

Mobilizing Justice

Community and Equity Advisory Table Annual Report, 2022–2023



**MOBILIZING
JUSTICE** _____

Towards Evidence-Based
Transportation Equity Policy

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Foreword: Steven Farber, Mobilizing Justice Project Director and Co-Chair, Community and Equity Advisory Table

In the pursuit of creating a more equitable and just transportation system, we quickly realized that to accomplish our mission effectively, we needed to ensure that the voices and needs of diverse communities across the country were not only heard but actively integrated into our decision-making processes. It became apparent that a structural change to our governance model was necessary. While our leadership committee was diverse in many ways, it often lacked the lived experiences crucial to understanding and addressing the challenges of transport poverty. The Mobilizing Justice Community and Equity Advisory Table (CEAT) emerged as our solution to this pressing problem.

The CEAT represents a pivotal anchor in our project's story – a testament to our commitment to inclusion and equity. In the pages of this report, you will find a detailed account of our initiative, from inception to realization. We share not only the challenges we faced but, more importantly, the innovative solutions we devised to address them. It is our hope that this report will serve as a guide, inspiring others who seek to establish similar initiatives and demonstrating the immense impact such endeavors can have on communities.

As I share the details of the Mobilizing Justice partnership with audiences around the world, I am continually struck by the keen interest people have in the CEAT model. They ask questions such as: "How was it set up? What principles underpin its success? How has the CEAT experience influenced your work?" This report provides us with an opportunity to delve into these questions, offering insights and lessons learned that can benefit initiatives worldwide.

I would be remiss not to express my deep gratitude to those who have made the CEAT possible. The Mobility Network at the University of Toronto deserves special recognition for their funding support for this initiative. I extend heartfelt thanks to each member of the CEAT, whose dedication and passion have been the driving force behind our progress. Our Facilitator, Chanel Grenaway, and our Co-Chair, Pamela Spurvey, have provided invaluable leadership, guidance, and inspiration.

I am also profoundly moved by the enthusiasm our researchers have brought to the initiative. Their commitment to community engagement sets an inspiring example for our broader partnership and for the trainees working across our collaborations.

In conclusion, I encourage you to explore the following pages, where you will find the story of the CEAT unfolding. It is my hope that the experiences, principles, and innovations outlined herein will provide valuable insights for your own efforts in advancing justice, equity, and community engagement. Together, we can contribute to the ongoing transformation to a more inclusive and just transportation sector.

Prof. Steven Farber



Foreword: Pamela Spurvey, Community Co-Chair, Community and Equity Advisory Table

My name is Pamela Spurvey and I am the Co-Chair of the CEAT. When the ask went out for a Co-Chair, I saw this as an opportunity for growth. When I started to attend the MJ leadership meetings, I was unsure of what my voice could bring to the table. I was nervous because I was in meetings with people who held significant roles in their communities. They showed me patience and supported me to understand their roles and why the subject of transit poverty was so important to them.

One of the biggest highlights of being a Co-Chair was being able to meet everyone on the leadership team in person for two days of knowledge sharing and creating supportive changes for the projects they were all part of. I could hear the impact of the CEAT members' voices throughout the National Survey on Transport Poverty, the online interactive map, and so much more. When you incorporate lived and living experience voices into the projects and the decision making it ensures the community voices are heard and valued. You create connection and inclusion when you bring all voices together. The team even did an anonymous survey with the CEAT to gather feedback on the meeting processes, practices, and content to date. This again showed we mattered. They even offer a honorarium that shows they value our voices and time commitment.

Pamela Spurvey

About this Annual Report

The following report was funded by Mobilizing Justice (MJ). It is based on the following sources:

- Anonymous questionnaire sent to all 2022–2023 members of the Community and Equity Advisory Table (CEAT)
- Anonymous questionnaire sent to all researchers who presented at the CEAT in 2022–2023
- Interviews with:
 - Pamela Spurvey, CEAT Community Co-Chair
 - Chanel Grenaway, Facilitator (Chanel Grenaway & Associates)
 - Matthew Palm, initial MJ Research Coordinator and now Co-Lead, Innovative Pilots & Policies
 - Steven Farber, MJ Project Director and CEAT Co-Chair, and Jasmine Mohazab, MJ Project Manager
- CEAT agendas and covering memos
- CEAT Terms of Reference
- Other MJ documents

Interviews and writing by Dylan Reid, with contributions from Ignacio Tiznado-Aitken, MJ Research Coordinator.

Layout by Dylan Reid based on a template by Mobilizing Justice.

About Mobilizing Justice (MJ)

Transportation barriers limit many Canadians' ability to get to work, access healthcare, use public services, and participate in public life. These limitations harm individuals' health, wellbeing, and ability to thrive. Transportation barriers will worsen social inequalities as population growth, gentrification, and unaffordability continue to push less affluent residents to the peripheries of cities, where governments have found it difficult to provide effective public transit, walking, and bicycling infrastructure. The COVID-19 pandemic magnified these problems, with disparate impacts of the disease reinforcing many prevailing urban inequalities.

Mobilizing Justice (MJ) is a 5-year Canada-wide multidisciplinary and multi-sector research partnership that aims to understand and address transport poverty in Canada and to improve the well-being of Canadians at risk of transport poverty. The partnership includes academics, government agencies, transportation companies, and non-profit organizations. The project is funded by a grant from the Social Sciences and Humanities Research Council of Canada and is based at the University of Toronto Scarborough. The Project Director is Prof. Steven Farber.

Launched in 2021, MJ consists of 6 working groups, each one co-led by an academic and a practitioner. The first three are classified as "Activities" and the last three are "Themes."

- National Survey of Transport Poverty
- Data Driven Equity Standards
- Innovative Pilots & Policies
- Prioritizing Populations
- Transportation Modes
- Equitable Community Planning and Engagement

Find out more about Mobilizing Justice at mobilizingjustice.ca.



Social Sciences and Humanities
Research Council of Canada

Conseil de recherches en
sciences humaines du Canada

Canada

About the Community and Equity Advisory Table (CEAT)

The Community and Equity Advisory Table (CEAT) consists of 15–20 individuals chosen for their lived experience of transportation equity issues, both through their personal experiences and through their advocacy, volunteering, and work experience. Priority was given to applicants from equity-seeking communities (such as BIPOC, LGBTQ2S+, and disability communities) and to applicants who could ensure a balance of representation from all regions of Canada.

The goal of the CEAT is to provide researchers with the perspective of and insights from the lived experience of transportation equity. The CEAT is considered a partner and co-creator in the development of Mobilizing Justice's (MJ) research projects. In recognition of their expertise and the time they are devoting to the CEAT, all members are paid for their participation.

The CEAT was launched with an orientation session in June 2022 and a first regular meeting in July 2022. Meetings are held every two months, online using Zoom. The CEAT is led by a Mobilizing Justice Co-Chair (Prof. Steven Farber) and a Community Co-Chair from among the CEAT's members (Pamela Spurvey). The meetings are chaired by an external Facilitator (Chanel Grenaway). At each meeting, researchers from MJ present their project, and the members of the CEAT provide their insight and advice to guide the work.

The CEAT is supported in part by funding from the University of Toronto Mobility Network.



First Steps: Key Decisions in Establishing the Community and Equity Advisory Table

A great deal of thought and preparation went into establishing the Community and Equity Advisory Table (CEAT). A notable achievement of the CEAT's first year was the intentional and inclusive approach taken in its creation. Several significant decision points shaped how it would work.

ESTABLISHING A DEDICATED EXPLORATORY COMMITTEE

Within six months of establishing the Mobilizing Justice (MJ) partnership, it was clear to the leadership that there was a gap in terms of having a community voice informing the work that the partnership was undertaking.

The leadership formed an exploratory committee to focus on determining how to incorporate that community voice into the partnership. The committee included the Research Coordinator at the time from the MJ staff, Matthew Palm, two academic researchers, Orly Linovski and Michael Widener, and a practitioner, Howaida Hassan from the City of Edmonton.

CREATING A TABLE OF INDIVIDUALS

Many possible models can be used for incorporating community insight into projects. The exploratory committee worked with the Equity, Diversity and Inclusion Office at the University of Toronto Scarborough, who had experience working with community in Scarborough, to learn from their insights.

Local projects can reach out into the community, but that was not feasible for multiple projects with a national scope. Another option is to hire coordinators to connect with community and advocacy groups and organizations, but that works best when seeking support for a set of established proposals, whereas MJ was focused on early stage research.


