

**CITY OF BELLEVILLE
TRANSIT OPERATIONS ADVISORY COMMITTEE
MINUTES OF April 17, 2018 MEETING**

A meeting of the Transit Operations Advisory Committee was held on Tuesday April 17, 2018 at 4:45 p.m. in the Sir Mackenzie Bowell Room (City Hall).

ATTENDANCE

Councillor Jack Miller, Chair
Councillor Egerton Boyce
Mr. D. Hilts
Mr. R. Johnston

REGRETS

Councillor Jackie Denyes
Mr. B. Goodman
Ms. K. Kitchen

STAFF PRESENT

Mr. Paul Buck, Manager – Transit Services
Ms. Trish Cooke, Supervisor – Transit Services
Mr. Mel Handley, Supervisor – Transit Services

1. CALL TO ORDER

Councillor Miller called the meeting to order at 4:33 p.m.

2. DISCLOSURE OR PECUNIARY INTEREST

Councilor Miller declared a conflict of interest for Report 7.1 Capital Projects Update regarding the discussion on Park and Ride Game Day Shuttle.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Transit Operations Advisory Committee Meeting held on March 7, 2018 had been circulated.

Moved by Mr. R. Johnston
Seconded by Mr. D. Hiltz

THAT the minutes of the Transit Operations Advisory Committee meeting held on March 7, 2018 be approved.

- CARRIED -

4. BUSINESS ARISING FROM MINUTES

None

5. DEPUTATIONS

None

6. CORRESPONDENCE

There was no correspondence

7. REPORTS

7.1 Annual Ridership Statistics for January and February 2018 – Report DE&OS-2018-TAC-10

The committee reviewed the report, including a breakdown by route. Ridership increased 12% to date over 2017.

It was requested that future ridership reports provide a breakdown of riders per service (Parkhurst and Central Taxi) as well as breakdown of ridership per time of day.

Moved by Councillor Boyce
Seconded by Mr. R. Johnston

Motion to receive report DE&OS-2018-TAC-10

- CARRIED -

7.2 Capital Projects Update – Report DE&OS-2018-TAC-11

Staff report was reviewed and discussed by the committee. Councilor Miller left the room during discussion on the Park and Ride Game Day Shuttle, Councilor Boyce assumed the Chair.

Moved by Mr. D. Hiltz
Seconded by Mr. R. Johnston

Motion to receive report DE&OS-2018-TAC-11

- CARRIED -

8. GENERAL BUSINESS

8.1 Discussion of Seasonal Trolley Route - Progress

Staff presented information about the Trolley Route. The service has been approved through the budget process, with the requirement that sponsors be sourced to cover the operating cost of the service. Transit staff is working with Belleville and Quinte Tourism to source sponsors. The service will launch Friday June 1. There will be a Media and VIP trip be operated at 9:45 AM before the first scheduled trip. TAC members are invited to attend the ride.

8.2 Transit Terminal Vending RFP

The RFP for a vending contractor closes at 1:00 PM tomorrow. There have been four (4) takers of the document, it is expected that a vendor will be chosen.

8.3 Transit Terminal Transit Pass Vending Machine

Transit Staff have sourced a vendor to purchase a transit pass vending machine that will dispense the current passes, as well as the future electronic passes. The unit will need to be tested to confirm its capabilities, and if successful constructed and delivered. It is expected to be delivered by the end of May.

8.4 Loyalist College U-Pass

Transit Staff made contact with Loyalist College to discuss the possibility of entering into an agreement to initiate a College U-Pass, with students paying for a transit pass as part of their tuition. The College is very interested in entering into an agreement as long as the service provides trips to Trenton. This service will be through Quinte Access. Staff will meet with Quinte Access to attempt a solution.

9. NEW BUSINESS AND INFORMATION MATTERS

9.1 There was discussion about the large shelter at the Terminal regarding the run off of snow melt and rain, it is leaking under and through the shelter.

Staff will contact Facilities to check on the possibility of providing a sealant to the bottom of the shelter to prevent this from occurring.

10. NEXT MEETING

Will be held at the Call of the Chair.

11. ADJOURNMENT

Moved by Councillor Boyce
Seconded by Mr. R. Johnston

THAT the April 17, 2018 meeting of the Transit Operations Advisory Committee adjourn.

- CARRIED -