

Meeting Minutes



Meeting	Transit Advisory Committee (TAC)
Date	21/09/2023
Location	Guelph City Hall – Meeting Room B
Time	5:30 pm
Present	June Baldwin, Susan Carey (Chair), Chelsey Edwards, Colleen Harper (on-line), Wm. Frank Holden (Vice-Chair), Eldrich Rebello, Deepak Sridhar, Robin Gerus – General Manager – Transit (on-line), Abby Spielmacher - Project Manager, Customer Experience, Courtney McDonald – Manager Transit Business Service, Laura Catalano-Bragues - Supervisor, Scheduling and Service Planning, Mike Van Kooy – Supervisor – Transit, Judi Prigione – Administrative Assistant Transit, Andrew Sandor, Council and Committee Assistant and Joey Tang, Legislative Coordinator, City Clerk’s Office, Corporate Services, City of Guelph.
Regrets	Samar Tariq and Paul Gray, Operations Manager – Transit.

Discussion Items

- 1. Call to Order – Chair Carey called the meeting to order at 5:44 pm.
 - 1.1. First Nations Acknowledgment was read by Chair Carey.
 - 1.2. Disclosure of Pecuniary Interest and General Nature Thereof – None
 - 1.3. TAC Member Announcement - Welcome to Chelsey Edwards, Community Engagement and Communications Coordinator, Guelph & Wellington Task Force for Poverty Elimination and Samar Tariq, VP - External Affairs, CSA, University of Guelph. Chair Carey welcomed the Member Edwards. Member Tariq was absent from the meeting and will be welcomed at the October meeting.
 - 1.4. Approval of the Minutes from June 22, 2023
Motion: **That the minutes from June 22, 2023, be adopted.**

Moved: Wm. Frank Holden
Seconded: Deepak Sridhar
Carried

2. Committee Items

2.1. General Roles, Responsibilities and Procedural Training for ACOC's.

This training was facilitated by Andrew Sandor, Council and Committee Assistant and Joey Tang, Legislative Coordinator, City Clerk's Office, Corporate Services, City of Guelph.

2.2 Shelter Replacement Project Update

Motion: **That Transit Advisory Committee receive and approve the verbal update on the Shelter Replacement Project from Abby Spielmacher, Project Manager, Customer Experience.**

Moved: Wm. Frank Holden
Seconded: Chelsey Edwards
Carried

2.3 Connect-to-Go Co-fare Program

Motion: **That Transit Advisory Committee receive and approve the written update from Courtney McDonald, Manager - Transit Business Services, regarding Connect-to-Go Co-Fare Program dated September 21, 2023, with the recommendations to simplify the registration process and the language used in the instructions and to add more signage about the program at Guelph Central Station.**

Moved: Chelsey Edwards
Seconded: Eldrich Rebello
Carried

2.4 Fare Strategy Update

Motion: **That Transit Advisory Committee receive and approve the verbal update from Courtney McDonald, Manager - Transit Business Services, regarding the Fare Strategy.**

Moved: Colleen Harper
Seconded: June Baldwin
Carried

2.5 Guelph Transit Future Ready Action Plan Year 2 Update

Motion: **That Transit Advisory Committee receive and approve the written update from Laura Catalano-Bragues, Supervisor, Planning and Scheduling, regarding Guelph Transit Future Ready Action Plan Year 2 Update dated September 21, 2023.**

Moved: Wm. Frnal Holden
Seconded: June Baldwin
Carried

2.6 TAC Members' Feedback

2.6.1 Scheduling of Bus Routes 16 and 19 in relation to the Route 99.

Member Sridhar discussed his concerns regarding the scheduling of these routes. Laura Catalano-Bragues, Supervisor, Planning and Scheduling, discussed how these routes are set up and why they are scheduled the way they are currently running. Laura Catalano-Bragues will bring the scheduling of these routes back to her team for review and discussion.

2.6.2 Air circulation and filters on Guelph Transit Buses. Member Sridhar raised this issue. Mike Van Kooy, Supervisor – Transit, responded on behalf the Operations Manager Paul Gray who was unable to attend the meeting. The information was supplied by Fleet Services. In the fall of 2020, Fleet Services tested 3 air filtration systems, MERV13 filters, UV and Plasma Cluster Technology. The scope of the testing was specifically designed to reduce or eliminate the risk to staff and riders of any viral bacteria that may be present on Fleet’s equipment. The reduction in the Phage, Phi X 174, was negligible. In fact, a baseline bus with no filtration was 93.8 % effective in reducing the Phage, with the most effective of the test group removing 96.4%, a difference of 2.6%. At the time of the testing, Fleet Services felt that these solutions were not effective enough to justify the cost. There have been no additional offerings to the market that would justify the expense of re-testing. The fleet of NOVA buses with standard air filtration is very effective in protecting ridership from circulating viruses. Transit Staff will follow-up with Fleet Services and provide to TAC Members at the October Meeting the name / type of the standard air filtration used on the buses.

2.7 General Transit Update Including Electric Buses –

Motion: **That Transit Advisory Committee receive and approve the verbal update by Mike Van Kooy, Supervisor – Transit and Robin Gerus, General Manager -Transit regarding the General Transit Update Including Electric Buses.**

Moved: TBD

Seconded: TBD

Carried

3. Chair and Staff Announcements – none

4. Adjournment

Motion: That the meeting be adjourned

Moved: Colleen Harper

Seconded: Wm. Frank Holden

Carried

Adjournment at 7:29 pm

5. Next Meeting

Thursday, October 19, at 5:30 pm – In Person – City Hall – Meeting Room A or via TEAMS.