In the end, the committee decided to go with a “lived experience” model, similar to what some municipal governments use. It would be an advisory table of individuals with lived experience of transportation poverty and of work in communities experiencing transportation poverty, who could bring their own experience and knowledge base to bear on MJ's initiatives.

CO-CREATION MODEL

MJ was determined that the CEAT would be considered a full partner in the MJ partnership and that the meetings would be a space for equitable engagement. The CEAT would be considered a co-creator of the projects, rather than an external consultative body. The emphasis on mutual learning within the CEAT and between the CEAT and researchers underscored the importance of communal expertise and peer-to-peer knowledge exchange.

COMPENSATING THE MEMBERS

A key early decision was to pay members of the CEAT for their time. This pay would not be a token honorarium, but rather a substantial fee. The committee considered it important to respect people's time and insight by valuing community knowledge as expertise. Providing compensation for members'



professional service to the project emphasized the significance of the engagement, fostering a sense of worth and respect for the CEAT members.

The pay was set at \$200 per meeting, which accounts for both preparation time and in-meeting time. The community co-chair receives additional pay proportionate to the additional work they undertake, and any extra work by other members would also receive additional compensation.

The members' pay is a substantial budget item, but the success of the CEAT has confirmed it was a worthwhile investment.

OTHER BENEFITS

Mobilizing justice has consistently sought to identify other ways that the members of the CEAT can benefit from their participation.

In their call for applications, MJ noted that “We are also excited to have you join our national network of over a 100 researchers, practitioners, advocates, and students, and to publicize your own equity achievements through our media resources. This may include featuring an interview about your work, or experiences, in our blog or news items.” CEAT members are invited to attend the annual Mobilizing Justice Virtual Symposium, for example.

As noted in the Members Assessment section, CEAT members did indeed identify other benefits to their participation. However, as noted in the Next Steps section, there is still a feeling that the other benefits aspect can be further developed.

MEMBERSHIP

The committee chose to aim for 15–20 members. It was a number that fit the available budget while ensuring an effective number of participants even if several were unable to attend. The number also enabled a range of representation, including from all regions of the nation and from different communities and experiences.


MJ particularly sought out individuals working with and belonging to equity and sovereignty deserving communities, and other marginalized groups, who are intended to be among the primary beneficiaries of MJ's work and who have direct experience with transportation inequities. As well, MJ made sure to be open to applicants who worked in organizations that are not transportation-focused, but whose communities also face transportation issues.

RECRUITMENT

Mobilizing Justice prepared a recruitment advertisement (see Appendix 1) and used its membership and networks to distribute it as widely as possible. The advertisement was detailed and carefully thought out, which helped attract the desired range of applicants. In the words of one MJ staff member,

“Clearly articulating our values at the beginning meant attracting people who shared that vision.”

The application was kept short, asking just three questions of up to two paragraphs each. It was also open to a range of formats, including audio and video recordings as well as text, to ensure maximum accessibility.



All partners were encouraged to send it to every organization or group they had worked with in the past, in any capacity. They were asked, "Who are the voices who are active in your space?"

It was also distributed to students and alumni networks, and research mailing lists. In addition, it was distributed through social media.

The partnership's Canada-wide membership and inclusion of municipal departments, agencies, and advocacy organizations contributed to enabling a wide reach.

In the end, the Table achieved representation from all parts of Canada and a wide range of communities and experiences. However, as noted in Next Steps, there is still work in the future to ensure that the geographic and community representation will become better balanced.

HIRING A FACILITATOR

Considering the potential power dynamics of university researchers engaging with community groups, the committee decided it was vital to hire an external Facilitator with experience in equity and community engagement to help guide the CEAT process and chair the meetings. Such a Facilitator could help build trust, resolve tensions, and serve as a neutral resource for members in case any issues came up. They could hold the space at the meetings to ensure that the CEAT members and MJ staff and researchers were meeting as equal partners.

The Facilitator chosen was Chanel Grenaway, of Chanel Grenaway & Associates. The Facilitator's role has included setting up and guiding the orientation session, participating in the preparatory meetings, setting the agenda, chairing the meetings, and ensuring inclusivity. In the words of MJ staff,

"Engaging an experienced Facilitator from outside the central team and leadership circle was essential to establish trust and analyze group dynamics."

"Chanel has been instrumental in setting the tone of the table, keeping a positive vibe, and keeping the process grounded."

Grenaway says her goals in her work have always been "working towards social justice and equity, and providing opportunities to amplify community voices." Those goals aligned well with those of Mobilizing Justice. She says,

"This is a space where community is respected. It's really clear when a working group comes that they're loving what they're hearing."

COMMUNITY CO-CHAIR

The exploratory committee decided that it was vital that the leadership of the CEAT be shared, because it is a joint project between equals. To that end, they established a position for a Community Co-Chair, to be chosen from among and by the members of the CEAT. This Community Co-Chair would jointly lead the group with the Mobilizing Justice Co-Chair. In the words of the Terms of Reference (Appendix 2),

"It is important to share the leadership of CEAT because it is a coordinated space of joint responsibility between MJ and community members, service providers, and advocates."

The Community Co-Chair is not simply the community's representative within the CEAT leadership team at preparatory meetings, but also participates in the MJ overall leadership group meetings. The Co-Chair brings the CEAT's voice to the leadership group, and also brings developments in the overall MJ partnership to the CEAT. The Community Co-Chair is paid for all of their additional work.



In the words of Community Co-Chair Pamela Spurvey, she has the opportunity to tell the CEAT members

“how important their voices were. I see your feedback embedded in what we're doing and they're actually really taking what we're saying and using it in their surveys and in their language.”

The Community Co-Chair has been an ever-evolving role, one that the Co-Chair herself and the MJ leadership group are learning as they go.

ORIENTATION

Mobilizing Justice inaugurated the CEAT with an orientation session, designed and guided by the Facilitator.

First off, the orientation session was an opportunity for get-to-know-you exercises, such as answering prompts, that began the process of gelling as a group.

The orientation session was also an opportunity to brief the Table members on Mobilizing Justice’s goals and organization, and where the CEAT fit within that work.

Finally, the session enabled the CEAT to begin co-creating the organization and process of its meetings. The CEAT members reviewed and made adjustments to the CEAT’s Terms of Reference (see Appendix 2). They also developed a community agreement that would shape how they worked together.

TERMS OF REFERENCE

The terms of reference were co-created by MJ and the CEAT at the orientation meeting. The co-creation of the terms of reference clarified roles, responsibilities, and expectations, forming a solid foundation for effective collaboration. See Appendix 2 for the complete text.

COMMUNITY AGREEMENT

The community agreement was arrived at between the CEAT members, guided by the Facilitator. It establishes the expectations the CEAT members have of each other to create a respectful, accessible, and safe space and establish good online practices. Bringing together twenty people from diverse backgrounds to work together, especially online, can be a challenge, and the community agreement established that the group had the shared values needed to work through any difficulties.

BREAKOUT ROOMS

With 15–20 members, a general discussion of the presentations could be ungainly and time-consuming, and more reticent members of the CEAT might not feel comfortable making their voices heard.

Breaking the response to the presentations into smaller groups (using Zoom’s functionality that enables these rooms) enables a more informal discussion and more voices and insights to be heard in the time available. The CEAT members have indicated that they find this format more comfortable. The researchers have also indicated they like this format, because they are able to discuss their research directly one-on-one with CEAT members.



CONTINUOUS EVOLUTION

The CEAT is an innovative solution, and it was important from the start to acknowledge MJ could not have all the answers and that the CEAT and MJ would be continuously learning and evolving together. For example, over the course of the year, the pre-meeting memos and agendas have provided an increasing amount of detail.

In December 2022, the Facilitator sent around an informal survey to the CEAT members to find out what they thought of the process, what was working and what was not, and how it might be improved.

Various small shifts in how the meetings proceed have been implemented as a result of feedback both in ongoing meetings and the questionnaire. As well, the questionnaire was an opportunity for one member to share an uncomfortable interaction, resulting in a review discussion about the community standards.

The questionnaire also brought out some issues that are still being worked on, notably the tendency to run out of time for discussion during meetings. The process will continue to evolve in upcoming years to address challenges that have been identified or will emerge (see Next Steps, below).

