



## ACTION

# Kenora Transit Commission Meeting Minutes

**Monday, February 4, 2013  
3:00 p.m.  
City Council Chambers**

**PRESENT:** Councillor Charito Drinkwalter, Alternate Member  
Councillor Rod McKay  
Murray English  
Rick Vincent  
Wayne Ficek  
Mike Mostow, Fleet Supervisor  
Rick Perchuk, Operations Manager  
Rob Halverson, Road Supervisor  
Karen Brown, CAO  
Heather Kasprick, Deputy Clerk/POA Supervisor  
Heather Lajeunesse, Administrative Assistant  
Denise Aarrestad, First Canada  
Karen Redden, First Canada  
Dave Havill, First Canada

**REGRETS:** Chris Van Walleghem  
Jackie McAllister, Handi Transit Chair

**Councillor Drinkwalter called the meeting to order at 3:00 p.m.**

### **A. Declaration of Pecuniary Interest & the General Nature Thereof:**

- 1) On Today's Agenda**
- 2) From a Meeting at which a Member was not in Attendance**  
There were none declared.

### **B. Confirmation of Minutes:**

**Moved by M. English Seconded by R. Vincent & Carried:-**  
That the Minutes of the last meeting of the Kenora Transit Commission held  
January 22, 2013 be confirmed as written and filed:-

### **D. Items:**

#### **1. Matters Arising**

There were no matters arising from the previous minutes.

## **2. Review of New Routes**

Rick Perchuk spoke briefly on the City's bus schedule indicating that the maps and schedule are interrelated and closely impact the length of time to run the routes.

Originally the City had three bus routes and then the Express routes were added afterwards. Two schedules were set up, one for Monday to Friday and another for Saturday with the only difference being that on Saturday the bus starts at 9:00 a.m. Rick suggested that it would make more sense if the routes were kept at the same times throughout the week.

Rick further indicated that last week he had provided the City bus route maps to First Canada to review and come up with a proposed schedule which they did with several of the routes removed in order for the schedule to run more efficiently and effectively. The City revised the schedule again from there adding back some of the routes and Rick provided this schedule to the Committee for review. The revised schedule proposes the removal of three of the current routes. He indicated that after putting the schedule together and looked at the timing of the routes some of the times seemed long. He agreed that routes do need to be made reasonable but also it should be that the buses are not sitting for long periods of time as it is an hourly contract with First Canada and the City wants to ensure the bus is maximized. Karen Redden agreed that it is a per hour contract but stated that the drivers are getting paid for more time as they are not getting breaks or getting off work at the regular time.

The original Pinecrest route was reviewed with the group. There was discussion of the Pinecrest/Rideout route within the Pinecrest route and it was agreed that the route does overlap somewhat. A different concept for the route was then presented by Rick Perchuk for review. He indicated that proposed route will be much safer for the bus when turning at specific corners. Transit driver Dave Havill agreed with the recommendation as it will help ease issues with traffic at certain locations and turn offs. Dave gave further feedback on the route and made some further suggestions for changes based on ridership. Rick indicated that this is the type of feedback the city is looking for and made further suggestions for changes to the route to accommodate Dave's suggestions. It was agreed that the meeting is good to discuss these concerns with the route and make changes. Dave added that the Pinecrest Express route might be waste of time and fuel as well.

The Lakeside Express route was discussed and Rick Perchuk noted that he has concerns regarding the timing of the route. The schedule presented by First Canada shows this as being a half hour run although it is believed that the route is not long enough to justify the timing. Dave commented on the Lakeside Express route indicating that it is the most busy when the students are travelling to and from school as well as when people are travelling to and from work in the morning and evening. He added that sometimes the route can take longer when there are riders with accessibility concerns as well as seniors who require assistance. He further added that these customers ride the bus 2-3 times per week. It was explained how riders in wheelchairs are secured in the bus and it was agreed that this does take time but that the route should still not take thirty minutes. Dave further suggested that the timing of this route also allows for flex time if the bus is behind due to unforeseen circumstances and that it also sometimes allows for a break for the driver.

The Keewatin routes were discussed and there is a consensus to eliminate the Keewatin Express route. The only difference with the Keewatin Express is that it

does not go through Norman. There was an inquiry as to the number of riders around the senior homes in Keewatin and Dave indicated that the ridership is up and that all ages are riding. It was agreed that the Keewatin route is the longest and takes the most amount of time.

It was agreed that all the proposed route times makes sense but that the Lakeside one still seems too long. Karen Brown reviewed the routes and tallied the flex time within the schedule to be one hour and thirty minutes. There was a suggestion to add a flex column to the schedule to determine actual timing. The City realizes that the schedule was tight before but it is felt that the proposed routes and schedule by First Canada were too far in the opposite direction. It was agreed that there does need to be some flex time for the bus sometime in the morning and afternoon to ensure the bus is on time and that the driver is getting reasonable breaks but that an hour and a half is too much. Dave suggested that the City try the proposed routes and schedules by First Canada for a few months and then review again after that. Heather Kasprick indicated that it is difficult to change this after implementing for a few months and very confusing for the riders.

Karen Brown inquired as to whether or not there are too many Lakeside runs, adding that the route is basically for workers in the morning and evening and students. She suggested eliminating one of the Lakeside runs and adjusting the Pinecrest and Keewatin routes. Karen Redden mentioned the anticipated closing of Zellers and how this may possibly impact the ridership when it happens.

Rick Perchuk suggested GPSs be put on the buses to determine timing and locations. Mike Mostow confirmed that this is possible; adding that the GPSs can be programmed to determine speed, time, length of stop, routes, etc. It was suggested that GPSs be installed and monitored for one week and then the data can be reviewed to track the average length of each route. Mike will look into the GPSs for the bus and see if it is possible to build a unit that can also track passengers. It was suggested that it is a good idea to figure out the realistic times for the bus and then review the ridership. It was also suggested that the driver document the issues that hold up the bus on a daily basis. It was agreed to move forward with the GPS tracking and hold off on passing the new routes at the February Council meeting. Rick Perchuk will amend the maps and will send to First Canada for review. The maps presented today will also be circulated to the Committee.

**R Perchuk**

Karen Redden inquired as to whether or not there is a certain temperature in which the City would not have the bus run indicating that -40 is the mark they use for school buses. It was agreed that the buses will run in any temperature and that a major storm is the only reason they will be cancelled.

### **3. Other Business**

Dave Havill indicated that coin is currently an issue as he is not getting the correct amount of money from the customers riding the bus. People are shortchanging and it adds up over time. He suggested that the City start pushing towards only accepting toonies or loonies and at the minimum quarters.

Dave also inquired if it would be possible to drop a route in the current schedule the odd time to play catch up if something happens and the bus is delayed. It was agreed that the bus must show up for a scheduled route. It was suggested to leave things as is for now while reviewing, to wait for the GPSs to be installed and for more data to be obtained.

Karen Redden gave an update on the buses in Winnipeg for repairs at Boyco & Sons indicating that they are unable to get the one bus fixed and that it will not start due to software electrical problems. There are not any other places around that work on Eldorado buses. Another option was suggested to bring someone from Eldorado here to look at the bus. Rod indicated he will look into this.

**R McKay**

**4. Next Meeting Date**

- To be determined

Meeting adjourned at 4:24 p.m.