

TRANSPORTATION ASSOCIATION OF CANADA

Pavements Standing Committee

Terms of Reference February, 1996

ROLE AND OBJECTIVES

The role and objectives of the Pavements Standing Committee are as follows:

1. Provide a forum for the mutual exchange and the transfer of pavements information and technology across Canada.
2. Identify standards or research needs in the areas of pavement management, evaluation, and design, construction, maintenance and rehabilitation.
3. Promote and manage the development and updating of TAC's pavement manuals and guidelines.
4. Promote and manage research in the pavements area and encourage adoption of cost-effective products.
5. Organize and chair paper sessions and workshops at TAC's annual conference.
6. Work with the C-LTPP Technical Steering Committee to provide direction to the C-LTPP program, extract benefits from the LTPP experiments and assist in evaluation and implementing SHRP and C-SHRP related products.
7. Initiate and promote special projects in the pavements area.
8. Support increased partnerships in Canada and abroad between the public and private sectors, i.e. universities, consultants, ministries, laboratories and others.

SCOPE

The Pavements Standing Committee is concerned with the design, construction, maintenance, rehabilitation, monitoring, performance evaluation and management of pavements, and all factors that influence their physical behaviour, service life, and impact on the environment and economy.

COMMITTEE MEMBERSHIP

Membership of the Committee shall include: a Chair, Vice Chair, Past Chair, Secretary and regular members. A cross section of this membership will be reviewed on an annual basis.

OFFICERS

The executive of the Committee will be composed of:

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| Chair | - | The term of office for the Chair will be two years. This individual will chair the spring and fall meetings of the committee and meetings of its executive. The Chair will also hold membership on the Chief Engineers' Council during his/her term of office. |
| Past Chair | - | The position of Past Chair is held for two years by the member who has completed his/her term as Chair. |
| Vice Chair | - | The position of Vice Chair is held for two years. This individual assumes the position of Chair following this term, or if it should become vacant for any reason. The Vice Chair |
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also coordinates and chairs the paper session and/or panel discussions sponsored by the committee at TAC's annual conference and as such, is a member of the Conference Program Committee. All members of the executive assist the Vice Chair in evaluation of technical papers for the annual conference.

- Secretary - The Secretary position of the committee is held for two years. Following this term the individual moves to the position of Vice Chair. The Secretary is responsible for preparing the minutes and supporting material for each of the committee meetings.

Each one year period for the above mentioned positions begins after the fall meeting of a given year to after the fall meeting of the following year.

General membership on the Committee is opened to all levels of government and the private sector. Requests to join the Committee are submitted to TAC and forwarded to the Chair for approval. The general membership of the Committee, to the degree possible, is maintained to reflect all geographic areas of Canada and the full spectrum of the various sectors of the transportation industry represented by the TAC membership. Membership includes: public agencies, academics, consultants, contractors, suppliers and others. As required (normally every two years), nominations are made from this membership for the position of Secretary which in turn is brought forward to the Chief Engineers' Council for ratification.

MEETINGS

The Pavements Standing Committee will meet twice each year, typically in the spring and also in the fall at the Association's annual conference. This does not preclude special meetings at other times as conditions warrant. Such meetings will be called by the executive of the Committee.

REPORTING

The Chair of the Pavements Standing Committee by virtue of the position will become a member of the Chief Engineers' Council. This individual will be asked to attend the meetings of the Chief Engineers' Council and report on the work ongoing and proposed by the Committee.

The Chair shall report the following information at the Chief Engineers' Council fall meeting:

- changes made to the Committee's executive;
- the Committee's papers and workshops sessions for this year's TAC conference;
- the Committee's paper session theme(s) and workshop subject area (if applicable) for the following year's TAC conference;
- proposals in the area of roadway standards and guidelines under development by the Committee.