The Community and Equity Advisory Table Process

The Community and Equity Advisory Table (CEAT) process is the result of both extensive advance discussions within the initial exploratory committee and with the Facilitator, and evolution over the course of the first year based on the experience of the initial meetings. It is a process that will continue to evolve over the coming years based on the experience of the meetings and the insights of the members of the Table.

All meetings take place online, using Zoom. Meeting online enables participation from across Canada. The meetings take place every two months, and each meeting process has three stages.

1) PREPARATORY MEETING

The preparatory meeting usually takes place 2–3 weeks before the scheduled full meeting of the CEAT.

The preparatory meeting includes the CEAT's leadership and support team: the Mobilizing Justice and the Community Co-Chairs, the external Facilitator, the MJ Project Manager, and the MJ Research Coordinator. They are joined by the research team that will be presenting their project to the CEAT.

The goal of the preparatory meeting is to set the agenda and ensure that the researchers who will be presenting to the CEAT get the most value possible out of their experience.

One aspect of this preparation is helping the research team who will be presenting to narrow down exactly what they are looking for. Given the limited time available, it is not useful to simply give a general overview of a project. The CEAT leadership team helps the researchers identify the specific questions they are seeking insight about.

The preliminary meeting is also an opportunity to emphasize that the CEAT is a co-creating process. As one participant noted, if you come to the table having already made your decisions, that is not equitable engagement. It's important for the researchers to be thoughtful and intentional about what they're asking and how they are gathering the answers.

The meeting is also an opportunity for some training. While, given their work, researchers are already sensitive to equity issues, it's an opportunity to remind them to be mindful not to take up too much space and, for example, to describe everything on their slides for the benefit those who have limited or no vision or are neurodivergent.

This advance work to guide the research team in their approach is considered one of the keys to the CEAT's effectiveness. The focus on adequately training and preparing researchers before their involvement with the CEAT contributes to efficient and productive sessions. This approach ensures that participants have a clear understanding of overall goals, topics to be addressed, and expected dynamics right from the outset.

The preliminary meeting may identify a tool that can be used for gathering responses in the meeting, such as Miro (virtual whiteboard) or Mentimeter (virtual polling). It will also decide if breakout rooms will be needed during discussion.

The CEAT leadership team may also discuss any tweaks to the process that have emerged from previous meetings.

2) SENDING MATERIALS IN ADVANCE

From the outcome of the meeting, the Facilitator creates a formal agenda and covering memo, and works with the Project Manager to create a package for the members of the CEAT. The package is sent to the members a week ahead of the meeting, if possible.

The material, which may even include questions to consider, gives the members of the CEAT a chance to review the materials and feel prepared for the meeting. It is expected they will take 1-2 hours of preparation time.

3) THE MEETING

The meeting is held over Zoom at 3:00–5:00 pm EST on the last Wednesday of the month. The time is chosen to ensure a reasonable time of day for participants in all of Canada's time zones.

The meeting is chaired by the external Facilitator. The chair sets the stage for the meeting, ensures it follows the agenda and keeps on time, and makes sure that everyone is able to participate.

The meeting generally follows the following steps (although the exact components and sequence may vary):

- Land acknowledgement. At each meeting, the land acknowledgement is given by a different member of the CEAT who has volunteered, to encourage inclusivity.
- Announcements and administrative issues.
- Recap from a previous presentation (sometimes). Many CEAT members noted how significant it is for them to see the impact they have had on a project. The recap gives the opportunity for researchers to share with the Table some of the specific changes they have made as a result of working with the CEAT. As one member of the leadership team noted, a CEAT consultation is 30 hours of people time (20 members x 1.5 hours) devoted to a project, so it's important to come back and explain what was changed as a result of this investment of time.
- The main presentation by the research team. This may take 10–20 minutes. The research team is usually 2–4 people, which can include university faculty, graduate students, and practitioners.
- Break. The break is considered important for maintaining focus in a long meeting.
- Discussion and feedback, often in breakout groups (2–4). The breakout groups will have one member of the research team, at least one member of the CEAT leadership and support team, and 5-10 members of the Table. Their composition is selected by the Project Manager to ensure balance and variety. The breakouts have been widely cited by CEAT members as making the process more comfortable and constructive. Members who might not be as comfortable speaking in a large group might be more so in the smaller one. They also benefit the researchers, who have noted how satisfying it is for each member to have the opportunity for direct conversations with members of the Table.
- Debrief. If there is time at the end, everyone returns to a meeting of the whole. Someone – an MJ staff member or a CEAT member – may summarize what came out in their breakout room for the other participants.
- Next steps and closing. The Facilitator may hold some space for anyone who wants to chime in with final thoughts about the process.

Community and Equity Advisory Table Members, 2022–2023

Guled Arale

Guled Arale has been an advocate for Scarborough for over a decade. Guled has extensive experience working in government and community groups with a deep understanding of how the system works, leading his activism to tangible results.

Jillian Banfield

Jillian Banfield is the Bicycle Mayor of Halifax. Jillian is disabled and uses a bike as a mobility aid.

Shaquille Bulhi

As an emerging BIPOC professional with a passion for inclusive urban design solutions and active transportation options for underserved communities, Shaquille Bulhi would like to utilize and learn more skills to be in service to all bodies deemed oppressed and the communities they belong to. Learning how to adopt safe programming in urban and rural road networks intrigues Shaquille and sparks their curiosity in multimodal street networks. Shaquille is excited to start his career in planning and apply skills from his prior experiences to implement new strategic policies to the built environment to better the lives of racialized and Indigenous peoples.

Rowan Burdge

Rowan Burdge (she/they) is the provincial director of the BC Poverty Reduction Coalition. They are a disabled, white settler living on the unceded lands of the Musqueam, Squamish and Tsleil-Waututh nations. Burdge is a queer chronically ill advocate and organizer, working towards poverty eradication alongside marginalized communities across B.C.

Niko Casuncad


Niko Casuncad is a second-generation Filipino born and raised in Calgary who now calls Toronto home. Niko holds a master's in urban planning and currently works on affordable housing initiatives and capacity building at Evergreen Canada.

Haiqa Cheema

Haiqa Cheema is the Assistant Deputy Minister for Multiculturalism and Anti-Racism Branch for British Columbia. Haiqa has a master's degree in public policy and brings experience as Director of Policy with the Office of the Premier, and Ministerial Advisor to the Attorney General. She led the work on the BC Anti-Racism Data Act and National Redress for Japanese Canadians. She has also held volunteer positions for Paths for People, Friends of Royal Alberta Museum Society, Ask Her YYC, Muslim Association of Canada and TakingITGlobal. She is passionate about building accessible transit in cities and is a regular advocate to the City of Edmonton for accessible and safe transit for all Edmontonians. In her spare time, Haiqa likes to go thrifting, explore Vancouver Island and try new recipes. She dabbles in script writing and directing documentary films.

Darnel Harris

Darnel Harris is a planner and community advocate with a decade of experience working at the crossroads of affordable housing, healthy food and practical local e-mobility. As Executive Director of



Our Greenway Conservancy, he is a seasoned advocate, speaker and writer and researcher, whose work is advancing equitable micromobility and sustainable communities for all.

Synthia L. Hemelaar

Synthia L. Hemelaar is a multidisciplinary student graduating from McGill University. She expresses her passion for promoting sustainable development and social equity through her various professional experiences in fields such as urban planning and social entrepreneurship.

Marvin Macaraig

Dr. Marvin Macaraig is a Health Promoter at a busy community health center in Toronto, working to increase suburban cycling by addressing barriers that prevent residents from living healthier and more active lives. He earned his Ph.D. from the University of Toronto (Geography) and has expertise in Active Transportation and Civil Society.

Laura Mackenrot

Laura Mackenrot, B.Com, CEC, ACC, is a Certified Executive Coach and is the founder of Blind Ambition Coaching Inc, and also supports Plan Institute as their RDSP level 1 webinar facilitator and Disability Planning Helpline Advisor. She is a passionate advocate for people with disabilities and is currently the Co-Chair of the Person's with Disabilities Advisory Committee for the City of Vancouver and is the Chair of the Translink HandyDART Users Advisory Committee.

Roshelle McNeil

Roshelle McNeil is a Black woman born in the Caribbean who migrated to Canada as a pre-teen. After a childhood in a society where her race was not seen as a limitation, once she migrated she became aware of the large impact that race has on individuals' everyday lives. She came to understand that equity and equality were not standards that were met in society. Her understanding of equity is also impacted by her educational background in social services. She graduated from the University of Toronto, where she studied mental health and politics. She then went on to study social service at George Brown College.

