



503C
Seasonal Road Maintenance

Prepared By: Operations

Effective Date: June 10, 2019

Council Resolution No.: 19-187

References: Transportation Association of Canada
105C Communications Response Policy
502C Winter Maintenance Policy

POLICY STATEMENT

Council will provide for the establishment of minimum standards of inspection and maintenance for seasonal road activities.

PURPOSE

To establish priorities and a system of inspections for seasonal road activities.

SCOPE AND GUIDELINES

This policy applies to road inspection and maintenance, street sweeping, crosswalk marking, and the care of sidewalks, curbs and gutters located within the Town of Olds boundary.

DEFINITIONS

“Red Route(s)” are outlined as per the the winter road maintenance procedure map.

RESPONSIBILITIES

The Director of Operations, and/or designate, shall be responsible for the implementation of this policy.

STANDARDS

The standards are outlined in each section below.

Safety concerns shall be responded to within 24 hours in addition, the Town shall provide an after hours phone number for emergency calls from the public.

1. Road Inspection and Maintenance

Pot Holes, Cave-Ins and Cracks

- Roads shall be inspected annually in the Spring. Repairs of conditions shall proceed as soon as possible.
- Pot holes shall be repaired throughout the year. Pot holes or cave-ins large enough to cause damage to a vehicle or person shall be immediately barricaded and repaired as required.

Signage

- All signage shall be inspected annually for condition and visibility. Missing stop signs shall be replaced as soon as discovered. Faded signs shall be replaced as the approved budget permits.

Spills or Litter

- Spills or litter shall be removed as soon as possible when reported or observed.

Grading or Graveling

- All gravel streets and lanes shall be bladed once in Spring and Fall. Problem areas shall be inspected and re-graded or otherwise dealt with.
- Dust control shall be used as required on Town gravel roads.

2. Street Sweeping

- The Town will initiate street sweeping as soon as weather permits each Spring.
- The residential areas to be swept are to be posted with “no parking” signs 12 hours prior to commencing sweeping, other than Red Routes.
- First priority will be given to Red Routes before moving on to residential areas. Outside of the Red Route priorities, sweeping will be done in sequential order and by varying start locations annually.
- Sweeping hours are as follows:
 - Uptowne commercial areas, when required, 4:00 a.m. to 8:00 a.m.
 - All remaining areas of Town when required.
- All streets will be swept, at least once, and thereafter, on an ongoing basis.
- All streets will be swept in the Fall, weather permitting.
- Town paved parking areas will be swept as required after the initial Spring sweeping.

3. Crosswalk Marking

Objectives

- To define crosswalks for pedestrians for a safe and legal method of crossing roadways.
- To provide a highly visual method of marking restricted parking areas by means of curb marking.
- To provide the motoring public with high visibility roadway markings (in addition to signage) of school zone crosswalks.
- To provide an economical and efficient method of roadway marking.
- Not every intersection will have markings. However, every intersection is considered a crosswalk.

Benefits

- Safer road crossing conditions for pedestrians in high traffic areas.
- Safer conditions for pedestrians in school zones.
- A reduction in illegally parked vehicles.

Marking

All roadway markings must conform to the Transportation Association of Canada (TAC) guidelines.

- Crosswalks in school zones will be marked annually by July 1st of each year.
- Marked crosswalks in the Uptowne commercial area and playground zones will be marked annually.

4. Sidewalks, Curbs and Gutters

All inspections will assess the conditions of the sidewalks and curbs.

All defects and hazards shall be classified on a 4 point rating system:

- **Satisfactory** - no effect on service with no action required
- **Minor** - serviceable but a low priority to repair
- **Moderate** - serviceable requiring attention within the next 2 to 5 years
- **Major** - requires repair

Priorities

All sidewalks within the Town shall be classified into two major categories based on the type and volume of traffic.

Category A

Schools, hospital, senior citizen's complexes, public facilities, downtown commercial areas and high volume.

This section represents areas of "high pedestrian traffic volumes" in commercial/retail areas and pedestrians more affected by walking surfaces adjacent to public facilities such as hospitals, senior citizen's complexes, etc.

Sidewalks designated in Category A shall be inspected on an annual basis.

Category B

All other sidewalks i.e. residential.

This section represents residential sidewalks, light commercial and industrial sidewalks which traditionally experience low pedestrian traffic volumes.

Sidewalks designated in Category B shall be inspected every three years on a rotating basis, with portions of town being inspected each year.

Maintenance

The criteria for assessing and establishing parameters will be based on:

- Safety and Liability
- Budget
- Drainage