

**NIAGARA TRANSIT COMMISSION
MINUTES**

NTC 11-2024

Tuesday, November 19, 2024

**Council Chamber - In Person and Electronic Meeting
Niagara Region Headquarters, Campbell West
1815 Sir Isaac Brock Way, Thorold, ON**

Board Members: E. Beauregard (Port Colborne), W. Campbell (Niagara Falls)*, D. Dodge (St. Catharines)*, R. Freake (Grimsby)*, A. Longo (Thorold)*, M. Mavridis (Niagara-on-the-Lake)*, J. Morocco (Niagara Falls), W. Olson (Pelham), JD Pachereva (Lincoln), C. Ratzlaff (St. Catharines)*, W. Reilly (West Lincoln)*, M. Siscoe (Board Chair) (St. Catharines), L. Van Vliet (Welland)

Ex-officio Members (Non-Voting): J. Bradley, Regional Chair

Absent/Regrets: B. Grant (Wainfleet), W. Redekop (Vice Chair) (Fort Erie); Ex-officio Member: R. Tripp (Chief Administrative Officer, Niagara Region)

Staff: R. Addy, Deputy General Manager, Transit Operations, B. Charters, Deputy General Manager, Fleet & Facilities Maintenance, B. Griffin, Manager, Strategy & Performance, J. Hambleton, Office Manager, R. Hill, Legislative Assistant, T. Luey, Deputy General Manager, Planning & Performance, R. Muzzell, Manager, Program Financial Support, S. Muhic, Program Financial Specialist (Niagara Region), A.-M. Norio, Regional Clerk, C. Stout, General Manager, Niagara Transit Commission, D. Snow, Program Financial Analyst, J. Taylor, Manager, Human Resources, A. Thomson, Legal Counsel, E. Zahra, Deputy General Manager, Customer Experience

* indicates participants who attended the meeting electronically, all others participated in person

1. CALL TO ORDER

Board Chair Siscoe called the meeting to order at 3:00 p.m.

2. LAND ACKNOWLEDGEMENT STATEMENT

Board Chair Siscoe read the Land Acknowledgement Statement.

3. ADOPTION OF AGENDA

Moved by J. Morocco
Seconded by W. Olson

That Agenda NTC 11-2024, **BE ADOPTED.**

Carried

4. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

5. ADOPTION OF MINUTES

5.1 Niagara Transit Commission Minutes NTC 10-2024

Tuesday, October 15, 2024

Moved by JD Pachereva
Seconded by E. Beauregard

That Minutes NTC 10-2024 being the Open Session minutes of the
Niagara Transit Commission meeting held on Tuesday, October 15, 2024,
BE ADOPTED.

Carried

6. ITEMS FOR CONSIDERATION

6.1 NTC-C 23-2024

Niagara Transit Commission Board Proposed 2025 Meeting Schedule

Moved by W. Olson
Seconded by R. Freake

That Memorandum NTC-C 23-2024, dated November 19, 2024,
respecting Niagara Transit Commission Board Proposed 2025 Meeting
Schedule, **BE RECEIVED**; and

That the Niagara Transit Commission meetings **BE HELD** on Tuesdays at
3:00 p.m. on the following dates in 2025:

February 18, March 18, April 15, May 20, June 17, August 26, September
16, October 21, and November 18.

Carried

6.2 NTC 33-2024

Fee Waiver Requests - Royal Canadian Legion Branch 24 - St. Catharines

Moved by A. Longo

Seconded by E. Beauregard

That Report NTC 33-2024, dated November 19, 2024, respecting Fee Waiver Requests – Royal Canadian Legion Branch 24 – St. Catharines, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Niagara Transit Commission (NTC) Board **APPROVE** the Charter Fee Grant Waiver request submitted by Royal Canadian Legion Branch 24 St. Catharines in the amount of \$366.00; and
2. That the General Manager **BE DIRECTED** to waive the Charter Fee.

Carried

6.3 NTC 34-2024

2025 Provincial and Federal Pre-Budget Submission Recommendations

Moved by L. Van Vliet

Seconded by JD Pachereva

That Report NTC 34-2024, dated November 19, 2024, respecting 2025 Provincial and Federal Pre-Budget Submission Recommendations, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Provincial and Federal Pre-Budget Submission Recommendations **BE APPROVED** and;
2. That staff **BE DIRECTED** to prepare and submit the provincial and federal pre-budget submissions for the 2025 budget year in accordance with the priorities identified in Report NTC 34-2024.

