

MINUTES

MEETING	Transit Advisory Committee
DATE	November 28, 2019
LOCATION	City Hall, Room C
TIME	5:30 -7:00 p.m.
VICE CHAIR	Susan Carey
PRESENT	Susan Carey, Dominica McPherson, Amanda Stevenson, Fawkes Conibear, Horeen Hassen
REGRETS	Brian Adkins, Bonnie Burgess, Kathryn Hofer, Justine Kraemer
MINUTES	John Mather
GUELPH TRANSIT STAFF	Robin Gerus, Transit General Manager Jason Simmons, Transit Operations Manager John Mather, Transit Data Coordinator

ITEM #	DESCRIPTION
1.	Call To Order <ul style="list-style-type: none">5:45
2.	Introductions - New members and new management <p>Staff announced the following new members to the TAC Committee:</p> <ul style="list-style-type: none">Amanda Stevenson – Amanda is a new member at large. Amanda said she and her young family are regular users of Guelph Transit.Fawkes Conibear – Fawkes is a new member representing the University of Guelph. Fawkes has recently returned as a student at the University and is a regular user of Guelph Transit.David Driver – David is a new employee at Guelph Transit. He is the Planning and Scheduling Supervisor. He brings his considerable experience to this position as he has been an

	Operator, Supervisor and Assistant Manager at some of Ontario's largest transit organizations.
3.	<p>Adoption of Previous Minutes</p> <ul style="list-style-type: none"> • Motion to move the Minutes forwarded by Horeen Hassen, seconded by Susan Carey.
4.	<p>Strategic Plan – Presentation</p> <p>Staff provided a summary of the City of Guelph's Strategic Plan. They said that The City's Strategic Plan serves as a living, breathing plan for Guelph's future. It builds on Guelph's community vision, looking at how the City can achieve aspects of the Community Plan that fall within our areas of responsibility. It also establishes directions that will help us become a more modern, effective government and creates a foundation for our first multi-year budgeting and planning process.</p> <p>The plan has been developed through a comprehensive consultation process with staff and Council. It also incorporates input from more than 10,000 community members obtained through the development of Guelph's Community Plan. Our Strategic Plan truly reflects the aspirations Council, staff, businesses and residents hold for our community, laying out our commitment to a shared future for Guelph.</p> <p>The organization's vision, mission and values provide the foundation that underpins our Strategic Plan, setting the tone for how our organization works and what we will achieve. They added:</p> <p>Our vision</p> <p>An inclusive, connected, prosperous city where we look after each other and our environment.</p> <p>Our mission</p> <p>Working together to deliver responsible and responsive public service to Guelph's growing and diverse community. Update</p> <p>Our values</p> <ul style="list-style-type: none"> • <i>Integrity</i> - honest and ethical • <i>Service</i> - community-driven

	<ul style="list-style-type: none"> • Inclusion - stronger for our differences • Wellness - adaptable and resilient • Learning - always learning <p>Staff emphasised that their particular areas of the Strategic Plan fostered easy, accessible movement through trails, paths, roads and corridors to tie the community together and connect Guelph's economy with other regions. Specifically the Plan will:</p> <ul style="list-style-type: none"> • build Guelph's capacity to adopt clean and efficient technology • prepare Guelph's transportation network for autonomous vehicle technology and an increase in electric vehicles • update our transportation plans and our program and service delivery models • provide attractive, affordable and reasonable transportation options for everyone • provide affordable transit • improve connections to workplaces in Guelph • invest in and promote active transportation • improve the safety, efficiency and connectivity of the whole transportation system <p>TAC Members asked if the Strategic Plan was public yet. Staff answered that currently drafts are underway and the final version will be available once completed.</p>
5.	<p>Guelph Transit Update</p> <p>Electric Buses</p> <p>Staff announced that a special announcement was made earlier this day in which the Federal, Provincial and Municipal governments committed to grants for 3 projects. The projects are: 1) the purchase of 35 electrically powered buses and charging stations 2) the purchase of 30 more electric buses in the future and 3) a new bus facility that will accommodate 200 electric buses and their charging facilities.</p>

TAC Members asked if other Canadian municipalities were converting to electric buses. Staff answered that the Toronto Transit Commission currently has 30 operational electric buses and is conducting further testing with the intention of converting all of its bus fleet. They added that Montreal, Edmonton and Calgary are also in the process of testing electric buses and converting to them.

TAC Members asked when we might expect to see electric buses in service in Guelph. Staff answered that there is considerable work to be done for the transition to electric buses. Initially there will be 1 or 2 test vehicles.

TAC Members asked if all buses in the fleet will be replaced in the near future. Staff answered the current diesel buses have an approximate 12 year life cycle and as each comes to the end of that cycle it will be replaced. As some buses are new, and other new diesel buses will be procured in to 2023, one could expect the fleet to be transitioned fully to electric buses by 2035.

TAC Members asked if hybrid powered buses were an option. Staff answered that hybrid technology would require too much additional infrastructure so the intent is to transition to fully electric buses only.

TAC Members asked what the life cycle of an electric buses is. Staff answered that their longevity is largely unknown as they have not been in service for very long. They did add that the reduction in moving parts on an electric buses indicated that their lives will be longer than the diesel's.

