



LAC LA BICHE COUNTY PROCEDURE

TITLE: ROAD PROTECTION PERMIT

PROCEDURE NO: PI-30-016

SPECIAL NOTES/CROSS REFERENCE:
PI-30-016 Road Protection Permit Policy

AMENDMENT DATE: AUGUST 11, 2014

PROCEDURE:

1. Before the haul can start, the Signee will complete, sign, and submit a Road Protection Application with Lac La Biche County as per Lac La Biche County Traffic Bylaw #09-007.
2. The Road Protection Application will be forwarded to the Manager of Transportation Services or designate for review and approval.
3. On approval, the Manager of Transportation Services or designate will sign the Application. This document will then become the “Road Protection Permit”, at which time the Signee may conduct the haul.
4. Hauls conducted during spring road bans will only be permitted under extenuating circumstances and only with the authorization of Lac La Biche County.
5. The completed Road Protection Permit will be forwarded by:
 - a. the Signee picking up the Permit personally, or
 - b. sending the Permit to the Signee via fax, or
 - c. sending the Permit to the Signee via e-mail.
6. Haul Route

A Haul Route Map must be provided by the Signee and be attached to the Application.
7. Inspections
 - a. The Manager of Transportation Services or designate and the Signee will complete pre-haul inspections of the road prior to the haul to determine the existing conditions of the road.
 - b. Inspections during the haul may be conducted by Lac La Biche County to ensure compliance to the Permit and to legislation.

- c. The Signee will request a post-haul inspection by the Manager of Transportation Services or designate within 48 hours of termination of the haul to determine the condition of the road(s) utilized during the haul.
- d. If the Manager of Transportation Services or designate determines that damages have occurred, the Manager of Transportation Services or his designate will be informed and dispatched to evaluate the extent of the damages incurred.
- e. The Signee must at all times carry a copy of the permit or copy thereof in any vehicle conducting the haul and present for inspection to a peace officer upon their request. Failure to do so makes this agreement null and void.

8. Responsibility of Signee

- a. At the completion of the haul, the Signee shall complete all repairs (which may include but not to be limited to grading construction, grading, repair, shaping, compacting and gravelling, harrowing, seeding) to bring the road to the original condition as determined by Lac La Biche County.
- b. Those existing roads that have a grade, and are currently being used by the general public, shall be returned to the same or better condition than prior to the commencement of the haul.
- c. The Signee is required to complete the work, which may include grading construction, removal of approach, grading, supply, haul and placement of gravel.
- d. Those existing cleared road allowances that are currently in a natural state or in cultivation shall be returned to the same or better condition than prior to the commencement of the haul.
- e. The Signee is required to complete the work, which may include grading construction, removal of approach, placement of topsoil, harrowing, seeding to original state and payment of crop damage.
- f. All costs borne with the work shall be the responsibility of the Signee.

9. Security To be Retained from Signee

- a. Based on Schedule A, the estimated cost of repairs and maintenance shall constitute the value of the Security determined by the County and provided by the contractor. This will be based on per kilometer or any portion thereof. Any portion of a kilometer shall be rounded up to the next whole number. Security will be increased if the haul is conducted during spring road bans.

- b. Security may be in the form of a Letter of Credit, Banker's Draft, Certified Cheque, or debit card.

- i. The Security will be deposited into Lac La Biche County's Liability Account.

Should the Signee not complete repairs within 10 days of the completion of the haul, Lac La Biche County will complete the repairs. The Signee shall be invoiced, and if payment is not received within 30 days, the Security will be drawn.

- c. The Security will be held for 30 days following the termination of the haul, at which time, should there be no repairs needed or the Signee has completed repairs, the Security will be released by the General Manager of Corporate Services back to the Signee.
- d. Should a Security be drawn upon, any remaining funds not utilized for the repairs shall be released by the General Manager of Corporate Services to the Signee after 30 days of completion of the repairs.
- e. Should repair costs exceed that of the Security drawn upon, the Signee will be invoiced for these costs accordingly by Lac La Biche County.
- f. Security will be required year round when utilizing the roadways in Lac La Biche County.