Moved by D. Dodge

Seconded by C. Ratzlaff

That the submission of provincial recommendation #4 (Modify the routing of GO bus service to connect to the Downtown St. Catharines Terminal, rather than the Fairview Mall stop, and ensure greater notice time when GO bus schedules are modified) **BE DEFERRED** for consideration at the next meeting.

Carried

The Board Chair called the vote on the amended motion as follows:

That Report NTC 34-2024, dated November 19, 2024, respecting 2025 Provincial and Federal Pre-Budget Submission Recommendations, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Provincial and Federal Pre-Budget Submission Recommendations, save and except #4, **BE APPROVED**, and;
2. That staff **BE DIRECTED** to prepare and submit the provincial and federal pre-budget submissions for the 2025 budget year in accordance with the priorities identified in Report NTC 34-2024, as amended.

Carried

6.4 NTC 36-2024

Brock University Students' Union UPASS Agreement 2025-2028

Moved by E. Beauregard

Seconded by A. Longo

That Report NTC 36-2024, dated November 19, 2024, respecting Brock University Students' Union UPASS Agreement 2025-2028, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Niagara Transit Commission Board **APPROVE** the entry into a three-year UPASS agreement with the Brock University Students' Union at the amount of \$5,249,919 (exempt of HST) in the first year for the provision of transit services for the term of September 1, 2025, to April 30, 2028; and
2. That the Niagara Transit Commission Board **AUTHORIZE** the General Manager to execute the agreement with the Brock University Student Union as approved.

Carried

6.5 NTC 37-2024

Transit Shelter and Fleet Advertising and Asset Ownership / Replacement Strategy

Moved by W. Olson
Seconded by W. Reilly

That Report NTC 37-2024, dated November 19, 2024, respecting Transit Shelter and Fleet Advertising and Asset Ownership/ Replacement Strategy, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Board **AUTHORIZES** entering into a transit shelter and fleet advertising contract, as negotiated by Niagara Transit Commission (NTC) staff, with Pattison Outdoor Advertising, effective March 1, 2025, for a term of ten (10) years at a guaranteed minimum total contract of \$6,243,250 (including 13% HST), with two optional five-year extensions; and
2. That the Board **AUTHORIZE** staff to finalize and execute the contract and any required documents related thereto, inclusive of transferring ownership of transit shelters to NTC in a form satisfactory to the Director of Legal and Court Services.

Carried

6.6 NTC 40-2024

Fee Waiver Requests – Open Arms Mission - Welland

Moved by L. Van Vliet
Seconded by M. Mavridis

That Report NTC 40-2024, dated November 19, 2024, respecting Fee Waiver Requests – Open Arms Mission- Welland, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Niagara Transit Commission (NTC) Board **APPROVE** the Charter Fee Grant Waiver request submitted by Open Arms Mission - Welland in the amount of \$792.00; and
2. That the General Manager **BE DIRECTED** to waive the Charter Fee.

Carried

6.7 NTC 41-2024

Fee Waiver Requests - Project Share (Updated)

Moved by J. Morocco
Seconded by W. Reilly

That Report NTC 41-2024, dated November 19, 2024, respecting Fee Waiver Requests – Project Share (Updated), **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Niagara Transit Commission (NTC) Board **APPROVE** the increased Charter Fee Grant Waiver request submitted by Project Share in the total amount of \$11,160.00; and
2. That the General Manager **BE DIRECTED** to waive the Charter Fee.

Carried

6.8 NTC-C 24-2024

City of Welland Community Member Appointment to the Niagara Transit Commission Public Advisory Committee

Moved by L. Van Vliet
Seconded by R. Freake

That NTC-C 24-2024, dated November 19, 2024, respecting City of Welland Community Member Appointment to the Niagara Transit Commission Public Advisory Committee, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That William Barnes **BE RECOMMENDED** for appointment to the Niagara Transit Commission Public Advisory Committee as the representative for the City of Welland; and
2. That the recommended appointment **BE FORWARDED** to Regional Council for consideration in accordance with By-law 2022-38 being a By-law to Establish the Niagara Transit Commission as a Municipal Service Board.

