

Agenda

Transportation Advisory Committee

6th Meeting of the Transportation Advisory Committee

June 29, 2021, 12:15 PM

Advisory Committee Virtual Meeting - during the COVID-19 Emergency

The City of London is committed to making every effort to provide alternate formats and communication supports for Council, Standing or Advisory Committee meetings and information, upon request. To make a request related to this meeting, please contact advisorycommittee@london.ca.

Pages

- 1. Call to Order**
 - 1.1. Disclosures of Pecuniary Interest

- 2. Scheduled Items**
 - 2.1. 12:15 PM A. Miller, Co-Ordinator, Transportation Demand Management - E-Scooters and Cargo E-Bikes 2

- 3. Consent**
 - 3.1. 5th Report of the Transportation Advisory Committee 26
 - 3.2. Municipal Council resolution, from its meeting held on May 25, 2021, with respect to the 4th Report of the Transportation Advisory Committee 28

- 4. Sub-Committees and Working Groups**
 - 4.1. Advisory Committee Review - Interim Report VI - RESUBMITTED 29

- 5. Items for Discussion**
 - 5.1. Summer Meeting Date(s)

- 6. Adjournment**



London
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E-Scooters and Cargo E-bikes



Transportation Advisory Committee (TAC)

June 29, 2021

2

Purpose

- Introduce Provincial pilots:
 1. E-scooters
 2. Large Cargo e-bikes
- Describe micromobility options
- Outline London's potential participation in two pilots
- Seek TAC input



1. E-scooters



What is an E-scooter

- A two-wheeled device the rider stands on, holding a handlebar
 - Powered by a battery
 - Can travel up to 24 km/h
 - Equipped with a hand brake, lights, bell, kick stand
- ➔ Currently not legal to ride on London public property



What is E-scooter Share

- A private company provides a fleet of e-scooters
- Residents/visitors unlock parked e-scooters using a mobile app
- Riders pay through the ride app
- At the end of the ride, the rider parks the e-scooter according to local rules





Ontario Pilot

- Applies to both e-scooters for personal use and public shared systems
- Municipalities have to opt-in
- Pilot runs January 1, 2020 to November 24, 2024
- Provincial regulations include:
 - Riders must be 16 or older
 - Speed limit is 24 km/h
 - E-scooters must be equipped with a bell, a brake and lights
 - Helmets are required for riders under 18
 - Single rider only
 - No basket or cargo



London Pilot Participation

Late Summer 2021:

- City Council to determine if private and public share e-scooters will be allowed, where they can be used, parked, other items
- Only applies to public property

Next Steps:

- City seeking input from public, partners and City service areas to help inform Council's decisions
- If pilot approved by Council (with by-law), e-scooter share system(s) could start early spring 2022



Reasons to Support E-scooters

- Reduces vehicle traffic
- Reduces air pollution (replaces car trips)
- Supports transit ridership – first/last mile connections
- Increases mobility options for low-income
- Supports bike share (if designed correctly)
- Supports London's declared Climate Emergency



Other Factors to Consider

- E-scooter parking – minimize obstructions and clutter
- Sharing of multi-use pathways
- Sidewalk riding
- Collecting injury statistics from operation
- Sanitation (COVID concerns)
- Equity (subsidized rates for lower-income Londoners)
- Enforcement (operation and parking)

Definitions

- Province and City have complicated or outdated definitions for bikes, e-scooters, e-bikes, cargo e-bikes
- These need updating





AODA Alliance's Position

January 22, 2020: Open letter to all Ontario Mayors and City Councillors from provincial AODA and 11 major disability organizations outlines concerns:

- Do not opt-in to pilot
- Shared e-scooter fleets could be mis-parked on sidewalks, causing clutter, introducing barriers to accessibility
- E-scooters are very quiet and may pose a safety risk to people who are blind
- Providing parking corrals in on-street parking spaces reduces accessible parking spaces for people who require them
- Injuries and enforcement place a burden on taxpayers



Potential Solutions to Concerns

- Audible warnings for the rider and pedestrians
- Geofencing pedestrian areas and slow zones
- Onboard diagnostics & alerts for tipped scooters
- User parking verification and incentives/penalties
- Sidewalk riding detection technologies (emerging)
- High-visibility scooter colours
- Double kick-stand (less likely to topple over)
- Braille/tactile and unique identifiable numbers on e-scooters



Experience Elsewhere

- E-scooter share services have evolved fast (over 4 years)
- Internationally, hundreds of cities have e-scooter share programs, including Seattle, Santa Monica, Washington, Denver, Mexico City, Paris, Barcelona
- Ontario experience (since 2019):
 - Ottawa, Waterloo, Windsor, Toronto, York Region, Hamilton, Mississauga
- Each city's context and experience is different



What London Pilot Could Look Like

- Allow in designated areas (e.g., on some multi-use pathways, bike lanes, roads \leq 50 km/h)
- No sidewalk riding
- Reduced speeds (20 km/h) along TVP
- Low speeds (10 km/h) in high activity pedestrian areas
- E-scooter parking in “street furniture zone” and on-street parking spaces



What London Pilot Could Look Like

- Monitor and collect data (e.g., trip data, parking compliance, injury data)
- In-app and in-person education
- Fines for users violating scooter rules
- Penalties for e-scooter share system operators (mis-management)



Have Your Say!