10. Temporary Approaches

- a. All approach construction required for hauls will be temporary only and will be removed by the contractor at the completion of the haul.
- b. The landowner shall not have the approval to retain the temporary approach as a permanent approach unless prior approval by Lac La Biche County has been obtained.
- c. Security shall be required for temporary approaches as per conditions set forth in section 8.
- d. Those temporary approaches not removed within 30 days of the completion of the haul shall be removed by Lac La Biche County and the costs borne by the contractor. The Signee will be invoiced, and if payment is not received within 30 days, the Security will be drawn.
- e. Approaches shall be constructed to the same specifications as required for a permanent approach as per Lac La Biche County Policy IS-30-014, Approach Construction Specifications This approval must be granted before the Road Protection Permit is approved.

11. Exemptions

- a. a vehicle required by a road authority to transport materials needed for emergency maintenance of a highway;
- b. a vehicle transporting equipment to a forest fire, flood, train derailment, pipeline spill or other emergency.
- c. Agriculture/Loads (Products)

12. Signing Authority for Lac La Biche County

- a. A Manager of Transportation Services or designate.

“Original Signed”
Chief Administrative Officer

August 11, 2014
Date

Schedule A – Security Fees

1. Gravel Surfaces - \$1,300 per kilometer

- Grader (5 hrs/km)	\$220/hr	\$1,100.00/km
- Gravel (250 tonnes)	\$42/tonne	\$10,500/km
- 15% mobilization/supervision		\$1,740/km
- TOTAL		\$13,340/km
- 10% of TOTAL = \$1,300/km		

Spring Road Bans – Cost \$2,600.00

2. Oiled Surfaces - \$9,500 per kilometer

- Grader (24 hrs/km)	\$220/hr	\$5,280/km
- Cold Mix (695km)	\$111/tonne	\$77,145/km
- 15% mobilization/supervision		\$12,364
- TOTAL		\$94,789
- 10% of TOTAL = \$9,478.90/km (rounded up to \$9,500/km)		

Spring Road Bans –No heavy hauling or multiple hauling will be allowed on oiled surfaces during spring road bans.

Security will be required year round when utilizing roadways in Lac La Biche County.

3. Unmaintained/Undeveloped Surface - \$1000

4. Temporary Approaches - \$1500



Schedule "B" LAC LA BICHE COUNTY ROAD PROTECTION APPLICATION

ROAD PROTECTION PERMIT # _____

A COPY OF THIS PERMIT MUST BE CARRIED IN THE VEHICLE AT ALL TIMES AND PRODUCED TO A PEACE OFFICER ON DEMAND. THIS PERMIT IS NOT TRANSFERABLE. The Signee desires to HAUL goods and materials over/on certain roads within the jurisdiction of the County and has applied for approval to conduct said activity.

- a) Company Name _____ Contact Person _____
- b) Telephone Number _____ FAX Number _____ e-mail _____
- c) Goods being hauled _____
- d) Load Origination _____ to Destination _____
- e) HAUL ROUTE MAP (to be attached)
- f) Provincial Permit number (if applicable) including date of issue and expiry _____
- g) Maximum gross weight of loaded unit (in kilograms) _____
- h) Estimated # of loads _____ Estimated # of loads per day _____
- i) Tentative Start Date _____ Tentative End Date _____

The Signee shall notify Lac La Biche County when they are finished using the roads specified.

In consideration of the permission hereby granted to it by Lac La Biche County, the Signee covenants and agrees to arrange for, to pay for, and discharge any and all damages which may result to roads, bridges or other property during such activity and any expenses or out-of-pocket disbursements which may be incurred by Lac La Biche County in connection therewith whether they be for inspection, escort, supervision or howsoever; and shall indemnify and save harmless Lac La Biche County therefore.

Per: _____ Signee: _____
(Duly authorized representative or signing authority.)