Jess Nachman


Jess Nachman (she/they) is a researcher and graduate student at York University, studying mobility justice with a focus on queer, trans, and feminist of colour theories and bicycling. Jess has also collaborated with various Toronto-based bicycle organizations, including Culturelink, Bike Brigade, and Charlie's Freewheels.

Lena Phillips

Lena Phillips is a spatial and creative practitioner with a background in design justice, creative technology, participatory research and program management. She holds a BA from the University of Toronto and an MSc Urban Development Planning from The Bartlett, University College London. Lena has worked as an equity and anti-racism consultant for organizations including Canadian Housing and Mortgage Corporation, the Ontario Public Service, Global Affairs Canada, the Equitable Recovery Collective and Oxfam Canada. She regularly speaks and writes publicly on issues related to racial justice and equity in cities.

Fran Quintero Rawlings

Fran Quintero Rawlings is a deeply curious researcher, facilitator, artist and innovator, passionate about working on projects that aim to improve both the human and design experience. Fran is also a co-founder at Method Collective, a boutique foresight and design consultancy, that works with



organizations, institutions, and individuals to explore and build collaborative future-focused solutions that support systemic change and collective liberation.

Farrah K. Seucharan

Farrah K. Seucharan (she/her) is a disability rights advocate who holds an MSc in Poverty Reduction Policy from SOAS University of London, where her dissertation focused on how digitally co-created projects can increase social inclusion in communities. She has spoken about disability and the patient experience for several organizations and universities, having personal experience in this field.

Janel Simpson

Philanthropic, wise, dynamic, empathetic, resilient and understanding are just a few words to describe Janel Simpson. Her vision to see equitable changes in community capacity building was made possible when she became involved with events that address diversity issues- bringing families, youth, communities, schools and businesses together.

Pamela Spurvey

Pamela Spurvey is the Co-Chair for CEAT and presently works for Alberta Health Services as a Peer Support Worker. She also works for Edmonton Drug Treatment Court as a Recovery Life Skills Coach with the Edmonton Drug Treatment Court. She draws on her professional and personal experience to support the work of CEAT. She believes with the collaboration of lived and living experience voices and professionals the outcomes for all with bring the community together in one voice.

Leslie Taylor

Leslie Taylor is the Provincial Coordinator for the Nova Scotia Community Transportation Network, an organization focused on ensuring that all Nova Scotian have access to safe, affordable and accessible transportation throughout rural Nova Scotia. She has worked in the field of Community Development for many years and is very passionate about ensuring that people are able to remain in rural areas and still have their needs met, with access to community transportation options being fundamental to that success.

Candace Thomas

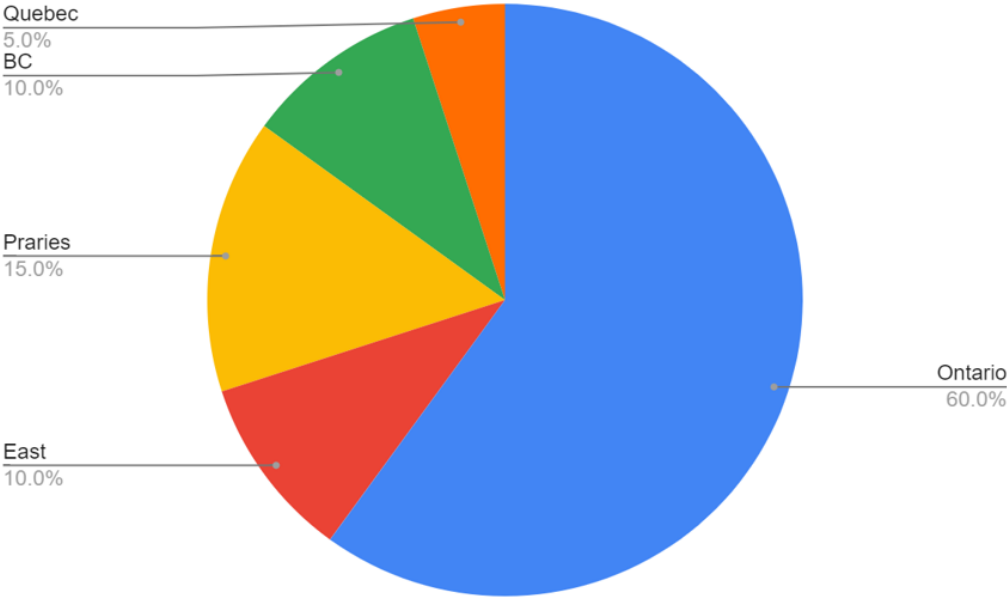
Candace Thomas is a Cree Indigenous woman from Treaty 8 territory currently residing in Treaty 6 lands. She has different areas of lived experience and is a full-time student in Indigenous Studies commencing fall 2022.

May Tangthanasup

May is an Occupational Therapist who has dedicated over 15 years to advocating for and serving marginalized populations across the globe. Her clinical expertise is seamlessly intertwined with a steadfast commitment to equitable healthcare, justice, and inclusivity, embodying a compassionate, empathetic and inclusive approach in her practice.



Figure 1: Location of CEAT Members



Community and Equity Advisory Table Members Assess their Experience

The members of the Community and Equity Advisory Table (CEAT) shared their experience and assessment of their year at the Table through a questionnaire. The members felt strongly that they were able to bring significant value to Mobilizing Justice through their lived experience and knowledge. They also said they derived real benefit from their participation.

Note: the questionnaire sent to CEAT members was anonymous, so their remarks are not attributed. Community Co-Chair Pamela Spurvey was interviewed directly, and remarks from that interview are attributed.

LIVED EXPERIENCE

The members of the CEAT bring a wide range of lived experience to the Table. The majority of the members are Black, Indigenous, or other people of colour. Several were immigrants to Canada. Some have experienced or are currently experiencing poverty. They include single parents, students at both the undergraduate and graduate levels, and people living with disabilities.

The members also bring a great deal of experience through their education, work, and volunteer activities. Members have undergraduate and graduate degrees in social work, politics, equity studies, urban planning, geography, commerce, occupational therapy, and more. They have worked, often in leadership roles, in food banks and food security, cycling promotion and research, politics, anti-racism practices, rural transit, health promotion, and in a range of other community organizations. In addition to their work and studies, they have devoted time to volunteering: for cycling, transit, and public space advocacy groups, in fundraising, on the boards of community organizations, as patient advisors in the health system, and even organizing an after-work dance party series.

The members bring both their personal lived experience and the knowledge gained from their studies, work, and volunteering to the Table. In the members' words:

“Everything that I have contributed during group discussions has been based on my experience as a commuter and my research on mobility justice.”

“By reflecting through the lens of different perspectives that I have as a transit user, a person with a transportation and planning background as well as a person within a minority group, I help to provide the knowledge of both learnt and felt experiences to the MJ project.”

“I have shared my own personal and professional experiences with the researchers. I have shared my own barriers that I have experienced working in transport equity.”

NETWORKS

The members also bring their entire networks to the Table, through their experience of seeing the impact of transportation poverty on the people they work with or who are members of their community. For example, one member who works in occupational therapy can see how transportation barriers affect her clients who rely on mobility devices. An Indigenous member, although living in the city herself, brought the perspective of her family and friends who live on reserve, noting their difficulty in accessing medical appointments in the city without any transit service. As one member said,

“By sharing my experience with transit vulnerability. I have also shared what I have been hearing about transit vulnerability from my community.”

IMPACT

After the first year of the Table, the members of the CEAT felt confident that they had a significant impact on the work of Mobilizing Justice. One frequent theme was that they kept the work of the academic researchers grounded.

“CEAT provided valuable insight from their own personal experiences that has shaped how MJ sees things from a personal point of view. They have provided a perspective that supports MJ to see things in a way that is more grounded in the needs of the community.”

The Table accomplished this by provided what several members described as a unique perspective, one that would not otherwise be easily accessible to the researchers.

“The CEAT provided unique point of views and perspectives the researchers have never considered or thought would be as important.”

“The CEAT provides a unique opportunity for MJ researchers to get a more reflective insight into the needs and considerations of various communities.”

The members were confident that their work had been of significant value to Mobilizing Justice’s work.