We don't have all the answers.
We need to hear from you!

1. July 16 – comments from TAC
2. Complete the Spring online Get Involved survey or share input with:
Allison Miller, TDM Coordinator
amiller@london.ca or 519 661-2489 (x5389)

Who else should we be talking to?

We will seek additional input if Council approves pilot project

2. Cargo E-Bikes



Tricycle cargo e-bike design with enclosed cargo box at the back



Reverse tricycle design with enclosed cargo box in the front

What is a Cargo E-bike

- Large cargo e-bikes are a larger type of electric-powered bike with a platform or box to carry big items like packages and boxes for deliveries
- Can be for personal use or for commercial delivery use
- Similar, smaller e-bikes (e.g., bakfiets) are already allowed



Ontario Pilot

- Specifically for larger cargo e-bikes which do not meet the current provincial definition of e-bikes (difference is maximum weight and electric motor power)
- ON Bill 282 (MOMS Act) received Royal Assent June 3
- Pilot runs March 1, 2021 to March 1, 2026
- Rider must be at least 16 years old and wear a helmet
- Cargo e-bike must:
 - Have a traditional bicycle or tricycle design;
 - Be electric-powered with a maximum power output of 1000 watts;
 - Have a maximum power-assisted speed of 32 km/h;
 - Have pedals to propel the bicycle at all times.



London Pilot Participation

- Late Summer 2021 City Council to decide:
 - If private and commercial large Cargo e-bikes will be allowed
 - Where they can be used
 - Where they can park and parking rates (if any); and
 - Insurance needs
- Pilot requires cargo e-bikes to be parked within spots for motor vehicles or a City-designated spot
- Province will use the information gathered from municipalities to help determine if cargo e-bikes will be allowed permanently and what the rules will be

Benefits

- Reduce vehicle congestion (parked delivery trucks)
- Faster, more flexible deliveries downtown
- Reduces air pollution, especially downtown
- Take action on London's Climate Emergency
- Corporate social responsibility (healthier employees)



Other Factors to Consider

- Speed
- Parking locations off-road
- Use of multi-use pathways
- Sidewalk riding
- Enforcement





Have Your Say!

We need to hear from you!

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2. Complete the Spring online Get Involved survey or share input with:
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amiller@london.ca or 519 661-2489 (x5389)

Who else should we be talking to?

We will seek additional input if Council approves pilot project

Transportation Advisory Committee

Report

5th Meeting of the Transportation Advisory Committee
May 25, 2021

Advisory Committee Virtual Meeting - during the COVID-19 Emergency

Attendance PRESENT: D. Foster (Chair), D. Doroshenko, B. Gibson, T. Kerr, T. Khan, M. Rice and J. Bunn (Committee Clerk)

ABSENT: A. Abiola, G. Bikas, P. Moore, M.D. Ross and S. Wraight

ALSO PRESENT: Councillor P. Squire; G. Dales, J. Dann, D. Hall, P. Hohner (Stantec), C. Kochany (MTE), J. Kostyniuk, T. Macbeth, D. MacRae, A. Miller, E. Oladejo, V. Pugliese (MTE), K. Welker (Stantec), B. Westlake-Power and P. Yanchuk

The meeting was called to order at 12:17 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Windermere Road Improvements Municipal Class Environmental Assessment - PIC #1

That it BE NOTED that the presentation, as appended to the Agenda, and a verbal delegation from K. Welker, Stantec Consulting, with respect to the Windermere Road Improvements Municipal Class Environmental Assessment PIC #1, were received.

2.2 Hamilton Road and Gore Road Intersection Improvements Municipal Class Environmental Assessment

That it BE NOTED that the presentation, as appended to the Agenda, and the verbal delegation from V. Pugliese, MTE, with respect to the Hamilton Road and Gore Road Intersection Improvements Municipal Class Environmental Assessment, were received.

3. Consent

3.1 4th Report of the Transportation Advisory Committee

That it BE NOTED that the 4th Report of the Transportation Advisory Committee, from its meeting held on April 27, 2021, was received.

3.2 Municipal Council Resolution - Current Advisory Committee Appointments

That it BE NOTED that the Municipal Council resolution, from its meeting held on May 4, 2021, with respect to the Current Advisory Committee Appointments, was received.

3.3 Notice of Public Information Centre for Downtown Loop (Rapid Transit) - Phase 2 Construction

That it BE NOTED that the Notice of Public Information Centre for Downtown Loop (Rapid Transit) Phase 2 Construction, from T. Koza, Manager III, Engineering, was received.