THIS PERMIT IS NOT VALID UNLESS SIGNED BELOW BY THE MANAGER OF TRANSPORTATION SERVICES OR DESIGNATE OF LAC LA BICHE COUNTY

INTERNAL USE ONLY

SECURITY TO BE RETAINED:

- GRAVEL SURFACE:	\$1,300/km	X _____ (#) of kilometers	=	\$ _____
- SPRING ROAD BAN PERIOD	\$2,600/km	X _____ (#) of kilometers	=	\$ _____
- OIL SURFACE:	\$9,500/km	X _____ (#) of kilometers	=	\$ _____
- UNMAINT./UNDEV.SURFACE:	\$1,000		=	\$ _____
- TOTAL SECURITY				\$ _____

CONDITIONS:

- Maximum Axle loading allowed: Paved _____% Gravel _____% Oil _____%
- Roads are maintained during the haul with motor graders.
- Dust Control shall be maintained within 200 meters in front of residences, AND as where required to ensure visibility for other drivers.
- All debris shall be picked up and disposed of on a daily basis at and between origin and destination points.
- Adequate signage along the route will be established.
- Traffic accommodation will be established.
- Speed limits reduced to 60 km/h on local roads.
- Temporary approach(es) to be approved prior to construction and removed within 30 days of completion of the haul.
- Restricted to weekdays only from Sunday midnight to noon Friday.
- Restricted during darkness (one hour after sunset to one hour before sunrise).
- Other (list) _____

DATE RECEIVED: _____

PRE-INSPECTION DATE: _____

POST-INSPECTION DATE: _____

MANAGER OF TRANSPORTATION SERVICES OR DESIGNATE

MANAGER OF TRANSPORTATION SERVICES OR DESIGNATE

The information being collected on this Permit will be used in accordance with the Freedom of Information and Privacy Act, Municipal Government Act, and any other applicable legislation. If you have any questions regarding the collection or use of this information, contact the County Clerk at Lac La Biche County at 780- 623-1747.

N.B. This Permit is subject to the SIGNEE obtaining the necessary Provincial Permit(s) and complying with the Province of Alberta's *Traffic Safety Act* and its' *Regulations* and Lac La Biche County's *Traffic Control Bylaw*.

Schedule C – Definitions

- i. “Darkness”
 - a) Section 1(1) of the *Commercial Vehicle Dimension and Weight Regulation AR315/2002*
 - the period commencing one hour after sunset and ending one hour before the next following sunrise or, when due to insufficient light or unfavorable atmospheric conditions, objects are not clearly discernable on the highway at a distance of 150 meters ahead.
- ii. “Goods”
 - Section 1(1)(o) of the *Traffic Safety Act*
 - any thing or load that is or may be carried by means of a vehicle.
 - includes, but is not limited to:
 - gravel
 - logs
 - dirt
 - cement
 - asphalt
- iii. “Haul”
 - Section 2.1 of the *Traffic Control Bylaw*
 - the transportation of goods or services on roads under the jurisdiction of Lac La Biche County exceeding 8,000 kg per load and six (6) loads per day.
- iv. “Highway”
 - Section 1(1)(q) of the *Traffic Safety Act*
 - any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes
 - (i) a sidewalk, including a boulevard adjacent to the sidewalk,
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,but does not include a place declared by regulation not to be a highway.

- v. “Local Weights”
 - as described in Section 9 of the *Commercial Vehicle Dimension and Weight Regulation AR315/2002*.
- vi. “Municipality”
 - Section 1(1)(s)(i) of the *Municipal Government Act*
 - a city, town, village, summer village, municipal district or specialized municipality.
- vii. “Manager of Transportation Services or designate”
 - an individual employed by Lac La Biche County that is appointed as a:
 - Bylaw Enforcement Officer under the *Municipal Government Act*, or
 - Special Constable under the *Police Act*, or
 - Manager of Transportation Services or designate under the *Manager of Transportation Services or designate Act*.
- viii. “Roadway”
 - Section 1(1)(nn) of the *Traffic Safety Act*.
 - that part of a highway intended for use by vehicular traffic.