 <h1 style="margin: 0;">Traffic Committee</h1>	
Procedure No.: ADM-5	Council Resolution No.: N/A
Department: Administration	Authority: Traffic Safety Act (RSA), Traffic Bylaw, CAO
Effective Date: January 26, 2015	Revision Date: March 25, 2015, February 11, 2020, September 27, 2021
Review Date: September 27, 2024	Repealed Date:
Supersedes: N/A	
Related Policy No.: ADM-5	
Related Policy Name: Traffic Committee	

Purpose

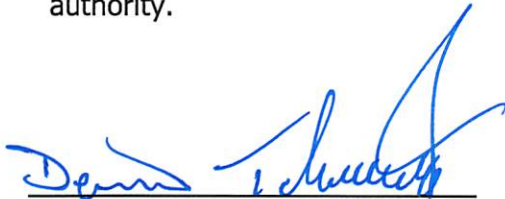
This procedure establishes the manner in which the Traffic Committee shall conduct business. This procedure sets out the conduct of meetings and implementation of any recommendations.

Operating Guidelines

- 1) There are two streams of authority that are recognized by the Traffic Committee those being, the elected Council of the Town of Taber and the appointed Chief Administrative Officer.
- 2) For clarity of meeting procedure, the Director of Engineering and Public Works shall be the Chair.
- 3) The Chief Administrative Officer can request a vote of members for the purpose of making a recommendation to Council on any item.
- 4) The elected Council has authority when changes to the Traffic Control Bylaw itself are determined necessary and such changes shall be presented as recommendations for decision in the acceptable manner.
- 5) The elected Council has authority to prescribe permanent traffic control devices when the committee brings the need forward for resolution.
- 6) The CAO has authority when the committee prescribes that temporary traffic control devices, road markings or closures of the road are required such authorities are delineated in the Traffic Control Bylaw 22-2021 and any revisions.



- 7) The Traffic Committee will be convened as and when required to address issues that have been identified to the Committee in any manner but not restricted to: a public complaint, an issue arising internally, a matter identified by an elected official or changes to law.
- 8) The Traffic Committee will meet and follow the format as set out in Appendix A.
- 9) All requirements of the Traffic Safety Act, other relevant statutes and any provincial guidelines are pertinent to the application of any recommendations and shall not be superseded.
- 10) The Agenda and minutes and any other documents generated will be retained as set out by Town of Taber Administration policy.
- 11) The membership of the committee as set in policy includes subject matter experts or others who can provide input. These individuals would not have any decision making authority.


CHIEF ADMINISTRATIVE OFFICER

Oct. 5/21
DATE

