

## **Transit Liaison Committee**

**Date:** Thursday, November 9, 2023

**Time:** 2:00 pm

**Location:** Training Room, Transit Offices, 130 Aylmer Street N

## **AGENDA**

1. Call to Order
2. Land Acknowledgement

We respectfully acknowledge that we are on the treaty and traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

3. Confirmation of Minutes
  - a. September 14, 2023
4. Discussion
  - a. PTLC23-011 Update of the Transit Stops and Shelters program.
  - b. PTLC23-012 Complimentary Transit for Youth 13-18 Report to Council
5. New Business
6. Next Meeting
7. Adjournment



## **Peterborough Transit Liaison Committee Meeting Minutes**

**Date:** Sept 14<sup>th</sup>, 2023.

**Present:** Keith Riel (Councillor), Kevin Duguay (Councillor), John Morris (CPD), Stephanie Bolton (Age-Friendly), Phil Mechetuk (AAC Rep), Tracy Milne (Trent), Natalie Stephenson (Green-Up), Julie Morris, Sandra Needham, Elaine Hewett, Bill McKenzie, Joel Willett (Fleming)

**Virtual:** Robert Dunford, Transportation Planning Manager

**Staff Present:** Barry Wakeford, Interim Transit Services General Manager  
Cory MacLeod, Transit Operator & ATU Union Representative  
Michael Papadacos, Interim Commissioner, Infrastructure & Planning Services

Nicole McKeown, Recording Secretary  
Lindsay Stroud, Transportation Demand Management Planner

### **Regrets:**

#### **1. Call to Order**

The meeting of the Transit Liaison Committee was called to order by the Chair at 2:17 p.m.

#### **2. Land Acknowledgement**

#### **3. Confirmation of Minutes for Aug 10<sup>th</sup>, 2023.**

Moved by Sandra and John

#### **4. Presentations**

- a. PTLC23-010 Update of the Transit Services Budget Considerations Report presented to Council IPSTR23-004

Moved by Joel and Tracy

**That the PTLC approve the presentations outlined in reports PTLC23-010, dated Sept 14th, as follows:**

**That the reports and presentations be received for information**

**Carried**

**5. Other Business**

City to present a stop & shelter capital plan for next meeting.

Free Ride report 18 & under – council wants a report.

**Next Meeting**

The next meeting of this Committee will be **Nov 9th** with start time of 2:00 pm.

**Adjournment**

Moved by Phil and Natalie

**That this meeting adjourns at 2:56 pm.**

Carried

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Nicole McKeown, Recording Secretary

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Keith Riel, Chair



City of  
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**To: Members of Peterborough Transit Liaison Committee**

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**From: Barry Wakeford, Interim General Manager, Transit Services**

**Meeting Date: November 9<sup>th</sup>, 2023**

**Subject: Report PTLC23-011  
Update of the Transit Bus Stops and Shelters Program**

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## **Purpose**

This report is to inform the Peterborough Transit Liaison Committee of the status of the Transit Bus Stops and Shelters program.

## **Recommendation**

That this report be received for information.

## **Background**

The city has 620 bus stops that are serviced by the transit system.

There are three ongoing capital programs associated with upgrading the bus stops in Peterborough.

One is with the Corporate Sponsorship division for the City, which oversees the installation of outdoor seating at selected busy stops. These locations receive a concrete pad on which a seat is placed with advertising signage. Some of these locations also receive a “concourse” unit which has a garbage and recycling container.

Figure 1: Seat with advertising



Figure 2: Seats with “concourse”



A second program is for the installation of Transit Bus Shelters. This program, which started in 2012 is in it's third phase this year and is under the direction of the Engineering and Capital Works Department. Each year Transit and Engineering Department staff meet to create a list of stops to be upgraded that year, the list criteria are based on feedback from the community, ridership demand, and in the case of 2023, route restructuring concerns. 2023 Capital funding for this program was approved at \$2,298,680.00.

The third program is the Accessibility Transit Stops program. This program is tied to the Bus Shelter program with the Engineering and Capital Works Department. Roughly 65% of transit stops are fully accessible. Plans are for 120 – 180 stops to be upgraded by the end of 2025. This program will see transit stops reconstructed to be fully accessible and compliant with AODA Transportation and Built Environment Standards. Some stops will receive a cement pad approximately 3.0 meters wide for access from the bus front door between the curb and sidewalk. Others receive an 11-meter (or larger) pad that

accommodates both front and back doors of the bus and can also have a bus shelter. 2023 Capital funding for this project was approved at \$1,445,298.00.