“You can see the light bulbs go on with the MJ researchers as they consider different perspectives from various CEAT members.”

“It provides first-hand insight into the transportation issues certain communities and racialized groups who do not have the proper resources to get around. Hearing from a nationwide perspective gets the ideas of Canada as a whole to move forward in transportation inequality.”

“I can start to hear how they’re seeing the importance of our voices embedded throughout the system”

BENEFITS

The members also felt that the Table had brought benefits to themselves personally. For one thing, it meant a lot to know their voice was being heard and having an impact.


“The CEAT has given me a sense of pride knowing that I am helping to make a meaningful impact on the research group as well as being a voice for people in the community.”

“I’ve felt validated, heard, and seen as a racialized young person about my experience with transportation in the city.”

“What was important to me was that I got to have my voice at the table with different people who were doing different work in different sectors.”

The CEAT was also a valuable source of learning, both for professional goals and simply for personal satisfaction.

“It helps me understand the national projects and the other things going on for the other advisory board that I am participating in.”



“I learned a lot about different dimensions of mobility and transportation justice, such as planning, surveying, measurement, and evaluation. I also have a better sense of a network of researchers I can connect with for my professional pursuits.”

“As a CEAT member, I have gained some important insight into how large international research projects are undertaken.”

“I want to learn, it's about my own personal learning about how things move in the world and how I can be part of that ... Now when I'm in cities, I'm curious about their bike system and transit.”

The CEAT also gave members the opportunity to connect with and learn from other members doing interesting and related work across Canada.

“Great network of people; learning about other types of experiences.”

“Personally, I learned a lot from my fellow CEAT peers.”

“Getting their insight [from the member who is blind] and how they see things has actually helped me move better with people too.”

The experience and learning from being part of the CEAT have translated into increased confidence and leadership skills.

“I feel more confident about my knowledge of various research projects that are happening around equity and mobility. As an advocate in my community, this helps me to feel informed and educate others.”

“My involvement in the CEAT has allowed for me to become a strong advocate for changes in the community to the transit systems ... It has supported me to take on more of a leadership role in my community.”

Mobilizing Justice Researchers Assess their Experience

The Mobilizing Justice (MJ) partnership incorporates multiple projects. Each project has co-leaders, one from the academic world and one from the professional transportation world, along with faculty members, graduate students, and practitioners working with them.

At each of the six regular meetings of the CEAT in 2022–2023, one research project with 2–4 members presented their work and specific questions for which they looked to the CEAT for answers and guidance. As the CEAT was formed soon after the launch of MJ, these initial meetings were at the early stages of developing the research projects.

Note: the questionnaire sent to MJ researchers was anonymous, so their remarks are not attributed.

RESEARCH PROJECTS

The following research projects were presented at the CEAT, 2022–2023:

- National Survey on Transport Poverty
- Mobilizing Justice Pilot Evaluations
- Survey of Elected Officials
- Accessibility as a Measurement Tool
- Fair Pass Pilot
- Data Driven Equity Standards

IMPACT

The MJ researchers found their session with the CEAT to be of fundamental importance in shaping the nature and direction of their research. The researchers describe how the CEAT provides a perspective they otherwise wouldn't have access to.


“The most important benefit of having the CEAT as part of the MJ project is the different perspectives that are brought forward and then considered with the research design and implementation.”

“CEAT members have more ‘on the ground’ knowledge of the general public’s needs, especially considering different demographics, health factors, etc. Hence, having CEAT as part of the MJ project means giving a voice to unrepresented groups in transportation planning academia and practice.”

“The most important benefit of having the CEAT as part of MJ is that the close contact with community leaders, advocates, and organizers bridges community members' needs and researchers' visions about the topic being studied (transportation accessibility inequities in Canada).”

EXPERTISE

The researchers recognized the expertise of the members of the Table based on their lived personal experience and their experience in their work and advocacy, as well as their broader networks.



“The CEAT has a range of experts who have professional or lived experience related to transportation equity.”

“What I think makes the CEAT particularly unique and beneficial is its Canada-wide representation and focus on the topic of mobility. CEAT members were prepared and knowledgeable in sharing insights into their experiences with different modes of transportation both as users and community advocates.”

“I think one of the key benefits of having the CEAT as part of our MJ project is that CEAT members are not only able to provide insights from their own lived experiences within the context of our project but also from the perspectives of their social, familial, and community circles.”

EARLY STAGES

Because the CEAT was formed within a year of the launch of Mobilizing Justice, the researchers were able to get the Table’s insight at a very early stage, while they were still formulating their research plan. The researchers found this early access particularly valuable.

“Involving the CEAT throughout MJ projects allows for community perspectives to be embedded into the formation of the work rather than being a perspective only heard at the end of the project.”

“CEAT provides an opportunity for researchers to receive feedback on research design, analysis and interpretation - long before the end of grant knowledge dissemination phase.”

Insights Provided by the Community and Equity Advisory Table

Community voices have been pivotal in enhancing the research questions put forth by the Mobilizing Justice (MJ) partnership, bringing them into closer alignment with the real-life experiences of marginalized groups under study, who are the ones the project seeks to empower.

Community and Equity Advisory Table (CEAT) Facilitator Chanel Grenaway attended part of the MJ strategic planning meeting in 2023, and she witnessed how the CEAT insights have impacted the researchers:

"The information that is gleaned from this committee is being used, it's valuable, it's changing the way they're working or the way they're thinking."

Both members of the CEAT and MJ researchers described specific ways in which the CEAT has shaped MJ's work. The following is only a selection of examples.

LANGUAGE AND PRESENTATION

One of the key insights has been in how the research is presented. To do its research, MJ often has to reach out to the community for information, for example in its national survey. As well, a key goal of MJ's research is to provide material for informing the public and for advocacy. To accomplish these goals, MJ's surveys and outreach need to be relatable for the general public. The CEAT has been instrumental in reshaping MJ's outreach to better accomplish these goals. A researcher noted:

"We received constructive feedback on the specific wording of survey questions to improve clarity and purpose."

A CEAT member agreed:

"You can definitely tell that they are taking feedback into consideration, especially the National Survey. We did a deep dive into some of the questions, which helped removed some of the ambiguity of the questions."

One way it has done so is by eliminating jargon and clarifying wording. When it comes to jargon, in the words of CEAT community co-chair Pamela Spurvey, "it's their lingo" but it can leave non-specialists feeling like "a deer in the headlights." As one researcher put it,

"MJ's work is based on extensive research driven by concepts grounded on solid academic literature and advanced methodological approaches. Although theoretically and methodologically sound, some academic concepts regarding accessibility and mobility sound aloof to lay individuals and community members. In consequence, it is not unusual to have a disconnect between what researchers try to convey and what the general public understands as their reality regarding accessibility."

Spurvey says the CEAT pushed back on jargon and made sure it was explained in plain language. Researchers found this feedback essential:

"We heard important feedback from the CEAT about how to mobilize this research to make it accessible and usable for community advocacy groups that are looking to impact transportation equity through their work."

The CEAT helped refine specific terminology to reflect lived experience. A researcher provided this example:

“During a session with the CEAT engaging on the national survey, one participant clarified that when it comes to 'housing choice' or 'preference' for those living in affordable or government-provided housing there isn't often a 'choice' but rather you're assigned a housing location. Choice of housing location is removed from their decision-making.”

The CEAT also helped the researchers improve the presentation of their visual materials:

“I am part of a team that is designing a dashboard that will disseminate MJ's results to the public. Prior to the concrete development of the dashboard, MJ's research team held a meeting with CEAT to showcase examples of other accessibility dashboards that could be used as benchmarks for MJ's dashboard. When showing a very complete and elaborate dashboard, one of the CEAT members told us that the dashboard had 'information overload': there were too many components on the map, which hindered the public interpretation of what was being conveyed.”

The CEAT, especially the member who is blind, also pushed the researchers to make their visual materials fully accessible. Researchers appreciated these insights:

“The reminder to use ALT-TEXT reminded me in a very poignant way that we must be vigilant at all times to live up to the spirit of inclusion that the project embodies.”

“In the dashboard meeting, one CEAT member mentioned how people with vision impairment would have a difficult time understanding the information being conveyed in the dashboard. The feedback from the CEAT was a clear example of giving voice to groups that were unrepresented in the MJ's academic and research team.”

