



Peterborough Transit Liaison Committee AGENDA

Date: Thursday, May 29th, 2025

Time: 2:00 pm

Location: Training Room, Transit Offices, 130 Aylmer Street North

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). March 27th, 2025

4. Presentations

a. PTLC25-004 On-board Camera System

5. Discussion

6. Other Business

7. Next Meeting

8. Adjournment



Peterborough Transit Liaison Committee Meeting Minutes

Date: March 27th, 2025

Present: Keith Riel (Councillor), John Morris (CPD), Julie Morris, Sandra Needham, Tracy Milne (Trent), Natalie Stephenson (Green-Up), Phil Mechetuk, Larry MacDonald

Virtual: Cory MacLeod (Transit Operator & ATU Union Representative),
Jessica Brotherstone (Executive Assistant Municipal Operations)

Staff Present: Barry Wakeford, (Director, Transit Services)
Andrea Donnelly, (Recording Secretary)
Lindsay Stroud, (Transportation Demand Management Planner)

Regrets: Robert J Dunford (Manager-Transportation Planning),
Ilmar Simanovskis, (Commissioner of Municipal Operations),
Joel Willett (Fleming), Stephanie Bolton (Age-Friendly),

1. Call to Order

The meeting of the Transit Liaison Committee was called to order by the Chair at 2:09 p.m.

2. Land Acknowledgement

3. Confirmation of Minutes

Moved by Tracy Milne and seconded by Larry MacDonald

That the minutes of the meeting held on February 27th, 2025, be approved.

Carried.

4. Presentations

- a) Report PTLC25-003 – Terminal Renovations

Moved by John Morris second by Natalie Stephenson

That the Peterborough Transit Liaison Committee approves the presentation outlined in reports PTLC25-003, PTLC dated March 27th, 2025, as follows:

That the report be received for information.

Carried

5. Other Business

- CCTV cameras on buses

Next Meeting

The next meeting of this Committee will be Thursday, April 24th, 2025, at 2:00 PM

Adjournment

Moved by Tracy Milne and second Larry MacDonald

That this meeting adjourns at 2:35 pm.

Carried

Andrea Donnelly, Recording Secretary

Phil Mechetuk, Chair



City of
Peterborough

To: Peterborough Transit Liaison Committee

From: Barry Wakeford, Director Transit Services

Meeting Date: May 29, 2025

Report: Transit On-Board Camera System, Report Number PTLC25-004

Subject

A Report to inform the Peterborough Transit Liaison Committee of the Transit On-Board Camera System.

Recommendation

That the Peterborough Transit Liaison Committee approve the recommendation outlined in Report PTLC25-004, dated May 29, 2025, of the Director, Transit Services as follows:

That the Report PTLC25-004 and the presentation be received for information.

Executive Summary

- An on-board camera system was included in the Intelligent Transit System (ITS) requirements Report IPSTR18-014 presented to City Council on May 28, 2018. This report was approved in 2018. Item 9 of the report identified the vehicle camera system as follows:

Interior and Exterior Cameras

Installing interior and exterior cameras on each bus will improve passenger and driver safety and security and drastically reduce the cost of claims. Over the past 5 years, there have been 879 incidents on the transit system resulting in 36 claims, 20 harassment incidents and threats, 60 public disturbances or altercations, and over 330 collisions.

In addition to the safety benefits for drivers, who are often working alone at late hours of the evening or early morning, the camera system can provide video evidence to defend against at fault collisions or claims against the municipality. The cost associated with the claims that have been settled to date is over \$225,000, and this does not include claims that exceed our deductible or the many open claims which are still being handled by our insurance company. In a number of cases, where video camera footage has been available at the terminal, some of the claims have been dismissed due to the irrefutable evidence provided by the camera system.

Implementation of the new camera system will require an update to the Video Surveillance Policy to include use on buses prior to the new system being activated. Signage indicating that video surveillance is in use will be installed on all transit vehicles with cameras.

Background

- In 2013 Peterborough Transit began looking at technology to assist with driver, passengers, and pedestrian safety. One of the devices explored was a camera system that didn't provide video or images but worked similarly to the automobile lane departure avoidance and back-up alert systems. These "cameras" detect objects in their field of vision and alerted the driver by a sound and/or dash light. This system was installed on a bus and used for demonstration. The field of view with these cameras had one each scan down the sides of the bus and another that faced forward with an approximately 120-degree view of coverage. Transit staff observed this system on two different occasions: once when several municipalities attended a demonstration at Kingston Transit and another here at our garage facility. Both times the system failed to function properly.
- The focus then switched to a video camera system also called a closed-circuit television system (CCTV). These systems use audio-video cameras to record activities on and around the bus. An interior and exterior camera system was included in the Intelligent Transit System (ITS) requirements of the approved Report IPSTR18-014.
- Since 2018, all new bus purchases have included a data compartment to house the ITS components, cameras and the camera system receiver, and recording hard drive.
- The selected system uses a hard drive recording system. To retrieve footage, transit staff are required to open the cabinet on the bus, use a key to open the locked hard drive cabinet then use another key to remove the hard drive. The hard drive is then taken to a computer, connected to a dock station and using proprietary software, view the footage. This is different from a "cloud" based system where staff with the approved access rights can access live footage from their workstation.

- There have been several delays getting the camera system activated. There was a third-party dispute over where specific components were to be installed in the cabinets. This led to some equipment damage and cable replacement. The timing of installation and cost of equipment for this system is affected by the 2020 pandemic.
- As identified in the last paragraph of Report IPSTR18-014, an update to the Video Surveillance Policy was indicated. There have been several staff changes at different corporate levels, most of whom have made changes to the policy and supporting documentation. The policy is presently in the final stages of completion; senior leadership sign-off and the clerk's office verification of compliance with corporate policies and by-laws are underway.

Strategic Plan

Strategic Pillar: Governance & Fiscal Sustainability

Strategic Priority: Support a culture of continuous improvement, safety, and innovation to enhance cost effective delivery of City programs and services.

This Report fits the Strategic Priority by recommending the continuation of a city service the residents depend on.

Budget and Financial Implications

There are no budget and financial implications associated with this report.

Conclusion

Like many municipalities, the City of Peterborough realizes there is a need for an on-board camera system for transit vehicles. This will help in many situations such as a claim of an injury or property damage and traffic incidents etc.

This need was identified several years ago, there have been some delays to the process of getting the cameras activated, however, most requirements have been completed; cameras and recording equipment have been installed in the vehicles, signs have been printed and are ready to be installed (on buses and in shelters), a dedicated computer station has been set-up with a docking station for retrieving and copying information from hard drives, a pass code protected safe has been installed for the secure custody of saved information and, per corporate policy, a logbook has been placed in the safe for the documentation (date, time, reason, name and signature of the

person who retrieved) of any viewed information. The final requirement is a policy and procedures document. This has been drafted and is in the final stages of approval.

Once the policy and procedure documents are approved, management staff will meet with ATU local 1320 union, signs will be installed, notifications will be posted, and the systems will be activated.

Submitted by,

Barry Wakeford
Director, Transit Services

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