



Durham Region Transit Commission Agenda

Meeting Room LL-C
Regional Headquarters Building
605 Rossland Road East, Whitby

Wednesday, September 28, 2022

9:00 AM

Please note: This meeting will be held in a hybrid meeting format with electronic and in-person participation. It is encouraged that members of the public [view the Committee meeting](#) via live streaming, instead of attending the meeting in-person. If in-person attendance is required, arrangements must be made by emailing clerks@durham.ca prior to the meeting date.

1. Roll Call

2. Declarations of Interest

3. Adoption of Minutes

- A) Durham Region Transit Commission meeting –
[December 22, 2021](#)

Pages 3-5

4. Delegations

5. Confirmation of Proceedings

Be It Resolved That all resolutions, contracts, actions and directions of the Transit Executive Committee enacted, passed, made, done or taken, as set forth or referred to in the minutes of the meetings and resolutions of the Transit Executive Committee in the minute and record book of the Transit Executive Committee, are hereby approved, ratified and confirmed.

Transit Executive Committee (TEC) meetings have been held on the following dates:

- [February 2, 2022](#)
- [March 2, 2022](#)
- [April 6, 2022](#)
- [May 4, 2022](#)

- June 8, 2022
- August 24, 2022 (Special TEC Meeting)
- September 7, 2022

6. Confidential Matters

There are no confidential matters to be considered

7. Other Business

8. Date of Next Meeting

The next Durham Region Transit Commission meeting will be at the call of the Chair.

9. Adjournment

Notice regarding collection, use and disclosure of personal information:

Written information (either paper or electronic) that you send to Durham Regional Council or Committees, including home address, phone numbers and email addresses, will become part of the public record. This also includes oral submissions at meetings. If you have any questions about the collection of information, please contact the Regional Clerk/Director of Legislative Services.

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT COMMISSION

Wednesday, December 22, 2021

A Regular meeting of the Durham Region Transit Commission was held in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:00 AM. Electronic participation was offered for this meeting.

1. Roll Call

A roll call was taken by the Regional Clerk and the following members were present:

Commissioner Anderson

Commissioner Ashe

Commissioner Barton

Commissioner Carter

Commissioner Chapman

Commissioner Collier

Commissioner Crawford

Commissioner Drew

Commissioner Foster

Commissioner Highet

Commissioner Leahy

Commissioner Lee

Commissioner McLean

Commissioner Mitchell

Commissioner Mulcahy

Commissioner John Neal attended the meeting at 9:03 AM

Commissioner Pickles attended the meeting at 9:03 AM

Commissioner Roy

Commissioner Ryan

Commissioner Smith

Commissioner Wotten

Commissioner Yamada

Regional Chair Henry

***all members of Commission, except the Regional Chair, participated electronically**

All members of the Durham Region Transit Commission were present with the exception of Commissioners Dies, Grant, Kerr, Marimpietri, Joe Neal, and Nicholson.

Regional Chair Henry called the meeting to order.

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Commissioner Collier, Seconded by Commissioner Barton,
(4) That the minutes of the Durham Region Transit Commission meetings held on Wednesday, December 16, 2020 and Wednesday September 29, 2021 be adopted.

CARRIED

4. Delegations

There were no delegations to be heard.

5. Confirmation of Proceedings

Moved by Commissioner Collier, Seconded by Commissioner Lee,
(5) Be it resolved that all resolutions, contracts, actions and directions of the Transit Executive Committee enacted, passed, made, done or taken, as set forth or referred to in the minutes of the meetings and resolutions of the Transit Executive Committee in the minute and record book of the Transit Executive Committee on the following dates are hereby approved, ratified and confirmed:

- January 6, 2021
- February 3, 2021
- April 7, 2021
- May 5, 2021
- June 2, 2021
- September 8, 2021
- October 6, 2021
- November 3, 2021
- December 8, 2021

CARRIED

6. Confidential Matters

There were no confidential matters to be considered.

7. Other Business

There were no items of other business.

8. Date of Next Meeting

The next meeting of the Durham Region Transit Commission will be at the call of the Chair.

9. Adjournment

Moved by Commissioner Chapman, Seconded by Commissioner Barton,
(6) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:05 AM

J. Henry, Regional Chair and CEO

N. Prasad, Assistant Secretary to Council

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, February 2, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, February 2, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Commissioner Collier, Chair
Commissioner Barton, Vice-Chair
Commissioner Anderson
Commissioner Carter
Commissioner Drew
Commissioner Mulcahy
Commissioner Smith
Regional Chair Henry
***all members of the Committee participated electronically**

Also
Present: Commissioner Crawford
Commissioner Marimpietri

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
D. Beaton, Commissioner of Corporate Services
M. Binetti, Transportation Service Design, Durham Region Transit,
D. Dunn, Project Manager, Rapid Transit Implementation
L. Huinink, Director, Rapid Transportation & Transit Oriented Development,
Office of the Chief Administration Officer
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. McKinley, Deputy General Manager, Maintenance, Durham Region Transit
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
N. Taylor, Treasurer, Durham Region Transit, and Commissioner of Finance
K. Smith, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(1) That the minutes of the regular Durham Region Transit Executive
Committee meeting held on Wednesday, December 8, 2021, be adopted.
CARRIED

4. Delegations

There were no delegations to be heard.

5. Presentations

5.1 Bill Holmes, General Manager, Durham Region Transit; Jamie Austin, Deputy
General Manager, Business Services and Nancy Taylor, Treasurer of Durham
Region Transit, Finance Department, re: 2022 Durham Region Transit Business
Plan and Budget (2022-DRT-02)

Nancy Taylor, Bill Holmes, and Jamie Austin provided a PowerPoint presentation on the 2022 Durham Region Transit Business Plans and Budgets. A copy of the presentation was provided to Committee members prior to the meeting.

B. Holmes advised that 2021 was a good year with continued focus on ridership recovery and mobility in the Region while experiencing changing travel patterns and pursued transit and transportation innovations.

N. Pincombe advised that the budget submission supports the approved guideline of 2.5% and advanced the Region's COVID-19 Recovery Plan.

B. Holmes provided an overview of the ridership recovery and accomplishments. He advised that On Demand remains a crucial part of the transit network and continues to ensure mobility of residents in low ridership areas within urban zones and rural areas in the Region. He advised that service grew to over 3,000 weekly trips with an average wait time of less than 7 minutes.

