


<b>MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 POLICY AND PROCEDURES MANUAL</b>	<b>Function: Policy No.</b>	<b>Public Works PWS.01</b>
 <b>ROAD MAINTENANCE</b>	<b>Effective Date: Supersedes:</b>	<b>June 6, 2008 April 5, 2001</b>
	<b>Amends:</b>	

**Policy Statement:**

The intent of this policy is to establish guidelines and procedures to arrive at a uniform gravel surface maintenance program within the municipality.

**Procedure:**

A. **Road Maintenance - summer**

The Public Works Supervisor is required to inspect the following roads as follows and designate the grading operations accordingly:

As per attached road designated map:

- ✚ Arterial roads at least once per week
- ✚ Collector roads at least once every ten days
- ✚ Remainder of the road system three or four times per year.

Hard surfaced roads shall be patched, crack-sealed and line painted. Roads shall be resurfaced in accordance with the municipality's long range and annual road programs.

Gravel Surfaces shall be graded and repaired and an annual gravelling program will be carried out in accordance with the municipality's long range and annual road programs.

Signage shall be installed in accordance with generally accepted engineering standards.

Inspections shall be carried out as follows;

- Bridges and major culverts – at least once annually
- Local roads – during routine grader blading operations
- Signage – staff shall watch for and report any instances where signage has been damaged or removed.

**B. Road Maintenance – Winter**

The Public Works Supervisor or designate is responsible for dispatching winter maintenance equipment in accordance with this policy.

The first priority of snowploughing operations shall be:

- 1) Doctor's Residences
- 2) School bus routes and arterial roads
- 3) Collector roads then local roads
- 4) Snowploughing rural residential driveways
- 5) Other miscellaneous duties

Winging and other maintenance operations shall have second priority unless they can be combined with the first.

At the discretion of the Public Works Supervisor or designate, sanding or ice blading or icy stretches and intersections shall be done on an as required basis. The priority shall be intersections and curves on roads. Other areas shall be done within the available resources as need dictates

Grading of snow shall only be undertaken when snow accumulates to a minimum of five (5) cm of snow.

Culverts identified as problematic may be steamed in early spring in an attempt to prevent flooding.

**C. Cold Weather Maintenance**

Due to the high risk of mechanical failure during extreme cold weather and Workplace Health and Safety Directive MG021 Public Works employees should avoid operating maintenance equipment when temperatures are lower than -30 degrees C.