



Policy #4024

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Policy Title: Road Inspection Policy

Policy No.: 4024

Approval: County Council

Effective Date: September 9, 2015

Supersedes Policy No.: New

Policy Statement: Mountain View County will have a process for road inspections on all County roads.

Purpose: The purpose of the policy is to establish a process to ensure that all County roads are inspected for hazards and that appropriate remedial action is taken to rectify the hazard.

Principle:

1. Mountain View County will not appoint any specific official or adopt any specific program for the sole purpose of inspecting the condition of County roads.
2. County Staff and Council shall observe the condition of County roadways during travel on County business.
3. Hazardous conditions noticed by County Staff and Council shall be reported to the Director of Operational Services or his designate.
4. The Director of Operational Services or his designate shall ensure the appropriate remedial action is taken to rectify the hazard.

End of Policy

Approved: September 9, 2015



Mountain View
C O U N T Y

Procedure #4024-01

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Procedure Title: Road Inspection Procedure
Procedure No.: 4024-01
Approval: CAO
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1. Definitions

- 1.1 Service Request System – is the system utilized by the County to receive, record and track a wide variety of issues which may include hazardous road conditions and requests requiring action.
- 1.2 Service Request – is the request made through the Services Request System.
- 1.3 Road Hazard – shall be considered a dangerous or unsafe situation which presents a risk to drivers, cyclists, pedestrians, or other users of a roadway. Hazards may include, but are not limited to, potholes, washouts, road kill, debris, downed trees, washouts, material spills, vandalism, signage in need of repair or other surface failures requiring immediate attention.

2. Procedure

- 2.1 County Staff and Council are expected to observe the condition of County roadways and report any hazardous road conditions to the Director of Operational Services (or designate), or his administrative support, or the quadrant foreman as soon as practical.
- 2.2 The Operational Services personnel receiving the report shall ensure the information is entered into the Service Request System.
- 2.3 All complaints from the Public regarding road hazards shall be managed in a similar fashion as outlined above.
- 2.4 The Director of Operational Services shall ensure that appropriate repairs are undertaken as soon as practical. In the event the repairs cannot be undertaken as soon as desired, the Director of Operational Services shall ensure the adequate signage and barricades are installed to warn the driving public and direct them safely around or through the hazard.
- 2.5 The Director of Operational Services shall ensure all Service Requests are recorded and reconciled. A summary of the Service Request System shall be presented to County Policies and Procedures Committee on a monthly basis.
- 2.6 After hours hazards requiring immediate attention may be called in to the County emergency on call number (403-586-8800).

End of Procedure

Approved: September 9, 2015