



Honoraria for the Advisory Committee on Accessible Transit (ACAT)

Date: October 29, 2024
To: TTC Board
From: Chief Transportation and Vehicles Officer

Summary

This report recommends that the TTC's Advisory Committee on Accessible Transit (ACAT) members receive an honorarium consistent with the honoraria provided by the City of Toronto for members of its advisory committees.

ACAT provides a mechanism for ongoing public participation in decisions affecting accessible public transit in Toronto. The Committee is comprised of volunteer members and reports to the TTC Board. Meetings are held once per month or 12 times per year.

Recommendations

It is recommended that the TTC Board:

1. Approve honoraria for participation on the Advisory Committee on Accessible Transit (ACAT), as follows:
 - a. \$750 per year per member; and
 - b. \$35 to the Vice Chair per meeting attended.

Financial Summary

The 2024 Operating Budget, approved by the TTC Board on December 20, 2023, and by City Council on February 14, 2024, provides \$6,600 to fund the ACAT honoraria portion of the Wheel-Trans Customer Service Budget. The budget amount included a provision of \$5,700 in anticipation of an increase in honoraria rates.

Under the current Terms of Reference, the annual honoraria is \$900, comprised of honoraria of \$75 to the ACAT Chair for each meeting attended. No other committee member is provided an honoraria under ACAT's current Terms of Reference. Each volunteer committee member is offered the option to select either an annual TTC Monthly Pass or have their travel costs for

ACAT-related business reimbursed via a Monthly Expense Log provided by the TTC. The TTC Monthly Pass value is \$156/month for an adult fare.

With ACAT being an integral part of Wheel-Trans Customer Service initiatives, this report recommends the proposed changes as summarized below:

- Each member (15, including Chair and Vice-Chairs) is to receive \$750 annually as a one-time honorarium.
- Vice-Chairs (two) to receive \$35 per meeting attended, to a maximum of \$420. This is in addition to the honoraria provided to all ACAT members.
- Chair (one) to continue to receive \$75 per meeting attended, to a maximum of \$900 annually. This is in addition to the honoraria provided to all ACAT members.

With the proposed changes, the projected annual honoraria in 2024 will be \$3,923, representing an under-expenditure of \$2,678 compared to the 2024 Operating Budget allocated for this purpose. The honoraria in 2025 will total \$12,990, representing an incremental budget impact of \$6,390 to the 2024 Operating Budget, as summarized in Table 1 below. The additional funding requirement of \$6,390 will be addressed through the TTC’s 2025 Operating Budget submission, should the proposed changes be approved.

Table 1: Annual Honoraria Budget and Projected Costs

	Annual Honoraria
Current Honoraria	
2024 Projection	\$ 900
2024 Budget	\$ 6,600
Variance	\$ (5,700)
New Proposed Honoraria	
2024 Projection*	\$ 3,923
2024 Budget	\$ 6,600
Variance	\$ (2,678)
Budget Impact under New Honoraria	
2025 Budget	\$ 12,990
2024 Budget	\$ 6,600
Incremental Budget Impact	\$ 6,390

* Assuming the amendment is effective October 1, 2024

The Chief Financial Officer has reviewed this report and agrees with the financial summary information.

Equity/Accessibility Matters

ACAT was established in 1992 to provide a mechanism for ongoing public participation in matters about accessible public transit in the city of Toronto. These matters include removing barriers to accessibility and improving the customer experience for persons with disabilities and seniors. ACAT is comprised of 15 members, of which at least eight must meet the definition of disability under the Ontario Human Rights Code. Several kinds of disabilities may be represented by these persons, including but not limited to physical or mobility, visual, hearing, communication, learning, mental health (psychological/psychiatric), cognitive, and intellectual/developmental.

In consultation with the TTC's Racial Equity Office, the application and recruitment process were updated to attract candidates with intersectional identities, including those from the Indigenous and Black communities and a broader range of racialized people with disabilities.

Decision History

At the June 27, 2024 ACAT General Meeting, members voted on and approved the proposed changes to the honoraria that is provided. Moving forward, the ACAT Vice Chairs will receive a honoraria per meeting attended and all ACAT members will receive an honoraria, beginning in 2025.

[407 - ACAT General Meeting Minutes - June 27, 2024](#)

Issue Background

Reporting to the TTC Board, ACAT's role is to:

- Represent the needs and concerns of persons with disabilities and seniors who use TTC services.
- Provide advice to the TTC Board and TTC staff on the provision of accessible public transit.
- Advise the TTC on policy issues for service pertaining to the interest of persons with disabilities and seniors.
- Support TTC staff in providing consultation, education, and advice related to persons with disabilities, seniors, and the community at large.

The City of Toronto has a Remuneration Policy for City Agencies, Boards, Commissions, and Corporations. The policy principles include:

- Public service is implied in any citizen appointment by the City of Toronto and therefore any remuneration that may be paid is not expected to be competitive with the marketplace.
- Where paid, remuneration for citizen appointees to City Agencies, Boards, and Commissions should reflect the level of responsibility, the necessary qualifications, the frequency of meetings, and amount of preparation required.

Historically, the Terms of Reference for Council Advisory Bodies (CABs) have specified that no remuneration would be provided to public members as per principle eight of the Policy: “No remuneration will be paid to members of advisory committees, task forces, or boards of Business Improvement Areas, Arena Boards and Community Centres.”

At its meeting on January 28, 2021, City Council considered a report to introduce and implement honoraria for CABs.

[Honoraria for Public Members of Council Advisory Bodies \(toronto.ca\)](#)

To align with City policies and guidelines, ACAT’s 15 members have inquired about creating uniformity among this advisory committee and the City of Toronto’s advisory committees in terms of honoraria received. Adjustments have been made to provide ACAT members with a yearly honoraria, similar to what the City of Toronto advisory committees receive. Additionally, an honoraria per meeting attended has been included for the ACAT Vice Chairs.

Currently, ACAT members do not receive an honoraria. However, they have the option to receive a TTC Identification Card that is used as a TTC Monthly Pass.

Comments

At the start of 2024, TTC staff worked collaboratively with the ACAT Executive Committee to develop revisions to the [ACAT Terms of Reference](#), where the honoraria is outlined, to ensure that the Committee continues to function effectively on an ongoing basis with clear outlines of responsibilities.

ACAT unanimously approved a motion at their meeting on June 27, 2024, recommending to the Board that the ACAT Terms of References be amended to address the following matters:

- a. Updates made to the honoraria received by ACAT Chair, Vice Chairs, and members.

Additionally, an extensive review of City of Toronto advisory committees and other transit agency committees was performed to ensure that ACAT receives a comparable honoraria. After the TTC’s review, it was decided that ACAT will receive an honoraria that is the same as the Toronto Accessibility Advisory Committee’s (TAAC) which is \$750 per year.

Lastly, it is important to note that all ACAT members have the option to select either an annual TTC Monthly Pass or have their travel cost for ACAT-related business reimbursed via a Monthly Expense Log approved by the TTC. The value of a TTC Monthly Pass is \$156/month for an adult fare. Although not an honoraria, this is an added benefit of ACAT membership.

Next Steps

Subject to the approval of the report recommendations, staff will make the required amendments to the ACAT Terms of Reference. The honoraria additions will take effect in January 2025.

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Signature

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