Carried

7. **CONSENT ITEMS FOR INFORMATION**

7.1 NTC 38-2024

Q3 2024 Financial Results and Variance Analysis

Moved by JD Pachereva
Seconded by E. Beauregard

That Report NTC 38-2024, dated November 19, 2024, respecting Q3 2024 Financial Results and Variance Analysis **BE RECEIVED** for information.

Carried

7.2 NTC-C 22-2024

Surveillance Policy - Motion to Amend

Moved by W. Olson
Seconded by W. Reilly

That Memorandum NTC-C 22-2024, dated November 19, 2024, respecting Surveillance Policy – Motion to amend, **BE RECEIVED** for information.

Carried

8. **OTHER BUSINESS**

8.1 Bus Routes and Shelters - City of Niagara Falls

Board Member Morocco requested staff review Routes 116, 110, and 104 in the City of Niagara Falls due to concerns about buses being at capacity as well as review the absence of a bus shelter at McLeod Road and Kalar Road. Carla Stout, General Manager, advised that there were days where only 40' buses were being used on Route 116 which typically has a 60' bus and this likely created capacity issues. She also noted that the bus shelter at Kalar and McLeod had been removed a few years ago and as the bus doesn't travel in that direction and there is a bus stop across the street, a shelter isn't required. She further advised that a fulsome review of all bus shelters will be undertaken to ensure that shelters are appropriately located.

8.2 Vandalized Bus Shelters

Board Member Dodge advised staff that the bus shelter at Oakdale Avenue in the City of St. Catharines had been vandalized. Board Chair Siscoe indicated that numerous shelters had been vandalized due to a new online social media trend of damaging as many bus shelters as possible. He noted that staff are on top of it; however, it can take time to get materials to execute repairs. He requested that if someone sees vandalism occurring to call the police.

8.3 OnDemand App

Board Member Pachereva requested staff look into issues with the OnDemand app being used in Lincoln and continued error messages being received while trying to access the app. Carla Stout, General Manager, advised she wasn't aware of any issues but would have staff investigate.

9. **CLOSED SESSION**

Moved by W. Olson
Seconded by L. Van Vliet

That this Board **DO NOW MOVE** into closed session for the purposes of receiving information of a confidential nature respecting:

A Matter respecting Personal Matters about an Identifiable Individual under Section 239(2) of the Municipal Act, 2001 - General Manager Employment Contract

Carried

The Board resolved into closed session at 3:42 p.m.

10. BUSINESS ARISING FROM CLOSED SESSION

The Board reconvened in open session at 3:54 p.m. with the following individuals in attendance:

Board Members: E. Beauregard (Port Colborne), W. Campbell (Niagara Falls)*, D. Dodge (St. Catharines)*, R. Freake (Grimsby)*, J. Morocco (Niagara Falls), W. Olson (Pelham), JD Pachereva (Lincoln), W. Reilly (West Lincoln)*, M. Siscoe (Board Chair) (St. Catharines), L. Van Vliet (Welland)

Ex-officio Members (Non-Voting): J. Bradley, Regional Chair

Absent/Regrets: B. Grant (Wainfleet), A. Longo (Thorold), M. Mavridis (Niagara-on-the-Lake), C. Ratzlaff (St. Catharines), W. Redekop (Vice Chair) (Fort Erie); Ex-officio Member: R. Tripp (Chief Administrative Officer, Niagara Region)

Staff: R. Hill, Legislative Assistant, T. Luey, Deputy General Manager, Planning & Performance, A.-M. Norio, Regional Clerk, J. Taylor, Manager, Human Resources

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10.1 Confidential NTC 39-2024

A Matter respecting Personal Matters about an Identifiable Individual under Section 239(2) of the Municipal Act, 2001 - General Manager Employment Contract

Moved by W. Olson
Seconded by L. Van Vliet

That Confidential Report NTC 39-2024, dated November 19, 2024, respecting A Matter respecting Personal Matters about an Identifiable Individual under Section 239(2) of the Municipal Act, 2001 - General Manager Employment Contract, **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

Carried

11. NEXT MEETING

It was noted that the meeting scheduled for December 17, 2024, would be cancelled; therefore, the next meeting will be held on Tuesday, February 18, 2025, at 3:00 p.m. in the Council Chamber, Regional Headquarters.

12. ADJOURNMENT

There being no further business, the meeting adjourned at 3:56 p.m.

Mat Siscoe
Chair, Niagara Transit Commission

Ann-Marie Norio
Regional Clerk