Highlights of the presentation included:

- 2022 Business Plans and Budgets
- 2021 – Signs of Recovery
- 2021 Accomplishments
 - Service Improvements
 - Community and Customer Service

J. Austin presented an overview of the Durham Region Transit 2022 proposed expenditure and financing.

Highlights of the presentation included:

- 2022 Proposed Expenditures & Financing
 - 2022 Proposed Expenditures (millions)
 - 2022 Proposed Funding (millions)
- 2022 Strategic Highlights
- 2022 Business Plans and Budgets
 - Risks and Uncertainties
- Beyond the 2022 Business Plans and Budget
 - Forecasted Pressures and Opportunities

Moved by Commissioner Anderson, Seconded by Commissioner Barton,
(2) That the order of the Agenda be altered in order to consider Report
#2022-DRT-02 at this time.

CARRIED

7. Reports

B) 2022 Durham Region Transit Business Plan and Budget (2022-DRT-02)

Report #2022-DRT-02 from B. Holmes, General Manager, Durham Region Transit, was received.

Staff responded to questions with regards to bus fleet requirements and decommissioning buses in consideration of increasing ridership; spare ratio of fleet; the transition to a zero emissions fleet; service plans for Clarington; converting two buses for public health related events; maintaining buses to send to rural fire departments to practice and deal with bus related events; maintaining vehicles to be used for cooling and heating centres; ridership and revenue projections for 2022; impact of new GO stations on Durham Region Transit; the current stage of the new maintenance and storage facility in north Oshawa; five new positions in the budget; the status of negotiations with school boards and the Durham Catholic District School Board request at the December TEC meeting for a specific program at All Saints.

Councillor Smith requested a breakdown of the cost for transit per municipality. Staff advised they would review available data and respond to him directly.

Moved by Commissioner Anderson, Seconded by Commissioner Barton,
(3) That we recommend to the Finance & Administration Committee for subsequent recommendation to Regional Council:

That the 2022 Business Plans and Budgets for Durham Region Transit be approved.

CARRIED

This matter will be considered by the Finance and Administration Committee on February 8, 2022 and presented to Regional Council on February 23, 2022.

6. Correspondence

There were no correspondence items to be considered.

7. Reports

A) General Manager's Report – February 2, 2022 (2022-DRT-01)

Report #2022-DRT-01 from B. Holmes, General Manager, Durham Region Transit, was received.

Staff responded to questions with regards to ridership on scheduled service buses versus on demand buses; the amalgamation of Specialized Services and On Demand into a single demand responsive strategy; outcome of the autonomous bus collision; reporting bus stops that require snow removal and improving communication between area municipalities and the Region regarding snow removal; ensuring adequate waiting area at bus stops; and of improving bus stop signage or illumination to help identify temporary bus stops for customers and bus operators.; and, the cost of the autonomous bus project.

J. Austin provided a verbal update on the status of the autonomous bus pilot project. He advised that further to the information in the report, the pilot project is concluding as a result of the vehicle manufacturer and owner (Local Motors) ceasing operations. The Local Motors decision to cease operations was not related to local pilot.

Moved by Regional Chair Henry, Seconded by Commissioner Smith,
(4) That Report #2022-DRT-01 of the General Manager, Durham Region Transit, be received for information.

CARRIED

B) 2022 Durham Region Transit Business Plan and Budget (2022-DRT-02)

This item was considered earlier in the meeting. Refer to page 3 of these minutes.

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

There were no confidential matters to be considered.

10. Other Business

There was no other business to be considered.

11. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, March 2, 2022 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

12. Adjournment

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

CARRIED

The meeting adjourned at 2:52 PM

Respectfully submitted,

S. Collier, Chair

K. Smith, Committee Clerk

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, March 2, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, March 2, 2022, in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM.

1. Roll Call

Present: Commissioner Collier, Chair
Commissioner Barton, Vice-Chair
Commissioner Anderson
Commissioner Carter
Commissioner Mulcahy
Commissioner Pickles
Commissioner Smith
Regional Chair Henry

Also
Present: Commissioner Crawford
Commissioner John Neal

Absent: Commissioner Drew

Present: E. Baxter-Trahair, Chief Administrative Officer
W. Holmes, General Manager, Durham Region Transit
J. Austin, Deputy General Manager, Business Services, Durham Region Transit
D. Dunn, Project Manager, Rapid Transit Implementation
J. Phelan, Project Manager, Durham Region Transit
L. Huinink, Director, Rapid Transportation & Transit Oriented Development, Office of the Chief Administration Officer
J. Demanuele, Director of Business Services, Works Department
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. McKinley, Deputy General Manager, Maintenance, Durham Region Transit
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
F. Amin, Administrative Assistant, Durham Region Transit
N. Prasad, Assistant Secretary to Council, Corporate Services – Legislative Services
S. Samuel, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Commissioner Carter, Seconded by Commissioner Pickles,
(6) That the minutes of the regular Durham Region Transit Executive Committee meeting held on Wednesday, February 2, 2022, be adopted.

CARRIED

4. Delegations

There were no delegations to be heard.

5. Presentations

5.1 David Dunn, Manager, Rapid Transit Office; Jack Phelan, Project Manager, Durham Region Transit re: ICIP Update and Median BRT Shelter Design

David Dunn and Jack Phelan provided a PowerPoint presentation to update TEC on the sections of the Durham-Scarborough Bus Rapid Transit funded through the Investing in Canada Infrastructure Program, and the Simcoe Corridor Visioning Process. A copy of the presentation was provided to Committee members prior to the meeting.

Highlights of the presentation include:

- Investing in Canada Infrastructure Program (ICIP)
- Durham-Scarborough BRT TPAP
- ICIP Update Ajax, Whitby & Oshawa Rapid Transit
- ICIP Update – Pickering
- Simcoe Street Rapid Transit Environmental Assessment
- Median Shelter Design
- Shelter Layout
- Shelter Elevation
- Design Option 1
- Design Option 2
- Design Option 3
- Back of Shelter Option 1
- Back of Shelter Option 2
- Shelter Considerations
- TEC Input and Next Steps

D. Dunn stated that staff is seeking an opinion on the draft BRT Median Station design and esthetics.

D. Dunn advised that staff will be reaching out to the public online for input on the three draft BRT Median Station design and esthetics from March 7 to 25, 2022, and that a public service announcement will be posted on the Region's website, social media platforms, and sent to all Councillors that signed up for notifications. He stated that staff will be incorporating all feedback received from the Commissioners and the public into the draft designs and will return to the Committee with an update.

J. Phelan responded to questions regarding the steel garbage and recycling cans, and their ability to hold larger items to avoid garbage overflow near the shelters.

