

DISTRICT OF CARLETON NORTH

CULVERT POLICY

POLICY NO. PW-01

Category:	Public Works
Policy Number:	PW-01
Effective Date:	
Approval by Council:	
Supersedes:	Town of Florenceville-Bristol Policy No. 18 Culvert Policy
Amended:	Not applicable

1. PURPOSE:

The purpose of this policy is to outline the responsibilities of the District of Carleton North and/or property owner for the installation or replacement of culverts.

2. RESPONSIBILITIES FOR COSTS AND MAINTENANCE:

It is the responsibility of the Public Works Department to investigate each culvert request and determine if a new culvert is needed or if the existing culvert can be repaired. If required, the Public Works Department will install one 6 meter private driveway culvert to carry surface water under driveways at no cost to the homeowner. If a Property Owner wishes to have a wider driveway or multiple driveway accesses to their property, the additional culverts required are the responsibility of the Property Owner.

If a homeowner wishes to fill the ditch along the front of their property, other than under the driveway, they must have the Public Works Manager or his or her designate investigate the situation to determine if culvert pipe is required. The homeowner will be responsible for hiring and paying a contractor to do this work, using new concrete or PVC culvert pipe with the type and the size to be given Town approval before installation.

Responsibility for the costs of culverts, accessories, repairs, replacements, and modifications is as follows.

Property Owners are responsible for culvert work requested by the Property Owner that is not deemed necessary by the Town's Public Works Department to maintain a properly functioning Town drainage system. The following list outlines specific situations where responsibility rests with either the Town or the Property Owner.

- 1) Any culvert that is required to access any private property, either residential or business, installed in any roadside ditch in an existing Town road that is either owned or serviced by Town forces is the responsibility of the Town.
- 2) This Policy does not apply to culverts required in new roads located in private developments such as subdivisions or new culverts installed in Town roads as a result of Capital Projects.
- 3) Any extension to existing culverts required to provide access to private property is the responsibility of the Property Owner.
- 4) Any culvert installed as a result of a resident's request to culvert an existing roadside ditch is the responsibility of the Property Owner, if it is not deemed necessary by the Town's Public Works Department to maintain a properly functioning Town drainage system.
- 5) Any culvert installed on any private property as a result of a resident's request to culvert an existing or new water course is the responsibility of the Town, subject to approval by the Town's Public Works Department.
- 6) A culvert that provides access to a private property and, in the Town's opinion, requires replacement will be replaced by the Town at no cost to the property owner.
- 7) Any repairs required to maintain good working order of an existing culvert is the responsibility of the Town. The Town will make the surface of the driveway as it was prior to repairs, including any repaving.
- 8) Any modifications to a functioning culvert is the responsibility of the Property Owner. **This includes but is not limited to any heaved or sunken culverts.**

Accessories include all drainage related items, i.e., culverts, couplers, catch basins, covers, frames, etc.

The Town reserves the right to install culverts and accessories at the Town's expense in any ditch, water course, or any other location it deems the installation is required for a public good.

Certification for District of Carleton North Policy Manual:

I certify that this *Culvert Policy*, as indicated above was adopted by Council.


Mayor


Clerk

September 8, 2026
Date of Council Resolution

September 8, 2026
Date Policy in Effect

