frost tapers should be employed as directed by the Geotechnical Engineer.

Supporting Documentation

Appendix A – Road Standards



Road Standards

(Appendix 1 to Policy OPS – 2021-01)

Adoption of Urban Roads

<u>Design Criteria</u>	<u>Minimum Standard</u>
Right of Way Width	20 m
Design Speed	50 km/hour
Horizontal Radius	80.0 m
Maximum Grade	6.00%
Min Stopping Sight Distance	65.0 m
Min Number of Lanes	2
Lane Width	4.25 m
Curbs	Desirable, Concrete, Barrier Type
Sidewalks	Desirable, One side concrete, 1.5 m
Horizontal Clearance	3.0 m
Vertical Clearance	5.25 m
Turn Arounds	OPSD 500.01 or equivalent
Pavement Structure (GBE)	550 mm
Surface Type (ADT < 400 VPD)	Double Surface Treatment
Surface Type (ADT > 400 VPD)	Asphalt
Street Lighting	Hydro One
Signage	As specified in the Ontario Traffic Manual
Drainage	Ditches must outlet to an adequate receiving watercourse or Municipal Drain

Adoption of Rural Roads

<u>Design Criteria</u>	<u>Minimum Standard</u>
Right of Way Width	20.0 m
Design Speed	80 km/hour
Horizontal Radius	80.0 m
Maximum Grade	6.00%
Min Stopping Sight Distance	65.0 m
Min Number of Lanes	2
Lane Width	3.25 m
Shoulder Width	0.5 m
Horizontal Clearance	3.0 m
Vertical Clearance	5.25 m
Turn Arounds	OPSD 500.01 or equivalent
Pavement Structure (GBE)	450 mm
Surface Type (ADT < 400 VPD)	Gravel
Surface Type (ADT > 400 VPD)	Double Surface Treatment
Signage	As specified in the Ontario Traffic Manual
Drainage	Ditches must outlet to an adequate receiving watercourse or Municipal Drain

Monitoring and Review