

Road Maintenance

FILE CODE: Transportation Services

DEPARTMENT CODE: Road Transportation Code 32

DATE APPROVED: April 28, 2026

MOTION NO.: 191/28/04/26

REPLACED: NEW



PHILOSOPHY

The County of Northern Lights believes in providing a safe and effective road network for the travelling public.

The County of Northern Lights, given the available resources and manpower, intends to make every effort to maintain the road network under the care and control of the County of Northern Lights establishing the following guidelines.

County Roads are defined as roadways under the care and control of the County of Northern Lights.

GENERAL ROAD MAINTENANCE

1. Every grader beat follows the Levels of Service Policy as to the importance of grading of County roads.
2. The County of Northern Lights does not grade driveways.

SNOWPLOWING OF COUNTY ROADS

3. Snowplowing operations shall generally commence when there is an accumulation of 7.5 to 10 cm of snow on gravel roads or 2.5 cm on paved surface roads, or at the discretion of the Lead Hand, to remove excessive snow from the driving surface.
4. The North / South area Lead Hand may choose to delay or begin snow removal operations after consideration of certain factors such as current weather, visibility, and effective utilization of manpower.
5. The Public Works Department shall try to achieve good winter driving conditions on paved surface roads within 24 hours of the last snowfall. This may require an application of sand/ salt mixture before and/ or snowplowing to enhance traction on compacted snow or ice.
6. The Public Works Department shall try to achieve good winter driving conditions of main gravel surface routes within 72 hours of the last snowfall (Resource,

Collector and Residential Roads). This may require the use of additional equipment. Lesser travelled roads will be plowed in a timely manner thereafter. There shall be no applications of sand/ salt on gravel roads unless warranted. Traction on compacted snow or ice shall be enhanced through the use of ice blades on graders.

7. Snowplowing priorities will be as follows:
 - a) Main Routes
 - b) Road to occupied residences and school bus routes
8. Field Accesses left unplowed for the winter will not be opened until spring or as determined by the area Lead Hand or when requested.
9. Gravel roads are plowed/ graded so snow and ice are kept off the center line with little gravel showing.

SNOWPLOWING DURING SIGNIFICANT SNOW EVENTS

10. During a Significant Snow Fall Event (defined as a substantial amount of snow (10 cm) over a continuous time period or a significant snow dump in a brief time frame) where the regular day-to-day plowing procedures can no longer be implemented, the Director of Public Works, may declare Significant Snow Fall Event procedures be implemented.
11. During a Significant Snow Fall Event, the Director of Public Works may hire equipment from the County's commenced equipment list to assist with snowplowing, and if no equipment is available from the commenced equipment list, the Director can hire from outside the list. If extra equipment is hired, they will be supplied with a Significant Snow Fall Event package consisting of beat maps with levels of service, bus routes, and zones as well as phone numbers for the Lead Hand, operator they are assisting and the County Office.
12. During a Significant Snow Fall Event, operators will contact the Public Works Administrative Assistant to inform what zone they will be working in for the day. The Public Works Administrative Assistant will monitor resident calls and should calls come in and the operators are in the call area, the Public Works Administrative Assistant will direct those calls to the operator. If the calls are not requests in the operator's zone for the day, the Public Works Administrative Assistant will make note and inform the Operator at day's end.
13. During a Significant Snow Fall Event, transfer stations will be done once a week.

INSTALLATION OF ROAD SIGNS

14. All signs will be installed in reference to specifications as referred to in "Schedule A"

SPOT GRAVEL

15. Spot gravelling on County gravel roads will be completed when deemed necessary by The Director of Public Works or designate.

ASPHALT, CONCRETE AND PAVEMENT

16. Crack Sealing will be completed annually on paved surfaces.

17. Crack Sealing will be tendered annually.

18. Line painting will be completed every four (4) years or as deemed necessary by the Director of Public Works or designate.

19. Small potholes will be repaired with cold mix.

20. Large Potholes will be repaired with cut saws, base repair, and hot mix.

ATTACHMENTS/SCHEDULES/APPENDIX

Schedule A	Guidelines for School & Playground Zones & Areas
------------	--

REFERENCES

Legal Authorities	
Related Policies	Level of Service
Other	

REVISION HISTORY

DOCUMENT CLASSIFICATION UNDER ATIA AND POPA

Classification 1. A	Public Information
---------------------	--------------------



Chief Elected Official



Chief Administrative Officer