4. Items for Discussion

4.1 Advisory Committee Review - Interim Report VI

That the following actions be taken with respect to the staff report dated May 17, 2021, related to the Advisory Committee Review Interim Report VI:

- a) the above-noted staff report BE RECEIVED; and,
- b) the above-noted staff report BE REFERRED to the Advisory Committee Review Sub-Committee for review and a report back to the next Transportation Advisory Committee meeting.

5. Deferred Matters/Additional Business

5.1 (ADDED) Notice of Planning Application - Official Plan Amendment - Housekeeping Amendment to Secondary Plans

That it BE NOTED that the Notice of Planning Application, dated May 19, 2021, from J. Lee, Planner I, with respect to an Official Plan Amendment related to a Housekeeping Amendment to Secondary Plans, was received.

6. Adjournment

The meeting adjourned at 1:49 PM.



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P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

May 26, 2021

K. Scherr
Deputy City Manager, Environment and Infrastructure

I hereby certify that the Municipal Council, at its meeting held on May 25, 2021 resolved:

That the following actions be taken with respect to the 4th Report of the Transportation Advisory Committee, from its meeting held on April 27, 2021:

- a) the ~~attached~~ Autonomous and Electric Vehicles Sub-Committee Report, dated March 22, 2021, from M. Rice, BE FORWARDED to the Civic Works Committee and to the Connected and Automated Vehicle (CAV) Strategy Project Team for review; and,
- b) clauses 1.1, and 2.1 to 2.6, BE RECEIVED. (2.1/7/CWC)

C. Saunders
City Clerk
/ap

cc: D. MacRae, Director Transportation and Mobility
J. Kostyniuk, Traffic and Transportation Engineer, Environment and Infrastructure
J. Friesen, Administrative Assistant II, Environment and Infrastructure
P. McClennan, Executive Assistant to the Deputy City Manager, Environment and Infrastructure

Report to Governance Working Group

To: Chair and Members
Governance Working Group
From: Cathy Saunders, City Clerk
Subject: Advisory Committee Review – Interim Report VI
Date: May 17, 2021

Recommendation

That, on the recommendation of the City Clerk, the following actions be taken with respect to the Advisory Committee Review:

- a) the report dated January 11, 2021 entitled “Advisory Committee Review – Interim Report VI”, BE RECEIVED; and,
- b) the Civic Administration BE DIRECTED to report back to a future meeting of the Governance Working Group with respect to feedback related to the draft Terms of Reference, attached as Appendix A to this report.

Executive Summary

The purpose of this interim report is to provide draft details for consideration, related to a proposed new advisory committee structure. This report has concurrently been provided to all current advisory committee members. It is recommended that the report be received at this time, with additional discussion at a future meeting in order to provide an opportunity for additional feedback from advisory committee members with respect to this matter.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- Finance and Administrative Services Committee, February 27, 2012
- Strategic Priorities and Policy Committee, December 16, 2013
- Strategic Priorities and Policy Committee, March 17, 2014
- Civic Works Committee, June 19, 2018
- Corporate Services Committee, November 13, 2018
- Corporate Services Committee, March 19, 2019
- Governance Working Group, August 24, 2020
- Governance Working Group, November 10, 2020
- Corporate Services Committee, April 19, 2021

1.2 Previous Council Direction

The following was resolved at the November 24, 2020 meeting of the Municipal Council:

That the following actions be taken with respect to the 2nd Report of the Governance Working Group from its meeting held on November 10, 2020:

- a) the following actions be taken with respect to the Advisory Committee Review:
 - i) the report dated November 10, 2020 entitled "Advisory Committee Review - Interim Report III", BE RECEIVED;
 - ii) the City Clerk BE DIRECTED to report back to the Governance Working Group (GWG) with respect to the next steps required to implement the revised Advisory Committee Structure, as outlined in the report noted in a) above subject to the following modifications:

- A) the proposed Environmental & Ecological Committee and Childcare Advisory Committee shall remain as Advisory Committees;
 - B) a minimum numbers of meetings will be provided for;
 - C) Experts Panels are to be clarified; and,
 - D) comments provided by the Governance Working Group with respect to the proposed revised Advisory Committee Structure be further considered;
- iii) the City Clerk BE DIRECTED to consult with the current Advisory Committees with respect to the proposals set out in the staff report subject to the modifications listed in b) above and report back to the GWG with the results of that consultation;
 - iv) the communication, dated November 8, 2020, from D. Wake regarding this matter BE RECEIVED;
- b) the City Clerk BE DIRECTED to report back to the Governance Working Group (GWG) providing an overview of other municipalities' policies and processing with respect to the handling of unsolicited petitions, and to provide draft policies and procedures for the consideration of the GWG with respect to this matter; and,
 - c) clauses 1.1 and 2.1 BE RECEIVED for information. (5.1/18/SPPC)

2.0 Discussion and Considerations

2.1 Individual Committee Structure(s)

Previous reports have reviewed options for the purpose of any given advisory group, in terms of “engagement” versus “expert advice”. Currently, and in accordance with the above-noted direction, there is not a recommendation to proceed with the establishment of any new expert panels.

