



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

## MEMORANDUM

TO: Chair and Members of the Active Transportation Advisory Committee

CC:

FROM: Judith Ng'ethe – Legislative Assistant, Office of the Municipal Clerk

DATE: November 8, 2019

**SUBJECT: Committee Appointments Expiring November 30, 2019**

This will confirm that the term of appointment for the following members of the Active Transportation Advisory Committee will expire on November 30, 2019:

Volunteer Name	Position	Term Expiry Date	Term Status:
Peter Fritz	Member	30-Nov-19	1st Term
Emily Miller	Member	30-Nov-19	1st Term

The Public Appointments Policy – Governing citizens appointments to HRM agencies, boards, committees and commissions and external bodies was approved by Halifax Regional Council in August 2011 and states applicants including those currently serving on a committee must apply in order to be considered. It also states that generally only two (2) consecutive terms can be served by members of a Committee (Section 3. Terms & Length of Service). The link to the policy can be found at the following website <https://www.halifax.ca/city-hall/boards-committees-commissions/volunteer-boards-committees/public-appointment-policy> All appointments are made in accordance with this policy.

If you meet the requirements of the policy and you wish to re-apply, you can do so by completing an application form at <https://www.halifax.ca/city-hall/boards-committees-commissions/volunteer-boards-committees/boards-committees-volunteer> or by mail to Municipal Clerk's Office, PO Box 1749, Halifax, Nova Scotia, B3J 3A5, or by email [serve@halifax.ca](mailto:serve@halifax.ca) or by fax to 902-490-4208. Your application should be accompanied by any additional information that would assist in making appointments and/or nominations to Halifax Regional Council, such as a cover letter or resume. Where applicable, please state the membership category you are applying to represent.

Please note that all appointments are at the discretion of Council and when the appointments have been ratified by Council, you will be notified of the outcome. Committee membership continues until such time as Council makes their decisions. If you have any questions, please free to contact me.

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Judith Ng'ethe, Office of the Municipal Clerk

Tel: 902.490.6517  
Email: [ngethej@halifax.ca](mailto:ngethej@halifax.ca) halifax.ca

Please note that the deadline for applications for Committees is **Monday, December 2, 2019, at 11:59 p.m.** In accordance with the Public Appointment Policy, late applications shall not be considered.

Sincerely,

Judith Ng'ethe

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Judith Ng'ethe, Office of the Municipal Clerk

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