

**Transportation Standing Committee**  
**June 23, 2011**

**TO:** Chair and Members of the Transportation Standing Committee

**SUBMITTED BY:**

  
Richard Butts, CAO

**DATE:** June 21, 2011

**SUBJECT:** Taxi & Limousine Advisory Committee

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**SUPPLEMENTARY REPORT**

**ORIGIN**

The motion of Regional Council of April 15, 2011 regarding the report and recommendations of the Transportation Standing Committee in regard to the Taxi & Limousine Advisory Committee and Administrative Order #38.

*That this matter be referred to the CAO for review, and for the CAO to report back to the Transportation Standing Committee.*

**RECOMMENDATION**

That the Transportation Standing Committee advance the recommendation to Regional Council to:

- 1) Repeal Administrative Order #38 Respecting the Creation of a Taxi & Limousine Advisory Committee, and
- 2) Provide direction to me as CAO to have staff of Community Projects, Halifax Regional Police constitute an Industry/Staff Liaison Committee with revisions to the proposed Terms of Reference as outlined in Attachment A of this supplementary report.

## **BACKGROUND**

In a meeting with staff the background respecting Administrative Orders #38 and #39 were reviewed, as was the recommendation to repeal Administrative Order #38 – Regarding the Taxi & Limousine Advisory Committee, along with the basis for the recommendation to move to an industry/staff liaison group and the rationale for the proposed membership of the liaison group.

The concern expressed to my office was that the proposed membership of the liaison group may be too large to be effective. In keeping with direction from Regional Council those concerns were considered.

## **DISCUSSION**

The recommendations of the Transportation Standing Committee are, in my view, in keeping with appropriate accountability for oversight of the By-laws and Administrative Orders related to the Taxi & Limousine Industry in HRM.

The objectives in constituting an industry liaison group would be:

- To ensure a strong service focus to the industry
- To ensure the industry continues as an integral and healthy part of HRM's transportation system

To address those objectives it is important to provide the opportunity for the liaison group to be as effective as possible and not represent such diverse interests that it loses focus.

In keeping with that direction staff has proposed to revise the membership of the liaison group to include primarily industry and citizen/users, including a representative from the Accessibility Advisory Committee and the accessible taxi industry.

Staff of Community Projects, Halifax Regional Police Service have been in contact with stakeholders such as the Halifax International Airport Authority, TIANS and representatives of the hotel industry and have assured them that stakeholder consultations will not be negatively impacted by the proposed amendments to the liaison group.

In advancing that recommendation I have no concerns that a robust consultation process will be followed when staff brings forward recommendations to Regional Council on amendments to the By-laws and Administrative Orders related to Taxi & Limousine services in HRM.

## **BUDGET IMPLICATIONS**

There are no budget implications to this report.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

**COMMUNITY ENGAGEMENT**

N/A

**ALTERNATIVES**

- 1) To advance to Regional Council the initial recommendations of the Standing Committee
- 2) To advance to Regional Council the revised Terms of Reference and Recommendation contained in this report.
- 3) To propose to Regional Council any alternative recommendation/s.

**ATTACHMENTS**

Attachment A – Revised Proposed Terms of Reference of the Taxi & Limousine Liaison Group

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A copy of this report can be obtained online at <http://www.halifax.ca/boardscom/index.html#standing> then choose the appropriate Standing Committee and meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Cathy J. Mellett, Municipal Clerk ph.: 490-6456 email [melletc@halifax.ca](mailto:melletc@halifax.ca)

Reviewed by: Andrea Macdonald, Manager, Animal and Taxi/Limousine Services, Community Projects, HRP

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# Proposed Terms of Reference (as revised) – Attachment A

## Taxi & Limousine Liaison Group

### Mandate:

The Taxi & Limousine Liaison Group develops and maintains business processes, business practices, and legislation which facilitate a positive, productive working relationship between staff of Community Projects, HRP, Taxi & Limousine Industry and related stakeholders. The focus of which shall be the impact on the “common client”, the citizens, businesses and visitors to the Halifax Regional Municipality.

### Guiding Principle:

**Client Focus:** all participants maintain a focus on the impact of the practises and legislation on the “common client”, the Taxi and Limousine users.

**Clarity:** ensures the industry knows their roles and responsibilities; HRM's business practices and regulations promote services to the “common client”.

**Efficiency:** realizing maximum benefits with minimal resources and regulation.

**Effectiveness:** providing the highest degree of client service.

**Accountability:** identifying what the “common client” expects from HRM staff and industry.

**Consistency & Fairness:** in terms of approach, practises and regulations throughout HRM.

### Responsibilities:

- Promotes and encourages a safe, accessible, friendly and professional service to the “common client”.
- Promotes and encourages an adequate level of service which meets the demands of the “common client” and visitors to the Halifax Regional Municipality.
- Promotes a standard for quality service and professionalism.
- Provide advice to Community Projects staff, respecting business practices, processes and legislation.

### Membership:

- Community Projects Staff
- One member who is a Taxi Broker
- One member who is a taxi driver and taxi owner from Halifax zone
- One member who is a taxi driver and taxi owner from Dartmouth zone
- One member who is a taxi driver and taxi owner from County zone
- One member who is a limousine driver and limousine owner
- One member who is an accessible taxi driver and accessible taxi owner
- Three members who are citizens at large and users of the taxi and /or limousine industry in HRM (a citizen from each zone if possible) and who do not have a financial interest in the taxi or limousine industry.
- One member who is a representative from HRM's Accessibility Advisory Committee

## Proposed Terms of Reference (as revised) – Attachment A

### Administrative:

Group meetings can be held quarterly at a regular time and place, or as agenda items warrant. Any additional meetings can be scheduled as required. Notice of meetings, agendas and related information will be circulated to the group by Community Projects, of HRP, one week in advance of the meeting. Minutes of the meeting will be the responsibility of the committee and will be circulated to group members only.

(Date approved)