



LAC LA BICHE COUNTY POLICY

| | |
|--|----------------------------------|
| TITLE: ROAD INSPECTION | POLICY NO: PI-30-003 |
| RESOLUTION: 10.007 | EFFECTIVE DATE: JANUARY 12, 2010 |
| LEAD ROLE: MANAGER, TRANSPORTATION SERVICES | NEXT REVIEW DATE: MARCH 11, 2011 |
| SPECIAL NOTES/CROSS REFERENCE: IS-31-003 PW-017 | AMENDMENT DATE: |

POLICY STATEMENT:

Lac La Biche County is responsible to ensure that roadways within the County are inspected on a regular and systematic basis to ensure that any hazardous road conditions are identified and addressed. All County employees are obligated to advise the Director of Planning and Infrastructure Services, or his or her designate, of potential road concerns when such potential concerns are discovered by County employees who are traveling County roads during the discharge of his or her duties. The regular inspection of County roadways is an integral part of the County's road maintenance program and it assists in providing a safe level of service to all County road users.

PROCEDURE:

1. Lac La Biche County employees are expected to observe the condition of County roadways and report any hazardous road conditions to the Manager of Transportation Services as soon as practicable.
2. All complaints received from the public regarding road hazards will be investigated by the Transportation Department.
3. A road hazard is any disrepair, damaged sign and or infrastructure including bridges, obstacle or obstruction on the roadway, or the condition of the road, that in the opinion of the Director of Planning and Infrastructure Services and/or designate, upon inspection, is dangerous to the driving public.
4. The Director of Planning and Infrastructure Services and/or designate will undertake appropriate repairs as soon as practical. In the event that the repairs cannot be made as soon as desired, the Director of Planning and Infrastructure Services and/or designate will ensure adequate signs, barricades and traffic control are in place to notify and warn the motoring public and direct them safely around or through the hazard area until repairs can be completed.

5. The Chief Administrative Officer and/or designate has the authority to stop any activity on a County road that, in the opinion of the Chief Administrative Officer and/or designate, is dangerous to the driving public or damaging to the County roadway.
6. The Director of Planning and Infrastructure Services and/or designate will keep a record of all public complaints received and employee reports regarding road complaints and hazards, and a record of the action taken including date, time and associated costs.
7. The Transportation Department shall inspect roads on a regular scheduled basis with the following priorities:
 - Priority #1 – Arterial Roads and Winter Ice Roads (during operation) are to be inspected 3 days per week during the summer months and daily during the winter months.
 - Priority #2 – Collector Roads, Hamlets and Subdivisions to be inspected weekly during the summer and winter months.
 - Priority #3 – Local Roads, Walking Trails, Subdivisions, and Emergency Parking Areas and Pick Up Points to be inspected once every two weeks during the summer and winter months.
 - Priority #4 – Undeveloped Road Allowances that have vehicular traffic to be inspected once per year.
8. For this policy summer months shall be April 1 to October 31 and winter months from November 1 to March 31.

 “Original Signed”
 Chief Administrative Officer

 January 22, 2010
 Date

 “Original Signed”
 Mayor

 January 22, 2010
 Date