D. Dunn responded to questions regarding snow storage around the new BRT Shelters in the event of large snowfalls; the crash wall; and the water drainage systems on the platforms to avoid slips and falls.

D. Dunn also responded to questions regarding the three designs presented to Committee in comparison to York Region's existing bus shelter design

B. Holmes responded to questions regarding the possibility of the DSBRT Project extending to the Municipality of Clarington.

J. Phelan responded to additional questions regarding the usable space and the thickness of the back walls in all three designs presented; the amount of LED lighting used in the shelter designs; and level of LED lighting used in the advertising panels.

Staff responded to further questions regarding the possibility of station naming and the sale of the station naming rights; the funding for the Pickering Village shelter design; whether the chosen design will be standard across Highway 2; future plans for Alexander's Crossing on Highway 2; and, if the chosen design will be updated to match the needs of the area.

6. Correspondence

There were no correspondence items to be considered.

7. Reports

A) General Manager's Report – March 2, 2022 (2022-DRT-03)

Report #2022-DRT-03 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Henry, Seconded by Commissioner Barton,
(7) That Report #2022-DRT-03 of the General Manager, Durham Region
Transit, be received for information.

CARRIED

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

There were no confidential matters to be considered.

10. Other Business

10.1 Transit Operator and Worker Appreciation Day

B. Holmes recognized the dedication and value that all DRT staff bring to their work in providing transit to residents and advised that Transit Operator and Worker Appreciation Day will be observed on March 18, 2022, and that a social media campaign will be launched ahead of the event.

11. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, April 6, 2022, at 1:30 PM.

12. Adjournment

Moved by Commissioner Smith, Seconded by Commissioner Mulcahy,
(8) That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:08 PM

Respectfully submitted,

S. Collier, Chair

S. Samuel, Committee Clerk

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, April 6, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, April 6, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM. Electronic participation was permitted for this meeting.

1. Roll Call

Present: Commissioner Barton, Vice-Chair
Commissioner Collier, Chair attended the meeting at 2:00 PM
Commissioner Anderson
Commissioner Carter
Commissioner Pickles
Commissioner Smith
Regional Chair Henry

Absent: Commissioner Drew
Commissioner Mulcahy was absent due to municipal business

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
L. Huinink, Director, Rapid Transportation & Transit Oriented Development, Office of the Chief Administrative Officer
J. Phelan, Planner, Service Design, Durham Region Transit
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
N. Prasad, Assistant Secretary to Council, Corporate Services – Legislative Services
S. Samuel, Committee Clerk, Corporate Services – Legislative Services

In the absence of the Chair, Vice-Chair Barton chaired the meeting.

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Regional Chair Henry, Seconded by Commissioner Smith,
(9) That the minutes of the regular Durham Region Transit Executive Committee meeting held on Wednesday, March 2, 2022, be adopted.
CARRIED

4. Delegations

There were no delegations to be heard.

5. Presentations

5.1 General Manager's Verbal Update

B. Holmes, General Manager, Durham Region Transit provided a verbal update regarding On Demand Service; the reduction of the gas and fuel tax; and highlights from the spring Canadian Urban Transit Association (CUTA) conference.

B. Holmes stated that in September 2020 when the enhanced On Demand service was launched, planning staff highlighted the ridership monitoring framework to ensure services evolved to meet changing travel patterns and ridership demands. As a result of the recent increased demand in North Bowmanville, on April 4, 2022, the new Route 502 was launched.

B. Holmes also stated that On Demand recently experienced another record ridership week, delivering 3,700 trips, with 69 new riders who had not previously used On Demand services. He added that the median wait times remained at 10 minutes with a satisfaction rate of 97%. He also noted that scheduled service continues to be a key focus as 96% of DRT riders travel on this service.

With respect to the reduction in the Gas and Fuel Tax, B. Holmes advised that the Province announced it will be introducing legislation that would cut the gas tax by 5.7 cents per litre, and the fuel tax (which includes diesel) by 5.3 cents per litre for six months starting July 1, 2022. He also advised that the Region has yet to be formally informed, but it is understood that the Province has assured that the gas tax reduction will not impact the associated municipal transit funding. He will advise the Committee of any further updates.

B. Holmes also advised that earlier this week staff attended the Canadian Urban Transit Association's first in-person conference in two years. He provided an overview of the following common themes:

- Zero emission buses and transit fleet transition plans and associated funding;

- Micro transit and On Demand service enhancing service reliability and sustainability in rural, suburban, and low-density areas;
- Revenue pressures during ridership recovery period, and the ongoing need for operating funding into 2023 to maintain service quality;
- Staffing challenges to increase services as ridership returns and recruiting and training the number of staff needed to expand service levels;
- Supply chain challenges and the escalation of capital project costs, particularly for projects with approved funding that are experiencing escalations of up to 30%;
- Focus on public transit delivering value to the customers and the community, rather than just volume or level of ridership.

B. Holmes responded to questions regarding promoting the new 502 route in Bowmanville; its hours of operation; and, whether there are sufficient resources and interim measures to deal with the demand for On Demand services.

C. Norris responded to questions regarding the ways Regional Transit can best support the General Motors employees, in response to the company's announcement earlier this week that a third shift will be added with approximately 800 employees. He also responded to questions regarding the influx of new employees in the area near Wentworth Street that work the overnight and early morning shifts, and how Regional Transit can accommodate those employees that rely on the service.

Staff was asked to consider how public transit would be able to service the Northwood Business Park, where construction is scheduled to begin in the Spring/Summer months.

At the request of the Committee, J. Austin provided an update on the roll-out of the electric buses that are to be ordered; and the cost associated with the infrastructure required to implement an electric bus system.

B. Holmes responded to additional questions regarding the diesel fuel budget. He advised that information regarding the financial impact will be brought to the June meeting.

5.2 David Dunn, Manager, Rapid Transit Office re: BRT Shelter Update

Jack Phelan appeared before the Committee in place of David Dunn to provide a PowerPoint presentation regarding the BRT Shelter update. A copy of the presentation was provided to Committee members prior to the meeting.

Highlights of the presentation included:

- Shelter Design Survey
- Why Shelter Design Option 2
- What Are We Missing?
- Moving Forward – Shelter Design
- Shelter Back Design Options
- Why Design Option 2
- Moving Forward – Back of Shelter

6. Correspondence

There were no correspondence items to be considered.

