

POLICY #503C

4512 – 46 Street, Olds, AB Canada T4H 1R5

T 403-556-6981 F 403-559-6537

www.olds.ca



Policy Title:	Road Maintenance
Policy Number:	503C
Approval:	Town Council
Review Date:	July 14, 2025, Motion 25-220
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Supersedes Policy No.:	503C Seasonal Road Maintenance (2019)

Policy Statement:

The Town of Olds is committed to maintaining all municipal roads under its jurisdiction in a reasonably safe condition for pedestrians, cyclists, and motorists. The Town recognizes its responsibility to ensure road infrastructure is maintained through consistent, proactive, and cost-effective strategies.

Purpose:

To establish framework and responsibilities for inventory management, inspections and maintenance of road infrastructure. To ensure maintenance practices are consistent, aligned with defined service levels, and support long term asset sustainability.

Responsibilities:

The Chief Administrative Officer, CAO, and/or designate shall be responsible for the implementation of this policy.

The Director of Infrastructure, or designate, is responsible for the day-to-day application of this policy, including oversight of inspection programs, maintenance activities and record-keeping related to the Town's road infrastructure.

Standards:

1. General

- 1.1. The Town's road network consists of a diverse inventory of road classifications that require a variety of maintenance strategies to meet the needs of all users.
- 1.2. The Town will:
 - Establish and maintain ongoing preventative road infrastructure maintenance programs.
 - Perform the appropriate inspections of road and sidewalk infrastructure as per the Town's Asset Management Program and Transportation Association of Canada guidelines.
 - Continually investigate and endeavour to utilize new maintenance techniques to promote fiscal and operationally effective maintenance strategies.

- Provide an emergency phone number to the public for concerns existing outside of regular business hours. Complaints received to the emergency phone shall be investigated within 24 hours should a safety concern exist.

2. Condition Ratings

2.1. Infrastructure condition ratings under this policy shall be defined as follows:

- Critical – immediate threat to a motorist or pedestrians
- High – significant hazard to a motorist or pedestrians
- Medium – noticeable deterioration, however, remains functional
- Low – in good condition and requires limited or no maintenance

3. Records

3.1. The Town shall strive to keep adequate records pertaining to all aspects of the road network. This includes and is not limited to:

- Internal or external repair activities
- Infrastructure condition ratings