

## **The LRSA Road Sign Committee 2020/2021**

Chairs: Joanne Clement , Evelyn Dean

Members: Tom Fellows , Brent Flanakin

### **Terms of Reference: Sign Committee**

#### **Role:**

The role of the Sign Committee is to design, deliver and install appropriate signage which clearly identifies that Lakeshore Road South is a private road and states the responsibilities and risks assumed by the public when using Lakeshore Road South.

#### **Responsibilities and Scope:**

The Sign Committee is an ad hoc committee of The Lakeshore Road South Association and is responsible for creating signage to be placed at each end of the road and in other locations along the road where required. The signage will address the concerns of the Lakeshore Road South Association for the use of Lakeshore Road South by the public.

The committee will develop wording for signs to address the following concerns:

1. Road ownership, ( Private Property)
2. Boundaries of Road start of Private Road, no turnaround
3. Municipal property Numbers
4. Liability- risk to users
5. safety- speed limits, no parking
6. pets: leashed and poop and scoop

The Committee will consult with the Municipality of Meaford to confirm that the proposed signage conforms with all Municipal bylaw requirements

#### **Membership:**

Will consist of up to 5 individuals from the membership of the Lakeshore Road South Association limited to one individual per property

**Chair:** The Chair or Co-chairs shall be members of the executive

**Meetings:** The Lakeshore Road South Committee shall meet monthly and/or as required , either in-person, by teleconference, or electronically, e.g. Skype, Zoom

#### **Term:**

January 1,2021 to Annual General Meeting

#### **Duties of the Chair:**

The Chair, a member of the executive shall call meetings of the committee, chair meetings, designate an alternate chair if necessary and report the work of the committee to the Executive

#### **Quorum:**

Quorum shall be a simple majority of 50%+1

**Decision Making:**

The committee shall strive for consensus ( i.e. “ you can live with the decision/idea”) when making decisions. If consensus cannot be achieved, the committee members will agree on how to deal with the outstanding issue , i.e. vote, continue discussion, table the issue to another meeting or take the issue to the Executive of the Association.

**Minutes:**

A committee member will take minutes at each meeting. Minutes will be reviewed and amended, as needed, and approved at subsequent meetings.

**Accountability:**

The SC (Sign Committee) will be accountable to the executive of the LRSA through the Chair of the committee.

The Committee will have their first meeting in January 2021.

The committee will recommend how the Signage Budget will be spent

The Committee will meet regularly until such time as the signage proposals are completed and then will submit their proposals to the LRSA Board of Directors.

The Committee will arrange for the installation of the signs.