7. Reports

A) General Manager's Report – April 6, 2022 (2022-DRT-04)

Report #2022-DRT-04 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Carter, Seconded by Commissioner Pickles,
(10) That Report #2022-DRT-04 of the General Manager, Durham Region Transit, be received for information.

CARRIED

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

There were no confidential matters to be considered.

10. Other Business

There was no other business to be considered.

11. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, May 4, 2022 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

12. Adjournment

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

CARRIED

The meeting adjourned at 2:03 PM

Respectfully submitted,

D. Barton, Vice-Chair

S. Samuel, Committee Clerk

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, May 4, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, May 4, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM. Electronic participation was offered for this meeting.

Present: Commissioner Collier, Chair
Commissioner Barton, Vice-Chair
Commissioner Anderson
Commissioner Carter
Commissioner Drew
Commissioner Mulcahy
Commissioner Pickles
Commissioner Smith
Regional Chair Henry

Also

Present: Commissioner Crawford attended the meeting at 1:43 PM
Commissioner Grant

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
M. Binetti, Transportation Service Design, Durham Region Transit,
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
N. Ratti, Manager, Policy & Planning, Durham Region Transit
N. Prasad, Assistant Secretary to Council, Corporate Services – Legislative Services
K. Smith, Committee Clerk, Corporate Services – Legislative Services

At the request of the Chair, Vice-Chair Barton assumed the position of Chair for the remainder of the meeting.

1. Declarations of Interest

There were no declarations of interest.

2. Adoption of Minutes

Moved by Commissioner Carter, Seconded by Commissioner Smith,
(12) That the minutes of the regular Durham Region Transit Executive
Committee meeting held on Wednesday, April 6, 2022, be adopted.

CARRIED

3. Delegations

**3.1 Tina Henderson, Durham Resident, re: Inability to reliably use Durham Region
Transit's On Demand Service**

Tina Henderson, Durham Resident, appeared before the Committee regarding challenges using Durham Region Transit's On Demand Service.

T. Henderson provided her experience with using DRT's On Demand service throughout the pandemic. She stated that she is required to place an online order for an arrival or departure time and has had the system fail once every 3 to 4 weeks over the last 18 months.

T. Henderson stated that due to the challenges she has faced with the On Demand service, she received a letter of reprimand in her personnel file at work because of tardiness. She also stated that she has been employed with the same company for 17 years and indicated that has never happened before.

T. Henderson stated that she has put in multiple complaints with DRT about the On Demand Service. She stated that when she is booking her trip and puts in a "to depart time" and not a "to arrive time", the bus route at times takes her all through Ajax and Pickering causing her to miss 2-3 trains by the time she arrives at the Ajax GO station. She was told that to prevent this from happening she needs to put in a "to arrive time", but that results in her pickup time being several hours before the arrival time.

T. Henderson stated that it is impossible to use the On Demand service to get to and from work and that she has put in over 22 complaints about the On Demand service. She requested that the DRT regular service busses get put back in service now, not when the ridership increases.

T. Henderson responded to questions of the Committee.

B. Holmes responded to questions with regards to reintroducing scheduled service in areas across Durham Region; On Demand is increasingly being adopted across the County to support areas of low transit ridership; continued enhancements to the On Demand service; resource availability challenges recently and throughout the pandemic; the DRT service model adjusting to

ridership demand through the pandemic within budget; and continued adjustments and transit network investment required in years ahead.

4. Presentations

4.1 Bill Holmes, General Manager, re: General Manager's Verbal Update

B. Holmes, General Manager, Durham Region Transit, provided a verbal update regarding On Demand trips; funding announcements; annual sod repair; new vendor supporting demand response; 2021 safe driver awards; and enhancing the transit network for residents.

B. Holmes stated that at the request of Commissioner Smith, DRT will now be reporting monthly On Demand Trips by municipality. He advised that Clarington accounted for 50 per cent of the On Demand trips for the rural areas of Durham Region and Brock accounted for 35 per cent of the On Demand trips for northern municipalities averaging over 550 trips per month.

B. Holmes advised that the federal government recently announced it would provide up to \$750 million in additional operating support for public transit, which was contingent on matching funds from the provinces. He noted that, the recent Ontario budget confirmed the commitment to match the \$316 million funding

B. Holmes stated that they have begun their annual sod repair to bus stops and any adjacent lawns that were damaged by DRT salting and snow clearing activities. He advised that the work is expected to be completed by June.

B. Holmes advised that there will be a new vendor Voyago Transit, beginning to operate on June 1, 2022 supporting demand response services (specialized services and On Demand). He also advised that an update on the transition to amalgamate demand response services will be provided at the June 8th meeting.

B. Holmes also advised that the 2021 Safe Driver awards will recognize the 32 bus operators as highlighted in the General Manager's Report.

B. Holmes stated that the transit network is evolving and improving access and reducing travel times for residents. Citing a recent review for service to the north campus complex in Oshawa, he noted 90,000 additional Durham residents can now access the north campus with a direct trip compared to the pre-COVID transit network, and 221,000 additional residents can access the north campus with a one transfer or less trip compared to the pre-COVID transit network. He also stated that the transit network is evolving, improving access and reducing travel times by advancing the transit network to enhance access, improve frequency, and increase reliability of the network.

B. Holmes discussed that increasing frequency of transit services will contribute to higher increase in ridership than other interventions such as fare incentives, and headways of 15 minutes or less provide a competitive transportation alternative that increases service quality for current and discretionary customers.

B. Holmes stated that there are other factors that affect ridership and impact the cost to deliver public transit, such as density.

B. Holmes shared that DRT is not looking backward at what used to be, rather, DRT continues to respond to current realities while planning forward. The Region is building a transit network for all residents, increasing revenue services and capacity that will support the necessary modal shift to public transit, supporting livable communities across the Region, and benefiting all sectors of the local economy.

4.2 Christopher Norris, Deputy General Manager, Operations, re: Upcoming Service Updates

C. Norris, Deputy General Manager, Durham Region Transit, provided a PowerPoint presentation regarding the Upcoming Service Updates. A copy of the presentation was provided to Committee members prior to the meeting.

