

**KAWARTHA LAKES TRANSIT ADVISORY BOARD  
MEETING MINUTES  
September 13, 2018  
Location: Weldon Room – 26 Francis Street**

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**Members Present:** Lynda Palmer – Chair; Norm Price – Vice Chair; Enzo Ingribelli;  
Gord James; Heather Stauble;; Bryan Robinson – Director, Public  
Works

**Guest Present:**

**Staff Present:** Kendra Allan – Recording Secretary

**1. CALL TO ORDER**

Meeting was called to order by Lynda Palmer at 10:06 a.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

NIL

**3. ADOPTION OF AGENDA**

It was **Moved** by Heather Stauble and **Seconded** by Norm Price,  
THAT the Agenda be adopted as printed.

**CARRIED**

**4. ADOPTION OF MINUTES - May 10, 2018**

It was **Moved** by Norm Price and **Seconded** by Heather Stauble,  
THAT the Minutes of the May 10, 2018 be adopted as printed.

**CARRIED**

**5. WORK GROUP REPORTING**

**5.1 Customer Service working Group**

Customer Service Working Group (CSWG) did not meet over the summer as the Master Plan is still being worked on and a new Council is about to be elected.

It was **Moved** by Heather Stauble and **Seconded** by Gord James,

THAT the verbal report be received.

**CARRIED**

## **5.2 Budget Working Group**

The Budget Working Group of the Transit Advisory Board also did not meet over the summer.

It was **Moved** by Heather Stauble and **Seconded** by Gord James,

**THAT** the verbal report be received.

**CARRIED**

## **6. DEPUTATIONS**

NIL

## **7. BUSINESS ARISING FROM PREVIOUS MINUTES**

NIL

## **8. CORRESPONDENCE**

The chair has responded to all of the correspondence in regards to rural transportation with the exception of the newest submission. She will be responding with the Council resolution.

It was moved by Heather Stauble and Seconded by Gord James.

**THAT** the correspondence in regards to rural transportation be received and be forwarded to Council as an attachment to the 2019 work plan.

**CARRIED**

## **9. STATISTICAL REPORTS**

The Committee would like to see the specialized stats not done in varying shades of blue as they are hard to read.

It was reported that the new booking system is going well and as more is learned statistical data provided to the committee can be expanded. Statistics that report no-shows, stop usage and on/offers will be provided quarterly.

Additional marketing should occur to increase the knowledge that out of town visitors can access our specialized service.

It was **Moved** by Heather Stauble and **Seconded** by Norm Price,

THAT the report be received.

**CARRIED**

## **10. NEW BUSINESS**

### **10.1 Transit Hub Survey**

60% of the respondents found the new hub is safer, adds convenience and is more accommodating. The survey showed that the respondents felt there was a lack of downtown stops. One stop has been added to the Red route as a result. More investigation on additional stops will occur as the City is currently involved in a parking study as well as a redesign of the downtown area. Bus stops should be considered in these projects.

Axis Pharmacy at the hub location has begun selling tokens from their location. The City is currently investigating a token machine placement.

As the current brochure does not list all of the stops the BIA is requesting that a complete copy of the stops be sent to them electronically.

It was **Moved** by Heather Stauble and **Seconded** by Gord James,

THAT the report be received.

**CARRIED**

### **10.2 Proposed 2019 TAB Workplan**

Goal #2 in the proposed 2019 TAB Workplan to be amended to read “commence and monitor Sunday ridership”

Todd has made the necessary changes to the workplan and will submit to Council

It was **Moved** by Heather Stauble and **Seconded** by Gord James,

That the 2019 Workplan be accepted as amended.

**CARRIED**

## **11. QUESTION PERIOD**

NIL

## **12. CLOSED SESSION**

NIL

**13. ADJOURNMENT**

It was **Moved** by Gord James

**THAT** the meeting be adjourned at 10:59 a.m.

**CARRIED**

**14. NEXT MEETING DATE:**

The next Transit Advisory Board meeting has no more scheduled meetings before the new Council is elected.

\_\_\_\_\_Chair