



City of Kelowna  
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# Council Policy

## Traffic Control – Special Events

APPROVED September 29, 1992

RESOLUTION: R914/12/05/07

REPLACING: R375/10/04/26; R1039/08/11/27; R1129/92/09/29

DATE OF LAST REVIEW: May 2012

1. THAT the Municipal Council adopt a Policy of Traffic Control for special events subject to the following terms and conditions:
2. The City will not supply City Traffic Officers for traffic control at special events, except where the City deems it necessary for public safety.
3. Organizers of special events are required to provide at their cost, detailed Traffic Management Plans showing all traffic control devices and locations, as well as traffic control persons and locations. This plan is subject to City approval and is the responsibility of the event organizer to implement as approved by the City. The plan, once approved, is owned by the event organizer.
4. Individuals providing traffic control (Traffic Control Person or TCP) at special events must be a minimum 18 years of age, and must be a certified flagger.
5. On road course marshals that are NOT involved with traffic control must be a minimum of 16 years of age. The role of the course marshal is to man barricades, reinforce crosswalks and provide route information to pedestrians/participants, however, they cannot stop vehicle or redirect vehicular traffic. All marshals must wear retroreflective vests at all times.
6. All TCP's are required to wear a retroreflective vest, poncho or jacket, Anklets and bracelets in accordance with Work Safe BC standards. All required safety clothing must be supplied by the organizers of such an event.
7. Traffic direction within a signalized intersection is only permitted to be done by a Peace Officer appointed under the provision of the Motor Vehicle Act. No other person is permitted to direct traffic in a signalized intersection. All other stopping of traffic, re-routing of traffic and street closures may be done by certified traffic control persons.
8. All Traffic Control devices such as barricades and cones must meet all requirement as laid out in the BC Ministry of Transportation Traffic Control Manual for Work on Roadways, and all barricades associated with any road closures must be manned at all times.
9. All special events requiring Temporary Traffic Control will be entered as a Road Usage Permit at no cost to the permittee.

### **REASON FOR POLICY**

To require organizers of special events to provide their own traffic control, except where the City deems it necessary for public safety, and to ensure that sufficient traffic control methods are arranged for each special event.

### **LEGISLATIVE AUTHORITY**

Council Resolution.

### **PROCEDURE FOR IMPLEMENTATION**

As outlined in policy.