


# POLICY MANUAL

	SECTION	POLICY NO.	PAGE
	ROADS, STREETS, WALKS & LIGHTING	320-3	1 of 2
	POLICY TITLE	DATE	MOTION NO.
	Road Inspection Policy	May 26, 1998	

## PURPOSE:

Starland County will not appoint any official or adopt any specific program for the sole purpose of inspecting the conditions of municipal roads because of budgetary reasons. However, Municipal Staff and Council are expected to observe the condition of municipal roadways during travel on municipal business, and report to the Public Works Supervisor any hazardous conditions observed.

In additions all complaints received from the public will be investigated by the Public Works Department as soon as possible.

The Public Works Supervisor will ensure appropriate remedial action is taken.

## PROCEDURE:

1. County Staff and Council are expected to observe the condition of municipal roadways and report any hazardous road conditions to the Public Works Supervisor as soon as practicable.
2. County Staff and Council will undertake at least one road tour annually. Additional road tours will be scheduled as circumstances warrant.
3. All complaints received from the public regarding road hazards will be investigated.
4. A road hazard will be considered any disrepair, broken sign, obstacle or obstruction on the roadway, or the use of the road, that is the opinion of the Public Works Supervisor, upon inspection, is dangerous to the travelling public.
5. The Public Works Supervisor will undertake appropriate repairs as soon as practical. In the event that repairs cannot be made as soon as desired, the Public Works Supervisor will ensure adequate signs and / or barricades are in place to warn the travelling public and direct them safely around or through the hazard area until repairs can be made. The Chief Administrative Officer is herein authorized to temporarily close a road in whole or in part at any time that a construction or maintenance project on or adjacent to the road may create a hazard, pursuant to Section 25 of the Municipal Government Act.



SECTION	POLICY NO.	PAGE
ROADS, STREETS, WALKS & LIGHTING	320-3	2 of 2
POLICY TITLE	DATE	MOTION NO.
Road Inspection Policy	May 26, 1998	

6. The Public Works Supervisor has the authority to stop any activity on a municipal roadway, that is in his opinion, dangerous to the travelling public or damaging to the municipal roadway. If necessary, the Public Works Supervisor can utilize the enforcement services of the Community Peace Officer to enforce this provision.
7. The Public Works Supervisor will keep a record of all public complaints received and staff reports regarding road hazards, and a record of the action taken indicating the dates and times of the report.
8. The Public Works Supervisor will review the vehicle tracking system information for areas where incidents are reported to ensure that ongoing road maintenance is being carried out and further to ensure that hazardous road conditions are being reported.

**Policy Amendment:**

April 09, 2002 (C02-088)

April 25, 2012 (C12-084)