

The Regional Municipality of Durham

MINUTES

DURHAM REGION TRANSIT EXECUTIVE COMMITTEE

Wednesday, November 6, 2019

A regular meeting of the Durham Region Transit Executive Committee was held on Wednesday, November 6, 2019 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 1:32 PM

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

Absent: Commissioner Bath-Hadden
Commissioner Mulcahy

Staff

Present: E. Baxter-Trahair, Chief Administrative Officer
W. Holmes, Acting General Manager, Durham Region Transit
J. Austin, Deputy General Manager, Business Services, Durham Region Transit
D. Beaton, Commissioner of Corporate Services
D. Dunn, Project Manager, Transportation Design, Works Department
J. Hunt, Director, Legal Services, Corporate Services – Legal
T. Macaulay, Manager, Talent Acquisition & Organizational Development.
Corporate Services – Human Resources
A. McKinley, Deputy General Manager, Maintenance, Durham Region Transit
A. Naeem, Solicitor, Corporate Services – Legal
C. Norris, Manager, Customer Experience, Durham Region Transit
R. Inacio, Systems 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 Carter, Seconded by Commissioner Barton,
(53) That the minutes of the regular Durham Region Transit Executive Committee meeting held on Wednesday, October 2, 2019, be adopted.
CARRIED

Moved by Commissioner Carter, Seconded by Commissioner Pickles,
(54) That the agenda be altered to consider Item 8. A), Report #2019-DRT-22: Confidential Report of the Chief Administrative Officer – Personal Matters about an Identifiable Individual with Respect to an Employment Contract, next.
CARRIED

8. Confidential Matters

A) Confidential Report of the Chief Administrative Officer – Personal Matters about an Identifiable Individual with Respect to an Employment Contract (2019-DRT-22)

Confidential Report #2019-DRT-22 from E. Baxter-Trahair, Chief Administrative Officer, Durham Region Transit, was received.

With the consensus of the Committee, Confidential Report #2019-DRT-22 was considered in the open session of the Transit Executive Committee meeting.

Moved by Regional Chair Henry, Seconded by Commissioner Drew,
(55) That the Transit Executive Committee confirm the appointment of William Holmes as the new General Manager of Durham Region Transit, effective November 7, 2019.

CARRIED ON THE FOLLOWING
RECORDED VOTE:

<u>Yes</u>	<u>No</u>
Commissioner Anderson	None
Commissioner Barton	
Commissioner Carter	
Commissioner Drew	
Regional Chair Henry	
Commissioner Pickles	
Chair Collier	

Members Absent: Commissioner Bath-Hadden
Commissioner Mulcahy

Declarations of Interest: None

3. Delegations

There were no delegations to be heard.

4. Presentations

There were no presentations to be heard.

5. Correspondence

6. Reports

A) Acting General Manager's Report – November 2019 ([2019-DRT-19](#))

Report #2019-DRT-19 from W. Holmes, Acting General Manager, Durham Region Transit, was received.

W. Holmes provided an overview on key performance indicators including the 10 per cent increase in the September 2019 ridership; and, the Y10 youth fare incentive attributing to a 25 per cent increase in the number of September youth pass sold. Discussion followed on the increase in On Demand service trips delivered in the municipalities of Brock, Scugog, Uxbridge, and when the On Demand services would be extended into the rural areas of the Municipality of Clarington. W. Holmes advised that the current project to review transit services in the rural areas will inform the DRT strategy for delivering transit services in rural and low demand areas of the Region, and staff will report back on future On Demand service requirements, including in the Municipality of Clarington.

At the request of the Committee, W. Holmes provided a brief update on the improved September On-Time Performance (OTP) services because of increased availability of operator resources; and the steps being taken to review and improve OTP.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(56) That Report #2019-DRT-19 of the Acting General Manager, Durham Region Transit, be received for information.

CARRIED

B) Investing in Canada Infrastructure Program – Public Transit Stream Funding Submissions ([2019-DRT-20](#))

Report #2019-DRT-20 from W. Holmes, Acting General Manager, Durham Region Transit, was received.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(57) That Report #2019-DRT-20 of the Acting General Manager, Durham
Region Transit, be received for information.

CARRIED

C) Durham-Scarborough Bus Rapid Transit – Update (2019-DRT-21)

Report #2019-DRT-21 from W. Holmes, Acting General Manager, Durham
Region Transit, was received.

Moved by Commissioner Carter, Seconded by Commissioner Barton,
(58) That Report #2019-DRT-21 of the Acting General Manager, Durham
Region Transit, be received for information.

CARRIED

7. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

8. Confidential Matters

This matter was considered earlier in the meeting. [See Motion 55 on page 2 of
these minutes.]

9. Other Business

9.1 Durham Regional Police Service (DRPS) Food and Toy Drive

W. Holmes provided an update on the 2019 Durham Regional Police Services
annual holiday Food and Toy Drive initiatives. He advised that DRT's
participation will include a DRT season-themed bus at the various parades within
Durham Region; and, also supporting DRPS at several of their Food and Toy
Drive locations.

9.2 Terminal Planning for DRT Buses at the Durham-Scarborough Boundary

At the request of the Committee, C. Norris provided an update on the initiatives of
the Metrolinx preliminary design business case, in conjunction with the
Scarborough subway extension project, regarding the terminal planning for DRT
buses in Scarborough.

9.3 DRT Transit Services into the Seaton Development

W. Holmes responded to questions regarding the potential upcoming DRT transit
routes into the new Seaton development area located in the City of Pickering. W.
Holmes advised that DRT will be meeting with the Mayors and Regional
Councillors to review draft service plans for the DRT network.

Commissioner Carter asked that staff consider enhancing timely communication for any future DRT route or service changes.

9.4 DRT Bus Operator Career Fair

At the request of the Committee, W. Holmes provided an update on the DRT Bus Operator Career Fair held in collaboration with Durham Region's Human Resources Talent and Acquisition group on October 19, 2019; the objective was to broaden DRT's applicant pool. He advised that the event attracted over 750 people interested in a career with DRT and provided participants support in the initial testing to become a bus operator. He noted that staff continues to track and monitor the applicants as the recruitment process moves forward.

9.5 The Transit Executive Committee Powers to make Decisions

Chair Collier raised a concern regarding the recent two incidents that the Finance & Administration Committee amended DRT reports, the last report being the 'Update on DRT Kids Ride Free Incentive Pilot Program'; and without knowing the implications and the Transit Executive Committee's overall goals and objectives for the DRT service. E. Baxter-Trahair advised that staff is reviewing the governing Council Rules of Procedures and the Durham Region Transit Commission By-law.

10. Date of Next Meeting

The next regularly scheduled Durham Region Transit Executive Committee meeting will be held on Wednesday, December 4, 2019 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 Drew,
(59) That the meeting be adjourned.

CARRIED

The meeting adjourned at 1:47 PM

Respectfully submitted,

S. Collier, Chair

Committee Clerk