TAC Members asked if there were facilities and plans to dispose of electric bus batteries. Staff answered that it was the intent of the city to be carbon neutral and that there may be opportunities to re-purpose batteries once they are no longer efficient for bus power.

TAC Members asked what location was being proposed for the new city campus facility. Staff answered that it is intended that it will be located on a 70 acre city-owned site located at 110 Dunlop Drive beside the Solid Waste Management facility.

Operating Budget

Staff announced that Transit requests made to the Operating Budget in December 2019 had been fully approved. Specifically this will provide:

- additional resources for the Route 99 so that it can run 10 minute headways.
- service to the Hanlon Creek Business Park (HCBP) development
- additional service to the Community Bus. Routes for the Community Bus will be realigned to provide better service to locations considered to be in high demand. Only stops that were not often used have been removed. Also "on demand service" will be provided. This will allow passengers to book their requests on-line and via an app and provide service to locations not serviced by conventional service. They added that the re-branding of the Community Bus service will better publicize that this service is available to everyone and not just seniors or the disabled.

TAC Members asked if current passengers (predominately seniors) would have access to on-line and app technology. Staff answered that the core users will be able to use conventional means to book their service but there will be opportunities for those who wish to use to use new technology to do so.

Staff added that on-demand service has been used for Mobility service bookings and it has been extremely successful. Mobility ridership has doubled in the last 7 months and it has been shown that passengers are less likely to book multiple trips in the future (and then not cancel those not required) as they will book only those required.

TAC Members noted that the on-demand service had some negatives. Specifically they missed the reminder notices passengers used to receive. Staff said they would investigate reinstating it. Another negative was noted, that is, that occasionally pick up times were booked too close together and resulted in late pick ups. TAC Members did say there were multiple positive features to the new booking service. They mentioned that the notice of the imminent arrival of the bus was excellent.

TAC Members asked about the nature of the Route 99 improvements. Staff answered that an additional bus and operator were being used to better align the timings on that route. In the interim Planning and Scheduling staff and Route Supervisors are monitoring the route daily and making changes as required and possible.

TAC Members asked when the changes permitted in the operating budget could be expected. Staff answered that they will all be in place by September 2020.

TAC Members asked if the Route 41 would be returning in order to

	<p>supplement the Route 99 service between the Guelph Central Station and the University of Guelph. Staff answered that this was not expected as resources from the Route 41 had been assigned to the Route 59 and that ridership on that route was increasing.</p> <p>Fare Media</p> <p>Staff provided a summary of the fare box programme. They noted that the EFMS programme is on time and on budget. They added that the fare media usage rollout will go live on January 17, 2020. Staff encouraged TAC Members and the public to be patient as the fare box team is dedicated to a successful and efficient roll-out.</p> <p>TAC Members asked how long it would take for the funds allocated to an account to be available on the media. Staff advised that the transfer is immediate.</p>
6.	<p>Guelph Transit Route Supervisor Ben Jehnissi arrived at 6:30 p.m. Staff introduced him to the committee.</p>
7.	<p>Bus Advertisements</p> <p>Following inquiries by TAC Members Staff addressed the nature of the process by which one can comment on the advertisement on buses. They said that the city abides by the standards set by Ad Standards Canada. When advertisements are found to be in violation of these policies they are removed.</p> <p>They added that currently the City is studying there specific standards. TAC Members asked when the results of this study will be made public. Staff answered that they were not able to answer that as the process has just now started. TAC Members asked how complainants were being listed to. Staff answered that and comments concerning Guelph that are forwarded to Ad Standards Canada are reviewed by the City of Guelph.</p>
8.	<p>Open House – Site Visit</p> <p>Staff said they would be pleased to have TAC Members attend the Guelph Transit offices on Watson Road for a tour of the facilities. TAC Members asked if the February meeting could be held at Guelph Transit and that a tour follow, or proceed, the event. It was also suggested that a tour be scheduled at an alternate time to better accommodate those who could not attend before, or after, the meeting in February. Staff said they would contact members to find the best solution.</p>

9.	<p>Member Concerns</p> <p>Snow Removal</p> <p>TAC Members expressed concern about the lack of proper snow removal around bus stops and along bus routes. Staff replied that snow removal was not a Guelph Transit responsibility. It was decided that a representative of Public Works will be invited to the next TAC meeting so that the members can be advised of the snow removal process. Staff will attempt to arrange a guest speaker for the next, or a subsequent, meeting.</p> <p>Temporary Bus Lane Reduction – Gordon Street – October 2019</p> <p>TAC Members asked about the results of the lane closure project. Staff said the results were being released the week of January 20 – 24, 2020.</p>
10.	<p>Discussion of Terms of Reference – Quorum/Attendance</p> <p>Staff advised that their continued efforts to establish attendance information, before the meeting, meetings may be contrary to the intent of the Terms of Reference. Staff said it was merely their intention to avoid last minute cancellation of the meeting and the inconvenience that it would cause members. In the future members are welcome and encouraged to advise the TAC Coordinator of their intentions but failing full attendance information the meeting will be considered as proceeding as planned.</p>
11.	<p>Next meeting date and location</p> <ul style="list-style-type: none"> February 20, 2020. City Hall Meeting Room C
12.	<p>Adjournment</p> <ul style="list-style-type: none"> 7:00 p.m.