



ROAD MAINTENANCE POLICY

Policy Number:	OP05
Administered By:	Director of Operations
Approved By:	Chief Administrative Officer
Effective Date:	April 27, 2020 R.138.2020

Purpose:

This policy shall be used to define the Town's roles and responsibilities pertaining to the inventory management and maintenance of roads; to ensure that the approach to this maintenance is consistent and cost-effective across the Town and defines equitable service levels for the maintenance of roads.

Scope:

The Town recognizes the importance of maintaining all roads within Town limits to ensure they are safe for vehicle use.

Responsibilities:

The Public Works Foreman is responsible to ensure road maintenance is completed as per this policy and all applicable Engineering Standards.

Definitions:

Hard Surfaced Road: means asphalt, concrete pavement, or chip-sealed surface applied over an engineered road base;

Non-Hard Surfaced Road: means a gravel surfaced road meeting Engineering Standards;

Non-Standard Road: means a road or road allowance used primarily used for residential access and may not meet Engineering Standards;

Pavement Preservation Methods: means methods used to extend the useful life of hard surfaced roads, including but not limited to crack sealing, patching, chip-seal, micro-surfacing and slurry seals.

Policy:

The Town maintains its roads and road allowances based on road classification and traffic volumes. Higher volume roads are maintained with greater frequency than lower volume roads. The Town continually investigates and endeavors to utilize new maintenance technology and innovation methods to promote fiscally and operationally effective maintenance strategies.

When requests for improved maintenance exceeds the road classification or level of service and regularly scheduled maintenance, the Town may consider a cost share or user pay arrangement on a case by case basis.

Procedure:

Hard Surfaced Roads:

- The Town maintains an inventory of hard surfaced roads with a surface condition rating and geometric condition details to assist with road management and maintenance

planning. Roads are inspected on a regular basis, and the maintenance plan adjusted accordingly.

- The Town maintains hard surfaced roads using various pavement preservation methods where practicable and fiscally prudent to extend the usable life of the roads as much as possible. These preservation methods are designed to minimize long term effects of deterioration.
- Should preservation methods be insufficient, a road will be placed on a priority list to receive full asphalt replacement or an overlay at the discretion of the Public Works Foreman. Road repaving will be subject to Budget approval.

Non-Hard Surfaced Roads:

- The Town maintains and inspects non-hard surfaced roads on a regular basis to ensure an acceptable safe level of service through regular road maintenance, including road blading, gravel replenishment, road reshaping, and ditch maintenance.

Non-Standard Roads:

- Maintenance on non-standards roads is completed on an as-needed basis upon inspection of Public Works Foreman.

Further Information:

For further information regarding this Policy, please contact the department identified in the title bar under Administered By.

A handwritten signature in blue ink, appearing to read "Steve Keen", written over a horizontal line.

CAO – Town of Fort Macleod