

AGENDA
and Schedule "A" to the minutes of the meeting of the
TRANSIT WINDSOR ADVISORY COMMITTEE
Tuesday, November 29, 2016
at 4:00 p.m.
Room 407, 400 City Hall Square East

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **ADOPTION OF THE MINUTES**
Adoption of the minutes of the meeting held May 11, 2016 – **attached.**

4. **BUSINESS ITEMS**
 - 4.1 **Update by the Executive Director – Transit Windsor**
 - UPass Update
 - Town of LaSalle – transit proposal
 - Downtown Windsor Streetscape Improvements Phase 6
 - Intelligent Transportation System Update
 - Public Transit Infrastructure Fund –Phase 1 and 2 (*The report of the Executive Director dated September 29, 2016 entitled "Public Transit Infrastructure Fund)* – **attached.**
 - Discussion on Transit Advisory Committee involvement with projects and public consultations that may include:
 - Transit Shelters
 - Intelligent Transportation System –Phase 2
 - Service Delivery Review
 - Safety/Security Review
 - Fare Structure Review and implementation
 - Transit Vehicles
 - West end terminal location

5. **DATE OF NEXT MEETING**

6. **ADJOURNMENT**

Windsor, Ontario May 11, 2016

A meeting of the **Transit Windsor Advisory Committee** is held this day commencing at 4:00 o'clock p.m. in the Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Councillor Bill Marra, Chair
Councillor Rino Bortolin
Councillor Ed Sleiman
Bernie Drouillard
Jacob Frickey (non-voting, representative of the Mayor's Youth Advisory Committee – arrives at 4:08 p.m.)
Vic Garabedian, Handi Transit (non-voting)

Regrets received from:

Councillor Irek Kusmierczyk

Delegation

Ray Hoang, regarding Item 4.3

Also present are the following resource personnel:

Pat Delmore, Executive Director, Transit Windsor
Steve Habrun, Manager, Planning Transit Windsor
Jason Scott, Planning Analyst, Transit Windsor
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 4:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. ADOPTION OF THE MINUTES

Moved by Councillor Sleiman, seconded by Councillor Bortolin,
That the minutes of the Transit Windsor Advisory Committee of its meeting held
November 5, 2015 **BE ADOPTED** as presented.
Carried.

4. BUSINESS ITEMS

4.1 Update by the Executive Director

P. Delmore, Executive Director Transit Windsor provides the following updates:

- A report regarding the life cycle of vehicles along with the recommendations will be forwarded to the Environment, Transportation & Public Safety Standing Committee in May 2016.
- In a recent Federal Government announcement regarding funding for infrastructure based on ridership, the City of Windsor could receive up to \$10M over the next three years. This funding will assist in placing Transit Windsor in "good fiscal shape".
- The Federal Government is committed to change the environment with public transportation being one of the "keys". Ontario has the largest ridership in Canada.
- Councillor Bortolin will be attending the CUTA Conference to be held in Halifax this weekend.
- The report regarding bus shelters includes a long term sustainable plan. There are substantial costs to vandalized shelters. The report also includes maintenance to bus shelters and snow clearing.
- The relocation of the west end bus terminal will be determined in 2017.
- In terms of the bus stop redesign project, an RFQ for the manufacture of 1,230 signs has been circulated. An inventory of the system is being undertaken along with the removal of some redundant bus stops.
- The new signs will be visible throughout the city by late summer 2016.
- As it relates to the Intelligent Transportation System (ITS), text messaging has been added at a cost of \$100,000. The ability to use text messaging to determine the arrival of a bus (at no cost to the rider) will be available in December 2016.
- Information on the new signs will include a phone number for real time bus information. The signs constructed of aluminum plate will be approximately 12 x 18 inches.
- Dollars have been allocated for the promotion of the new bus signage and the text messaging feature.

Moved by Councillor Sleiman, seconded by B. Drouillard,
That the update by the Executive Director, Transit Windsor **BE RECEIVED**.
Carried.

4.2 Transit Windsor Bus Stop Planning & Design Guidelines

The Executive Summary of the Transit Windsor Bus Stop Planning & Design Guidelines is as follows:

All new bus stops should be developed to these standards while existing bus stops should be upgraded as the opportunity arises.

Section 1

- o Number and spacing of bus stops along routes
- o Land use may influence suggested spacing

Section 2

- o Determine placement of individual bus stops
- o Far-side, near-side, or mid-block
- o Gradient
- o Route transfer

Section 3

- o Bus stop types
- o Bus stop on the curb travel lane, bus bulges or bus bays
- o Sharing of a bus stop by multiple bus routes

Section 4

Optimize physical design for safe passenger access and amenities, and efficient operation

- o Bus stop visibility
- o Passenger access
- o Passenger amenities
- o Universal access
- o Traffic safety
- o Bus stop layout

S. Habrun states lighting in shelters has not been quantified as it is quite costly.

In response to a question asked by Councillor Sleiman regarding solar powered lighting and his request to purchase one of the bus shelters, S. Habrun responds one shelter installed (not including lighting) is \$5,000. P. Delmore will report back with the cost of one bus shelter including the lighting component.

Moved by Councillor Sleiman, seconded by Councillor Bortolin,

That City Council **BE REQUESTED** to approve the report of the Planning Analyst, Transit Windsor dated May 1, 2016 entitled "Transit Windsor Bus Stop Planning & Design Guidelines Report" and the "Transit Windsor Bus Stop Planning & Design Guidelines" dated April 21, 2016.

Carried.

4.3 Universal Bus Pass Program Update

The report of the Planning Manager, Transit Windsor entitled “Universal Bus Pass Program Update – Partnership with the University of Windsor Students’ Alliance and Graduate Student Society” is distributed and **attached** as Appendix “A”.

Ray Hoang, delegate is present and thanks the Transit Windsor Advisory Committee for the Universal Bus Pass Program which was successfully approved by the University of Windsor Students Alliance and Graduate Student Society.

Moved by Councillor Sleiman, seconded by Councillor Bortolin,

That the report of the Planning Manager, Transit Windsor entitled “Universal Bus Pass Program Update – Partnership with the University of Windsor Students’ Alliance and Graduate Student Society” **BE RECEIVED.**

Carried.

5. NEW BUSINESS

Discussion ensues regarding regional transit and the following comments are provided:

- There is potential of funding from the Federal Government over the next three years for planning future growth.
- Regional transit is dependent upon the willingness of other municipalities to participate in this initiative.
- Residents are more concerned with better service than expansion of service to other municipalities.
- Suggestion to begin slowly, i.e. two buses to Essex or Leamington in the morning and two buses in the evening.
- As a pilot program, consider Tourism Windsor Essex Pelee Island running a bus to the County on Saturday and Sunday throughout the summer and then report back with a SWAT analysis.
- Question is posed – What are the wants and needs of the surrounding municipalities and what does Windsor want?

6. DATE OF NEXT MEETING

The next meeting will be held on Thursday, August 11, 2016 at 4:00 o’clock p.m. in the Walkerville Meeting Room, 3rd floor, City Hall.

7. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 5:21 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR