

**CITY OF BELLEVILLE
TRANSIT OPERATIONS ADVISORY COMMITTEE
MINUTES OF March 7, 2018 MEETING**

A meeting of the Transit Operations Advisory Committee was held on Wednesday, March 7, 2018 at 4:45 p.m. in the Sir Mackenzie Bowell Room (City Hall).

ATTENDANCE

Councillor Jack Miller, Chair
Councillor Egerton Boyce
Mr. B. Goodman
Mr. D. Hilts
Mr. R. Johnston
Ms. K. Kitchen

REGRETS

Councillor Jackie Denyes

STAFF PRESENT

Mr. Joseph Reid, General Manager – Transportation and Operations
Mr. Paul Buck, Manager – Transit Services
Ms. Trish Cooke, Supervisor – Transit Services

1. CALL TO ORDER

Councillor Miller called the meeting to order at 4:41 p.m.

2. DISCLOSURE OR PECUNIARY INTEREST

None

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Transit Operations Advisory Committee Meeting held on January 9, 2018 had been circulated.

Moved by Mr. B. Goodman
Seconded by Mr. R. Johnston

THAT the minutes of the Transit Operations Advisory Committee meeting held on January 9, 2018 be approved.

- CARRIED -

4. BUSINESS ARISING FROM MINUTES

None

5. DEPUTATIONS

Introduction of New Transit Supervisor, Trish Cooke.

6. CORRESPONDENCE

There was no correspondence

7. REPORTS

7.1 Annual Ridership Statistics for January and February 2018 – Report DE&OS-2018-TAC-05

The committee reviewed the report, including a breakdown by route. Ridership increased 16.38% to date over 2017.

7.2 Capital Projects Update – Report DE&OS-2018-TAC-06

Staff report was reviewed and discussed by the committee.

7.3 Staff – Service Improvement Committee Report DE&OS-2018-TAC-09

Staff report DE&OS-2018-TAC-09 regarding the minutes taken during the UNIFOR and Transit Management Service Review Committee were reviewed and discussed.

7.4 Report on the Six (6) week BYD 100% Electric 0 Emissions Bus Demo - DE&OS-2018-TAC-07

Staff report DE&OS-2018-TAC-07 regarding a review of the Six week electric bus demo and the positive finding of the demonstration were reviewed and discussed. Staff recommends making the declaration that all future transit vehicle purchases be for 100% electric zero emission vehicles, or that all future vehicles require zero emission certification.

Moved by Mr. D. Hilts
Seconded by Ms. K. Kitchen

Motion to receive report DE&OS-2018-TAC-05
DE&OS-2018-TAC-06
DE&OS-2018-TAC-07
DE&OS-2018-TAC-09

- CARRIED -

- 7.5 Route revisions to provide service to Shorelines Casino, correct on time service issues with Route 6 and Route 8 and improve Route 11 Late Night. - DE&OS-2018-TAC-08

Staff report DE&OS-2018-TAC-08 regarding the service changes was reviewed, and discussed. Staff recommends making the service changes with the May 7, 2018 sign up.

Moved by Councillor Egerton Boyce
Seconded by Mr. B. Goodman

Motion to complete report DE&OS-2018-TAC-08 to present to Belleville City Council for Information and Questions.

- CARRIED -

8. GENERAL BUSINESS

8.1 Safe Driver Awards Information

Staff presented information about Belleville transit entering into a safe driver recognition program with Infrastructure Health and Safety Association IHSA. Each driver that completes a year of driving without a preventable collision will receive a safe driving pin with the years of safe driving identified, as well as a wallet card. The awards will be issued during a driver breakfast meeting in May.

8.2 Loyalist College Transit Promotions Project

Loyalist College Journalism, Broadcasting and Public Relations programs are working together with Transit staff to develop a promotional package for Transit. The package will include print, radio and video material that can be used to market Transit. This material will be ready by June 2018.

8.3 Discussion of possible Seasonal Trolley Route

Staff presented a proposal of a Historical Trolley Tour route for the City of Belleville. This service would operate throughout the city providing service to the waterfront parks, hotels, restaurants and museums. The service would be operated with the use of partners and sponsors to assist in covering the cost.

8.4 Transit Terminal Concessions RFP

There were no submissions received to operate the concessions counter at the terminal. The current vendor has agreed to remain on site until the end of April. A follow-up RFP for the installation of vending machines will be issued and Transit Staff are pursuing the possibility of purchasing a transit pass vending machine to be installed on site.

9. NEW BUSINESS AND INFORMATION MATTERS

9.1 The request was made for Transit Staff to approach Loyalist College again to discuss the possibility of entering into an agreement for a U-Pass for all Loyalist College Students. Previous discussions with the College regarding this option has not been successful, however with the increased transit ridership and increased student numbers this may now be a opportunity they would like to discuss. Staff will make contact with the college to initiate the discussion.

9.2 There was considerable discussion regarding the Mobility Bus Service, specifically the Taxi service coverage on weeknights and weekends. There are reports that the taxi service will not provide service up to the required 10:00 PM time. Staff will contact the service provider to review booking practices to ensure service hours are being met.

9.3 Concerns were raised about the mobility service and the inability to be able to call and book service with less than 24 hours' notice. Staff was asked to review the current agreements and determine if mobility bookings can be made through the taxi dispatch. Staff were also requested to review the possibility of mobility passengers booking a regular taxi and being able to show their mobility pass as payment.

10. NEXT MEETING

April 17, 2018 at 4:45 PM in the Sir Mackenzie Bowell Room; or at the call of the chair if required.

11. ADJOURNMENT

Moved by Mr. B. Goodman
Seconded by Mr. R. Johnston

THAT the March 7, 2018 meeting of the Transit Operations Advisory Committee adjourn.

- CARRIED -