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**Item No. 13.1.2**  
**Transportation Standing Committee**  
**September 25, 2025**

**TO:** Chair and Members of Transportation Standing Committee

**FROM:** Brad Anguish, Acting Chief Administrative Officer

**DATE:** September 5, 2025

**SUBJECT:** Amendments to Appointment of Traffic Authority and Deputy Traffic Authorities

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**ORIGIN**

This report originates from organization realignment and related changes.

**EXECUTIVE SUMMARY**

This report provides information and proposes changes to the current appointments of the Traffic Authority and Deputy Traffic Authorities under Administrative Order Number 12, Respecting the Appointment of the Traffic Authority.

Realignments in organizational structure, including creation of the Office of the Commissioner of Operations, combining of the Traffic Management and Parking Services divisions to a single operational division within the Public Works Business Unit, changes to staffing in leadership roles associated with these groups and at the executive level, as well as operational requirements, resulted in a need to revisit current Traffic Authority and Deputy Traffic Authority appointments to ensure appropriate oversight and alignment of responsibilities.

The review resulted in a recommendation to amend the current Traffic Authority and Deputy Traffic Authority appointments to better align with responsibilities, operational needs, and requirements for day-to-day oversight. Changes proposed would see the Director, Traffic & Parking Management appointed as the Traffic Authority, with the Manager, Traffic Services & Road Safety, and the Traffic Services Supervisor appointed as Deputy Traffic Authorities.

**RECOMMENDATION**

It is recommended that the Transportation Standing Committee recommend that Halifax Regional Council adopt the amendments to Administrative Order 12, the *Appointment of the Traffic Authority*, as set out in Attachment 2 of this report, to:

1. adopt the amendments to Administrative Order 12, the *Appointment of the Traffic Authority Administrative Order*, as set out in Attachment 2 of this staff report, to:
  - (a) repeal the current appointments of Brad Anguish as the Traffic Authority, Lucas Pitts as a Deputy Traffic Authority, and Roddy MacIntyre as a Deputy Traffic Authority; and

- (b) appoint Roddy MacIntyre as the Traffic Authority, Jill Morrison as a Deputy Traffic Authority, and Hannah McBride as a Deputy Traffic Authority.

## **BACKGROUND**

The Traffic Authority is required to administer and enforce provisions and regulations of the Nova Scotia *Motor Vehicle Act* on behalf of HRM. The duties of the Traffic Authority are typically combined with other employment responsibilities assigned under the ultimate oversight of the CAO. The functions of the Traffic Authority are closely intertwined with the functions of the Municipality's Traffic & Parking Management group, which is responsible for implementing the directions of Council and the CAO (in accordance with applicable legislative standards and best practices) in the areas of traffic engineering, road safety, traffic operations, parking controls and right of way management.

## **DISCUSSION**

Traffic & Parking Management issues approximately 2,000 regulations annually, under the approval of the Traffic Authority / Deputy Traffic Authority, for the placement or modification of various traffic control devices (pavement markings, signs, signals, etc.) as part of day-to-day operational and safety requirements related to the Municipality's transportation network. In addition to this, the Traffic & Parking Management staff also provides significant support, input, guidance, and direction related to matters within the purview of the Traffic Authority, in support of the Municipality's projects and programs that involve the transportation network.

In consideration of current legislation, organizational structure and operational requirements as noted above, it is recommended that the Director of Traffic & Parking Management, Roddy MacIntyre, P.Eng. be appointed as the Traffic Authority with Jill Morrison, P. Eng. and Hannah McBride, P. Eng., to be appointed to the Deputy Traffic Authority roles. This would align the operational and regulatory role of the Traffic Authority with the HRM division, which is primarily responsible for operating and managing the Municipality's traffic / transportation network, thereby enabling direct oversight and integration into the division.

