

WESTLOCK COUNTY

POLICY NO. 13.01

**TITLE: EXTRA-ORDINARY USE OF ROADS,
ROAD BAN PERMITS,
ROAD USE AGREEMENTS, ETC.
(See Road Protection & Traffic Control By-Law)**

POLICY STATEMENT:

Road Bans, Permits, Road Use Agreements, etc., shall be imposed and issued in accordance with the Road Protection and Traffic Control By-Law. Requests for extraordinary use, and use of roads during road bans, in excess of ban limits, may be considered on an individual basis, in accordance with the By-Law and/or the procedures outlined on the attached.

An official of the County, as defined in the Road Protection and Traffic Control By-Law shall determine any and all conditions, if any, that may apply in the issuance of a Permit, or Road Use Agreement, as well as any subsequent damages to be mitigated.

Although the procedures and requirements contained herein, and on the attached, appear to require strict adherence, an Official of the County may exercise discretion in their enforcement, particularly with regard to the first level security deposit/bond requirements in each instance.

OVERLOAD/OVER-DIMENSION APPROVAL PROCEDURE

1. Environmental Services staff may issue a County Permit to an applicant once the applicant has obtained a Provincial Permit Number.

NOTE: The County has authority on overload approval
The Province has authority on over-dimensional approval

2. Environmental Services staff may notify the Public Works Superintendent on discretionary loads.

ROAD USE AGREEMENT PROCEDURES

There are seven (7) different categories under which a hauler may be required to enter into a Road Use Agreement with Westlock County.

NOTE: Road Use Agreements are required when extraordinary and/or extensive use of The County road system occurs.

1. Oilfield Industry
2. Sand & Gravel Industry
3. Log Haul Industry
4. Livestock Industry
5. Fertilizer Industry
6. Other Industries
7. Development Commercial/Industrial/Intensive Livestock

1. Oilfield Industry:

- Oilfield companies must sign Road Use Agreements prior to any activity.
- No Bond is required.
- Oil companies may supply their own motorgrader. Any work done by their motorgrader will be done to County standards, as determined by the Public Works Superintendent.

2. Log Haul Industry:

- Any individual or corporation wishing to haul logs will be required to enter into a Road Use Agreement.
- Bond Required:

01 to 10 loads	\$ 1,000.00
11 to 50 loads	\$ 5,000.00
50 loads & over	\$10,000.00
- If the hauler supplies his own motorgrader, the Bond may be reduced by 50%. Any work done by the motorgrader will be done to County standards, as determined by the Public Works Superintendent.

3. Sand & Gravel Industry:

- Road Use Agreements will be required before the commencement of hauling.
- Bond Required:

01 to 10 loads	\$ 1,000.00
11 to 50 loads	\$ 5,000.00
50 loads & over	\$10,000.00
- If the hauler supplies his own motorgrader, the bond may be reduced by 50%. Any work done by the motorgrader will be done to County standards, as determined by the Public Works Superintendent.

4. Livestock Industry:

- Contractors or custom haulers of manure, silage or alfalfa are required to enter into a Road Use Agreement.
- Bond Required: 01 to 50 loads & over \$ 3,000.00
- If Contractors or custom haulers supply their own motorgrader, the Bond may be reduced by 50%. Any work done by their motorgrader will be done to County standards, as determined by the Public Works Superintendent.

5. Fertilizer Industry:

- Retailers of fertilizer products, whose business involves the hauling of such products within Westlock County, will be required to enter into a Road Use Agreement (anhydrous ammonia tanks, dry fertilizer, etc.).
- Bond required: 01 to 50 loads & over \$ 3,000.00
- If haulers supply their own motorgrader, the bond may be reduced by 50%. Any work done by their motorgrader will be done to County standards, as determined by the Public Works Superintendent.

6. Other Industries:

- Any industry not covered in the above categories, that anticipates excessive use of County roads, must enter into a Road Use Agreement, at the discretion of the By-Law Officer.
- Bond required:

01 to 10 loads	\$ 1,000.00
11 to 50 loads	\$ 5,000.00
50 loads & over	\$10,000.00
- If haulers supply their own motorgrader, the bond may be reduced by 50%. Any work done by their motorgrader will be done to County standards, as determined by the Public Works Superintendent.

7. Development Commercial/Industrial/Intensive Livestock:

- The developer will be required to enter into a Road Use Agreement for construction of the operation only, at the discretion of the By-Law Officer.
- The By-Law Officer will consult with the Public Works Superintendent as to the anticipated impact on the infrastructure.
- Bond required: A minimum of \$ 3,000.00
- If the developer supplies his own motorgrader, the bond may be reduced by 50%. Any work done by his motorgrader will be done to County standards, as determined by the Public Works Superintendent.

By-Law Officer:

- Issues Road Use Agreements
- May conduct a pre-site inspection
- Will conduct an assessment of damages on roads used
- Invoices applicable parties
- Supplies a copy of the route map to the local area Councillor

NOTE: If a dispute arises over the amount of damage assessed, the Public Works Committee may provide a recommendation.

Assessment of damages would include, but is not limited to, gravel loss, road shoulder damage and motorgrader time above normal maintenance.

ROAD BAN/PERMIT PROCEDURES

1. Road Bans shall be determined, in accordance with the Road Protection By-Law. (Motor Transport Branch staff will be informed)
2. The general public may be notified approximately two weeks prior to road bans being implemented (newspaper/radio).
3. Environmental Services staff will issue road Permits, at their discretion, with the following restrictions:
 - Permits may be issued during regular office hours for same day hauling.
 - Permits will be issued between the hours of 3:00 p.m. and 4:30 p.m. for hauling the following day (Sundays discretionary).
 - Permits will not be issued after 4:30 p.m. on Fridays.
 - The Permittee must haul between the hours of 4:00 a.m. and 10:30 a.m.

NOTE: If road and weather conditions concur, the hours of the Permit may be Extended.

4. The Public Works Superintendent shall notify Environmental Services staff when to cease issuing Permits.
5. County activities shall also abide by the above procedures. Emergency issues would be the exception.
6. The local R.C.M.P. Constable will be up-dated daily as to Permits issued.

ROAD BAN/ROAD USE AGREEMENT PROCEDURES

Producers and/or haulers of marketable agricultural products (livestock, grain, feed, etc.) shall enter into a Road Use Agreement with Westlock County during road ban season, allowing them to transport at 100% axle weight, otherwise road ban limitations must be adhered to.

The producer and/or hauler must:

- Post a \$3,000.00 Bond or Letter of Credit to the County
- Notify Environmental Services staff as to the time, date and number of loads transported
- Obtain a Road Ban Permit from the County
- Producers and/or haulers who contract custom haulers must ensure that a Road Ban Permit is in the haulers' vehicles.

NOTE: Producers and/or haulers will be encouraged to report any unauthorized traffic on
the route used to the Environmental Services staff.

Environmental Services staff will:

- Stipulate the route to be used
- Conduct site inspections of the proposed route both before and after the haul
- Have authority on the issuance and cancellation of Road Ban Permits and Road Use Agreements
- Do an assessment of road damages

NOTE: If no road damage occurs, the posted security will be returned to the producer and/or hauler

If road damage does occur, the compensation will be deducted from the security. Any balance remaining will be refunded.

Westlock County reserves the right to collect further compensation from the applicable party if damages exceed the amount of security posted.