

PUBLIC WORKS

POLICY 5-01

ROAD INSPECTION AND MAINTENANCE POLICY

Authorization: December 17, 2004 Council Motion

Policy:

The Summer Village of South View will ensure that the roads under the direction, management, and control of the municipality are kept in a reasonable state of repair insofar as the municipality's financial resources will allow.

Standards:

1. Roads will be inspected on a regular basis. Items to be considered in these inspections are:
 - Potholes
 - Frost boils
 - Obscured intersections
 - Condition of traffic control signs
 - Visibility of traffic control signs

Main routes, which have high traffic volume, will be inspected on a monthly basis. Residential streets will be inspected on a bi-monthly basis. Alleys and lanes will be inspected on a semi annual basis.
2. Road inspection reports shall be recorded and maintained. The reports shall record all potential areas of concern and remedial action required. A notation shall be made on the report when the appropriate action is taken.
3. Road repairs shall be prioritized based on potential for accidents and frequency of use, with higher traffic areas receiving higher priority.
4. All complaints received regarding condition of roads will be recorded on a Municipal Incident Report form. A copy of the form shall be provided to the Public Works supervisor for review of the situation and arrangements for remedial work required, or to provide recommendations to the Chief Administrative Officer and Council.

ROADS INSPECTION REPORT

DATE OF INSPECTION: _____

INSPECTED BY: _____

STREET (FROM – TO)	CONDITION	SIGNS	INTERSECTIONS & CROSSWALKS

Comments/Observations: (Areas of concern that require immediate attention – action plan for addressing concerns)