OUTREACH

The guidance the CEAT provided about presenting MJ's work proved to be very valuable in helping researchers connect with the communities they need to work with in their research. Researchers noted:

“In our session with the CEAT, we sought to gain input on which individuals and which community organizations would be most beneficial to invite into the qualitative arm of our study (i.e., for semi-structured interviews) on equity in bike share systems. The feedback that we received emphasized that not all community organizations have the same level of engagement with the members that they support and that identifying organizations that could provide first voice perspectives based on their high level of engagement with individuals is essential. Moving forward, seeking community organizations that have strong front-line relationships with their members will be an important consideration in our participant selection process.”

“The CEAT taught us that agencies doing pilots need to be conscious about how they set expectations for the interventions: to be clear and upfront about when experimental new services or opportunities will likely end, so that people have ample time to prepare to make other arrangements. It is an important aspect of piloting interventions in mobility that sector leaders need to consider.”

“In hearing from members across Canada, we learned about other transit affordability programs that inspired me to connect with peers in different cities and broaden my perspective on the range of social outcomes that can be realized through universal basic mobility.”

A core goal of MJ is to create research that will inform public discussion, and to achieve that, it has to be presented in a way the public can relate to and can be used by advocacy organizations to push for policy changes. In the words of three of the researchers,

“[The CEAT] can ease the process of translating MJ’s results, outcomes, and data into valuable information that can be grasped and used by the public”

“The CEAT is a space that reminds us to put communities first, such as when they advised the Accessibility dashboard be contextualized with storytelling so that people from the community could see themselves in the stories being told by the data.”

“The CEAT member said that it would be difficult to use this tool for their advocacy purposes, because it would be difficult for them (and other community members) to understand and communicate its message.”

RESEARCH DESIGN

As well as shaping presentation, the CEAT helped researchers refine the design of their research studies.

For example, in evaluating public transit design, the CEAT pointed out the importance of considering safety issues, such as whether stops and stations felt unsafe. The researchers incorporated this feedback:

“The CEAT pointed out the importance of safety when considering the impacts of LRT; thanks to their input, safety questions are now a part of the LRT pilot.”

Another example cited by a researcher was the impact of a transition from buses to light rail. On buses, it is easy to talk to the driver, but in light rail vehicles, the driver is fully separated from passengers. For newcomers who do not know the system, asking the bus driver where the bus is going can be very helpful. This was not an issue the researcher had experienced or considered personally, but thanks to the CEAT a question about this issue was added to the relevant survey.

An example cited by community co-chair Pamela Spurvey is the question of low-cost public transit passes aimed at low-income riders. She pointed out that the income level for qualification was set very low, excluding families with two incomes but low total household income. A researcher noted,

“We gained insights on how municipally-run transit subsidy programs may be perceived and experienced by different users, and what may motivate people’s engagement in evaluation.”


RETHINKING

At a more abstract scale, the CEAT helped researchers reshape and broaden the way they thought about the issues they were studying. As Spurvey says,

“A lot of what we get to bring is getting them to look at things in a different way. We helped people unlearn some biases, look at their value and belief systems.”

An example was reformulating the value of transportation from the purely functional to an essential element of quality of life. In the experience of researchers,

“During breakout rooms, important ideas were mentioned that reshaped how I thought about my work. I.e., what is a good indicator to measure equitable outcomes? One CEAT member suggested ‘time to flourish – free time outside of paid hours.’”



“CEAT members within the breakout rooms shed light on what's missing in the discussion of how to assess equity: for instance, considerations about spontaneity of travel, the freedom to choose to go somewhere without planning (esp. with regards to disabilities).”

As Spurvey says, the CEAT helped researchers "Rethink things a little bit and shake your world up a bit." Researchers agreed with this assessment:

“[The CEAT feedback] showed me that although a tool can be theoretically and methodologically sound, that does not equate to clear communication of the information.”

“In trying to mobilize equity research in the transport domain, understanding what the CEAT see as ‘just’ and ‘equitable’ are important to affirming research directions.”

In Spurvey’s words, this process is “a healthy thing to do for people.”

Next Steps

The members of the Community and Equity Advisory Table (CEAT), researchers, and Mobilizing Justice (MJ) staff all expressed considerable satisfaction with the results of the inaugural year of the Table. However, they also all identified room for improvement in various areas. By critically examining these facets, the CEAT can move forward with enhanced strategies, refining its approach and amplifying its impact.

REPRESENTATION

While MJ's recruitment efforts were considerable and quite successful in bringing in diverse individuals with lived and professional experiences working with equity-deserving groups, 60% of the 2022–2023 members were located in Ontario, and the composition of the CEAT still has certain socio-demographic biases; for example, it could benefit from greater representation of mobility disabilities. Striving for equitable representation on a national scale should be an ongoing endeavour. Employing strategies to engage underrepresented groups and address geographic disparities will contribute to a more inclusive and diverse CEAT. This will be a primary goal for the open calls for applications in 2023 and 2024.

FOLLOWING UP

At some meetings, research groups that had presented earlier reported back on how the CEAT's insights had contributed to and changed their project. CEAT members expressed a desire to have additional specific examples of their impact through the changes made as a result of their contributions.

Researchers also expressed a desire for more interaction with the CEAT. They would like not only to report back, but to follow up with additional sessions to further refine their work.

“Given their feedback on the survey we're developing, it would be great to return to the CEAT to share some preliminary data insights and perhaps ask for their advice / ideas on what else to cross-reference or analyze based on the data we have. Perhaps they can offer some sense-making or ground truthing on certain findings in the data, especially ones that researchers may not have been expecting?”

“I would like to have more frequent meetings with CEAT members to hear their feedback regarding the tool that is being built ... having frequent feedback means having access to the needs of the users that will use the tool being developed.”

“In the future, I would appreciate attending (and participating in) additional sessions to gain even more experience and a better understanding of the process of equitable community engagement.”

Researchers also expressed a strong interest in being able to observe meetings where they were not presenting, noting that these could still provide valuable insights for their own work. Ensuring that feedback from the CEAT reaches relevant stakeholders within the Mobilizing Justice Partnership can also help prevent redundancy and uphold member engagement.

“I would like to read-over highlights of CEAT meetings that occur within the MJ partnership. I believe there may be a lot of overlap, and it could be beneficial to course-correct between our group's own CEAT meetings.”

“I am happy to attend the meetings.”

TIME

Members, the Facilitator, and MJ staff all remarked on the tendency to run out of time in meetings, and it was noted in the responses to the December 2022 questionnaire. In some ways, this is a problem of success – the CEAT has more contributions to make than time allows.

The need to provide updates and discuss administrative issues, as well as to provide time for updates as noted above, cut into the time for discussion of the projects themselves, affecting the ability to fully explore complex issues. Striking a balance between in-depth exploration and broader mission coverage will be a challenge to address. Prioritizing key issues while allowing for more thorough examination within dedicated Working Groups has the potential to enhance the quality of discussions.

The two-month interval between meetings also posed challenges in sustaining momentum and engagement. Exploring options for more frequent engagements or alternative communication channels between meetings could help maintain this momentum.

LOCAL AND NATIONAL SCOPES

A challenge inherent to a national group like the CEAT is the effective engagement of members in projects tailored to specific local regions. The struggle to elicit meaningful feedback for localized initiatives from a broader national perspective was acknowledged, especially when the work in progress was distant from the local expertise and lived experiences of CEAT members. Balancing the CEAT's overarching national scope with the desire for contextually relevant input on local projects presents an ongoing challenge. One possibility is the inclusion of regional representatives within the CEAT structure to serve as a bridge, ensuring that local insights, needs, and perspectives are efficiently conveyed and integrated into the decision-making process.

GIVING BACK

While the CEAT members expressed several ways in which they had benefited from being part of the Table (see above), there was also a desire from both MJ staff and members to find additional ways for them to benefit. While providing pay was an important element in recognizing the value of the members' contributions, it was also important that the relationship not be perceived as purely transactional, but rather for the members to be fully part of the MJ partnership.

Balancing the fulfillment of professional roles with the fostering of personal and professional growth for members remains an ongoing concern, and therefore finding ways to transition to a transformational engagement model will be key in the CEAT's evolution.

To effect this shift, MJ could explore avenues such as offering tailored development opportunities, mentorship programs, or collaborative research initiatives aligned with members' passions and aspirations. These initiatives may extend beyond the role of the CEAT as a high-level advisory body and involve member participation in other partnership activities, such as case studies and community engagement within various working groups. MJ can also provide support for members' own initiatives. For example, MJ is participating in a pilot program launched by one of the CEAT's members, Our Greenways (ourgreenway.ca).