This report proposes that ‘Advisory Committee’ be used as a term to define specific types of groups, such as the Environmental & Ecological Planning Advisory Committee and Childcare Advisory Committee. These two committees were specifically identified by Council to remain in the status of ‘Advisory Committee’. The membership of these committees would be more specific, although not as specialized as the requirements of membership on an ‘expert panel’.

“Community Engagement Panel” is a new term proposed for other groups that the council may convene, that have a purpose more closely related to engagement on specific matters. In the case of these committees (panels), membership would be more generalized to provide for representation of a broader nature. Individuals would be expected to have an interest in the subject matter, but specific ‘qualifications’ would not be required. The community engagement panel membership appointments could be managed differently than advisory committee appointments; these panels are proposed to encourage broad participation for all who may be interested in a particular subject matter.

2.2 Draft Terms of Reference

Attached to this report, as Appendix A, are draft Terms of Reference for the proposed committees as previously directed by Council (except for the Community Safety and Well-Being Advisory Committee). Please note that most ‘names’ associated with the proposed committees are intended for discussion purposes.

In each of the proposed Terms of Reference, the Non-Voting Resources have been updated to be as flexible as possible in order to better serve the needs of the respective committees. There are some included non-voting membership suggestions, however these are intended to be potential guidelines and it would not be expected that there

would be “appointments” of resource members or that would attendance of any resource members for all meetings.

These Terms of Reference attempt to balance the feedback received to date, which was quite broad, with the direction from Council at this time.

Legislatively Required Committees:

Community Safety and Well-Being Advisory Committee – This committee is currently outside of this advisory committee structure but is Corporately established in accordance with the applicable legislation, the *Police Services Act*. This is not included with this report.

London Planning Advisory Committee – The committee will fulfil the legislative requirement under the *Planning Act*, 1990 for the establishment of a Planning Advisory Committee and will address heritage-related matters.

Accessibility Advisory Committee – The proposed Terms of Reference has been streamlined and is primarily based on the legislative requirements.

Additional Committees/Groups:

Ecological Advisory Committee

Child Care Advisory Committee

Integrated Transportation Community Engagement Panel

Environmental Stewardship and Action Community Engagement Panel

Diversity, Inclusion and Anti-Oppression Community Engagement Panel

Animal Welfare Community Engagement Panel

3.0 Next Steps

3.1 Continued Consultation

The City Clerk’s Office will work to gather feedback on the proposed Terms of Reference provided with this report. This will include consultation with elected officials, advisory committee members and the Civic Administration to ensure this structure is appropriately aligned with the corporate structure, and that the roles are reflective of current established direction. At the same time, work will continue on the General Terms of Reference for all Advisory Committees.

3.2 Additional Considerations

Traditionally, the advisory committees have enjoyed a parliamentary structure less formal than the City Standing Committees or Council. At the same time, the parliamentary structure that is required of the advisory committees has inadvertently created difficulties for the functionality of the committees. A few examples are the quorum requirement for meetings and the lack of a member who is interested to serve as the committee Chair. Occasionally, there have also been committees that have not been as efficient as they may otherwise be, due to a lack of parliamentary procedure experience. Should there be support for the above-noted proposed structure, it would be recommended to also consider differentiating the operation of these structures in the General Guidelines for All Advisory Committees. This could include, but not be limited to, modifying the quorum requirement, and having a staff person lead the committee in more of a moderator role for the community engagement panels.

4.0 Financial Impact/Considerations

None at this time.

5.0 Conclusion

The responses received from current advisory committee members related to the previously considered structure varied significantly. This is not unlike the previous feedback that was provided in the report from March 2019, which included the previous advisory committee membership. As such, the Committee may wish to provide additional specifics for staff, to be better positioned to present an implementation plan.

Prepared, Submitted and Recommended by:

Cathy Saunders, City Clerk
Michael Schulthess, Deputy City Clerk
Barb Westlake-Power, Deputy City Clerk

Terms of Reference
London Planning Advisory Committee

Role

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

Mandate

The London Planning Advisory Committee (LPAC) shall serve as the City's municipal heritage committee, pursuant to Section 28 of the *Ontario Heritage Act*, RSO 1990, c O.18. As part of their decision making process, Municipal Council shall consult with the London Planning Advisory Committee in accordance with the *Ontario Heritage Act*, as specified through the passing of a by-law or policy, or as set out in this mandate. The LPAC shall also serve as the City's planning advisory committee, pursuant to Section 8(1) of the *Planning Act*, RSO 1990, c P.13.

