Present:
Cindy Allen, David Brown, Sherry Hamilton, Kathryn Leatherland, Pete Luciani, Carolijn Verbakel and John Verbakel.

Regrets:
Lynn Temoin

Also Present:
Kevin De Leebeeck, Director of Operations
Amelia Jaggard, Legislative Services Coordinator
Alex Piggott, Transit Coordinator

Regrets:
David Calder, Chief Administrative Officer

1. Call to Order
   The meeting was called to order at 10:01 a.m.

2. Adoption of Agenda
   Proposed Resolution #1
   Moved by: Carolijn Verbakel
   Seconded by: Cindy Allen
   THAT the Agenda as prepared for the Tillsonburg Transit Advisory Committee meeting of July 16, 2019, be adopted.
   Carried.

3. Disclosures of Pecuniary Interest and the General Nature Thereof
   There were no disclosures of pecuniary interest declared.

4. Adoption of Minutes of Previous Meeting
   Proposed Resolution #2
   Moved by: Kathryn Leatherland
   Seconded by: Pete Luciani
   THAT the minutes of the Tillsonburg Transit Advisory Committee dated June 18, 2019, be approved.
   Carried.
5. Presentations/Deputations

5.1. Ride Norfolk Trip (Cindy Allen)

Cindy A. provided a summary of her experience riding the Ride Norfolk Transit Bus from Tillsonburg to Norfolk County.

Cindy A. met with Blaire Sylvester, Public Transportation Coordinator for Norfolk County. Blair S. would be willing to attend a committee meeting to collaborate.

The Ride Norfolk bus driver said riders with mobility issues have not experienced any challenges with their current style of bus.

6. General Business & Reports

6.1. T:GO Transit

6.1.1. Ridership Stats

Consistently Averaging 44 ½ riders per day.

6.1.2. Finalized Route and Schedule

Staff have tested the route and revised to accommodate Livingston Centre and Queen St. Apartments.

Installation of the bus stop signs will take approximately two weeks once they are received.

A “Coming Soon” tape will be affixed to one side of each bus stop sign until the launch date of August 20th 2019.

Staff to ask the service provider if they collect ridership stats on the usage of the service by persons with mobility issues and trip purpose stats.

It was noted that if the bus driver is asking multiple questions it could cause delay in schedule/route timing.

It was suggested to have a ridership survey to handout to passengers. The survey could also be available online to request feedback from both the current ridership and those not currently using the system.

Staff to prepare a draft ridership survey to present at the next committee meeting.

6.1.3. Action Item Summary

Staff are exploring an agreement to have bus tickets sold at locations that currently sell bag tags.

Staff confirmed with the service provider that the drivers have high visibility vests available to them for when they exit the vehicle.
It was suggested that a different style of bus could increase ridership capacity.

Staff confirmed that the in-town transit service RFP did not specify a certain style of bus; each proponent proposed what style of bus they would utilize.

Review of the style of bus to be an item on the next Agenda.

6.1.4. Launch Date – August 20, 2019

6.1.5. Proposed Fare Rate Structure

Motion:
Moved by: John Verbakel
Seconded by: Pete Luciani
THAT the committee endorse the proposed fare rate structure for the in-Town TGO service, as presented.
Carried.

6.2. Inter-Community Transit

6.2.1. Transit Coordinator Introduction – Alex Piggott
6.2.2. Transit Consulting Services RFP awarded
The first task will be reviewing routes and schedules.

Staff are in the early stages of discussion with the County regarding support for the TGO system.

6.2.3. Transfer Payment Agreement received from MTO
A By-Law will be brought forward at the Council meeting on Monday, August 12, 2019, to authorize the Mayor and the Clerk to execute the agreement.

7. Correspondence

8. Other Business

9. Next Meeting
Tuesday, August 20, 2019, at 10:00 a.m. at the Corporate Office in Suite 203, 200 Broadway, Tillsonburg, ON.

10. Adjournment

Proposed Resolution #3
Moved by: Cindy Allen
Seconded by: Pete Luciani
THAT the July 16, 2019 Tillsonburg Transit Advisory Committee meeting be adjourned at 11:05 a.m.
Carried.