Community Co-Chair Pamela Spurvey also made the point that for the members of the broader community who take the time to answer surveys or otherwise provide data, it was important to follow

up to recognize and thank them their contribution, for example by following up directly with the participants with the results of the survey and the final reports.

"A lot of those voices that you do surveys with, when you take those voices and that research forward that's to get your funding, so how are you thanking the community and showing them and helping them be a part of those informed decisions?"

ENGAGEMENT

One way to further benefit the CEAT members that was cited by both members and researchers is finding ways to further engage the members of the CEAT. One theme from the members was enabling them to be more engaged with each other's work.

"It would be interesting to host one in-person gathering for the members!"

"Facilitate a session that involves members sharing their own work so that we can hear about each other's projects."

Another was having CEAT members more engaged in MJ's work, by being fully involved as partners in the projects. Members suggested:

"Create more paid opportunities to get involved. "

"I'd like the opportunity to have more depth with some projects as well. For example, we could become partners (co-investigators) on research projects, or work to co-develop our own research projects. This could allow us to have more sustained impact on projects and/or result in projects that more directly benefit our communities."

Researchers highlighted the opportunity to work with the CEAT to better connect to the broader community.

"I believe a workshop with the CEAT on mobilizing knowledge and research efforts to be effective tools for community organizing would be an excellent opportunity."

"Co-presentation of research findings. A workshop day and/or opportunity to present findings to NGOs, communities, advocacy groups who could use the day for their own day to day work."

Finding these ways to get CEAT members more directly involved in MJ projects will be one of the goals of the next years of the project.


INFLUENCE

Finally, many of the researchers noted that the CEAT model will influence their own future work.

"My experience at the CEAT impacted my research in how I think about the impacts of the work and particularly community impacts. As my own research also has a transportation equity focus, I am now mindful of the importance of mobilizing this work to be attainable to those already advocating for change and more inclusive practices. "

"The CEAT has inspired me to embed co-creation tables in future research projects and grant proposals. The CEAT knows the questions that need to be asked but aren't being asked, and knows best how to ask them."

"I have been thinking about the experience with CEAT and comparing it with other research projects I have been involved in, especially in other political, cultural, and geographical



contexts. In my home country and field (economics) academia tends to be separated from the general public. Research projects, especially of a quantitative nature, tend to be conducted solely by academics and researchers, creating a gap between the general public's needs and the production of (academic) knowledge. From the experience with the CEAT, I can see now how actively listening and giving voice to community members can change the outcomes of a big research project, in a way that makes the dissemination of information more easily transmitted to the public.”

“Incorporating a community advisory table in my future doctoral research and beyond will be an important consideration in any community-engaged work that I do — this has certainly been an essential learning experience for me in the early stages of my research training!”

In its first year, Community and Equity Advisory Table has been successful in its goal of incorporating the perspective of lived experience into the work of Mobilizing Justice. Both members of the Table and researchers have seen the positive impact it has had on the research projects that have presented at the table. Both have also experienced positive personal benefits and growth from the experience. While further evolution of the model is desired and envisaged, it has proved to be an effective way to add community voices and insights as co-creators of research initiated by academics and practitioners.

Appendix 1: Call for Applicants (2022)

The Mobilizing Justice Partnership is funded by the Social Sciences and Humanities Research Council (SSHRC). Based at the University of Toronto Scarborough, the national intersectoral research partnership aims to understand and address transportation poverty in Canada and to improve the well-being of Canadians at risk of transport poverty. Learn more at www.mobilizingjustice.ca.

We are recruiting individual community leaders, advocates, and front-line service providers to serve on a community advisory panel. As a member of the panel, you will provide guidance for our research and community engagement, while advising on the needs and experiences of impacted communities. It is particularly important that the panel provides insights about diverse lived experiences, especially those that are underrepresented in the existing project team. For this reason, we are especially seeking individuals working with and belonging to equity and sovereignty deserving communities, and other marginalized groups. We are also especially interested in people who work in organizations that are not transportation focused, but whose communities also face transportation issues.

The Role

To serve on our Community and Equity Advisory Table. The table will meet approximately 6 times a year on weekday evenings, and each meeting will last between 1 and 2 hours (plus 1-2 hours of prep work). As an advisor on the Table, you will be:

- Reviewing researchers' outreach plans and materials (for example, suggesting good ways to reach out to people impacted by a proposed train line being researched).
- Advising on and co-creating research (for example, reviewing draft surveys on the impacts of new transportation infrastructure or suggesting survey questions, commenting on draft findings, etc.)
- Sharing your own experience and expertise on how to engage or conduct research with equity deserving communities.
- Help develop reports or policy briefs, depending on interest.

We are seeking people with skills or interest in community organizing, advocacy, public engagement, or community-based research and/or experience working with equity-deserving groups such as social service agencies and other front line service providers.

The table will also elect a co-chair who will work with the partnership's director to guide the Table and represent community voices on the project Leadership Committee. This person will receive additional compensation.

The Research

MJ is composed of six research working groups tackling interrelated questions about transportation and equity. They are: [National Survey](#), [Data Driven Standards](#), [Innovative Pilots](#), [Prioritizing Populations](#), [The Modes](#), and [Equitable Planning](#).

The Benefits

Members will be compensated \$200 per meeting, and this compensation can be provided as direct payment to someone serving as an individual or can be provided to a nonprofit organization if you would like to serve in a professional capacity representing your organization. We are also excited to have you join our national network of over a 100 researchers, practitioners, advocates, and students, and to publicize your own equity achievements through our media resources. This may include featuring an interview about your work, or experiences, in our blog or news items.

Timelines

We anticipate the first meeting taking place in March or April, 2022 and meeting every other month thereafter (via Zoom).

The Application

Please email mj.utscc@utoronto.ca with an application. The application can be an audio recording, video recording (up to 5 minutes), or 2 paragraph written statement telling us about:

- Your identity: Who you are? How have your identities shaped your understanding of equity?
- Your knowledge: What knowledge do you have about mobility issues in your community, or the communities you work in?
- Your experience: Tell us about what you have done in your community. We value experience in all its forms, from volunteering or professional work, to writing letters and participating in community meetings.

We will begin considering applications on March 10th.

Mobilizing Justice is strongly committed to diversity and intentional inclusion within its community and encourages people from equity and sovereignty deserving groups to apply.

Learn more at www.mobilizingjustice.ca

Appendix 2: CEAT Terms of Reference

Community and Equity Advisory Table Terms of Reference

PURPOSE AND SCOPE

[Mobilizing Justice](#) (MJ) is a national intersectoral research partnership that aims to understand and address transportation poverty in Canada and to improve the well-being of Canadians at risk of transport poverty. The **Community and Equity Advisory Table (CEAT)** was created in response to an unfulfilled need within MJ for a coordinated space for experts from equity and sovereignty deserving communities to co-create, guide, and review MJ research.

The primary goals of CEAT are:

1. to ensure Mobilizing Justice co-creates research and engages with communities in equitable and effective ways.
2. to provide a platform for people from equity and sovereignty deserving communities to advise and guide research with Mobilizing Justice Principal Investigators.

RESPONSIBILITIES

The responsibilities of CEAT members include:

1. Reviewing and advising on [community engagement plans](#) developed by Principal Investigators in their working group.
2. Advising the Leadership Committee on the project's direction from community engagement and equity perspectives.
3. Guiding, advising and co-creating research with academics at a high level.
4. Co-writing or signing onto statements from the Table which may be included in major research reports, and being a named contributor on the reports that the Table helps shape.
5. Demonstrate respect for CEAT members, including the Co-chairs, and invited guest and contributors
6. Respect and give fair consideration to diverse and opposing viewpoints.
7. Operate and advise in accordance with the Ontario Human Rights Code and Canadian Charter of Rights and Freedoms where every member of the Advisory Group has the right to freedom from discrimination or harassment.
8. Make every effort to attend scheduled meetings. When conflicts or unforeseen circumstances arise, members should, whenever possible, inform the Co-Chairs of their intended absence.

MEMBERSHIP

CEAT membership is composed of 15–20 individuals consisting of community leaders, advocates, organizers, and voices from grassroots community organizations and front line service providers. Priority was given to individuals from equity deserving communities and sovereignty deserving communities. Efforts were made to ensure geographical representation.