The London Planning Advisory Committee reports to the Municipal Council, through the Planning and Environment Committee.

The role of the LPAC includes the following:

- to advise Municipal Council within its capacity as the City's municipal heritage committee;
- to recommend and to comment on appropriate policies for the conservation of cultural heritage resources within the City of London, including Official Plan policies;
- to recommend and to comment on the protection of cultural heritage resources within the City of London, such as designation under the *Ontario Heritage Act*;
- to recommend and to comment on the utilization, acquisition and management of cultural heritage resources within the City of London, including those that are municipally owned;
- to recommend and to comment on cultural heritage matters, agricultural and rural issues;
- to recommend and comment on various planning and development applications and/or proposals;
- to review and to comment on the preparation, development, and implementation of any plans as may be identified or undertaken by the City of London or its departments where and when cultural heritage, rural and/or agricultural issues may be applicable;
- to advise Municipal Council and comment on legislation, programs, and funding that may impact the community's cultural heritage resources and rural issues; and
- to assist in developing and maintaining up-to-date information on cultural heritage resources, and to assist in the identification, evaluation, conservation, and management of those resources on an ongoing basis through the review of documents prepared by the Civic Administration and/or local community groups.

Composition

Voting Members

The London Planning Advisory Committee shall consist of a minimum of five members to a maximum of fifteen members. Appointments to the London Planning Advisory Committee may include the following:

- Three members-at-large;
- One representative from a Youth-Oriented Organization (i.e. ACO NextGen); and,
- Where possible, appointments to LACH may include a representative of the following broad sectors or spheres of interest:
 - Built Heritage (Architecture & Conservancy Ontario London);

APPENDIX A

- o Local History (London & Middlesex Historical Society);
- o Archaeology/Anthropology (Ontario Archaeological Society, London Chapter);
- o Natural Heritage (Nature London);
- o Movable Heritage – Archives, (Archives Association of Ontario);
- o Movable Heritage – Museums & Galleries;
- o Neighbourhood Organizations;
- o Development Community (London Home Builders Association/London Development Institute);
- o London and area Planning Consultants;
- o Representative of the Indigenous Population;
- o Agricultural organizations; and
- o London Society of Architects.

Should it not be possible to represent a sector or sphere of interest on LACH after consultation with other organizations in the respective sector, member-at-large appointments may increase.

Non-Voting Resource Group

Representatives from organizations within any of the following sectors may be called upon as the LPAC determines to be necessary:

- Heritage Planner(s)/City's Planning Division;
- Culture Office;
- Post-Secondary Students; and
- London Heritage Council.

Sub-committees and Working Groups

The London Planning Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide support resources to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the LPAC and may include outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the LPAC.

Term of Office

Appointments to advisory committees shall be determined by the Municipal Council.

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the London Planning Advisory Committee. Length of meetings shall vary depending on the agenda. Meetings of sub-committees and/or working groups that have been formed by the LPAC may meet at any time and at any location and are in addition to the regular meetings of the LPAC.

Terms of Reference
Accessibility Advisory Committee

Role

The role of an advisory committee is to provide recommendations, advice and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

The establishment and role of the Accessibility Advisory Committee is mandated by the *Accessibility for Ontarians with Disabilities Act, 2005*, SO 2005, c 11.

Definitions (AODA 2005)

“the organizations” refers to:

- the City of London and may refer to the City's Agencies, Boards and Commissions, to be determined subject to the *Ontarians with Disabilities Act, 2001* (ODA 2001) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005) and its regulations. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues for a barrier-free London which may entail forwarding recommendations to the City's Agencies, Boards and Commissions and/or other outside organizations;

“barrier” means:

- anything that prevents a person with a disability from fully participating in all aspects of society because of their disability, including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice (“obstacle”);

“disability” means:

- any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- a condition of mental impairment or a developmental disability;
- a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- a mental disorder; or
- an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*; (“handicap”).

Mandate

The Accessibility Advisory Committee (ACCAC) shall advise and assist “the organizations” in promoting and facilitating a barrier-free London for citizens of all abilities (universal accessibility). This aim shall be achieved through the review of municipal policies, programs and services, which may include the development of means by which an awareness and understanding of matters of concern can be brought forward and the identification, removal and prevention of barriers faced by persons with disabilities, and any other functions prescribed under the *Ontarians with Disabilities Act, 2001* (ODA 2001), *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005) and regulations.