C. Norris introduced M. Binneti, Supervisor Service Design, who provided the presentation.

Highlights of the presentation included:

- Service Implementation Considerations
 - The Route Ahead – Service Strategy 2022-2025
 - Service Guidelines
 - Social Equity Guidelines
- June 2022 – Highlights
 - Expanding the PULSE rapid bus network
 - Supporting seasonal travel patterns
- 224C to Ajax Waterfront
 - Service Change: weekday evening, weekend and holiday seasonal service to Ajax waterfront reinstated
 - Developing Markets: recreational/seasonal travel
- PULSE 901/N2 to Windfields Farms
 - Service Change: service extended from North Campus to Simcoe and Windfields Farm Drive and 10-minute frequency reinstated on weekday daytime
 - Expanding PULSE Rapid bus: aligns with The Route Ahead to expand PULSE rapid bus service
 - Developing Transit along High Demand Corridors: density of development in the area supports PULSE rapid bus service
- 917Z to Toronto Zoo/Rouge Park
 - Service Change: weekend and holiday seasonal service to the Toronto Zoo and Rouge National Urban Park and every 30 minutes between 8:30 and 20:00
 - Service Integration: additional integration with TTC
 - Developing markets: recreational/seasonal travel and expanding service levels compared to Summer 2021 due to growing demand

- September 2022 – Highlights
 - Align service levels with projected demand
 - Supporting general ridership growth including secondary and post-secondary student markets
- Frequency Increases
 - Service Change – PULSE 900 and 920
- 211 Northwest Ajax and East Pickering
 - Service Change: new route linking Ajax Station and Pickering Parkway Terminal via Church and Ravenscroft
 - Service Integration: GO Rail and Bus
 - Developing Markets: secondary school travel
- 216, 216C to Williamson Drive
 - Service Change: service increase to every 15-minutes during weekday AM & PM peak periods and every second trip during the weekday AM/PM period to extend to Williamson Drive and Audley Road
 - Developing markets: secondary school travel
- 222 Audley South
 - Service Change: New route between Ajax Station and southeast Ajax during weekday AM and PM peak period
 - Service Integration: GO Rail and Bus
 - Developing Markets: secondary school travel
- 409 West Oshawa and East Whitby
 - Service Change: new weekday daytime route between Oshawa Centre and Taunton and Thicken via Garrad Road and Stevenson Road
 - Developing Markets: secondary school travel and employment in commercial areas
- 411 Routing Updates
 - Service Change: updates to routing in south Courtice and extension of weekday AM/PM peak service to Oshawa station
 - Service Integration: GO Rail and Bus
 - Developing Markets: secondary school travel and employment in industrial areas

5. Correspondence

There were no correspondence items to be considered.

6. Reports

A) General Manager's Report – May 4, 2022 (2022-DRT-05)

Report #2022-DRT-05 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Pickles,
(13) That Report #2022-DRT-05 of the General Manager, Durham Region Transit, be received for information.

CARRIED

B) 2022 to 2026 Transit Executive Committee Meeting Schedule (2022-DRT-06)

Report #2022-DRT-06 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Pickles,
(14) That the Durham Region Transit Executive Committee adopt a monthly meeting schedule with meetings held at 1:30 PM on Wednesday of the first week of the Regional Council Committee meeting cycle for the 2022 to 2026 term of Council.

CARRIED

C) Youth Monthly Pass Incentives for the 2022/23 Secondary School Term (2022-DRT-07)

Report #2022-DRT-07 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Pickles,
(15) That we recommend to the Finance and Administration Committee for approval and subsequent recommendation to Regional Council:

A) That an extension of the Y10 Youth Loyalty Pass for the 2022-23 academic year at a monthly cost of \$76.05, providing a savings of \$174.50 for the ten-month school year, be approved;

B) That the pilot bulk monthly youth pass program available to school boards and their school board transportation consortium within Durham Region, be revised providing a graduated fare discount based on the total number of monthly youth passes collectively purchased by a school board and/or their respective transportation consortium, be extended to the 2022/23 school term (September 2022 through June 2023);

C) That the graduated discount rate for the pilot bulk monthly youth pass program as shown below, for school boards and their transportation consortium, be approved effective for the 2022/23 academic year:

Less than 126 monthly passes	Youth rate or 20 percent discount on standard fare (\$93.50)
126-250 monthly passes	25% discount on standard fare (\$87.75)
More than 250 monthly passes	35% discount on standard fare (\$76.05); and

- D) That further revisions to the Y10 Youth Loyalty Pass and pilot bulk monthly youth pass program be considered during the 2023 Strategic Issues and Financial Forecast and DRT Business Plan and Budget processes.

CARRIED

This matter will be considered by the Finance and Administration Committee on May 9, 2022 and presented to Regional Council on May 25, 2022.

- D) Sole Source Purchase for Supplemental Washroom Facilities to Support Daily Operations (2022-DRT-08)
-

Report #2022-DRT-08 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Pickles,

- (16) That we recommend to the Finance and Administration Committee for approval and subsequent recommendation to Regional Council:

That a sole source agreement extension with K.J. Camper's Ltd. (also known as Classy Potties To Go) for portable washroom facilities, extending the term of the contract from January 1, 2022 to August 31, 2022 at a total estimated cost of up to \$175,000, to be funded from the approved 2022 Durham Region Transit Business Plans and Budget, be approved.

CARRIED

This matter will be considered by the Finance and Administration Committee on May 9, 2022 and presented to Regional Council on May 25, 2022.

7. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

8. Confidential Matters

There were no confidential matters to be considered.

9. Other Business

9.1 Transit Passes for Ukrainian Refugees

Discussion ensued with regards to providing free Durham Region Transit bus passes to Ukrainian refugees coming to Durham Region.

Staff advised that Durham Region Transit and the Diversity, Equity and Inclusion Division are working together to provide PRESTO passes to Ukrainian immigrants

E. Baxter-Trahair advised that there will be a report to Council in the May or June meeting cycle regarding this topic.

9.2 Tina Henderson's Delegation

Discussion ensued with regards to T. Henderson's delegation earlier in the meeting regarding concerns raised with the reliability of the On Demand Service.

B. Holmes advised that scheduled service will be returning to the area identified. Chair Collier requested that staff follow up with T. Henderson.

10. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, June 8, 2022 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 Mulcahy,
(17) That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:26 PM

Respectfully submitted,

D. Barton, Vice-Chair

K. Smith, Committee Clerk

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, June 8, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, June 8, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:30 PM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Commissioner Collier*, Chair
Commissioner Barton*, Vice-Chair
Commissioner Anderson*
Commissioner Carter*
Commissioner Drew*
Commissioner Mulcahy*
Commissioner Smith
Regional Chair Henry*
***denotes Commissioners participating electronically**

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
D. Beaton, Commissioner of Corporate Services
M. Binetti, Transportation Service Design, Durham Region Transit
D. Dunn, Project Manager, Rapid Transit Implementation
L. Huinink, Director, Rapid Transportation & Transit Oriented Development, Office of the Chief Administration Officer
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. Mak, Supervisor, Financial, Durham Region Transit
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
N. Taylor, Treasurer, Durham Region Transit, and Commissioner of Finance
P. Uthayakumar, Program/Project Manager, Durham Region Transit
N. Prasad, Assistant Secretary to Council, Corporate Services – Legislative Services
K. Smith, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Commissioner Barton, Seconded by Commissioner Smith,
(18) That the minutes of the regular Durham Region Transit Executive
Committee meeting held on Wednesday, May 4, 2022, be adopted.

