

Windsor, Ontario May 26, 2015

A meeting of the **Transit Windsor Advisory Committee** is held this day commencing at 3:00 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 Irek Kusmierczyk
Councillor Ed Sleiman
Marion Cabral
Bernard Drouillard

Guest in attendance:

Raymond Hoang, Student, University of Windsor

Also present are the following resource personnel:

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

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 3:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" ***attached*** hereto, matters which are dealt with as follows:

2. ELECTION OF CHAIRPERSON

The Committee Coordinator calls for nominations from the floor for the position of Chairperson. Councillor Sleiman nominates Councillor Marra. The Committee Coordinator asks if there are further nominations from the floor for the position of Chairperson. Seeing none, the Committee Coordinator asks if Councillor Marra accepts. Councillor Marra accepts.

Moved by Councillor Sleiman, seconded by Councillor Kusmierczyk,
That Councillor Bill Marra **BE ELECTED** Chair of the Transit Windsor Advisory
Committee.
Carried.

3. DECLARATIONS OF CONFLICT

None disclosed.

4. BUSINESS ITEMS

4.1 Update by the Executive Director, Transit Windsor

P. Delmore, Executive Director, Transit Windsor succinctly provides the following as it relates to the current initiatives of Transit Windsor:

- Launch of Transit Windsor Schedules on Google Maps. This allows public access to Transit Windsor's routes and schedules. Residents as well as visitors will be able to use Google Transit to plan trips within the City limits, as well as into Detroit. Since both Detroit and Windsor will utilize Google Maps, a rider can plan a trip from anywhere in Windsor to anywhere in the Detroit area and will seamlessly be provided with step by step details of which buses to take to complete the trip.
- Transit technology is the number one feature requested by riders (especially young riders).
- Technology will allow the announcement of stops which will aid visually impaired, mentally challenged individuals and visitors to Windsor.
- Technology will provide real time information relating to when the next bus will be arriving.
- Will take approximately 12-18 months for the implementation of the technology.
- Prototype of new bus sign is provided. Routes will be identified on the sign, phone number for Transit Windsor and Sunday and holiday hours will be noted.
- Signs meet the standards of the AODA. Screen print and vinyl wrap to be utilized on the signs at a reduced cost. Signs to be single sided due to the cost to produce 2 signs front to back. Cost to produce the signs will be derived from a capital funding account.
- RFP included all facets of this technology as opposed to small parcels as the system is modular and additional pieces can be added as funding becomes available.
- RFP process was lengthy due to the hiring of a consultant and the layering through Information Technology and Purchasing.
- Technology will provide a benefit for neighbouring municipalities if they wish to participate in a regional transit system.
- Utilization of Smart Cards to pay for fares on buses. The Smart Cards can be reloaded on the internet on a monthly basis.
- Rather than the implementation of a Summer Schedule which results in 20-25% reduction in service, a full year service will provided to riders.
- Approximately 6.3 million riders annually.
- The Executive Director to provide the revised Transit Guidelines to the Committee at a future meeting when finalized.

The Chair questions the status of the Transit Windsor Master Plan and notes the Plan was never formally adopted or endorsed by City Council. P. Delmore responds the Executive Summary prepared by the IBI Group was approved by Council in 2014.

The Chair suggests the Transit Windsor Master Plan be incorporated into the Strategic Plan.

The Chair requests the Transit Windsor Master Plan be provided to the Committee.

Moved by Councillor Bortolin, seconded by Councillor Sleiman,
That the verbal update by Pat Delmore, Executive Director, Transit Windsor apprising the Committee of current initiatives for Transit Windsor **BE RECEIVED**.
Carried.

4.2 Transit Windsor Terms of Reference/Mandate

Moved by Councillor Sleiman, seconded by Councillor Bortolin,
That the Terms of Reference and Mandate for the Transit Windsor Advisory Committee **BE APPROVED** with minor amendments including the removal of the members' names and the position of Vice Chairperson.
Carried.

4.4 Non-Voting Appointees from Advisory Committees

The Chair suggests a representative from the Seniors Advisory Committee, the Mayor's Youth Advisory Committee, the Windsor Accessibility Advisory Committee, Handi Transit and Pathway to Potential **BE INVITED** to sit as non-voting members on the Transit Windsor Advisory Committee.

Moved by Councillor Kusmierczyk, seconded by M. Cabral,
That a representative from the Seniors Advisory Committee, the Mayor's Youth Advisory Committee, the Windsor Accessibility Advisory Committee, Handi Transit and Pathway to Potential **BE INVITED** to sit as non-voting members on the Transit Windsor Advisory Committee.
Carried.

4.3 Vision for the Transit Windsor Advisory Committee

The Chair reports the Province recently announced a \$30 billion dollar plan to increase transit in Ontario. He notes Windsor will not be considered unless there is a plan for a regional transit pilot program.

P. Delmore indicates regional transit will be cost-shared with participating municipalities.

Discussion ensues regarding what course of action to pursue to engage Mayors/CAO's in the regional transit dialogue. Several suggestions are noted including attending County Council meetings, scheduling a forum and inviting the Mayors/CAO's to a meeting.

P. Delmore refers to the document entitled "Pathway to Potential - Windsor-Essex Transportation Report- May 2014" attached as Appendix "A".

Moved by Councillor Sleiman, seconded by Councillor Bortolin,
That the Executive Director of Transit Windsor **BE REQUESTED** to provide various studies and surveys regarding a regional transit system in Windsor-Essex.
Carried.

5. DATE OF NEXT MEETING

The next meeting will be held on Tuesday, July 28, 2015 at 4:00 p.m. in the Walkerville Meeting Room, 3rd floor, City Hall.

6. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:55 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule" A" to the minutes of the meeting of the
TRANSIT WINDSOR ADVISORY COMMITTEE
Tuesday, May 26, 2015
At 3:00 p.m.
Walkerville Meeting Room, 3rd floor, City Hall

1. **CALL TO ORDER**
2. **ELECTION OF CHAIRPERSON**
3. **DECLARATIONS OF CONFLICT**
4. **BUSINESS ITEMS**
 - 4.1 **Update by the Executive Director - Transit Windsor Today**
 - 4.2 **Transit Windsor Terms of Reference/Mandate**
The "Draft" Transit Windsor Terms of Reference - *attached*.
 - 4.3 **Vision for the Transit Windsor Advison',, Committee**
 - 4.4 **Non-Voting Appointees from Advisory Committees**
Discussion to include members of Advisory Committees to sit as non-voting resource on the Transit Windsor Advisory Committee
5. **DATE OF NEXT MEETING**
6. **ADJOURNMENT**