APPENDIX A

The Accessibility Advisory Committee reports to Municipal Council, through the Community and Protective Services Committee. The Accessibility Advisory Committee is responsible for the following:

Duties Required by the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005)

- (a) participating in the development and/or refinement of the City of London's Multi-Year Accessibility Plan, which outlines the City of London's strategy to prevent and remove barriers for persons with disabilities;
- (b) advising the City of London on the implementation and effectiveness of the City's Multi-Year Accessibility Plan to ensure that it addresses the identification, removal and prevention of barriers to persons with disabilities in the City of London's by-laws, and all its policies, programs, practices and services;
- (c) selecting and reviewing in a timely manner the site plans and drawings for new development, described in section 41 of the *Planning Act*;
- (d) reviewing and monitoring existing and proposed procurement policies of the City of London for the purpose of providing advice with respect to the accessibility for persons with disabilities to the goods or services being procured;
- (e) reviewing access for persons with disabilities to buildings, structures and premises (or parts thereof) that the City purchases, constructs, significantly renovates, leases, or funds for compliance with the City of London's Accessibility Design Standards (FADS);
- (f) Consulting on specific matters as prescribed under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005)

Other Duties

- (g) advising "the organizations" on issues and concerns (barriers) faced by persons with disabilities and the means by which "the organizations" may work towards the elimination of these barriers;
- (h) annually reviewing and recommending changes to The City of London's Facility Accessibility Design Standards (FADS) and other applicable and related policies including, but not limited to, sidewalk design, traffic signalization, public works etc.;
- (i) supporting, encouraging and being an ongoing resource to "the organizations", individuals, agencies and the business community by educating and building community awareness about measures (such as the availability of employment, leisure and educational choices) for improving the quality of life for persons with disabilities, through the removal of physical barriers, incorporation of universal design standards, and education to overcome attitudinal barriers to make London an accessible, livable City for all people.

Composition

Voting Members

A maximum of thirteen members consisting of:

- a majority of the members (minimum 7) shall be persons with disabilities as required under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005). The Committee members shall be representative of gender, ethnicity and diverse types of disabilities wherever possible; and
 - a maximum of six additional members, as follows:
 - o one member (parent) representing children with disabilities; and
 - o five members-at-large, interested in issues related to persons with disabilities
- * it being noted that these additional members may also have a disability.

Non-Voting Resource Group

Non-Voting and Resource members may be engaged as the committee deems necessary.

APPENDIX A
Staff Resources

Staff resources will be allocated as required, however the specific liaison shall be the Supervisor, Municipal Policy (AODA), or designate.

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resources or support to these groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

Term of Office

Appointments to advisory committees shall be determined by the Municipal Council.

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the advisory committee. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

Terms of Reference
Ecological Advisory Committee

Role

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

Mandate

The Ecological Advisory Committee (EAC) reports to the Municipal Council, through the Planning and Environment Committee. The Ecological Advisory Committee provides technical advice to the City of London on matters which are relevant to the City of London's Official Plan, including London's natural heritage systems as it relates to Environmentally Significant Areas, woodlands, stream corridors, etc.

The EAC works with Civic Administration, including Ecologists, and may provide advice including, but not limited to, the following matters:

- natural areas, environmental features and applicable policies which may be suitable for identification and/or recognition in the Official Plan;
- management and enhancement of the Natural Heritage System, including Official Plan Policy, Environmental Management Guidelines and other policies and practices;
- to provide advice as part of the development of Conservation Master Plans for London's Environmentally Significant Areas and in Subwatershed Studies;
- reports, projects and processes that may impact the natural heritage system, including Areas Plans, Natural Heritage Studies, Environmental Impact Studies (EIS), Subject Land Status reports, Environmental Assessments, etc.;
- projects (including City-lead) occurring within the Official Plan trigger distance for an EIS, regardless of whether or not the project includes a formalized EIS;
- technical advice, at the request of the Municipal Council, its Committees or the Civic Administration, on environmental matters which are relevant to the City's Official Plan or Natural Heritage System;
- any matter which may be referred to the Committee by Municipal Council, its Committees, or the Civic Administration.

Composition

Voting Members

Up to nineteen members of the community with an interest in the matters included in the mandate of the EAC. A professional designation, education or experience in related fields is not a requirement but is considered an asset based on the technical nature of the committee work. Areas of expertise may include the following: Biology, Ornithology, Geology, Botany, Zoology, Landscape Architecture, Forestry, Ecology, Resource Management, Hydrology, Geography, Environmental Planning, Limnology and Natural History.

Non-Voting Resource Group

Representatives such as any of the following may be called upon as the EAC determines to be necessary:

- Civic Administration, including Ecologist(s);
- Upper Thames River Conservation Authority;
- Lower Thames Valley Conservation Authority;
- Kettle Creek Conservation Authority; and
- Ministry of Natural Resources.

APPENDIX A

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

Term of Office

Appointments to advisory committees shall be determined by the Municipal Council.

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the EAC. Length of meetings shall vary depending on the agenda. Meetings of sub-committees and/or working groups that have been formed by the EAC may meet at any time and at any location and are in addition to the regular meetings of the EAC.

Terms of Reference
Child Care Advisory Committee

Role

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

Mandate

The Child Care Advisory Committee provides information, advice and recommendations to Municipal Council through the Community and Protective Service Committee on issues affecting early learning and child care of children such as, but not limited to, special needs funding, resource centres funding, wage subsidy, childcare fee subsidy and health and safety issues.