Roddy MacIntyre is a registered Professional Engineer, holds a Certificate in Engineering from Mount Allison University and a Bachelor of Civil Engineering degree from the Technical University of Nova Scotia. Specializing in Traffic & Transportation Engineering and Transportation Planning, he has a broad range of transportation-focused experience in both the private and public sectors, including planning, design, modelling, operations and maintenance. Roddy has served the residents of the Municipality for over 20 years within Public Works, leading the development of business unit priorities, such as the Road Safety Strategy, and supporting the implementation of organization-wide priorities, including the Integrated Mobility Plan. In his current role as Director of Traffic & Parking Management, he oversees the overall management of the Municipality's roadway network, including the development and implementation of policies related to road safety, right-of-way management, traffic control systems, and on-street parking management (including supply and enforcement). He leads the development of the division's annual strategic business plan and multi-year capital and operating budget. Roddy serves on the Traffic Operations and Management Committee of the Transportation Association of Canada and has served as Deputy Traffic Authority for the Municipality since 2016.

Jill Morrison is a registered Professional Engineer, holds a Bachelor of Science in Civil Engineering and a Master of Science in Transportation Engineering from the University of New Brunswick. She has completed specialized training in traffic and transportation engineering at Northwestern University and the Centre for Transportation Engineering and Planning. Since 2005, she has held positions in both the private and public sectors, where her experience has involved guiding teams through traffic analysis, road safety reviews, and identifying both short and long-term traffic operations and road safety solutions for intersections and corridors. In her current position with Traffic & Parking Management as Manager of Traffic Services and Road Safety, she is responsible for all aspects of the effective operation of the municipal roadway network by providing technical and management direction to staff related to traffic analysis, regulatory control

(including pavement markings and signage), intersection and traffic signal design, as well as supporting the establishment of capital and operating budgets.

Hannah McBride is a registered Professional Engineer, holds a Bachelor of Science in Civil Engineering and a Master of Science in Transportation Engineering from the University of New Brunswick. With experience in both the private and public sectors, she possesses expertise in traffic operations, multimodal planning, intersection and signal design, and network optimization, as well as extensive experience in traffic management, corridor planning, and development. In her current role with Traffic & Parking Management as Traffic Services Supervisor, Hannah leads a team of technical staff, providing direction on traffic analysis, regulatory control, and signal operations. She is also responsible for interpreting and enforcing traffic policies, providing expert traffic advice to support public safety and regulatory compliance, and contributing to the preparation of operating and capital budgets.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with the recommendations outlined in this report.

### **RISK CONSIDERATION**

No risk considerations were identified.

### **COMMUNITY ENGAGEMENT**

No community engagement was required.

### **ENVIRONMENTAL IMPLICATIONS**

No environmental implications were identified.

### **ALTERNATIVES**

Transportation Standing Committee could make a negative recommendation to Regional Council on the proposed appointments to the positions of Traffic Authority and Deputy Traffic Authorities. If Regional Council does not make the appointments, the Acting Chief Administrative Officer may choose to bring forward, to the Transportation Standing Committee, other names for appointments to Traffic Authority and Deputy Traffic Authorities, or continue to operate with the currently appointed staff.

### **LEGISLATIVE AUTHORITY**

#### ***Halifax Regional Municipality Charter***

**321 (2)** The Council may, by policy, appoint a traffic authority for all or part of the Municipality.

#### ***Motor Vehicle Act***

**86 (6)** The council of a city or town may, from time to time, appoint the city or town manager, the chief of police, or some other official of the city or town, to be the traffic authority for the city or town.

**86 (7)** The council of a city or town may, from time to time, appoint a member of the police force, or some other official of the city or town to be deputy traffic authority who, in the absence or incapacity of the traffic authority or in the event of his death or ceasing to hold the office, shall perform the duties and have all the authority of the traffic authority of the city or town.

**86 (10)** If it is made to appear to the Minister that the traffic authority of a city or town is not carrying out his duties or performing his functions under this Act, the Minister, by letter to the mayor or clerk of the city or town, may cancel the appointment of the traffic authority.