Phase 3 of the City's Transit Stop Upgrade program will see up to 34 stops upgraded in 2024. Design work on these upgrades has been ongoing throughout 2023 and is roughly 90% complete.

Figure 3: Phase 3 2024 Transit Stop Upgrade Site Locations

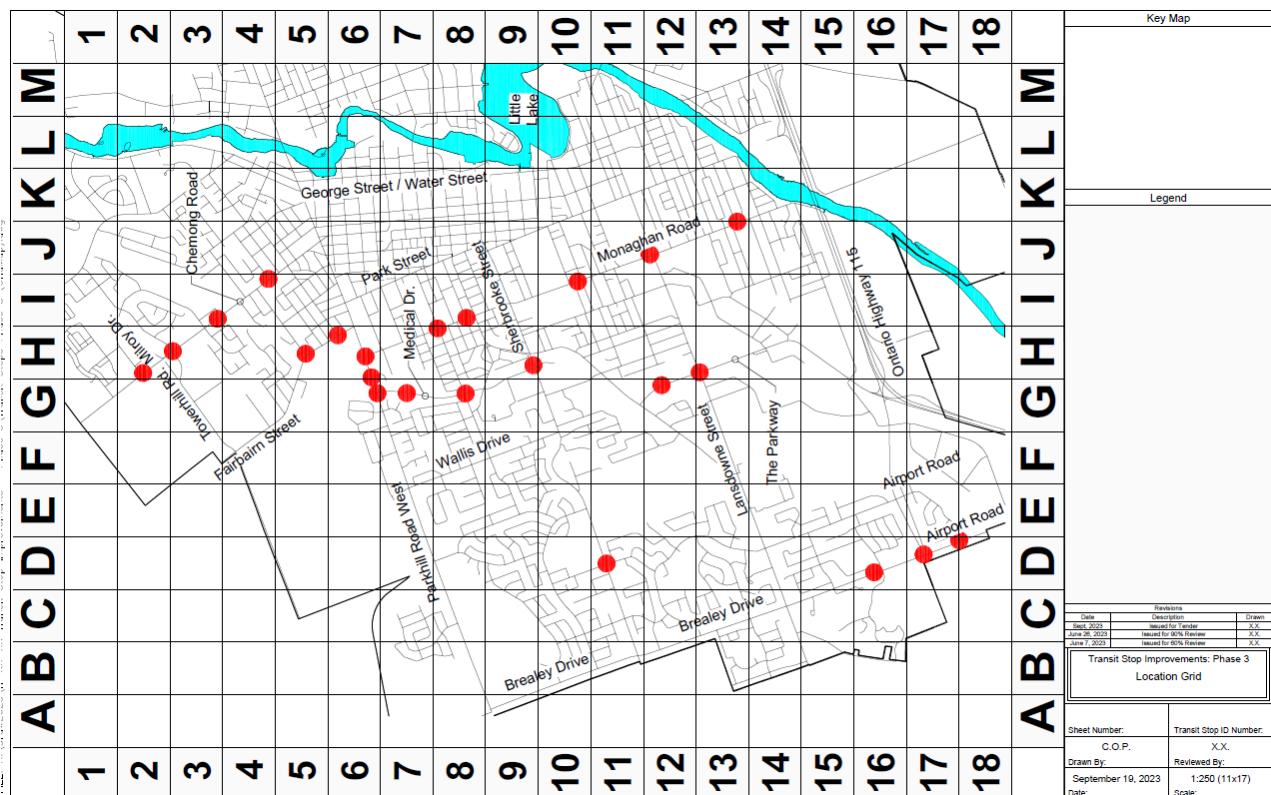


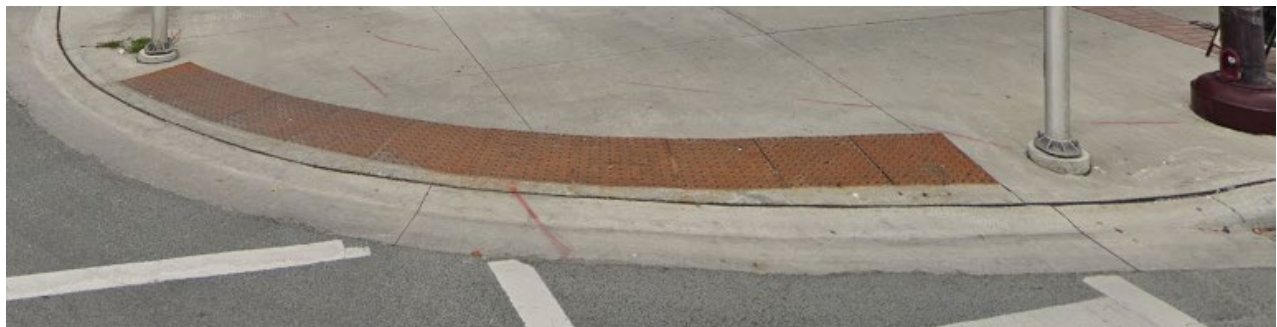


Figure 4: Bus shelter and 11-meter pad



In addition to pads and shelters, this program also addresses the curbing around the bus stop and nearby intersections, where the curb will be cut and tapered for smooth transition from the sidewalk to street plus the installation of a “tactile walking surface”.

