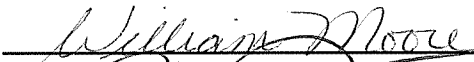


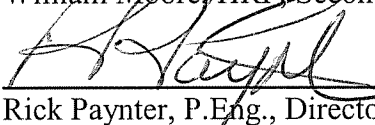
Halifax Regional Council
January 28, 2003

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



William Moore, HRP, Seconded to CAO's Office



Rick Paynter, P.Eng., Director, Public Works & Transportation

DATE: January 23, 2003

SUBJECT: Traffic Control Review Committee

INFORMATION REPORT

ORIGIN

This report originates from staff.

BACKGROUND

The Chief Administrative Office had reviewed a number of cases of traffic issues which were brought to the attention of the CAO Office. The issues involved the previous attempts to balance sound engineering practices for traffic control and a response to the community's sense of public safety. As a response to this, the CAO initiated a review of HRM's present practices as they relate to the Traffic Authority and an examination of the feasibility of the Halifax Regional Police becoming involved in traffic issues.

DISCUSSION

Establishment of a Traffic Control Review Committee

Superintendent Michael Bell of the Halifax Regional Police was tasked to review the present operations of the Traffic Authority and report back on the feasibility of the Halifax Regional Police becoming more involved in the operations of the Traffic Authority.

Sgt. Bell proceeded with this project that involved a review of the functions, duties and responsibilities of the HRM Traffic Authority and key stakeholders such as David McCusker, P.Eng., Traffic Authority and Taso Koutroulakis, P.Eng., Deputy Traffic Authority and the Director of Public Works & Transportation Services. One aspect of the review was to look at the feasibility of the functions of Traffic Authority being assumed by Halifax Regional Police.

The review was completed and as a result of that review, it was concluded that the day-to-day operations of the Traffic Authority were well handled, the number of incidents in which the community questions the Traffic Authority's decisions were very small, and as such, a transfer of Traffic Authority duties to Halifax Regional Police may reduce the level of service to the public through the introduction of another step in the decision process.

However, it was evident and concluded that the ability to deal with the public's perception of safety as it relates to Traffic Authority decisions must be addressed and to that end, it was concluded that there was a requirement to establish a mechanism to formally review decisions made by the Traffic Authority. It was agreed in discussions with the CAO that a three-member Committee would be formed to review only those instances in which the community had a question as to the balance between traffic engineering principles and the perception of public safety. It is estimated that the Committee would meet three or four times per year to review the broader safety perspectives of public safety surrounding a particular issue. The Committee would only review those requests received in writing and referred to it by the CAO, the D/CAO or the Director of Public Works & Transportation. The Traffic Authority would still be responsible for the final decision.

The duties and referral process are as outlined in the attached **Traffic Control Review Committee Terms of Reference**. The three-member Committee would be made up of the Traffic Authority, an HRM Police representative as selected by the CAO and an HRM non-unionized employee or individual as selected by the CAO.

As a beginning to this process, the following persons have been selected to form the initial Traffic Control Review Committee.

Mr. Taso Koutroulakis, P.Eng., Deputy Traffic Authority
Mr. Greg North, selected by the CAO
Sgt. William Moore, Halifax Regional Police representative

Mr. North's and Mr. Moore's terms on the Committee would be for a two-year term.

Regional Planning Context

As HRM progresses into the next phase of Regional Planning, one of the three primary focuses of that exercise will be transportation. This transportation focus will encompass an integrated approach that will require a dedicated attention over the next 12 to 15 months.

To that end and in regards to Mr. David McCusker's background, education and experience in transportation engineering, Mr. McCusker will be seconded to Regional Planning, effective immediately, for a period of 12 to 15 months. As a consequence of that secondment and the dedicated focus that is anticipated from that aspect of Regional Planning, the Director of Public Works & Transportation will be implementing an interim restaffing action for the position of Manager, Traffic and Transportation Services. In addition, alternate arrangements will be made for the duties of Traffic Authority.

BUDGET IMPLICATIONS

Regarding the establishment of the Traffic Control Review Committee, there no projected budget implications as two of the Committee members are paid staff within HRM and the third (Mr. Greg North) is a member of the HRM Board of Police Commissioners. Likewise, there is not anticipated to be any additional costs associated with Mr. McCusker's secondment to regional Planning.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

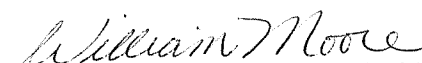
There are no recommended alternatives.

ATTACHMENT

Traffic Control Review Committee Terms of Reference

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by:


William Moore, HRP Seconded to the CAO's Office
Rick Paynter, P.Eng., Director Public Works & Transportation

Traffic Control Review Committee

Terms of Reference

1. The objective of the Traffic Control Review Committee is to review dispositions of Traffic Authority Requests¹ referred by the HRM Chief Administration Officer (CAO), HRM Deputy Chief Administration Officer (D/CAO) and/or the HRM Traffic Authority, to ensure there is an appropriate balance between traffic engineering principles and public safety.
2. The Traffic Control Review Committee will consist of the ❶Traffic Authority, ❷HRM Police representative as selected by the CAO and an ❸HRM non-unionized employee or individual as selected by the CAO². This would be a two year term for the latter two representatives.
3. Referrals to the Traffic Control Review Committee will be made in writing by either the CAO, D/CAO or Traffic Authority. The referral will be circulated to the individuals mentioned previously, Director of Public Works & Transportation and members of the Traffic Review Committee.
4. The Traffic Control Review Committee³ will meet within 30 days of the referral. The Traffic Authority will be responsible for the logistics for the meeting; location, time, date, preparation work, pre-meeting communication, etc.

¹ *Traffic Authority Requests deal with traffic control devices such as traffic signals, traffic signs, pavement markings, etc.*

² *The HRM Police, non-unionized employee or individual representative would have previously demonstrated the following competencies: analytical thinking, communication, customer service orientation, organizational commitment.*

³ *It is expected the Traffic Control Committee would be required to meet 3 - 6 times per year. This would include an orientation arranged by the Traffic Authority.*

Traffic Control Review Committee

Terms of Reference

5. The review process for the Traffic Control Review Committee would include the following:
 - Review the activities and decision making process on the original Traffic Authority Request
 - Discussion: questions/answers, site visit if required
 - Decision: ①Confirm original decision, ②Revise original decision, ③Determine additional follow-up to be completed.
 - The Traffic Authority would be responsible for making the final decision.

6. The Traffic Control Review Committee would communicate⁴ their decision to the CAO, D/CAO and the Director of Public Works and Transportation. The person who referred the request to the committee, would be responsible to advise additional stakeholders.

7. The Traffic Authority will conduct an evaluation of each decision within one year to determine if the original decision of the Traffic Control Review Committee is still appropriate.

8. The Traffic Authority would be responsible to communicate the results of the evaluation upon completion to the CAO, D/CAO, Director of Public Works and Transportation and Traffic Control Review Committee members.

⁴ *The Traffic Authority would be responsible for minutes and historical data of the Traffic Control Review Committee. The Traffic Authority will prepare a report for circulation at the conclusion of the review process.*