CARRIED

4. Delegations

There were no delegations to be heard.

5. Presentations

A) Bill Holmes, General Manager, re: General Manager's Verbal Update

B. Holmes, General Manager, Durham Region Transit, provided a verbal update regarding fare revenues; projected fuel budget pressures; request for proposal for electric buses; hybrid bus delays; amalgamating services; the new maintenance management system; and the transition to a zero-greenhouse gas emissions transit fleet.

B. Holmes stated that Durham Region Transit (DRT) is moving forward to meet their objective of a transit network that is increasingly convenient to access and use and to influence the necessary modal shift to public transit.

B. Holmes advised that the May fare revenues exceeded the budget by 27% and have reached 70% of the pre-COVID monthly fare revenue. He also advised that year to date the fare revenues have exceeded the budget by 17% and have reached 59% of the pre-COVID fare revenue.

B. Holmes advised that as a result of the continued increase in fuel prices, DRT is projecting a year end deficit of approximately \$1.25 million. He noted that if the Provincial reduction in fuel rates continues from July to December, the projected year end deficit would be reduced to \$1.08 million. He stated that the projected fuel budget deficit will be accommodated within the approved 2022 Budget and he will advise the committee of any significant changes.

B. Holmes stated the Request for Proposal for the first electric buses has been released and proposals will be reviewed in the coming months. He also stated there is a delay for the delivery of 10 hybrid buses due to labour action at the assembly plant but the buses are expected to be ready for service by September.

B. Holmes advised that as part of the Demand Response service (amalgamating Specialized transit and On-Demand transit) DRT recently engaged a consultant to complete a fulsome overview of the Specialized services policies and procedures

related to operations and eligibility. He also advised that service and fare integration efforts among the GTHA agencies are expected to resume in the coming weeks.

B. Holmes stated that the maintenance group is continuing to advance implementation of the new maintenance management system as they establish key performance metrics to support their commitment to continuous improvement and productivity.

B. Holmes advised that after many months of study and evaluation, the commission strategy for the transition to a zero-greenhouse gas emissions transit fleet will be approved today. He stated that there are two choices, one being more conservative that achieves a zero emission fleet by 2045, and one that is more progressive that will achieve a zero emission fleet by 2037. He also advised that after the decision of the committee today, DRT will move forward with the Canadian Infrastructure Bank to work towards a funding agreement by March 31, 2023.

B) Jamie Austin, Deputy General Manager, Business Services, Durham Region Transit, re: E-Mission Zero – DRT Fleet Electrification Plan (2022-DRT-10)

J. Austin, Deputy General Manager, Durham Region Transit, provided a PowerPoint presentation regarding E-Mission Zero – DRT Fleet Electrification Plan. A copy of the presentation was provided to Committee members prior to the meeting.

Highlights of the presentation included:

- Overview
- E-Mission Zero
- Feasibility Study
- Technology Assessment
- Fleet Transition Plan – Objectives
- Pathway Option 1 – Standard, complete transition by 2044
- Pathway Option 2 – Accelerate, complete transition by 2037
- Depot and Charging Strategy
- Financial Analysis
- Recommendation – Pathway Option 2
- Opportunities
- Next Steps

J. Austin stated that he is joined by Pri Uthayakumar, DRT Program Manager responsible for fleet transition to zero emission technologies, and Robert Mowat, and Tian Yang Lee from HDR Consultants who have been instrumental in the development of the DRT Fleet Electrification Plan.

J. Austin advised that the DRT Fleet Electrification Plan presents an important opportunity for Durham Region to demonstrate leadership in the adoption of clean technologies that build on its growing reputation as an innovation hub. He also advised that the plan will help the Region to achieve their goals to reduce greenhouse gas emissions from the transportation sector in support the Corporate Climate Change Action Plan. He stated that with this approach, DRT's fleet will be fully transitioned to zero emission vehicles by 2037.

J. Austin advised that the emission zero program was officially launched in September 2021 and that DRT retained HDR Consultants in the fall of 2021 to complete a study on the fleet and facilities, complete a feasibility assessment, and develop a multi year zero emission bus fleet transition plan to identify infrastructure requirements and anticipated financial impacts. He stated that Federal government financing and funding programs are currently structured to support transit agencies to switch to these types of zero emission vehicles.

J. Austin reviewed the capital cost, annual operating cost, route flexibility, facility constraints, maintenance complexity, and technology maturity between battery electric buses and hydrogen fuel cell electric buses.

J. Austin also provided an overview of the two potential pathways in moving forward. He stated that the first pathway proposed a standard, complete transition by 2044 and the second pathway proposed an accelerated, complete transition by 2037.

J. Austin noted that the majority of vehicle charging will take place at DRT garages and retrofit upgrades to enable this will be completed in phases. He added that the new garage at 2400 Thornton Road is expected to accommodate future replacement and growth in buses beginning in 2026.

J. Austin provided a high-level summary of the costs for pathway Option 1 and pathway Option 2 including capital and operating costs.

J. Austin stated that staff are recommending pathway Option 2 and advised that there are costs associated with adapting to the plan, however there are opportunities over the life span for additional savings and efficiencies to help reduce the overall financial impact.

J. Austin also provided an overview of the financing and funding opportunities available through the Canada Infrastructure Bank, Infrastructure Canada – Zero Emissions Transit Fund (ZETF), and Natural Resources Canada – Infrastructure Funding Programs, and discussed the next steps for DRT.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(19) That the order of the agenda be altered to consider Report #2022-DRT-10: E-Mission Zero – DRT Fleet Electrification Plan at this time.

CARRIED

7. Reports

B) E-Mission Zero – DRT Fleet Electrification Plan (2022-DRT-10)

Report #2022-DRT-10 from B. Holmes, General Manager, Durham Region Transit, was received.

