



TRAFFIC ADVISORY WORKING GROUP

TERMS OF REFERENCE

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MISSION STATEMENT

The Traffic Advisory Working Group will help streamline the process of assessing issues of speeding and other safety concerns on County Roads. The group aims to keep all relevant parties informed and allow for collaboration in decision making and implementation of speed reduction and speed management strategies.

DEFINITIONS

Working Group – any group established by Council which has either a continuous existence or which goes out of existence as soon as the specified task is completed. The membership of the group shall be comprised of staff, County Council Members and lay members when necessary. The membership of a working group shall consist of less than 50% County Council and/or Local Board Members (a minimum of 2 members of Council). (Lanark County Draft Procedural By-Law).

Speed management – the act of influencing drivers to adopt speeds that offer mobility without unduly compromising safety. It includes a wide variety of techniques (including traffic calming) to maximize compliance with properly set speed limits. Used effectively, speed management can reduce incidences of motorists driving too fast for conditions.

Lanark County Speed Management Policy (SMP) – policy that lays out the process to initiate, review, install, monitor, and assess speed management measures on County Roads in an equitable and consistent manner. The policy describes the steps and process for responding to resident traffic safety concerns. This includes the use of Community Safety Zones, speed limit changes, and traffic calming measures. The policy sets out a step-by-step process to evaluate appropriate speed management measures specific to Lanark County. The policy also provides a list of traffic calming measures that could be used by the County.

Traffic calming – a set of measures used to “calm” traffic. The goal is to create safer streets for all users. This includes pedestrians, people who use mobility devices, cyclists, and motorists. Used effectively, traffic calming measures can reduce speeds, limit cut-through traffic, and discourage poor driving habits, such as distracted or aggressive driving.

PURPOSE AND MANDATE

The Traffic Advisory Working Group (TAWG) was formed to permit the Lanark County Public Works department to bring forth traffic related concerns to the lower tier municipalities and the OPP to obtain feedback on; suggested speed reductions, Community Safety Zones, and recommended speed management and/or traffic calming measures on a case-by-case basis.

The TAWG will also aid in the development of education and/or enforcement programs aimed at improving compliance with existing laws that can have a positive influence on road safety outcomes.

The results of the working group discussions will form part of the speed management review process that will be brought forward to the Public Works Committee of Lanark County Council as required on a case-by-case basis.

WORKING GROUP STRUCTURE

Members:

- Lanark County Public Works staff
- Council Representative(s) from each of the lower tier municipalities
- Representative(s) from the Lanark County OPP
- Representative(s) from the Leeds, Grenville, and Lanark District Health Unit, the Ministry of Transportation, and other emergency service providers (i.e., fire and ambulance) may also be invited to participate.

MEETINGS

The Traffic Advisory Working Group (TAWG) will be a permanent body and will meet on a quarterly basis.

Meeting agendas will be prepared by Lanark County Public Works staff and circulated electronically to all Working Group Members prior to the meeting. Lanark County Public Works staff will chair each meeting and record minutes, which will include a summary of action items and recommendations that shall be circulated electronically to all Working Group Members.

REPORTING PROCESS

Action Items or recommendations stemming from the working group shall be referred to the respective Committee of the Whole in the form of a Staff Report.