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MEMORANDUM

TO: Crosswalk Safety Advisory Committee
FROM: Kevin Arjoon, Municipal Clerk
DATE: March 23, 2016
SUBJECT: Request from Transportation Standing Committee for Consideration

ORIGIN

At the January 21, 2016 meeting of the Transportation Standing Committee, the following motion was put and passed under item No. 15.1

THAT the Transportation Standing Committee request a report reviewing the status of the Crosswalk Safety Advisory Committee.

LEGISLATIVE AUTHORITY

The Terms of Reference of the Crosswalk Safety Advisory Committee which state that “the Crosswalk Safety Advisory Committee (CSAC) exists to develop and present input and advice to the Transportation Standing Committee with respect to crosswalk safety in the Halifax Regional Municipality.”

The *Public Appointment Policy- Governing citizen appointments to HRM Agencies, Boards, Committees and Commissions and to External Bodies* adopted by Regional Council on August 2, 2011

Section 8.5 of the Public Appointment Policy sets out the process for assessments of boards. It states that “the evaluation will be coordinated through the Office of the Municipal Clerk and may include an evaluation where members are assessed by Councillors on the Board and/or Senior Staff that interact with the board or other relevant contacts. As part of the assessment attendance, level of participation, board work plan and outcomes against the Terms of Reference should be considered. Results of the evaluations will be reported by the Office of the Municipal Clerk to the nominating body.”

DISCUSSION

In response to the January 21, 2016 Transportation Standing Committee motion, staff have initiated an assessment of the Crosswalk Safety Advisory Committee (CSAC) in order to provide an appropriate recommendation for consideration of the Standing Committee.

The process will include:

- Consultation with Councillors and staff members who interact with CSAC to identify issues and concerns as well as possible suggestions for moving forward; and
- Engagement with CSAC to present preliminary information for their consideration.

The results from the discussion at CSAC will inform the report for the Transportation Standing Committee.

Municipal Clerk

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