Figure 5: Tapered curb with “tactile walking surface”



## Summary

The Transit bus stops and shelter improvement is an ongoing program with funding from the Invest in **Canada Infrastructure Program** (ICIP) which provides funding for 73.3% of the project costs.

The PTLC is welcome to comment on locations they would like to see receive shelters, pads or benches and concourses. This information will be shared with the appropriate department during talks in the new year for consideration in future phases to the Transit Stop Upgrade program.

Submitted by,

Barry Wakeford  
Interim General Manger, Transit Services

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**To:** **Members of Peterborough Transit Liaison Committee**

**From:** **Barry Wakeford, Interim General Manager, Transit Services**

**Meeting Date:** **November 9<sup>th</sup>, 2023**

**Subject:** **Report PTLC23-012**  
**Complementary Transit for Youth 13 – 18**

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## **Purpose**

This report is to inform the Peterborough Transit Liaison Committee of a report prepared for City Council about providing Complimentary transit for Youth aged 13 – 18.

## **Recommendation**

It is recommended that the PTLC receive this report as information.

## **Background**

At the June 26, 2023, Council meeting, the following motion was passed:

That staff prepare a report to present as part of the 2024 budget package, on the feasibility of complimentary transit for youth, 13-18.

In response to this motion, a report has been prepared (Report MOTR23-001) which will be presented to Finance Committee during the 2024 budget presentation.

To summarize the report, staff recommend that Peterborough Transit target the 2025 budget year for implementation of an expanded complementary transit program for youth. This will provide staff with the ability to explore community partnerships, develop

a fare/pass media strategy, to develop a ridership statistic gathering process and to develop a training/education module for this program.

In 2012, Kingston Transit developed a program, known now as the “Kingston Model” which several other municipalities have adapted as they create similar programs. The goal is to build confidence and develop habits in youth to make transit their transportation mode of choice for attending school, work, shopping, and other activities. This can be a transferred should one move to another municipality as skills and habits have been established. This will also help with traffic congestion, and climate change, and is more economical than owning, insuring, and maintaining a vehicle.

The key components of these programs are.

- A training module where each passenger attends a session and receives instruction on how to navigate the system, request a stop, load their bicycle, and follow bus-riding etiquette.
- A registration process, to enroll and confirm eligibility for the program.
- A method for collecting ridership statistics.

Kingston's success is considerable: ridership among youth went from 28,000 a year in 2012 to 600,000 in 2016. Study's show that students in Grade 12 used transit three times more than those in Grade 9. This indicates that establishing these habits early, generates regular transit users.

A summary of the report being prepared for Finance Committee includes the following key points.

- Increasing youth ridership on Peterborough Transit has been identified as an opportunity to move the City of Peterborough towards its Transportation Master Plan goals. This opportunity has additional benefits including:
  - Learning to navigate transit systems is a life skill that will provide local youth with access to employment, education, and recreation.
  - Reducing generational dependence upon the personal car has significant economic and climate change benefits.
- A variety of complimentary transit program models are being offered at municipalities across the province. Along with providing an equitable, accessible transportation option for youth, there is evidence that these programs can significantly increase ridership.

- Feasibility, and success, of a complimentary transit program for youth is dependent upon a reliable, efficient Transit system, strong local partnerships, diverse funding sources, and supportive educational activities.
- Proposed recommendations endorsed by the Peterborough Transit Liaison Committee to increase frequency and span of Transit routes will enhance the reliability of the system and prepare the system for increased ridership expected from a complimentary transit for youth program.
- Development of local partnerships, investigation of sustainable funding models, consultation with local youth and youth agencies, and evaluation of required education supports are recommended to occur in 2024 for the development of a successful complimentary transit program for Peterborough youth in 2025.

## Conclusion

Staff recommend moving forward to explore options over the next year to develop partnerships and allow time for the enhancements from the Peterborough Transit Liaison Committee discussions, to prepare the transit system to absorb the increased ridership that will be generated by this program, and to develop an education program, fare/pass media solution and statistic gathering method before implementing this program.

Submitted by:

Barry Wakeford

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