

**CITY OF BELLEVILLE
TRANSIT OPERATIONS ADVISORY COMMITTEE
MINUTES OF June 12, 2018 MEETING**

A meeting of the Transit Operations Advisory Committee was held on Tuesday June 12, 2018 at 4:45 p.m. in the Sir Mackenzie Bowell Room (City Hall).

ATTENDANCE

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

REGRETS

None

STAFF PRESENT

Mr. Joseph Reid , General Manager – Transportation and Operations Services
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 4:45 p.m.

2. DISCLOSURE OR PECUNIARY INTEREST

None

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Transit Operations Advisory Committee Meeting held on April 17, 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 April 17, 2018 be approved.

- CARRIED -

4. BUSINESS ARISING FROM MINUTES

None

5. DEPUTATIONS

None

6. CORRESPONDENCE

Letter from R. Williams regarding the Shorelines Shuttle Bus

7. REPORTS

7.1 Annual Ridership Statistics to May 2018 – Report DE&OS-2018-TAC-12

The committee reviewed the report, including a breakdown by route. Ridership increased 13.67% to date over 2017.

Moved by D. Hilts
Seconded by Councillor Denyes

Motion to receive report DE&OS-2018-TAC-12

- CARRIED -

7.2 Capital Projects Update – Report DE&OS-2018-TAC-13

Staff report was reviewed and discussed by the committee. Updates provided on Bus Stop Accessibility Upgrades, Farebox Upgrades, 400 Coleman Addition, Smart bus, and the Pantonium Scheduling Project.

Moved by Mr. B. Goodman
Seconded by Councillor Boyce

Motion to receive report DE&OS-2018-TAC-13

- CARRIED –

7.3 Shorelines Shuttle Sponsorship Request – Signal Brewery – Report DE&OS-2018-TAC-14

The committee reviewed the report, including a cost breakdown on the additional expense the extra 20 minutes of travel to Corbyville, potential revenue and sponsorship loss by operating two less daily trips, and the reprinting of all promotional materials and advertising. Potential loss on the Shorelines Shuttle Trolley Tour would equal \$17,891.66 Council mandate was operation at zero net cost.

Staff recommend operating this season with the schedule and sponsors currently in place.

Moved by Councillor Denyes
Seconded by Councillor Boyce

Motion to receive report DE&OS-2018-TAC-14 for discussion

- CARRIED -

8. GENERAL BUSINESS

8.1 Transit Terminal – Progress on Vending RFP

RFP was successful and we received three (3) submissions. The Dutch Oven Vending Service from Cobourg was the successful bidder. A hot beverage, Cold Beverage, snack and ATM machine have been installed and are seeing a brisk business. The vendor is on site three times per week to restock and maintain the machines.

8.2 Transit Terminal Transit Pass Vending Machine

The vending machine has been purchased and we are expecting delivery within the next few days. We will get it installed, programmed and running as soon as possible.

8.3 Loyalist College U-Pass

Discussions are on-going, Quinte Access is awaiting news on a grant application to fund the route. All parties are in favor of the service and the introduction of a U-Pass, the only delay is the funding for the Trenton to Loyalist piece.

8.4 Options for Route 190 & Route 7 – Increased Ridership

Loyalist College has provided information to transit that they are expecting a substantial increase in international students in September. Enrollment is anticipated to be nearly double last September for this group of students. Our Route 7 and Route 10 were at capacity during peak times

As discussions continue with the College and they can provide more detail on enrollment we will plan service to meet the demand. Anticipated changes could include:

Rt 7 – the extra & bus as well as a Route 7 Express.

Rt 10 – we may have to look at running a 30 min peak service

8.5 BYD Electric Bus Procurement – TTC Program

Staff has been in contact with Bem Case, Sr. Project Manager TTC to discuss the possibility of Belleville Transit being a participant in the BYD bus procurement with the TTC. The buses will come at a substantial savings, with increased options over the base bus. The TTC will provide additional information as the procurement process moves forward.

8.6 Electronic Farecard Branding

Staff provided four potential brands for the electronic fare card that will be a major component of the new fare collection system, including fareboxes, fare collection media and the back end software. The Transit Advisory Committee Overwhelmingly selected the BTAP brand to move forward with.

9. NEW BUSINESS AND INFORMATION MATTERS

9.1 There was discussion about the dead trees at the bus terminal. Staff is currently waiting on a report from the City contracted Arborist to determine next steps.

10. NEXT MEETING

Will be held at the Call of the Chair.

11. ADJOURNMENT

Moved by Mr. Johnston
Seconded by Mr. Goodman

THAT the June 12, 2018 meeting of the Transit Operations Advisory Committee adjourn.

- CARRIED -