Staff responded to questions with regards to the average battery charging time for electric buses; the average distance a bus travels in a day; the charging time for batteries; the life span for electric buses versus conventional buses; cost of battery electric buses; savings associated with electric buses; return on investment for electric buses; potential upgrades as technology changes; the timeline for the replacement of the buses; locations where electric buses are being charged; whether training policies will change with the transition to electric buses; whether small modular reactors are available in terms of a power source; any restrictions with funding programs available and stacking funding sources; retrofitting required for existing maintenance and storage facilities; how electric buses will withstand winter weather; feasibility of using battery electric buses and fuel cell electric buses; and considerations and contingencies to respond to electricity outages.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(20) That the Transit Executive Committee recommends to the Finance and Administration Committee for approval and subsequent recommendation to Regional Council:

That Durham Region Transit's Fleet Electrification Plan, transitioning its revenue and non-revenue fleet vehicles to zero emission technologies by 2037 based on the battery electric technology Pathway Two with the procurement of only electric buses starting in 2024, be endorsed as the Transit Executive Committee's (TEC) preferred option and be referred for consideration of multi-year phasing and financing as part of the long-term servicing and financing strategy to be presented to TEC, Committee and Council in advance of the 2023 Business Plans and Budget.

CARRIED ON THE FOLLOWING RECORDED
VOTE:

Yes

No

Commissioner Anderson
Commissioner Barton
Commissioner Carter
Commissioner Drew
Commissioner Mulcahy
Commissioner Smith
Commissioner Collier, Chair
Regional Chair Henry

Members Absent: Commissioner Pickles

Declarations of Interest: None

This matter will be considered by the Finance and Administration Committee on June 14, 2022 and presented to Regional Council on June 29, 2022.

6. Correspondence

There were no correspondence items to be considered.

7. Reports

A) General Manager's Report – June 2022 (2022-DRT-09)

Report #2022-DRT-09 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Drew,
(21) That Report #2022-DRT-09 of the General Manager, Durham Region Transit, be received for information.

CARRIED

B) E-Mission Zero – DRT Fleet Electrification Plan (2022-DRT-10)

This item was considered earlier in the meeting. Refer to pages 5 and 6 of these minutes.

C) Amending Agreement to the Metrolinx-905 PRESTO Operating Agreement (2022-DRT-11)

Report #2022-DRT-11 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Barton, Seconded by Commissioner Mulcahy,
(22) That the Transit Executive Committee recommends to Regional Council:

- A) That the Regional Chair and Regional Clerk execute an amendment to the PRESTO Operating Agreement between Metrolinx and the 905 transit agencies to provide the Region with the necessary revenue protection to enable the implementation of open payment fare transactions on Durham Region Transit vehicles; and
- B) That the Regional Chair and Clerk have authority to execute any further documents or subsequent amendments related to the PRESTO Operating Agreement.

CARRIED

This matter will be presented directly to Regional Council for consideration at the Regional Council meeting on June 29, 2022.

D) Durham Region Transit Advisory Committee (TAC) Terms of Reference (2022-DRT-12)

Report #2022-DRT-12 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Regional Chair Henry, Seconded by Commissioner Drew,

(23) A) That the revised terms of reference for the Transit Advisory Committee Policy included as Attachment #1 to Report #2022-DRT-12 of the General Manager, be approved; and

B) That a copy of Report #2022-DRT-12 be forwarded to the area municipalities for information.

CARRIED

E) Update Demand Response Service (2022-DRT-13)

Report #2022-DRT-13 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Barton,

(24) That Report #2022-DRT-13 of the General Manager be received for information.

CARRIED

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

A) Confidential Report of the General Manager – Matters Subject to Labour Relations/Employee Negotiations and Advice Subject to Solicitor-Client Privilege with Respect to DRT Collective Bargaining Update (2022-DRT-14)

Confidential Report #2022-DRT-14 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Mulcahy, Seconded by Commissioner Smith,

(25) That the recommendations contained in Confidential Report #2022-DRT-14 of the General Manager, Durham Region Transit, be adopted.

CARRIED

10. Other Business

There was no other business to be considered.

11. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, September 7, 2022 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

12. Adjournment

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

CARRIED

The meeting adjourned at 2:25 PM

Respectfully submitted,

S. Collier, Chair

K. Smith, Committee Clerk

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, August 24, 2022

A special meeting of the Durham Region Transit Executive Committee was held on Wednesday, August 24, 2022 in Meeting Room LLC, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Commissioner Collier*, Chair
Commissioner Barton*, Vice-Chair
Commissioner Anderson*
Commissioner Carter*
Commissioner Mulcahy*
Commissioner Pickles*
Commissioner Smith*
Regional Chair Henry
***denotes Commissioners participating electronically**

Also
Present: Commissioner Chapman*
Commissioner Crawford*
Commissioner Kerr* attended for part of the meeting
Commissioner Lee*
Commissioner Ryan*

Absent: Commissioner Drew

Staff
Present: E. Baxter-Trahair, Chief Administrative Officer
B. Holmes, General Manager, Durham Region Transit
J. Austin, Deputy General Manager, Business Services, Durham Region Transit
D. Beaton, Commissioner of Corporate Services
A. Burgess, Deputy General Manager, Maintenance, Durham Region Transit
R. Inacio, Systems Support Specialist, Corporate Services – IT
K. McDermott, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
M. Simpson, Director, Risk Management, Economic Studies and Procurement
L. Fleury, Legislative Officer and Deputy Clerk Pro Tem, Corporate Services – Legislative Services
K. Smith, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Confidential Matters

- A) Confidential Report of the Commissioner of Corporate Services and the General Manager of Durham Region Transit on Labour Relations/Employee Negotiations Regarding the Ratification of a Tentative Agreement with UNIFOR, Local 222 (2022-DRT-15)
-

Confidential Report #2022-DRT-15 from D. Beaton, Commissioner of Corporate Services, and B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(27) That the recommendations contained in Confidential Report #2022-DRT-15 of the Commissioner of Corporate Services and General Manager of Durham Region Transit, be adopted.

