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| Legislation Reference: | <i>Municipal Government Act</i> |
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| Purpose: | <ol style="list-style-type: none"> 1. To assure high standards for road services essential to quality of life, and access to markets for jobs, agriculture and business. 2. To identify the long-term requirements for road upgrading and improvements to promote economic development and private investment in the County, taking into account established and emerging land use patterns and the traffic generation that may ultimately be expected from economic development. |
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Policy Statement and Guidelines:

1. OBJECTIVES

- 1.1 To govern road maintenance, gravelling, traffic management and planning for improvements that lengthens the useful life and improve the standards of the County road network.
- 1.2 To maintain a reasonable degree of uniformity of road service condition, timing of maintenance, expected life of roadways, and mix of road categories throughout the County.
- 1.3 To provide the means for identifying projects and assigning priorities for road construction, extension of the expected life of roads and upgrades to higher standards.
- 1.4 To provide a basis for estimating project costs, for annual budgeting and for projecting long term requirements for revenue and capital financing.
- 1.5 To provide for timely engineering studies and/or land acquisitions related to the road infrastructure of the County.
- 1.6 To maximize cost effectiveness and promote the most efficient use of resources.
- 1.7 To provide for planned and proper staging of major projects where required for technical or financial reasons.
- 1.8 To provide a basis for communicating information to residents or other interested parties with regard to the County’s priorities for the municipal road infrastructure.

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Policy Statement and Guidelines:

2. IDENTIFICATION OF PROJECTS AND PRIORITIES

2.1 Projects and priorities are contained in a three-year rolling road construction plan for each of the road categories listed below.

2.2 The identification of projects is based on a review and evaluation of the projected long-term road infrastructure needs in the County to meet the objectives of the Road Policy.

2.3 Project Factors to take into account:

- Safety of the traveling public.
- Integrity of the environment.
- Traffic types and volumes.
- Land use patterns.
- Long-term regional development plans.
- Road maintenance problems and costs.
- Classification and importance of the roads in the County network.
- Remaining expected life of the roads.
- Construction feasibility.
- Network importance.
- Unit costs and prices for materials.
- Ratepayer concerns and consensus.
- Availability of County equipment, skills and manpower.
- Availability of grants, tax revenue and other financing.

2.4 Criteria and process for setting priorities:

The following criteria shall be applied in the following normal order of importance for setting road project priorities:

- Carry over of incomplete priority projects from previous years.
- Deficiencies relative to standards and objectives.
- Qualification for provincial and federal grants.
- Integrity of the road network.

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Policy Statement and Guidelines:

3. ROAD CATEGORIES:

The County roadway category system is classified and described as follows:

3.1 EXCEPTIONAL ROADS:

Exceptional Roads serve large or oversize loads or heavy truck traffic, and often are related to the oil and gas service industry. Exceptional roads generally meet one or more of the following criteria:

- High volume of heavy truck traffic.
- Serve local commercial or industrial area.
- Generally (but not always) in excess of 30-75 vehicles per day.

3.2 CATEGORY #1: PRIMARY ROADS

Primary Roads are Main Collector Roads that are Paved, oiled and base stabilized roads. These roads serve as collectors of local traffic which funnel to the primary highways or to other major destinations and communities. A Primary Road will generally meet one or more of the following criteria:

- Interconnects Provincial Highways, other collector roads, or communities.
- Connects multi-lot rural residential areas, hamlets, or other populated areas to the Provincial Highway System or other Main or Minor Collector Roads.
- Connects recreational sites to a Provincial Highway or equivalent Main or Minor Collector Roads.
- Traffic Volumes generally (but not always) in excess of 50-75 vehicles per day.

3.3 CATEGORY #2: SECONDARY ROADS

Secondary Roads are Minor Collector Roads that are high usage arterial and feeder gravel roads. These roads carry lower traffic volumes, and have a surface width of slightly over 7 meters. A Secondary Road will generally meet one or more of the following criteria:

- Lower number a heavy vehicle traffic (usually local truck traffic only).
- May or may not be connected to other through roads.
- Traffic Volumes generally (but not always) less than 50-vehicles per day.

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3.4 **CATEGORY #3: LOCAL ROADS**

Local Roads are moderate usage collector gravel roads with through traffic and serving several residents and farmland. These roads have occasional truck traffic, usually related to agricultural production. A Local Road will generally meet one or more of the following criteria:

- Lower volume of truck traffic.
- Traffic Volumes less than 30-vehicles per day.

