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## The Regional Municipality of Durham

### MINUTES

#### DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, February 5, 2020

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, February 5, 2020 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM

Present: Commissioner Collier, Chair  
Commissioner Barton, Vice-Chair  
Commissioner Anderson  
Commissioner Bath-Hadden  
Commissioner Carter  
Commissioner Drew  
Commissioner Mulcahy  
Regional Chair Henry

Also

Present: Commissioner Crawford

Absent: Commissioner Pickles

Staff

Present: E. Baxter-Trahair, Chief Administrative Officer  
W. Holmes, General Manager, Durham Region Transit  
J. Austin, Deputy General Manager, Business Services, Durham Region Transit  
A. Mak, Supervisor, Financial, Durham Region Transit  
A. McKinley, Deputy General Manager, Maintenance, Durham Region Transit  
A. Naeem, Solicitor, Corporate Services – Legal Services  
C. Norris, Manager, Customer Experience, Durham Region Transit  
N. Pincombe, Director of Business Planning, Budgets and Risk Management  
S. Pollock, Coordinator Communications, Durham Region Transit  
N. Taylor, Treasurer, Durham Region Transit, and Commissioner of Finance  
M. White, System Support Specialist, Corporate Services – IT  
C. Tennisco, Committee Clerk, Corporate Services – Legislative Services

#### 1. **Declarations of Interest**

There were no declarations of interest.

## 2. Adoption of Minutes

Moved by Commissioner Mulcahy, Seconded by Commissioner Carter,  
(9) That the minutes of the regular Durham Region Transit Executive  
Committee meeting held on Wednesday, January 8, 2020, be adopted.  
CARRIED

## 3. Delegations

There were no delegations to be heard.

## 4. Presentations

### 4.1 Bill Holmes, General Manager, Durham Region Transit, and Nancy Taylor, Treasurer, Durham Region Transit, Finance Department, regarding: 2020 Durham Region Transit Business Plans and Budgets (2020-DRT-05) [Item 6. B]

On behalf of B. Holmes, Jamie Austin, Deputy General Manager, Business Services, Durham Region Transit; and, Nancy Taylor, Treasurer, Durham Region Transit, provided a PowerPoint presentation regarding the 2020 Durham Region Transit Business Plans and Budgets.

N. Taylor advised that the 2020 Durham Region Transit (DRT) Business Plans and Budgets submission meets the approved guideline of 2.5%.

Highlights of the presentation included:

- 2020 Budget – Strategic Priorities
- Budget Overview
  - 2019 Accomplishments
    - > Customer Experience
    - > Customer Outreach
    - > Service Improvements
  - 2020 Proposed Expenditures and Financing
    - > Proposed Expenditures by Program Area (millions)
    - > Proposed Revenue by Source (millions)
  - 2020 Priorities and Highlights
    - > Operating Costs
    - > Capital Initiatives
    - > Staffing
- 2020 Risks and Uncertainties
- 2020 Initiatives to Modernize & Find Service Efficiencies
- Future Budget Pressures
  - 2020 budget items with annualization impacts in 2021
  - Forecasted pressures for DRT over the next 4 years

C. Norris responded to questions regarding the replacement of the Route 506 Clarington Community Route with the proposed On Demand services in the Municipality of Clarington, including Newcastle, the Wilmot Creek community area, and Orono; the current On Demand four hour minimum booking window policy and the plans to reduce the booking window; and the scheduling of pick-ups.

B. Holmes responded to questions regarding the Metrolinx proposed reserved paid parking spots at GO Transit stations. It was noted that currently, the Metrolinx paid reserved parking spots cost riders approximately \$98.00 a month. Detailed discussion followed on transportation options to get to and from the GO Train station, including the DRT \$.80 cent Co-Fare; the purpose that Metrolinx facilitates; potential funding opportunities; and, the need for ongoing collaboration and communication between Metrolinx and staff.

At the request of Chair Collier, J. Austin reviewed how the DRT's revenue cost ratio was calculated. C. Norris also reviewed the proposed Route 200 Zoo service connections from the Ajax and Pickering GO Train stations, directly to the Rouge National Urban Park and the Toronto Zoo. The Route 200 Zoo will operate from May to September, during the weekends and on statutory holidays.

B. Holmes advised that staff will bring forth a report to TEC on the advancements of the Route 200 Zoo services.

Discussion ensued regarding the recent transit service issues in the Town of Whitby. At the request of Chair Collier, B. Holmes provided an update on the fleet availability and capacity issues; the steps taken by the contracted service provider to ensure the daily requirements of the assigned services are met no later than the end of March; and status of the current contract for services operated from the Whitby location.

Staff was asked to provide a future report to TEC regarding the contracted conventional services; prior to the end of the current contract.

Commissioner Crawford asked that the 2020 Durham Region Transit Business Plans and Budgets presentation be electronically sent to all the Durham Region Transit Commissioners.

## **5. Correspondence**

There were no correspondence items to be considered.

## 6. Reports

### A) General Manager's Report – February 2020 (2020-DRT-04)

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Report #2020-DRT-04 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Barton, Seconded by Commissioner Drew,  
(10) That Report #2020-DRT-04 of the General Manager, Durham Region Transit, be received for information.

CARRIED

### B) 2020 Durham Region Transit Business Plan and Budget (2020-DRT-05)

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Report #2020-DRT-05 from B. Holmes, General Manager, and N. Taylor, Treasurer, Durham Region Transit, was received.

Moved by Commissioner Bath-Hadden, Seconded by Commissioner Mulcahy,  
(11) That we recommend to the Finance & Administration Committee for subsequent recommendation to Regional Council:

That the 2020 Business Plan and Budget for Durham Region Transit be approved.  
CARRIED

This matter will be considered by the Finance and Administration Committee on February 11 and 12, 2020 and presented to Regional Council on February 26, 2020.

## 7. Advisory Committee Resolutions

### 7.1 Durham Region Transit Advisory Committee

#### A) Resolution regarding Report # 2019-DRT-16: Update on DRT Kids Ride Free Incentive Pilot Program

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Moved by Commissioner Carter, Seconded by Commissioner Anderson,  
(12) That the resolution regarding Report #2019-DRT-16: Update on DRT Kids Ride Free Incentive Pilot Program be received for information.

CARRIED

## 8. Confidential Matters

There were no confidential matters to be considered.

## 9. Other Business

There was no other business to be considered.

**10. Date of Next Meeting**

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, March 4, 2020 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**11. Adjournment**

Moved by Regional Chair Henry, Seconded by Commissioner Barton,  
(13) That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:02 PM

Respectfully submitted,

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S. Collier, Chair

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Committee Clerk