



Incorporated

R.M. of Frenchman Butte No. 501

POLICY TITLE Municipal Road Maintenance Policy		ADOPTED BY RM Council Resolution No. 2021-02-24-011 EFFECTIVE DATE February 24, 2021	POLICY NO. 300-19
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: December 14, 2022 July 26, 2023 Rescinded:	Resolution No. 2022-12-14-024 2023-07-26-009 Resolution No.

1.0 PURPOSE:

Whereas the Council of the Rural Municipality of Frenchman Butte shall establish guidelines and standards to be used in maintaining various classifications of Roadways. Actual maintenance activities may vary due to changes in traffic patterns, weather patterns and other environmental influences.

2.0 DEFINITIONS:

- 2.1. Council: Shall mean the council of the Rural Municipality of Frenchman Butte No. 501
2.2. RM: Shall mean the Rural Municipality of Frenchman Butte No 501

3.0 POLICY:

3.1. HEAVY HAUL/HIGH VOLUME ROAD (HH/HV)

3.1.1. Regravelling

- On average, each mile of road should be regravelled annually, at a rate of 250 cubic yards per mile.
- An additional 50 cubic yards per mile shall be allocated each year to provide for spot repairs and patch gravelling.
- Actual rates and frequencies of gravel applications may vary due to traffic loads and weather conditions.

3.1.2. Grading

- The frequency and rate for Heavy Haul/High Volume Road winter and summer blading shall be on average one to two times a week.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.2. PRIMARY GRID ROAD (PG)

3.2.1. Regravelling

- On average, each mile of Primary Grid Road should be regravelled annually, at a rate of 200 cubic yards per mile.
- An additional 20 cubic yards per mile shall be allocated each year to provide for spot repairs and patch gravelling.

3.2.2. Grading

- The frequency rate for Primary Grid Road winter and summer blading shall be on average once weekly to once every two weeks.



POLICY TITLE

Municipal Road Maintenance Policy

3.3. GRID ROAD (G)

3.3.1. Regravelling

- On average, each mile of Grid Road should be regravelled annually, at a rate of 100 cubic yards per mile.
- An additional 10 cubic yards per mile shall be allocated each year to provide for spot repairs and patch gravelling.

3.3.2. Grading

- The frequency rate for Grid Road winter and summer blading shall be on average once every two weeks.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.4. INTERNAL COMMERCIAL/INDUSTRIAL SUBDIVISION ROAD (ICS/IIS)

3.4.1. Regravelling

- Where no calcium chloride or other hard surfacing treatment has been applied, each mile of road should be regravelled annually at the rate of 75 cubic yards per mile.

3.4.2. Hard Surface Refurbishment

- Additional gravel and/or calcium chloride shall be applied on an annual basis as required to keep a dust free and smooth road surface in place.

3.4.3. Grading

- The winter and summer blading frequency rate for Commercial/Industrial Roads without surfacing treatment shall be approximately once weekly to once every two weeks.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.5. INTERNAL RESIDENTIAL SUBDIVISION ROAD (IRS)

3.5.1. Regravelling

- Where no calcium chloride or other hard surfacing treatment has been applied, each mile of road should be regravelled annually at the rate of 75 cubic yards per mile.

3.5.2. Hard Surface Refurbishment

- Additional gravel and/or calcium chloride shall be applied on an annual basis as required to keep a dust free and smooth road surface in place.

3.5.3. Grading

- The winter and summer blading frequency rate for Residential Roads without surfacing treatment shall be approximately once weekly to once every two weeks.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.6. RESIDENTIAL FARM ACCESS ROAD (RFA)

3.6.1. Regravelling

- Residential Farm Access Roads will receive minimal amounts of gravel where it is deemed necessary.
- Elimination material, minus 2" pit run or other substandard gravel may be used to minimize costs while providing a useable road surface.

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POLICY TITLE

Municipal Road Maintenance Policy

3.6.2. Grading

- The frequency and rate for Farmland Access Roads for winter and summer blading shall be on average once monthly to once every two months or on an as-needed basis.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.7. ALTERNATIVE FARM ACCESS ROAD (AFA)

3.7.1. Regravelling

- The RM will provide gravel or other substandard material on a custom work basis if required and requested by landowners/ratepayers. The work will be undertaken when time and scheduling permits and custom work rates will be charged from the time the equipment leaves the shop until it comes back to the shop. These types of requests will not be undertaken as priority during routine gravelling on municipal roads. In all instances regular gravelling will be undertaken prior to any custom work requests. The custom work rate will be cost shared 50/50 between the rate payer and the RM. A cost sharing agreement must be signed before any snow ploughing will take place.

3.7.2. Grading

- The RM will provide grading on a custom work basis if required and requested by landowners/ratepayers. The work will be undertaken when time and scheduling permits and custom work rates will be charged from the time the equipment leaves the shop until it comes back to the shop. These types of requests will not be undertaken as priority during routine grading on municipal roads. In all instances regular grading will be undertaken prior to any custom work requests. The custom work rate will be cost shared 50/50 between the rate payer and the RM. A cost sharing agreement must be signed before any snow ploughing will take place.

3.8. SEASONAL ROADS (SR)

3.8.1. Regravelling

- Seasonal Roads would receive minimal amounts of gravel where it is deemed necessary by the Public Works Supervisor.
- Elimination material, minus 2" pit run or other substandard gravel may be used to minimize costs while providing a useable road surface.

3.8.2. Grading

- The frequency and rate for Seasonal Roads for May 1st to November 30th blading shall be on average once monthly to once every two months or on an as-needed basis determined by the Public Works Supervisor.
- Actual frequency and rate will be dictated by weather, traffic volumes and general road conditions.

3.9. PAVED ROADWAYS

3.9.1. Paved Roadways may be types of roadways as defined in clauses 3.1, 3.2, 3.4, or 3.5 above.

3.9.2. The objective for Paved Winter Maintenance is to remove snow and ice from the road surface as quickly as possible, with the appropriate equipment and materials to achieve this



POLICY TITLE

Municipal Road Maintenance Policy

result. Time frames for removal will vary depending on the severity and duration of the storm.

- 3.9.3. The objective of Paved Summer Maintenance is to preserve the paved roads, to minimize pot holes, and premature pavement failures. Summer maintenance shall include pot hole repair, as soon as possible, considering the time of year; yearly Crack Sealing Program, to prevent water from entering into the road and causing structural failure; surface and/or spray patching repairs to the roadway, to prevent premature failure to the surface and provide a better quality of ride for the public; and painting of which includes the centerlines and alternating shoulder lines on an as-needed basis.

3.10. GRAVELLING PROGRAM

- 3.10.1. Annual gravelling operations are to be carried out under the direction of the Public Works Forman in consultation with the Civil Engineer Technologist.
- 3.10.2. Gravelling requirements for each road classification defined in clauses 3.1 to 3.7 are subject to changes following an inspection completed by the Public Works Forman and Civil Engineer Technologist.
- 3.10.3. Inspections will be required prior to the annual gravelling operation.

3.11. GRADING PROGRAM

- 3.11.1. As early as possible every year and prior to the annual spread of gravel, all roads must be graded with the main purpose of bringing all gravel from the sides and spreading on the driving surface. Shaping and preparing gravel roads shall follow the below procedure.
- Scarify surface to the depth and width necessary to reshape the surface and remove all surface defects.
 - Pull material up from the outside shoulder edge of the road surface using care not to contaminate the gravel material with sod or mud. If necessary, ensure that vegetation on or near shoulders is cut short. (Gravel pushed off during winter operations may be retrievable.)
 - Add new traffic gravel, as required.
 - Shape the surface to provide a crowned roadway surface with a 4% crossfall (1/2 inch drop per foot of shoulder width).
 - Once properly shaped, compact and tight blade the road surface.
 - Maintain the surface with routine grading.
- 3.11.2. Routine grading of gravel roads shall follow the below procedure.
- Lightly scarify surface to the depth and width necessary.
 - Spread material uniformly across the travelling surface.
 - Maintain a crowned roadway surface with a 4% cross slope (1/2 inch drop per foot of width).
 - Ensure that all material is distributed uniformly across the roadway. Do not leave small windrows of surplus material at the shoulder edge.
- 3.11.3. Roadway should be crowned to provide proper drainage. The surface should be relatively free of potholes and washboard. The traffic gravel should be well mixed with little segregation of coarse material.