The Advisory Committee also provides an opportunity for information sharing between Municipal, Provincial and Federal social service administrations and the child care community.

Composition

Voting Members

Up to thirteen members-at-large, representing the following sectors:

- Licensed Child Care Providers (at least seven members representing the current composition of multi and single site child care and early learning sector for children from infancy through 12 years of age, including representation from the French language child care sector and the Licensed Home Child Care sector);
- Fanshawe Early Childhood Education Program;
- Ontario Early Years Child and Family Centres; and
- Informed Community Members.

Non-Voting Resource Group

At least one representative of each of the following:

Government:

- City of London, Children's Services
- Local School Boards – TVDSB, LDCSB, French Language School Boards

Community Agencies:

- Middlesex-London Health Unit
- Support Services for children with special needs

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

Term of Office

Appointments to advisory committees shall be determined by the Municipal Council.

APPENDIX A

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

Meetings

Meetings shall be held a minimum of three times annually at a date and time set by the City Clerk in consultation with the advisory committee; additional meetings may be convened as may be deemed necessary. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

Terms of Reference
Integrated Transportation Community Engagement Panel

Role

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

Mandate

The Integrated Transportation Community Engagement Panel (ITCEP) reports to the Municipal Council through the Civic Works Committee. The ITCEP will advise and support City Council in the implementation of various municipal plans, including but not limited to:

- Transportation Master Plan (TMP);
- London Road Safety Strategy (LRSS); and
- Bicycle Master Plan (BMP).

The ITCEP shall be available to the Civic Administration to provide review and feedback for initiatives related to all forms of transportation and transportation planning. This shall include, but not be limited to the following matters:

- transportation master planning studies and implementation projects carried out for the City of London;
- the long-term capital plans for pedestrians, transit, active transportation (including cycling), road and parking facilities;
- significant land use plans that affect transportation matters;
- Area Planning Studies, Secondary Plans and Official Plan reviews;
- assisting the development of new active transportation and transportation demand management policies, strategies and programs;
- advising on measures required to implement the City's commitment to active transportation, including safety features; and
- recommending and advising on new transportation planning initiatives in the context of available approved budgets and under future potential budget allocations.

Composition

Voting Members

Up to thirteen members of the community with an interest in the matters included in the mandate of the Integrated Transportation Community Engagement Panel.

Non-Voting Resource Group

Representatives from organizations within any of the following sectors/organizations may be called upon as the ITCEP determines to be necessary:

- City of London Service Areas (various);
- London Transit Commission;
- London Police Service;
- Middlesex-London Health Unit;
- Post-Secondary Student(s);
- London Middlesex Road Safety Committee;
- Canadian Automobile Association;
- Urban League of London;
- Chamber of Commerce;
- London Development Institute;
- London Cycle Link;
- Thames Region Ecological Association; and
- Cycling Club(s) – with Ontario Cycling Association membership.

Sub-committees and Working Groups

The community engagement panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the community engagement panel and may include outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the community engagement panel.

Term of Office

Appointments to community engagement panel shall be determined by the Municipal Council.

Conduct

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.

Terms of Reference
Environmental Stewardship and Action
Community Engagement Panel

Role

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

Mandate

The Environmental Stewardship and Action Community Engagement Panel reports to the Municipal Council, through the Planning and Environment Committee. The Environmental Stewardship and Action Community Engagement Panel provides input, advice and makes recommendations on environmental matters affecting the City of London.

The Environmental Stewardship and Action Community Engagement Panel is a Council resource with respect to matters such as the following:

- remedial planning toward the clean-up of contaminated areas;
- waste reduction, reuse and recycling programs;
- water and energy conservation measures;
- climate change mitigation;
- the development and monitoring of London's Urban Forest Strategy and Climate Emergency Action Plan and a resource for other related policies and strategies;
- the maximization of the retention of trees and natural areas; and
- other aspects of environmental concerns as may be suggested by the Municipal Council, its other Committees, or the Civic Administration.

Composition

Voting Members

Maximum of thirteen members consisting of individuals with an interest and/or background in environmental initiatives.

Non-Voting Resource Group

Representatives may be called upon as the Panel determines to be necessary, including from the following:

- Thames Region Ecological Association;
- Ministry of the Environment or Ministry of Natural Resources;
- Middlesex-London Health Unit;
- Thames Valley District School Board;
- London District Catholic School Board;
- Civic Administration (various);
- London Hydro;
- Local Conservation Authorities;
- Youth Representatives, including Post-secondary students;
- Institute for Catastrophic Loss Reduction, University of Western Ontario; and
- UWO Biotron.

Sub-committees and Working Groups

The Environmental Stewardship and Action Community Engagement Panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resources or support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Environmental Stewardship and Action Community Engagement Panel

APPENDIX A

as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Environmental Stewardship and Action Community Engagement Panel.

