

Meeting Minutes



Meeting	Transit Advisory Committee (TAC)
Date	19/01/2023
Location	Guelph City Hall – Meeting Room A
Time	5:30 pm
Present	Jena-Lee Ashley (attended on-line via TEAMS), June Baldwin, Susan Carey (Chair), Dania El-Ayoubi, Colleen Harper, Maryam Rehman, Eldrich Rebello, Deepak Sridhar, Robin Gerus – General Manager – Transit, Mike Van Kooy – Facility and Electrification Supervisor – Transit, John Mather – Data Coordinator – Transit and Judi Prigione – Administrative Assistant Transit.
Regrets	Wm. Frank Holden

Discussion Items

1. Call to Order - Chair Carey called the meeting to order at 5:36 pm.
 - 1.1. First Nations Acknowledgment was read by Chair Carey.
 - 1.2. Disclosure of Pecuniary Interest and General Nature Thereof – None
 - 1.3. Welcome to New TAC Members – the new members introduced themselves - Regular User of Conventional Transit - Maryam Rehman, Community Member at Large - Colleen Harper, University of Guelph Administration Representative - June Baldwin, Guelph Wellington Task Force for Poverty Elimination Representative – Dania El-Ayoubi, as did the other TAC Members and Transit Staff present.
 - 1.4. Approval of the Minutes from November 17, 2022

Motion: **That the minutes from November 17, 2022, be adopted.**
Moved: Eldrich Rebello
Seconded: Deepak Sridhar
Carried

2. Committee Items

2.1 Nomination and Approval of the 2023 Transit Advisory Committee (TAC) Chair and Vice Chair.

Motion: **That Susan Carey be nominated and appointed as the 2023 Chair for the Transit Advisory Committee and that Wm. Frank Holden be nominated and appointed as the 2023 Vice Chair of the Transit Advisory Committee.**

Moved: Eldrich Rebello

Seconded: Deepak Sridhar

Carried

2.2 Approval of the 2023 Meeting Dates – The list of dates is attached and forms part of these minutes.

Motion: **That 2023 Meeting Dates for the Transit Advisory Committee be approved.**

Moved: Colleen Harper

Seconded: Eldrich Rebello

Carried

2.3 Terms of Reference (TOR) Update – Judi Prigione – Administrative Assistant – discussed that the TOR, though approved by the Transit Advisory Committee and City Council in 2022, the Terms of Reference needed to be updated again to clarify the wording for the appointments of the member from the Administration of the University of Guelph and the member from the Guelph & Wellington Task Force for Poverty Elimination. These members are appointed by the administration of their organizations and the wording in the TOR needs to reflect this. If approved by TAC, the TOR will go to City Council for approval on March 07, 2023

Motion: **That Terms of Reference for the Transit Advisory Committee be approved.**

Moved: Colleen Harper

Seconded: June Baldwin

Carried

2.4 TAC Members' Rider Feedback. No items for discussion were submitted in advance. Some open discussion questions arose at the meeting regarding Transit Operators, in terms of dealing with difficult customers or those not paying fares. Additionally, inquiries related to driver training pertaining to bicycle riders and bike lanes. Robin Gerus suggested one of the Certified Trainers attend the next meeting to address these questions and talk about procedures.

- 2.5 2023 Proposed Service Changes Pending Council Approval – Laura Catalano-Bragues – Supervisor Scheduling and Service Planning was unable to attend the meeting. John Mather – Data Coordinator, attended the meeting to speak on this item. A copy of the Guelph Transit Future Ready Plan was distributed to the TAC Members at the meeting. John Mather discussed the changes implemented in 2022 (Year 1) and what is planned for 2023 (Year 2), pending Council approval.
- 2.6 General Transit Update – Robin Gerus – General Manager Transit, gave an update on service changes and ridership levels at Guelph Transit. He noted that a sponsorship was secured for free transit to and from Guelph Storm home games for the 2022 – 2023 season. The sponsor is Chris Mochrie, Real Estate Agent at M1 Real Estate Brokerage Ltd. Robin Gerus also provided a brief update regarding ongoing capital projects including the digital sign project, Transit Control Centre renovations and updates to Guelph Central Station. Mike Van Kooy - Facility and Electrification Supervisor updated TAC Members of the Electrification project. He reported that the first Electric Bus will be delivered by the end of January 2023 and the other 3 ordered will arrive by the end of February. He added that the buses will undergo extensive testing and Transit Staff and other City Departments will also undertake extensive training.
- 2.7 Update on Capital Projects – this item was covered under the General Transit Update (Item 2.6)

3 Chair and Staff Announcements – none

4 Adjournment

Motion: That the meeting be adjourned

Moved: June Baldwin

Adjournment at 6:51 pm

5 Next Meeting

Thursday, February 16, 2023, at 5:30 pm – **In Person – Boardroom B, Guelph Transit – 170 Watson Road South.**

2023 Transit Advisory Committee Meeting Dates*

Month	Date	Time	Location
January 2023	January 19, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
February 2023	February 16, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
March 2023	March 16, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
April 2023	April 20, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
May 2023	May 18, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
June 2022	June 15, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
July 2023	No Meeting Scheduled	n/a	n/a
August 2023	No Meeting Scheduled	n/a	n/a
September 2023	September 21, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
October 2023	October 19, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
November 2023	November 16, 2023	5:30 pm	City Hall – Meeting Room A / TEAMS
December 2023	No Meeting Scheduled	n/a	n/a

**Dates can be changed / rescheduled if quorum is not met or if a scheduling conflict arises.*