



Peterborough Transit Liaison Committee

AGENDA

Date: Thursday, November 21st, 2024

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 - October 24th, 2024

4. Presentations

a. PTLC24-013 Out of Service Buses

b. Councillor Keith Reil to address item 13.a on October 28, 2024, General Committee Agenda and how this will impact our committee and all City Committees

5. Discussion

6. Other Business

7. Next Meeting

8. Adjournment

Peterborough Transit Liaison Committee Meeting Minutes

Date: October 24th, 2024

Present: Keith Riel (Councillor), John Morris (CPD), Julie Morris, Sandra Needham, Stephanie Bolton (Age-Friendly), Larry MacDonald, Tracy Milne (Trent), Phil Mechatuk

Virtual: Ilmar Simanovskis, Commissioner of Municipal Operations,
Cory MacLeod, Transit Operator & ATU Union Representative

Staff Present: Barry Wakeford, Director, Transit Services
Andrea Donnelly, Recording Secretary

Regrets: Robert J Dunford (Manager-Transportation Planning), Kevin Duguay (Councillor), Joel Willett (Fleming), Lindsay Stroud, Transportation Demand Management Planner, Natalie Stephenson (Green-Up),

1. Call to Order

The meeting of the Transit Liaison Committee was called to order by the Chair at 2:04 p.m.

2. Land Acknowledgement

3. Confirmation of Minutes

Moved by Tracy Milne and seconded by Phil Mechatuk

That the minutes of the meeting held on September 26th, 2024, be approved.

Carried.

4. Presentations

- a) Report PTLC24-010 – Bus Stop Update

Moved by Julie Morris second by Phil Mechatuk

- b) Report PTLC24-011 – Transit Onboard Camera System

Moved by Sandra Needham Second by John Morris

- c) Report PTLC24-012 – Ridership Etiquette Video Template

Moved by Larry MacDonald and seconded by Phil Mechatuk

That the Peterborough Transit Liaison Committee approve the presentation outlined in reports PTLC24-010, PTLC24-011, PTLC24-012 dated October 24th, 2024, as follows:

That the report be received for information.

Carried

5. Other Business

- Report on out-of-service buses
- Report from City councilor Keith Reil on “item 13.a on the October Committee agenda”

Next Meeting

The next meeting of this Committee will be Thursday, November 21st, 2024, at 2:00PM

Adjournment

Moved by Stephanie Bolton and seconded Julie Morris

That this meeting adjourns at 3:10 pm.

Carried

Andrea Donnelly, Recording Secretary

Keith Riel, Chair



City of
Peterborough

To: Peterborough Transit Liaison Committee

From: Barry Wakeford, Director Transit Services

Meeting Date: November 21, 2024

Report: Out of Services Buses, Report Number PTLC24-013

Subject

A Report to inform the Peterborough Transit Liaison Committee to explain the number of buses operating “Out of Service”.

Recommendation

That the Peterborough Transit Liaison Committee approve the recommendation outlined in Report PTLC24-013, dated date of meeting November 21, 2024, of the Director, Transit Services as follows:

That the Report PTLC24-013 and the presentation be received for information.

Executive Summary

- a) On October 21, 2024, PTLC meeting, a request was made for information on why buses are seen travelling out of service.

Background

Prior to the 2020 route restructuring, Peterborough Transit operated a “hub and spoke” system. This system had all buses arrive and depart from the terminal at 190 Simcoe St. The routes all arrived and departed at the same scheduled time. The schedule operated on a 40-minute frequency. Excluding the community bus which operated hourly and did not stop at the terminal, all routes began and ended their trips at the

terminal. There were 3 routes that were eighty minutes long, those were Route Number 1 George St North, Route Number 6 Kawartha and Route Number 7 Lansdowne St. These routes had 2 buses on them, when one bus was at the terminal, the other was at either Fleming College or Trent University. These were identified as Number 1A, Number 6A and Number 7A.

“Dead head” is a transit term for a bus traveling from one location to another, while not transporting or providing any service to passengers. At the beginning of the day, in the hub system, buses would dead head the 5 blocks from the garage to the terminal, drivers were allotted 10 minutes for this travel time. The 3 “A” buses would also dead head to Fleming College or Trent University and were provided 15 minutes travel time.

At the end of the day, buses would dead head from the terminal or in the case of the “A” buses, Fleming and or Trent to the garage.

In 2020 the route structure was changed to a grid design.

The grid design has several routes that do not go to the terminal. Of those that do, even some of those are scheduled to only use the terminal as a regular bus stop albeit with amenities.

These routes use Trent University, Fleming College, Lansdowne Place, Clonsilla at Summit Plaza, Sherbrooke at Woodglade, and the Museum as their beginning and end of the trip location. Creating the routes this way allows for the destination sign to reflect the direction and end point of the trip. For example, Route Number 7 Lansdowne starts at Gzowski College (on the east side of Trent University) and travels to Fleming College. The destination sign says Number 7 Lansdowne Trent Gzowski to Fleming College.

Having these locations with the starting and ending points of the routes means that the bus will dead head to these locations to begin the day and again back to the garage at the end of the shift. Also with this routing system, the driver meal breaks are often scheduled at either Trent University or Fleming College. The schedule does allow for buses to dead head from places such as the Museum or Lansdowne Place to the garage for a driver’s break. A negative result is that buses travel out of service from various locations to and from the garage throughout the day. This also impacts our non-revenue service to increase. The current non-revenue service is in the mid 80% rate.

Going forward, our scheduling and run cutting staff are looking at rescheduling the starting and finish points for the routes that pass through the terminal to reduce the non-revenue service ratio. Route Number 2 Chemong is being rescheduled to begin and end at the terminal effective the next board period. Route Number 6 Sherbrooke will finish the end of the day at the terminal. Making changes to other routes will take some time as it affects the interlining of routes. Interlining is where a route arrives at a destination as one route and departs as a different route.

Engagement and Consultation

The route structure was created by a Route Review conducted in 2018 and completed in 2021, by the IBI (newly named Arcadis) consulting group, and a previous staff member of Peterborough Transit.

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

In 2020, Peterborough Transit changed the route structure from a hub and spoke design to a grid layout. As a result of this change, several routes no longer go to the downtown terminal. Most of these routes use Trent University and/or Fleming College as their starting and ending point. This has created an increase in buses travelling from the garage to a starting point while not in service, or as the destination sign indicates “Out of Service”. This also has an impact on the non-revenue service ratio. Staff are working on ways to adjust the route schedules to reduce the out of service trips, however this takes time. A route change is in the works for Route Number 2 Chemong and a minor adjustment for Route Number 6 Sherbrooke. The schedule for the January 2025 is being drawn up now.

Submitted by,

Barry Wakeford
Director, Transit Services

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