

<p>1. TRANSPORTATION COMMITTEE TERMS OF REFERENCE MANDAT DU COMITÉ DES TRANSPORTS</p>
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COMMITTEE RECOMMENDATION

That Council approve its Terms of Reference, as outlined in this report and attached as Document 1.

RECOMMANDATION DU COMITÉ

Que le Conseil approuve son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.

DOCUMENTATION / DOCUMENTATION

1. Committee Coordinator's report, Office of the City Clerk and Solicitor, dated 20 February 2019 (ACS2019-CCS-GEN-0025)

Rapport de la coordonnatrice du comité, Bureau du greffier municipal et l'avocat général, daté le 20 février 2019 (ACS2019-CCS-GEN-0025)

Report to
Rapport au:

Transportation Committee
Comité des transports
1 March 2019 / 1er mars 2019

and Council
et au Conseil
6 March 2019 / 6 mars 2019

Submitted on February 20, 2019
Soumis le 20 février 2019

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Ward: CITY WIDE / À L'ÉCHELLE DE LA File Number: ACS2019-CCS-GEN-0025
VILLE

SUBJECT: TRANSPORTATION COMMITTEE TERMS OF REFERENCE

OBJET: MANDAT DU COMITÉ DES TRANSPORTS

REPORT RECOMMENDATION

That the Transportation Committee recommend Council approve its Terms of Reference, as outlined in this report and attached as Document 1.

RECOMMANDATION DU RAPPORT

Que le Comité des transports recommande au Conseil d'approuver son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.

BACKGROUND

At its meeting of December 5, 2018, Ottawa City Council considered a report titled 2018-2022 Council Governance Review (ACS2018-CCS-GEN-0028). In approving this report, Council approved "That the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2019 for consideration and recommendation to Council for approval." Accordingly, this report is presented to the Transportation Committee for its consideration and approval.

DISCUSSION

The 2018-2022 Council Governance Review report recommended the following changes to the mandate of the Transportation Committee:

- That Front-Ending Agreements relating to transportation matters will be considered by Planning Committee, which is the traditional routing for such agreements.

Planning Committee's Terms of Reference specifically describe the Committee's carriage on issues pertaining to the *Development Charges Act* and *Development Charges By-law*. Since Front-Ending Agreements are tied to specific planning/development files, and are always associated with development charges, these types of developer contracts would remain under the authority of Planning Committee – regardless of whether they are related to transportation.

Pursuant to Council's approval of the above-referenced change, the Terms of Reference for the Transportation Committee have been amended so that bullet 6 under the heading "General Responsibilities" has been removed:

~~"6. Review and make recommendations to Council on all front ending agreements pertaining to items within the mandate of this Committee."~~

Corresponding changes are being proposed to the Terms of Reference of the Planning Committee

Other minor amendments are recommended by departmental staff to reflect the City's current organizational structure, nomenclature and operational processes.

The draft revised Terms of Reference for the Transportation Committee are attached at Document 1.

RURAL IMPLICATIONS

There are no specific rural implications associated with this report.

CONSULTATION

As part of the preparation for the 2018-2022 Council Governance Review report, the City Clerk and Solicitor consulted with elected representatives, citizen members of the Transit Commission, Chairs and Vice-Chairs of Advisory Committees, the Extended Senior Leadership Team, as well as staff in the City Clerk's Branch, Legal Services and the City Manager's Office who work most closely with the legislative process.

The public was notified of this report through the meeting advertisement in community newspapers and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a city wide report.

ADVISORY COMMITTEE(S) COMMENTS

There are no associated Advisory Committee comments.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendation contained in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TERM OF COUNCIL PRIORITIES

This report supports the Term of Council Priority related to Governance, Planning and Decision Making.

SUPPORTING DOCUMENTATION

Document 1 – Draft Transportation Committee Terms of Reference (proposed changes are underlined for ease of reference)

DISPOSITION

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Transportation Committee to be implemented by the Office of the City Clerk and Solicitor.

Document 1

TRANSPORTATION COMMITTEE

Terms of Reference

The Transportation Committee is responsible for overseeing all issues related to the City's transportation planning and infrastructure in accordance with the Transportation Master Plan, including pedestrian and cycling networks, long-term planning of the rapid transit network, parking operations, road production and maintenance, traffic operations and mitigation methods, fleet maintenance and operations, designated truck routes, streetlights, sidewalks, street signage and furniture, and snow removal.

MEMBERSHIP

Membership of the Transportation Committee shall consist of Members of Council, as approved by Council. The Mayor is an *ex-officio* member.

GENERAL RESPONSIBILITIES

The Transportation Committee shall:

1. Be responsible directly to Council for those items related to transportation issues emanating primarily from:
 - a) The Planning, Infrastructure and Economic Development Department
 - b) The Transportation Services Department (except for transit operational and customer service matters);
 - c) The Public Works and Environmental Services Department;
 - d) Advisory Committees or Sub-committees that are within the area of responsibility of the Transportation Committee; and
 - e) Local boards, agencies and corporations that are created by, and report to, this Committee.
2. Have the authority to hear briefings on litigious matters related to transportation issues and to give direction to the City Clerk and Solicitor on such matters where it is consistent with current Council direction or policy.

