

City of Belleville

Report No: GMTOS-2023-TAC-02

Meeting Date: January 23, 2023



To: Mayor and Members of Council
Department: Transportation & Operations Services
Staff Contact: Joseph Reid, General Manager

Subject: Transit Advisory Committee Terms of Reference and Meeting Dates

Recommendation:

That the Committee receives report GMTOS-2023-TAC-02, and provide staff with direction on proposed dates for 2023

Strategic Plan Alignment:

Transportation and Mobility: Develop a viable, affordable and accessible public transit system that addresses the needs of our citizens

Background:

As per the Terms of Reference for the Committee (attached), the committee meets monthly or at the call of the Chair. Historically, meetings have been held on the 3rd Wednesday of the month, but due to other conflicts with some committee members a new dates need to be identified.

Financial/Analysis:

N/A

Conclusion:

It is recommended that the committee receives report GMTOS-2023-TAC-02, and provides staff direction on proposed dates for 2023.

Attachments:

[Transit Operations Advisory Com-March 2019 Revisions DRAFT](#)

Approved by:

Joseph Reid, General Manager

Status:

Approved - 20 Jan 2023

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TRANSIT OPERATIONS ADVISORY COMMITTEE
TERMS OF REFERENCE
Effective December 1st, 2008

Ref TAC

Approved by City Council (as amended): **September 22, 2008** (originally approved March 26, 2007)

Mandate:

The mandate of the Transit Advisory Committee is to:

- Review the transportation (transit) services in the City in terms of efficiency, effectiveness, and accessibility for all citizens
- Provide recommendations to Council and staff on proposed or preferred modifications to transit services

Committee Structure: Seven (7) voting members consisting of:

- 3 Members of Council
- 4 Citizen appointees
- 1 Loyalist College Representative – NON-voting

Staff Support:

- Administrative support provided through Transportation and Operations Services
- General Manager – Transportation and Operations Services
- Transit Operations Manager
- Transit Operations Staff as Required

Meeting Schedule:

Monthly or as necessary, at the call of the Chair, meeting time to be set by Committee

Other (Goals):

1. Review and monitor the existing system and the organization via monthly statistical reports and quarterly status reports to recognize and report on identified strengths and weaknesses.
2. Review the approved City of Belleville Accessibility Plan and develop recommended implementation strategies for fully accessible transportation services that are aimed at maximizing service while minimizing the cost of the service.
3. Identify and address opportunities to receive input from the users and non-users of the system to encourage maximum usage, and from the operators (drivers) of the system to encourage team-work and commitment.
4. Review and monitor the infrastructure to ensure the levels of service offered can be met and customer needs can be accommodated i.e. vehicles, fare collection equipment, facilities, communications services, support services, etc.