CARRIED

4. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, September 7, 2022 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

5. Adjournment

Moved by Commissioner Anderson, Seconded by Commissioner Mulcahy,
(28) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:34 AM

Respectfully submitted,

S. Collier, Chair

K. Smith, Committee Clerk

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, September 7, 2022

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, September 7, 2022 in Meeting Room LL-C, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:31 PM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Commissioner Collier*, Chair
Commissioner Barton*, Vice-Chair
Commissioner Anderson*
Commissioner Carter*
Commissioner Mulcahy*
Commissioner Pickles*
Commissioner Smith*
Regional Chair Henry*
***denotes Commissioners participating electronically**

Also

Present: Commissioner Crawford* attended the meeting at 1:52 PM

Absent: Commissioner Drew

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
M. Binetti, Transportation Service Design, Durham Region Transit
A. Burgess, Deputy General Manager, Maintenance, Durham Region Transit
L. Huinink, Director, Rapid Transportation & Transit Oriented Development, Office of the Chief Administration Officer
R. Inacio, Systems Support Specialist, Corporate Services – IT
A. Naeem, Solicitor, Corporate Services – Legal Services
C. Norris, Deputy General Manager, Operations, Durham Region Transit
S. Ciani, Committee Clerk, Corporate Services – Legislative Services
K. Smith, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Regional Chair Henry, Seconded by Commissioner Anderson,
(29) That the minutes of the following meetings be adopted:

- Regular Durham Region Transit Executive Committee meeting held on Wednesday, June 8, 2022; and
- Special Durham Region Transit Executive Committee meeting held on Wednesday, August 24, 2022.

CARRIED

4. Delegations

4.1 Tina Henderson, Durham Resident, re: Route 211 Schedule and Durham Region Transit's Response to Ridership Concerns

Tina Henderson, Durham Resident, provided a PowerPoint presentation with regards to Route 211 Schedule and Durham Region Transit's Response to Ridership Concerns.

Highlights of the presentation included:

- New Route 211
- Why I am here?
- Schedule Issues Explanation
- Rider Works at Yonge and Bloor
 - Start Time 07:00
 - Start Time 08:00
 - Start Time 09:00
- Request

T. Henderson provided an overview of her experience with the new route 211 in North West Ajax. She expressed her concerns with the schedule of the new route 222 and provided suggestions to make the route more useable.

T. Henderson outlined the issues with the current schedule and the impact it has on riders by providing examples of the DRT bus time arrivals at Ajax Station and the corresponding GO train departures for individuals who begin work at 07:00, 08:00, and 09:00. She expressed her concern with the DRT buses not aligning with the GO train schedule departures resulting in an extended wait by customers. She stated that the issue does not meet DRT's mandate of providing effective and efficient public transit. She requested that DRT revise the schedule for the new route 211 and adjust the bus times by 10 minutes as this will address all connection issues with GO Transit.

5. Presentations

5.1 Bill Holmes, General Manager, re: General Manager's Verbal Update

B. Holmes, General Manager, Jamie Austin, Deputy General Manager – Business Services, Christopher Norris, Deputy General Manager – Operations, and Allison Burgess, Deputy General Manager – Maintenance, Durham Region Transit, provided a verbal update to the Committee.

Staff recognized Durham Region Transit's accomplishments over the past four years including the leadership and direction of TEC in navigating the COVID-19 pandemic; implementation of the Low Income Transit Assistance Program; adopting a fare strategy; integrating transit stops with the pedestrian networks; updates to the customer-facing policies; guidelines to mitigate social equity barriers; updates to the Advertising Policy, Transit By-law, and U-Pass Agreement; and receiving funding through the Investing in Canada Infrastructure Program.

Staff recognized the programs and activities supported by TEC to ensure Durham Region Transit continues to modernize services for residents including the Emission Zero program; the Whitby Autonomous Electric Vehicle (WAVE) pilot; adopting the fleet electrification plan; adopting the strategy to enhance transit across rural areas of the Region; expanding OnDemand to provide residents in urban areas with 24/7 access to public transit; and contributions to higher increases in ridership.

B. Holmes advised that the updated Surveillance System in DRT Vehicles Policy reflects the experience working with the new surveillance system technology for the past couple years. He indicated that the new service enhancement was successfully launched on September 6, 2022. He also advised there is a temporary fleet availability challenge resulting from delays in receiving Hybrid buses from the manufacturer, and general parts availability and resource challenges.

B. Holmes thanked the Transit Executive Committee for their leadership and support over the past four years to commit to modernization and stated that staff will carry forward a commitment to improve access and enhance the frequency and capacity of transit services for the residents of Durham.

B. Holmes responded to questions with regards to the impact of merging specialized services and OnDemand services to a common platform; and potential options for residents to arrange a bus ride.

6. Correspondence

A) Memorandum from Alexander Harras, Regional Clerk/Director of Legislative Services, re: Cancellation of October 2022 Transit Executive Committee Meeting

Discussion ensued with regards to whether the October 2022 Transit Executive Committee meeting is required.

Moved by Commissioner Smith, Seconded by Commissioner Barton,
(30) That the memorandum from Alexander Harras, Regional Clerk/Director of Legislative Services, regarding Cancellation of October 2022 Transit Executive Committee Meeting, be received for information and that the October 2022 Transit Executive Committee meeting be cancelled.
CARRIED

7. Reports

A) General Manager's Report – September 2022 (2022-DRT-16)

Report #2022-DRT-16 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Barton, Seconded by Commissioner Anderson,
(31) That Report #2022-DRT-16 of the General Manager, Durham Region Transit, be received for information.
CARRIED

B) Updated Surveillance System in DRT Vehicles Policy (2022-DRT-17)

Report #2022-DRT-17 from B. Holmes, General Manager, Durham Region Transit, was received.

Moved by Commissioner Pickles, Seconded by Commissioner Mulcahy,
(32) That the revised Surveillance System in DRT Vehicles Policy, effective September 7, 2022, be approved.
CARRIED

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

There were no confidential matters to be considered.

10. Other Business

10.1 Tina Henderson's Delegation

Discussion ensued with regards to T. Henderson's delegation heard earlier in the meeting regarding the schedule for the new Route 211.

B. Holmes advised that it takes approximately three to six months to plan and implement a service change, such as the recent September service change. Staff consider the best information available or provided, including known GO Train schedules. Changes to schedules have many impacts, to other trips, other routes, and other customers. Any change must be well thought through before implementing. Staff make adjustments when possible, and make adjustments on a regular basis when there are no impacts on other riders or staff.

C. Norris advised that when DRT was developing September route schedules the GO Train was planned to operate more frequently than today. As the media has reported that were changes to train services leaving Durham, resulting in missed connections at the GO stations. DRT generally follow a minimum 12-minute connection time for trips planned to connect with a GO train. The 12 minutes considers the DRT on-time performance standard of zero to five minutes late, and seven minutes for customers to walk between the bus and train platform.

11. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, December 7, 2022 at 1:30 PM in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

12. Adjournment

Moved by Commissioner Barton, Seconded by Commissioner Pickles,
(33) That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:11 PM

Respectfully submitted,

S. Collier, Chair

K. Smith, Committee Clerk