3. Subsequent to the approval of the budget, consider, for recommendation to Council, all operating and capital budget adjustments pertaining to items within the Committee mandate.
4. Consult with the Agricultural and Rural Affairs Committee on issues having an effect on the City's rural residents and businesses, or relating to items of interest for the agricultural and associated industries.
5. Receive reports from staff regarding the exercise of delegated authority (By-law 2016-369) on items within the Committee's mandate.
- ~~6. Review and make recommendations to Council on all front-ending agreements pertaining to items within the mandate of this Committee.~~
7. Receive delegations from the public and hold public hearings as required by statute and Council.
8. Address all matters related to, and arising from, Advisory Committees or Sub-committees under the Standing Committee's responsibility and that are in line with the established Committee and Council Strategic Plans.
9. Review and recommend to Council revisions to the Transportation Committee Terms of Reference, as required.
10. Recommend to Council, the City of Ottawa's participation in federal or provincial cost-sharing programs for matters within the mandate of the Committee.
11. Monitor federal and provincial legislation with a distinct impact on transportation matters.
12. Have the delegated authority to decide matters that are consistent with the application of federal and/or provincial statutes and/or regulations.
13. Recommend to Council proposed by-laws that are under the Committee's jurisdiction.
14. Recommend for approval by Council, the membership and participation of its Members as municipal representatives in relevant public associations and other government organizations, such as the Ontario Good Roads Association (OGRA).

15. Pursuant to the *Delegation of Authority By-law* (Section 10 – Conferences and Conventions), approve Councillors' travel and attendance at conferences that are related to the Committee's mandate.

SPECIFIC RESPONSIBILITIES

The Transportation Committee shall:

1. Facilitate the development and maintenance of a safe and efficient transportation network for residents that focuses on the following objectives:
 - a) Provide a range of modal choice, including walking and cycling, in all areas of the City, and encourage residents to choose alternatives to driving;
 - b) Move people and goods efficiently and in a manner that promotes a healthy environment and safe communities;
 - c) Develop a system that is adaptable to emerging and probable changes in technology and capable of expansion to accommodate growing needs;
 - d) Identify and consider the full costs and benefits of transportation alternatives to maximize economic sustainability of the transportation system;
 - e) Minimize disruption and inconvenience to established and future neighbourhoods;
 - f) Ensure high quality of operations and maintenance that supports overall transportation objectives.
2. Ensure co-ordination and consultation with other Standing Committees and departments where responsibilities overlap on transportation matters and on issues relevant to the mandate of more than one Committee.
3. Recommend to Council new transportation policies or revisions to existing ones.
4. Provide direction to staff for the implementation of the transportation goals outlined in the Official Plan and Transportation Master Plan documents.
5. Oversee and make recommendations to Council on the update of the Transportation Master Plan as required by the Province, including the legislative process and methods for public consultation.

6. Recommend to Council modifications to the road network and other transportation infrastructure, based on priorities identified in the Transportation Master Plan, with the objective of encouraging the desired modal splits, preventing unacceptable congestion, and minimizing neighbourhood traffic infiltration and air pollution.
7. Recommend to Council ways to manage the City's transportation system so that it minimizes environmental impacts, including effects on water resources and vegetation, the reduction of greenhouse gas emissions and potential for noise pollution.
8. Monitor and ensure the City's adherence to the provincial and federal requirements for Environmental Assessments, including the implementation of the public notification and consultation process.
9. Receive and provide direction to staff on Statement of Work reports relating to Environmental Assessments concerning the planning and design of the entire transportation network, including transit infrastructure.
10. In collaboration with the Transit Commission, review and make recommendations to Council on transit infrastructure matters, such as rapid transit corridors and traffic management, so as to achieve the transit goals of the City's Official Plan and the Transportation Master Plan.

Roads and Traffic

11. Recommend to Council revisions to levels of service for road maintenance.
12. Monitor traffic-management programs, projects and activities carried out by staff and make recommendations to Council on improvements to optimize traffic flow, including the potential use of emerging technologies.
13. Make recommendations to Council on the implementation of a comprehensive Road Safety Plan to improve the safety of road users through engineering, education and enforcement.
14. Oversee and make recommendations to Council on the efficient operation of the City's roads and intersections.
15. Monitor and make recommendations to Council on the Area Traffic Management process to address community concerns about resolving ongoing traffic issues.

Walking and Cycling

16. Oversee the implementation of the Pedestrian Plan and Cycling Plan, as outlined in the Transportation Master Plan, and recommend any modifications to Council to further address the needs of pedestrians and cyclists, and to encourage walking/cycling as attractive travel alternatives.
17. Oversee and provide recommendations to Council on the planning and maintenance of all cycling/pedestrian infrastructure, including pathway repairs, lighting provisions and safety.
18. Make recommendations to Council on the development and implementation of the Urban Cycling Transportation Network for safe and efficient on-road cycling.
19. Be responsible to Council for the continued collaboration with the National Capital Commission on the development and maintenance of the multi-use pathway system.

Parking

20. Oversee and make recommendations to Council on the City's parking operations and programs, including on- and off-street parking facilities, meter rates and administration.
21. Recommend new or revised parking by-laws, policies and guidelines to City Council.
22. Oversee and make recommendations to Council on the enforcement of parking restrictions to ensure a safe and efficient street network for residents.
23. Make recommendations to Council on the City's Parking Management Strategy to maximize the benefits of short-term parking, limit the availability of long-term parking, and minimize land consumption by parking facilities.