POLICY TITLE**Municipal Road Maintenance Policy**

- 3.11.4. Additional traffic gravel will be required when there is insufficient good granular material to properly reshape the surface or if the existing surface material contains in excess of 25% fines. (Fines is defined as the % by mass of material passing the 2.0mm sieve.)
- 3.11.5. Grading must be carried right up to freeze up to ensure the roadway is in the best condition possible for the winter.

3.12. ROADSIDE MOWING PROGRAM

- 3.12.1. Once a year, each roadway (approximately 450 km) will be the subject of a full cut right-of-way mowing.
- 3.12.2. In the interest of fairness, and consistency, the priority for mowing shall be rotated on a yearly basis between divisions.

3.13. SNOW REMOVAL PROGRAM**3.13.1. Arterial Roads/Hard Surfaced Roads**

- Snowplowing is to commence when accumulations of snow reach 3 – 4 centimeters and conditions are safe to do so. Curves and hills and other safety factors may need earlier attention.
- Salt and sand are to be utilized when weather and snow/ice conditions make it practical. The priority shall be intersections and curves on roads.

3.13.2. Arterial Roads/Gravel Surfaced and Local Gravel Roads/Gravel Surfaced

- It is beneficial to have a snow/gravel mix packed onto the roads after the first snowfall to reduce gravel loss.
- Snow and ice control will be scheduled throughout the maintenance area when accumulations reach 10 – 15 centimeters.
- Ice problems on gravel roads will generally be rectified by ice blading with motor graders. Icy hills, intersections and curves may be sanded if approved by the Public Works Supervisor and/or the Infrastructure Manager. In special circumstances, other locations may be sanded, if authorized.
- The Municipality shall make reasonable effort to ensure a maintenance area is cleared of snow within five days following a snow fall.

3.13.3. Private Drives and Lane

- Upon approval as per policy 300-11.

3.13.4. Subdivision Roads

- Snow removal within Subdivisions will commence when snow accumulations reach 10 – 15 centimeters on the roadway.
- After a single snow event the Municipality will endeavor to complete snow removal from the subdivisions on a 5-day cycle, multiple snow events may alter the 5-day cycle and require extended hours or days to complete the cycle.
- Major collectors within the subdivisions will be given priority for snow removal. It is beneficial to have a snow/gravel mix packed onto the roads after the first snowfall to reduce gravel loss.



POLICY TITLE

Municipal Road Maintenance Policy

3.13.5. Seasonal Roads

- Snow removal during May 1st to November 30th will be as needed determined by the Public Works Supervisor.
- The RM will snow plough seasonal roads during December 1st to April 30th on a custom work basis if required and requested by landowners/ratepayers. The work will be undertaken when time and scheduling permits and custom work rates will be charged from the time the equipment leaves the shop until it comes back to the shop. These types of requests will not be undertaken as priority during routine snow removal on municipal roads. In all instances regular snow removal will be undertaken prior to any custom work requests. The custom work rate will be cost shared 50/50 between the rate payer and the RM. A cost sharing agreement must be signed before any snow ploughing will take place.

3.13.6. Excess Snow

- Shall generally be stockpiled alongside the road in the road allowance and on other available public property. Snow will not be hauled to other stockpile locations unless public safety is at risk, e.g., when visibility at an intersection is obstructed.
- Municipal grader operators will take all reasonable measures to minimize the size of the snow berm left across approaches into private property.
- In the case of a Severe Snow Event, the Municipality is committed to providing the necessary resources and response in order to mitigate the impact to municipal residents and to reduce the potential damage to Municipal-controlled infrastructure. As well, in case of a severe snow event it may be necessary to return to plowing of arterial gravel roads before the plowing of all local gravel surfaced roads has been completed. The Public Works Supervisor, in consultation with the CAO, will be authorized to utilize Municipal equipment and staff for extended hours or full 24 hours of operations. External resources may be hired in these circumstances subject to approval by the CAO.
- The Public Works Supervisor, in consultation with the CAO, will discontinue winter road maintenance operations if the safety of the employees becomes a concern. Operations will resume when it is safe to do so.

4.0 DEFINITIONS RESPONSIBILITY/INTERPRETATION/REPEALING:

This policy shall be administered and interpreted by the Administrator; however, this policy cannot be amended without Council approval.

This policy replaces all previous policies and resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on February 24, 2021 and shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.