MEETINGS

The CEAT will meet virtually six times a year on dates and times that accommodate the majority of members. Meetings will be managed by a third party facilitator.

Quorum shall constitute 50%+1 of total existing committee members.

TERMS

CEAT members have committed to one-year terms with the possibility of renewal. In year two CEAT will review its membership and may apply longer and staggered terms with its members. Members will be asked their preference for a two or three-year term. New members will be recruited accordingly.

DECISION MAKING

Recommendations shall be made by consensus.

In this model, the Chair or designate facilitates the discussion, structured in such a way as to determine the core issue(s) and relevant research, as well as utilizing previous discussions and groundwork and ensure everyone's voice is heard.

The following are the elements of consensus decision making used to make decisions:

- After a facilitated discussion, members are asked to state their opinions.
- If 50% or more of the people agree and the remaining 50% or fewer can live with it (i.e., don't actually promote the decision, but don't feel strongly enough to want to block or overturn it), then the decision is made.
- If members continue to be uncomfortable with the decision, they are asked what new information they would like brought in so that discussions can continue, everyone's voices can be heard, and every angle considered until consensus can be reached.
- If the issue being discussed is time sensitive and no consensus is reached, the co-Chairs can call a vote. In the case of a vote, the majority makes the decision. A majority = 50%+1 of total existing committee members. Abstentions do not count in this tally, meaning any vote to abstain is not counted in the calculation of 50%+1.
- If a member cannot attend a meeting and a decision is being made, they can

communicate their position to the co-Chairs in writing, which will count as that person's vote, should a vote be taken.

- The CEAT may decide to allow absentee voting outside of meetings. In such cases, members will be provided with the recording of the session and the meeting notes to review. A clear deadline will be set and the individuals must submit their votes before the deadline to be counted. Any vote not submitted by the deadline is counted as an Abstention.

Decisions, whether by consensus or vote, cannot occur without quorum. Further information about Mobilizing Justice's approach to consensus can be found in the Mobilizing Justice Terms of Reference.

COMPENSATION

Financial compensation will amount to \$200 per each meeting attended, and will be provided on a per-meeting basis to ensure timely payment. Attendance is defined as being present for at least 75% of the scheduled meeting time. Non-monetary compensation will include publicity of members' activities and achievements across MJ's platforms and opportunities for networking across the partnership.

RECRUITMENT & APPOINTMENT

Should the need arise to add additional members to the CEAT,

1. Mobilizing Justice will put out a call through its networks.
2. The Equity Sub-Committee of the Mobilizing Justice Leadership Committee will review applications and suggest members to approve.
3. The Leadership Committee will approve the table composition.

REVIEW

The Terms of Reference for CEAT will be reviewed annually.

Community Co-Chair Role Description

Overview

It is important to share the leadership of CEAT because it is a coordinated space of joint responsibility between MJ and community members, service providers, and advocates. A Co-Chair model is one mechanism through which joint leadership can be realized.

The MJ Project Director will act as CEAT Co-Chair and the other chairperson will be elected from among CEAT members. Before the July meeting each year any member of CEAT who is interested in becoming a Co-Chair may express interest in the position. If one person is

interested, they will be acclaimed. If more than one person expresses an interest in the position, there will be an election. The vote will be by secret ballot and a majority vote wins.

Role of Co-Chairs

Co-Chairs will:

- Support coordination of meetings, develop the agenda, review and disseminate meeting materials to CEAT members
- Identify action items from meetings and ensure follow up
- Attend monthly Mobilizing Justice Leadership Committee meetings and report back to CEAT
- Ensure two-way communication between CEAT and other stakeholders and partners
- Identify opportunities to connect CEAT members with other aspects of the project
- Ensure that CEAT members are aware of and fulfill their responsibilities and abide by the Terms of Reference
- Ensure that CEAT meetings and activities are conducted in a meaningful and valuable manner and create opportunities for feedback from CEAT members
- Support collaboration and consensus building
- Support the cultivation of a safe and brave environment for discussion

The two Co-Chairs will work closely with one another to provide a cohesive leadership role for CEAT.

Knowledge and Experience (informal/formal education or general knowledge)

- Positive attitude and enthusiasm for MJ's mandate
- An understanding of transportation poverty and inequities impacting people from equity and sovereignty deserving communities
- Leadership experience and ability to motivate others
- Capacity and availability to attend all CEAT meetings and MJ Leadership Meetings
- Strong communication and organizational skills and experience
- Demonstrated ability to manage conflict and work through conflict resolution processes

Time Commitment from Community Co-Chair

Participate in 6 CEAT meetings per year (2 hours each) Participate in a prep meeting before each CEAT meeting (1 hour)

Participate in a post-meeting debrief after each CEAT meeting (30 minutes)

Participate in 8-12 Mobilizing Justice Leadership Committee meetings per year (1 ½ hours each)



Compensation

The Co-Chair will receive \$300 for attending and assisting with the preparation of each CEAT meeting, and an additional \$150 for attending each Mobilizing Justice Leadership Committee Meeting.

Appendix 3: Glossary

Accessibility: How easy it is for people to reach important destinations provided by transportation modes like driving, public transport, walking, rolling, and riding a bike. Good accessibility means residents living in a location can reach important destinations using public and active transportation with relative ease. On the other hand, poor accessibility means it is more difficult for residents to access important destinations using these modes.

Active transportation: Active transportation is any form of human-powered transportation including walking, riding a bike, skateboarding, rollerblading, kick scooters, or using a mobility aid. People often use active transportation to access public transit.

Intersectionality/intersectional: A theory and analytic framework coined by African American scholar Kimberlé Crenshaw that describes how various aspects of our identities—such as race, class, and gender—overlap and converge to create interconnected forms of discrimination. Intersectionality is increasingly applied to transportation and mobility as it helps professionals to understand and mitigate systemic and spatial transportation barriers between and within different groups of people.

Mobility: A way of having access to transport options that would connect people to diverse destinations within and outside their region. Affordable and safe transportation options are key for one to have good mobility. Improving people's access should be one of the key goals of any transportation project.

Mobility equity: see Transportation equity, below


Public transportation/transit: Public transit refers to regularly scheduled, fixed-route transportation systems available to the public including bus, commuter train, subway, sea buses, light-rail trains, and streetcars (trams).

Social disadvantage: When individuals or groups face systemic barriers, limitations, or challenges in various aspects of their lives due to factors such as economic inequality, discrimination, marginalization, or lack of access to resources and opportunities. These disadvantages can impact a person's access to education, employment, healthcare, housing, and other essential aspects of well-being, often resulting in unequal outcomes and opportunities within society.

Suburbanization of poverty: In Canada there are more newcomers and people with lower income who are now living in the suburbs. This is related to a combination of factors but is being driven by lower housing costs in these areas. Though housing costs are lower, so is accessibility

Systemic: Something that impacts the entirety of a system.

Transportation: The movement of people and goods across destinations, using a diversity of modes. High-quality transportation supports the health, safety, and well-being of communities.



Transport disadvantage: The absence of adequate transport services and the negative impacts of the transport system on individuals and communities.

Transportation equity: A multifaceted concept that focuses on the fair and just distribution of transportation services, policies, processes, and infrastructure, and explores the ways that transport systems can systematically exclude, limit, and suppress people based on age, ability, income, immigration, geography, race, gender, gender identity, sexual orientation, and economic means. Sometimes used interchangeably with mobility equity, transportation equity is enhanced when included in transportation policy, land-use planning, and community consultations.

Transport poverty: Transport poverty occurs when unfair (i.e., inequitable) transport systems hinder people from reaching essential places like work, services, education, food, cultural and recreational opportunities, and other destinations. Inadequate transportation infrastructure and low-quality public transit systems worsen this problem. These difficulties can become even more challenging for people with disabilities, those facing financial hardships, and those who don't own or have access to personal vehicle. Transport disadvantage and social disadvantage interact directly and indirectly to cause transport poverty.

Transport related social exclusion (TSRE): A multidimensional and intersectional problem stemming from and perpetuated by transport poverty. Transport poverty restricts people from accessing essential opportunities, goods, and services, and excludes them from planning and decision-making processes. These disadvantages can amplify social inequalities and reinforce a cycle of transportation and social disadvantage, and mean that those who are impacted cannot fully participate in society in the way they would like.