

## **Select Committee on Traffic and Transportation Terms of Reference**

Last modified 6 June 2023.

### **Mandate:**

The Traffic and Transportation Committee will provide recommendations and advice to Village Council on local and regional transportation matters.

Structure: Select Committee of Council

Task Force Members: The Task Force will be comprised of the following:

- Mayor (ex officio).

### **Voting members**

- 1 Members of Council; (Chair)
- CAO;
- 3 members of the public;

### **Nonvoting members**

- Bylaw Officer;
- Superintendent of Public Works;
- Village Planner
- Representative from RCMP;
- Representative from Ministry of Transportation.
- Representative from Commercial Vehicle Safety Enforcement.
- Representative from the BC Truckers Association

The Committee will be chaired by the designated councilor.

The committees conduct will adhere to Councils Procedure Bylaw.

Public appointments to the committee will be for a duration of one year.

The CAO will be the primary staff contact for the committee and will provide administrative support to the committee's work. The committee will be supported by village administration, especially the planning and grant writing departments.

It is anticipated that direct liaison will be required with external groups and individuals, subsequently, Council authorizes the committee to liaise with external groups to garner and share information. Input may also be sought from other advisory committees. The committee may retain the services of specialist and consultants only where explicitly authorized by Council. The committee may conduct public surveys or engage in public consultation in carrying out its work but must be clear that the work is being undertaken as a committee of council.

**Timeline:**

On establishment, the Committee will meet monthly and provide quarterly-annual reports to Village Council. It is anticipated that the committee will establish a minimum 24-month work plan which will be included in the first report to Council. Subsequent reports will be based on the adopted work plan.

**Budget:**

The Task Force will identify budgetary resources required to conduct its work plan and present these values as a request to Council as required.

**Goals:**

The goals of the committee are:

**1. Provide recommendations to improve traffic flow.**

Provide a list of recommendations to improve the present traffic and parking patterns along the highway corridor and adjacent roadways.

**2. Provide recommendations to improve active and accessible transportation.**

Provide a list of recommendations to improve the ability for pedestrians crossing the high way corridor and traversing adjacent roadways.

**3. Provide recommendations to increase Safety.**

Provide recommendations that decrease the likelihood of collisions / other incidents along the highway corridor.

The committee will advance these recommendations through Council. Recommendations supported at Council may be referred back to the committee for additional work around implementation plans.

To advance these goals the committee will:

1. Examine other municipal, regional, provincial and federal transportation plans and initiatives that may impact the Village i.e., the Provincial BC On the Move Plan and the Federal Asia Pacific Gateway program;
2. Establish a clear strategy for engaging external agencies, local and senior levels of government and stakeholder organizations in achieving the short and long-term goals identified in the work plan; (I.e., collection of information in support of a recommendation that can be used for further advocacy with external groups).
3. Examine best practices for traffic enforcement and road safety, and advise on the applicability to the Village. It is understood that the Hwy, Karas Drive and Cranberry Lake Road are of particular priority.
4. Undertake other activities as supported by the adopted work plan.