



Rural Municipality of Buffalo No. 409

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Policy # 2026 - 163

POLICY TITLE: ROAD MAINTENANCE STANDARDS POLICY

Policy Objective	To establish consistent, reasonable, and financially sustainable standards for the inspection, maintenance, and repair of municipal roads within the RM of buffalo No. 409.
Authority	Municipalities Act 156(1)(d) Resolution

POLICY:

OBJECTIVE:

The Rural Municipality of Buffalo No. 409 want to ensure that Municipal roads are safe, consistent in maintenance, are an effective use of resources and funds. This policy will apply to all municipal roads, road allowances, approaches, culverts, signs, municipal rights-of-way and gravel within the Rural Municipality of Buffalo No. 409.

The Municipality recognizes that available financial resources, weather conditions, staffing levels, equipment availability, and emergency events affect its ability to maintain all roads at the same level of service. This policy establishes priorities to ensure municipal resources are allocated fairly and responsibly.

ROAD CLASSIFICATION

The RM of Buffalo has the following road classifications:

Class 1 – Primary Grid Roads – High Priority – This includes: major collector roads, roads that service school bus routes and high traffic volumes.

Class 2 – Local Roads – Priority Moderate – Roads with moderate traffic volumes.

Class 3 – Seasonal Roads – Priority Low – Roads with local access only and low volume roads.

Class 4 – Back roads/Trails – Priority Low – Roads designated by council and are only used on an as need basis and are not fully developed.

INSPECTION STANDARDS

Road Inspections will be completed by the Foreman and Councillors for the RM of Buffalo. Inspections will be conducted on an ongoing basis during routine patrols, operator observations, seasonal inspections, weather related inspections, or as requested by a Councillor. If a formal complaint is submitted the Foreman and corresponding Councillor and or Reeve will do an inspection as part of the complaint investigation.

Additional inspections may occur following:

- Heavy rainfall
- Flooding
- Spring run off
- High winds
- Severe Storms
- Heavy Hauls

GRADING

Grading frequency depends upon:

- Road classification
- Weather
- Traffic volume
- Available equipment & Operators
- Seasonal operations (seeding & Harvest)

General Targets are:

Class 1 – Every 4-6 Weeks during grading season as conditions require

Class 2 – Every 5-8 weeks as conditions require

Class 3 – As required

Class 4 – Limited or emergency grading only or as requested by council

These are service objectives rather than guaranteed schedules.

GRAVEL PROGRAM

Annually at the Budget Meeting the Foreman will present to Council a Map for Gravel spreading for the current year and the amounts to be spread. Council will approve the routes and amount of gravel to be used for the current years budget and planning. The program will be based on the following:

- Road condition assessments
- Traffic volumes
- Available Budget
- Existing Gravel
- Drainage conditions

Priority shall be given to roads requiring structural improvement rather than cosmetic maintenance.

Gravel spreading will run on a 2-year rotation for Class 1 and 2 Roads, roads will receive gravel every three years for class 3 and 4 unless approved by the Foreman or at Councils request.

SNOW REMOVAL

Snow Removal priorities shall be as follows:

Priority 1:

- Emergency Routes
- Primary Municipal Roads

Priority 2

- Secondary Municipal Roads

Priority 3

- All other roads requested by Council

Snow Removal May be delayed due to:

- Continuing Snowfall
- High Winds
- Equipment Breakdowns
- Staff Availability
- Emergency Situations

No Guarantee is made that roads will be cleared within a specified timeframe.

CULVERTS

Municipal Culverts shall be inspected periodically

Replacement priorities include:

- Structural Failures
- Road Safety Concerns
- Drainage Issues
- Washout Prevention

Blocked Culverts resulting from natural causes shall be addressed according to risk and available recourses.

SIGNS

The Municipality shall inspect and maintain the signs within the RM

Damaged signs shall receive replacement

Signs may be requested to Council for placement within the RM

EMERGENCY ROAD CLOSURES

Roads may be temporarily closed due to:

- Flooding
- Washouts
- Wildfires
- Dangerous conditions
- Construction
- Snow & or Ice
- Appropriate signage and or barricades will be installed where applicable and notices will be posted on the RM website as well as notifications sent out.

DOCUMENTATION

Public Works Staff shall maintain records of:

- Road inspections
- Grading
- Gravelling
- Culvert Work
- Snow Removal
- Road Closures
- Sign Repairs

Records shall be retained in accordance with the Municipalities Records Management Policy.

PUBLIC COMPLAINTS

Residents may report road concerns to the Municipal Office

Complaints must be filed using the Public Complaint Forms, and must be signed to be brought to Council's attention. Anonymous complaints generally will not be investigated unless public safety is involved.

LIMITATIONS

Road Maintenance is subject to:

- Council approved budget
- Weather
- Equipment availability
- Staffing Levels
- Emergency Priorities

Council recognizes that it is neither practical nor financially possible to maintain every road in the RM to the same standard at all times.

RESPONSIBILITIES

Council Shall:

- Establish maintenance priorities through policy
- Approve annual budget
- Approve major capital improvements

Administration shall:

- Administer this policy
- Ensure proper records are maintained
- Report significant issues to council

Foreman Shall:

- Schedule maintenance
- Prioritize work according to this policy
- Respond to emergencies
- Maintain maintenance records

POLICY REVIEW

This policy shall be reviewed every three (3) years or sooner if required due to legislative changes, operational needs or councils' direction.

RATIONALE:

The Rural Municipality of Buffalo No. 409 wants to provide safe and properly maintained roads for all residents and visitors of the RM. However due to weather and other situations out of the RMs control, roads may not be maintained on a regular schedule.

The Rural Municipality of Buffalo maintains over 700 miles of municipal roads at different Class levels. Under perfect conditions and operations with no interruptions the average of 8 hours per day per grader will see 8 miles of roads graded to spec. With the RMs larger size an average of 5 weeks is needed under perfect conditions for all roads to receive one pass.