

# The Corporation of the City of Kawartha Lakes

## Council Report

Report Number TRANSIT 2017-001

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**Date:** February 7, 2017

**Time:** 2:00 p.m.

**Place:** Council Chambers

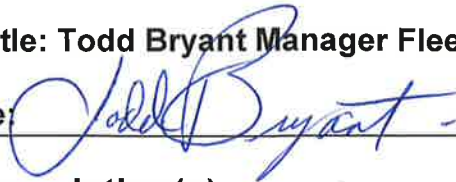
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**Ward Community Identifier:** 9, 10, 11, 12

**Subject:** Transit Advisory Board Reporting and Work Plan Requirements

**Author/Title:** Todd Bryant Manager Fleet and Transit

**Signature:**



**Recommendation(s):**

**RESOLVED THAT** Report TRANSIT 2017-001, **Transit Advisory Board Reporting and Work Plan Requirements**, be received; and

**THAT** the 2017 work plan for the Transit Advisory Board be approved.

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**Department Head:**



**Corporate Services Director / Other:**

**Chief Administrative Officer:**



## **Background:**

Lindsay Transit has been in operation since 1977 and LIMO Specialized Transit since 1979. Transit ridership, over the past five years, has continued to increase for Lindsay Transit to 94512 and LIMO Specialized Transit to 13623 rides respectively for 2016.

The Transit Advisory Board (TAB) was established by Council in 2015. The Committee is to be comprised of a maximum of eight members consisting of up to six (6) members of the public and up to two (2) Council representatives. The current compliment is five (5) members of the public and based on the November 8, 2016 resolution from Council, includes two (2) members of Council. Those members are Heather Stauble, and Pat O'Reilly. The Committee meets a minimum of twice a year and established two working groups that meet periodically to address work plans.

For 2016, Council initiated a new system of reporting to Council on Committee activities to strengthen accountability. Committees submitted 2016 work plans that were approved by Council.

## **Rationale:**

It is now time for Committees to begin to report on the work completed during this year and what is planned for next year. The Committee goals are in various levels of progress with completion expected before the end of 2017.

The Capital Budget Team (CBT) met on three different occasions during 2016. The CBT is currently comprised of the Manager of Fleet & Transit and three (3) members of the public. Their role, as approved by Council, was to review capital budget purchases, installation of cement pads at bus stops and installation of bus shelter(s).

The Customer Engagement Team (CET) has met on several occasions during 2016. The CET is currently comprised of the Supervisor of Transit, Councillor Heather Stauble and three (3) members of the public. Their role, as approved by Council, is to formulate a questionnaire for customers and potential customers of Lindsay Transit, evaluate responses and make recommendations for any changes. This process continues to evolve and will be completed in 2017. (2017 work plan attached).

Transit is legislated through the Municipal Act 2001, Accessibility for Ontarians with Disabilities Act (AODA) and the Highway Traffic Act (HTA). Lindsay Transit reports information to Canadian Urban Transit Association (CUTA) for provincial Gas Tax allocation purposes and is directed by City of Kawartha Lakes Council. Council endorses Transit Studies and, once approved, Staff undertakes

Council endorses Transit Studies and, once approved, Staff undertakes objectives identified by Council. Transit also works closely with the Kawartha Lakes Accessibility Advisory Committee.

### **Other Alternatives Considered:**

No other alternatives are being considered at this time.

### **Financial Considerations:**

Lindsay Transit budgets \$1000.00 for activities related to Transit Advisory Board activities.

### **Relationship of Recommendation(s) To the 2016-2019 Strategic Plan:**

This Report is in alignment with the City's Strategic Plan with respect to effective transit management services.

### **Review of Accessibility Implications of Any Development or Policy:**

All legal requirements as legislated within Regulation 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005 are met by Lindsay Transit and LIMO Specialized Transit. Lindsay Transit continues to strive for Service Excellence when providing transportation services to the residents of the City of Kawartha Lakes and will continue to consult all users including people with disabilities to ensure that future service excellence are maintained.

### **Consultations:**

Barb Condie- Accessibility Coordinator  
Enzo Ingrbelli- Transit Supervisor

### **Attachments:**



Transit Advisory  
Board Work Plan 2017

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**Department Head: Bryan Robinson**

**Department File:**

### Committee Work Plan Tool

<b>Committee Name:</b>	Transit Advisory Board
<b>Work plan for Year:</b>	2017
<b>Approved by Council:</b>	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Gather information through a survey to make available and advise the Transit Master Plan	a) Establish Committee	January 21, 2017	Questionnaire Completed and Evaluated
	b) Formulate Questionnaire for Customers and potential customers of Lindsay Transit	March 21, 2017	Provide suitable questions for ridership engagement
	c) Evaluate responses	July 31, 2017	Review with Staff responses
	d) Make suggestions to staff.	September 21, 2017	Verbal presentation to Transit Advisory Board and provide information to Transit Master Plan