***Administrative Order 12 Respecting the Appointment of the Traffic Authority:***

**4. (1)** The Chief Administrative Officer shall, within three (3) months of any vacancy in the position of Traffic Authority, nominate one (1) or more candidates for consideration by the Transportation Standing Committee.

**(2)** The Transportation Standing Committee may review and/or have a discussion with the nominated candidate(s) and shall make a recommendation to Regional Council on the appointment of a nominee or the rejection of all nominees.

**(3)** Regional Council may appoint a nominated candidate or reject all nominated candidates.

**(4)** If Regional Council rejects all nominated candidates, the Chief Administrative Officer shall nominate one (1) or more additional candidates for consideration by the Transportation Standing Committee, and the process in subsections (1) to (3) shall be repeated.

**ATTACHMENTS**

Attachment 1 – Showing Proposed Changes to Administrative Order 12

Attachment 2 –Amending Administrative Order 12

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Report Prepared by: Roddy MacIntyre, Director, Traffic & Parking Management

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HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 12  
Respecting the Appointment of the Traffic Authority

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

**SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 12, the *Appointment of the Traffic Authority*.

**TRAFFIC AUTHORITY APPOINTED**

2. ~~Mr. Brad Anguish~~ **Mr. Roddy MacIntyre**, P.Eng., is hereby appointed as the Traffic Authority as defined in Section 321 of the *Halifax Regional Municipality Charter*, and responsible for performing the duties set out in the Act.

**DEPUTY TRAFFIC AUTHORITY**

3. (1) ~~Mr. Lucas Pitts~~ **Ms. Jill Morrison**, P.Eng., is hereby appointed as the Deputy Traffic Authority who shall, in the absence or incapacity of the traffic authority or in the event of his death or ceasing to hold the office, perform the duties and have all the authority of the traffic authority.

(2) ~~Mr. Roddy MacIntyre~~ **Ms. Hannah McBride**, P.Eng., is hereby appointed as the Deputy Traffic Authority who shall, in the absence or incapacity of the traffic authority or in the event of his death or ceasing to hold the office, perform the duties and have all the authority of the traffic authority.

**APPOINTMENT PROCESS**

4. (1) The Chief Administrative Officer shall, within three (3) months of any vacancy in the position of Traffic Authority, nominate one (1) or more candidates for consideration by the Transportation Standing Committee.

(2) The Transportation Standing Committee may review and/or have a discussion with the nominated candidate(s) and shall make a recommendation to Regional Council on the appointment of a nominee or the rejection of all nominees.

(3) Regional Council may appoint a nominated candidate or reject all nominated candidates.

(4) If Regional Council rejects all nominated candidates, the Chief Administrative Officer shall nominate one (1) or more additional candidates for consideration by the Transportation Standing Committee, and the process in subsections (1) to (3) shall be repeated.

Done and passed in Council this 9<sup>th</sup> day of December, 2003.

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Mayor

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Acting Municipal Clerk

I, Jan Gibson, Acting Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of Halifax Regional Council held on December 9, 2003.

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Jan Gibson, Acting Municipal Clerk

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 12  
Respecting the Appointment of the Traffic Authority**

**BE IT RESOLVED** as an Administrative Order of the Council of the Halifax Regional Municipality that Administrative Order Number 12, the *Appointment of the Traffic Authority*, is amended, as follows:

1. Section 2 is amended by striking out the name “Mr. Brad Anguish” at the beginning of the section and before the comma and text “, P.Eng.,” and substituting the name “Mr. Roddy MacIntyre”.

2. Section 3 is amended by:

(a) striking out the name “Mr. Lucas Pitts” at the beginning of the section and before the comma and text “, P.Eng.,” and substituting the name “Ms. Jill Morrison” in Subsection 2; and

(b) striking out the name “Mr. Roddy MacIntyre” at the beginning of the section and before the comma and text “, P.Eng.,” and substituting the name “Ms. Hannah McBride”.