Term of Office

Appointments to Community Engagement Panels shall be determined by the Municipal Council.

Conduct

The conduct of Environmental Stewardship and Action Community Engagement Panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the Environmental Stewardship and Action Community Engagement Panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Environmental Stewardship and Action Community Engagement Panel may meet at any time and at any location and are in addition to the regular meetings of the Environmental Stewardship and Action Community Engagement Panel.

Terms of Reference
Diversity, Inclusion and Anti-Oppression Community
Engagement Panel

Role

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

Mandate

The Diversity, Inclusion and Anti-Oppression Community Engagement Panel reports to the Municipal Council, through the Community and Protective Services Committee. The Diversity, Inclusion and Anti-Oppression Community Engagement Panel is to provide leadership on matters related to diversity, inclusivity, equity and the elimination of discrimination in the City of London.

The Diversity, Inclusion and Anti-Oppression Community Engagement Panel (DIACEP) may be called upon for the following:

- to provide consultation, advice, report findings and make recommendations to City Council as necessary or at such times as Council may deem desirable, on matters of discrimination as defined by the Ontario Human Rights Code and matters related to diversity, inclusivity and equity in the City of London;
- to act as a resource for the City in the development, maintenance and refinement of policies and practices that facilitates an inclusive and supportive work environment. This includes, but is not limited to, human resource policies related to recruitment, hiring, training, and promotion that provide equitable opportunity for members of London's diverse populations;
- to participate in the development of new policies and programs or the refinement of existing ones, related to matters of discrimination, diversity, inclusivity and equity in the City of London; and
- to be a source of information to the Council on community resources available regarding issues of discrimination.

Composition

Voting Members

- ten members-at-large
- a minimum of one individual who is primarily French-speaking

Non-Voting Members

Representative from organizations within any of the following sectors may be called upon as the DIACEP determines to be necessary:

- ethno-cultural and linguistic community organizations;
- police, justice and legal services;
- age-based organizations/services;
- health care services;
- educational institutions/organizations/services;
- immigrant settlement services;
- income support organizations/services;
- employment-related agencies/organizations;
- faith-based community groups;
- LGBT groups;
- gender-based groups;
- aboriginal community groups/agencies;
- aboriginal community groups/agencies;
- persons with disabilities groups/agencies;
- race, anti-racism or anti-hate groups/organizations; and
- post-secondary students - from each of the University Students' Council, Western

Sub-committees and Working Groups

The Community Engagement Panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resource support to these sub-committees or working groups. These sub-committees and working groups shall draw upon members from the Community Engagement Panel as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Community Engagement Panel.

Term of Office

Appointments to community engagement panels shall be determined by the Municipal Council.

Conduct

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the community engagement panel may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.

Terms of Reference
Animal Welfare Community
Engagement Panel

Role

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

Mandate

The Animal Welfare Community Engagement Panel reports to the Municipal Council through the Community and Protective Services Committee. The mandate of the Animal Welfare Community Engagement Panel is to advise the Municipal Council on issues relating to animal welfare for domestic animals, urban wildlife and animals for use in entertainment, within the City of London. Farm animals do not, however, fall within the mandate of the Animal Welfare Community Engagement Panel.

The Animal Welfare Community Engagement Panel (AWCEP) will act as a resource on issues and initiatives relating to animal welfare within the City of London include animal control legislation (municipal, provincial and federal); licensing and other fees; public education and awareness programs; off-leash dog parks; adoption programs; spay/neuter programs; feral cats; discussing and understanding animals in entertainment; and enforcement.

Typical duties of the AWCEP would include:

- advising on issues and concerns faced by animals within the City of London;
- advising on opportunities that have been identified within the community to improve animal welfare;
- reviewing and making recommendations to the Community and Protective Services Committee on solutions to improve animal welfare in the City of London;
- supporting, encouraging and being a resource to the Municipal Council and the Civic Administration

Composition

Voting Members:

A maximum of thirteen voting members consisting of individuals with an interest or background in animal welfare.

Representatives from the following organizations or categories are desirable:

- Friends of Captive Animals;
- London Dog Owners Association;
- Wildlife Rehabilitator, including naturalists with either educational credentials or active involvement with wildlife through an organization;
- Animal Rescue Group;
- Veterinarian or Veterinary Technician; and
- Local Pet Shop Owner.

APPENDIX A

Non-Voting Resource Group:

Representative from organizations within any of the following sectors may be called upon as the AWCEP determines to be necessary:

- Civic Administration (various departments);
- Middlesex-London Health Unit;
- Upper Thames River Conservation Authority;
- Ministry of Natural Resources; and
- student representatives.

Sub-committees and Working Groups

The community engagement panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resources or support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the community engagement panel as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Community engagement panel.

Term of Office

Appointments to community engagement panels shall be determined by the Municipal Council.

Conduct

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the community engagement panel may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.