



## Council Policy 505 SEASONAL ROAD MAINTENANCE

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**References:**

Municipal Government Act  
Guidelines for School and Playground  
Zones and Areas  
Highway Pavement Marking Guide  
Records Management Bylaw

**Effective Date:**

February 18, 2026

**Council Resolution No:**

2026-44

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**POLICY STATEMENT**

Council will provide for the establishment of minimum standards of inspection and maintenance for seasonal road activities.

**PURPOSE**

To establish a system of inspections for seasonal road activities.

**SCOPE AND GUIDELINES**

This policy applies to road inspection and maintenance, signage, street sweeping, dust abatement and crosswalk marking, located within the Village of Warner boundary.

**RESPONSIBILITIES**

The Chief Administrative Officer, and/or designate, shall be responsible for the implementation of this policy.

**STANDARDS**

1. Members of the public and administration are encouraged to report any observed defects and/or hazards on roadways to the municipality.
2. Any Defect or Hazard reported outside of the regular inspection times shall be inspected as soon as reasonably possible in accordance with this policy. The standards are outlined in each section below.
3. Spills or litter shall be removed as soon as possible when reported or observed.

**Road Inspection and Maintenance**

1. Pot Holes, Cave-Ins and Cracks
  - a. Roads shall be inspected annually in the Spring.
  - b. Pot holes shall be repaired throughout the year. Pot holes or cave-ins large enough to cause damage to a vehicle or person shall be immediately barricaded and repaired as required.
  - c. Following underground repairs where the road surface has been disturbed, the surface shall be repaired to its previous state.



## Council Policy 505 SEASONAL ROAD MAINTENANCE

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- d. Where many pavement surfaces have been disturbed, pavement patching shall take place late in the summer months at the same time to promote budget efficiency.
  - e. Crack sealing shall be completed every other year on an as needed basis in late summer (August).
2. Street Sweeping
    - a. The Village will initiate street sweeping as soon as weather permits each Spring.
    - b. Street sweeping will occur on an annual basis, starting with the north side of the village and the starting side alternating each year.
    - c. Administration will notify residents and businesses to encourage no parking at least one day prior to commencing sweeping.
    - d. Village paved parking areas will be swept as required after the initial Spring sweeping.
3. Grading or Graveling
    - a. All gravel streets shall be bladed once in the Spring. Problem areas shall be inspected and re-graded as needed.
    - b. Gravel will be placed on identified areas as needed.
4. Dust Suppression
    - a. The Village will implement the use of products that meet environmental standards to support dust suppression.
    - b. Dust suppression will be applied on an as needed basis on the gravel roads as identified in Appendix A.
5. Crosswalk Marking
    - a. All roadway markings must conform to the Transportation Association of Canada (TAC) guidelines.
    - b. Not every intersection will have markings. However, every intersection is considered a crosswalk.
    - c. Crosswalks will be marked on an as needed basis.
6. Signage
    - a. All signage shall be inspected annually for condition and visibility.
    - b. Missing stop signs shall be replaced as soon as discovered.
    - c. Fading signs shall be replaced as the approved budget permits.



**Council Policy 505  
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**Appendix A: Gravel and Paved Roads Map**

Map to come