Done and passed this    day of                      , 202    ,

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Mayor

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Municipal Clerk

I, Iain MacLean, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted amendments were passed at a meeting of the Halifax Regional Council held on                      , 202    .

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Iain MacLean, Municipal Clerk

HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 12  
Respecting the Appointment of the Traffic Authority

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

**SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 12, the *Appointment of the Traffic Authority*.

**TRAFFIC AUTHORITY APPOINTED**

2. Mr Roddy MacIntyre, P.Eng., is hereby appointed as the Traffic Authority as defined in Section 321 of the *Halifax Regional Municipality Charter*, and responsible for performing the duties set out in the Act.

**DEPUTY TRAFFIC AUTHORITY**

3. (1) Ms. Jill Morrison, P.Eng., is hereby appointed as the Deputy Traffic Authority who shall, in the absence or incapacity of the traffic authority or in the event of his death or ceasing to hold the office, perform the duties and have all the authority of the traffic authority.

(2) Ms. Hannah McBride, P.Eng., is hereby appointed as the Deputy Traffic Authority who shall, in the absence or incapacity of the traffic authority or in the event of his death or ceasing to hold the office, perform the duties and have all the authority of the traffic authority.

**APPOINTMENT PROCESS**

4. (1) The Chief Administrative Officer shall, within three (3) months of any vacancy in the position of Traffic Authority, nominate one (1) or more candidates for consideration by the Transportation Standing Committee.

(2) The Transportation Standing Committee may review and/or have a discussion with the nominated candidate(s) and shall make a recommendation to Regional Council on the appointment of a nominee or the rejection of all nominees.

(3) Regional Council may appoint a nominated candidate or reject all nominated candidates.

(4) If Regional Council rejects all nominated candidates, the Chief Administrative Officer shall nominate one (1) or more additional candidates for consideration by the Transportation Standing Committee, and the process in subsections (1) to (3) shall be repeated.



Done and passed in Council this 9<sup>th</sup> day of December, 2003.

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Mayor

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Acting Municipal Clerk

I, Jan Gibson, Acting Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of Halifax Regional Council held on December 9, 2003.

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Jan Gibson, Acting Municipal Clerk

Amendment No. 1 - Mr. David McCusker, P.Eng., as Traffic Authority

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Amendment No. 2 - Mr. Paul Burgess, as Deputy Traffic Authority

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Amendment No. 3 - Mr. Taso Koutroulakis as Deputy Traffic Authority

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Amendment No. 4 - Mr. Rick Paynter, P. Eng., as Traffic Authority

Notice of Motion:	August 26, 2003
Approved:	September 2, 2003

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Amendment No. 5 - Mr. Ken Reashor, P. Eng., as Traffic Authority

Notice of Motion:	December 2, 2003
Approved:	December 9, 2003

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Amendment No. 6 – Mr. Taso Koutroulakis as Traffic Authority and Tanya Davis as Deputy Traffic Authority

Notice of Motion:	June 10, 2014
Approved:	June 24, 2014

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Amendment # 7 – Extend appointment

Notice of Motion:	December 2, 2014
Approval:	December 9, 2014

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Amendment # 8 – Mr. Bruce Zvaniga as Traffic Authority, Mr. Taso Koutroulakis as Deputy Traffic Authority and Tanya Davis as Deputy Traffic Authority

Notice of Motion:	June 16, 2015
Approval:	June 23, 2015

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Amendment # 9 – Roddy MacIntyre to replace Tanya Davis as Deputy Traffic Authority

Notice of Motion:	April 12, 2016
Approval:	April 26, 2016

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Amendment # 10 – Added Section 4 (Appointment Process)

Notice of Motion:	March 23, 2021
Approval:	April 6, 2021

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Amendment # 11 – Brad Anguish as Traffic Authority

Notice of Motion:	August 18, 2020
Approval:	June 29, 2021

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Amendment # 12 – Lucas Pitts as Deputy Traffic Authority

Notice of Motion:	May 3, 2022
Approval:	May 17, 2022