3.5 **CATEGORY #4: ACCESS ROADS**

Access Roads are low usage gravel roads or dead end roads. These roads serve few residents and oilfield accesses are used or to access farm land adjacent to the road allowance. Access Roads will generally meet one or more of the following criteria:

- Field access only (but are not driveways into fields or other properties).
- May or may not have been improved by the County or others in the past.
- These roads are maintained periodically as conditions warrant.

| Road Category | Description | Code | Material per mile Tonne | Yard | Graveling Period |
|---------------|---|------|----------------------------|------|---------------------|
| Exceptional | Extreme traffic and Heavy loads | Exc | 187 | 150 | Annual |
| Category #1 | Paved, oiled and base Stabilized roads | C1 | --- | --- | --- |
| Category #2 | High usage arterial and feeder gravel roads. | C2 | 187 | 150 | Every 2 year |
| Category #3 | Moderate Usage collector gravel roads with through traffic and serving several residents. | C3 | 156 | 125 | Every 3 year |
| Category #4 | Little used and dead end roads. | C4 | 125 | 100 | Every 4 year |

3.6 A Map for each division in Smoky Lake County outlines the designated Road Category per **Schedule "A": Road Category Designation.**

4. PLAN REVIEW AND UPDATE PROCEDURE

4.1 The three-year plan shall be reviewed annually during the months of October and November.

4.2 Road category designation maps in each division are subject to an annual review and update by the Public Works Manager.

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- 4.3 The review shall be managed by the Public Works Manager, based on updated information obtained through consultation with Councillors, management, and employees relative to all the factors listed in this policy.
- 4.4 Each project proposed for the plan shall include a short description of the reason for the project relative to the relevant factors, road category, and the estimated cost for materials, County in-house work and out-sourced construction and engineering services as may apply.
- 4.5 The construction schedule for the next year shall be determined on the basis of the efficient organization of work with the start of construction rotating fairly among electoral divisions.
- 4.6 The construction schedule for the current year as listed in *Policy Statement No. 03-18: Three-Year Road Plan*, including cost estimates, shall be published in the newspapers and County website.
- 4.7 Once the annual plan and construction schedule have been approved, additions or deletions of specific projects require approval by resolution of Council. Changes should be considered normally on the basis of persistent weather problems, major equipment problems or financial considerations only.

5. PROJECT MANAGEMENT AND MONITORING

- 5.1 Road work shall be grouped in the following manner:
- paving and oiling treatment
 - asphalt paving
 - rehabilitation
 - construction
 - gravelling
- 5.2 Councillors will normally contact residents affected by road works several months prior to the start of work to make sure residents are the least inconvenienced and to resolve issues relating to trees, fences or other matters of concern to residents.
- 5.3 Residents affected by road works are to be notified by the Public Works Department prior to commencing project work to minimize inconvenience.
- 5.4 Any work, including new culvert installations that affect changes in water flow will be done according to provisions of the *Environment Protection and Enhancement Act*.

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| 5.5 | A road may be oiled or re-oiled only after potential amendments or rehabilitation to roadbed condition are assessed, to ensure that the roadbeds can support projected traffic needs. |
| 5.6 | A project completion report shall be updated monthly for each project and circulated to Council. The report shall include actual cost, and result or confirmation tests relative to design standards, if applicable. |
| 5.7 | Annual scheduled gravel amounts are subject to change upon preliminary inspections. |
| 6. | METHOD OF FINANCE |
| | All options for financing road projects contained in the <i>Municipal Government Act</i> and provided for by federal and provincial grant schemes shall be taken into consideration to finance County project priorities. |
| 7. | TRAFFIC MANAGEMENT |
| 7.1 | Traffic management refers to measures that include, but are not limited to, signage, speed limits, road bans, usage agreements, and the routing of trucks according to axle weight and GVW to protect road quality. |
| 7.2 | Every effort is made to reduce inconvenience and the need to repair roads by applying suitable traffic management measures in consultation with road users wherever possible. |
| 7.3 | Road bans are to be minimized as far as possible. |

| | Date | Resolution Number |
|-----------------|-------------------------|--------------------------------|
| Approved | December 7, 2005 | # 144-05 - Page # 8060 |
| Amended | March 15, 2006 | # 337-06 - Page # 8098 |
| Amended | March 29, 2012 | # 391-12 - Page # 10009 |
| Amended | March 28, 2013 | # 495-13 - Page # 10544 |
| Amended | | |
| Amended | | |

