



## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF ENGINEERING & INFRASTRUCTURE SERVICES

**MISSION STATEMENT:** *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

Author's Name: Antonietta Giofu	Report Date: May 6, 2022
Author's Phone: 519 736-3664 ext. 2320	Date to Council: May 24, 2022
Author's E-mail: <a href="mailto:agiofu@amherstburg.ca">agiofu@amherstburg.ca</a>	Resolution #:

To: Mayor and Members of Town Council

Subject: Transit Service – Transit Windsor Pilot Project

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#### 1. **RECOMMENDATION:**

It is recommended that:

1. Administration **BE DIRECTED** to proceed with a 2-year transit service pilot with Transit Windsor that includes Option 3 routing and weekdays only from September to April and weekday and weekends for April to August;
2. That the Chief Administrative Officer and the Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the implementation of the 2-year transit service pilot, satisfactory in legal form to the Clerk, in technical content to Director of Infrastructure Services and in financial content to the Chief Financial Officer; and further;
3. That an estimated operational expenditure of \$200,000 and \$150,000 **BE APPROVED** as a first charge to the 2023 and 2024 Operating Budget respectively for the 2-year transit service pilot project;
4. Council **DIRECT** Administration to seek any grant opportunities for the project:
  - a. That Administration **BE APPROVED** to submit an application for grant opportunities available for the project and;
  - b. That the Clerk and Mayor **BE AUTHORIZED** to sign agreements for grant opportunities offered.

#### 2. **BACKGROUND:**

On September 11, 2017, Council passed resolution #20170911-875 as follows:

*“That Administration **BE DIRECTED** to investigate the feasibility of a public transportation system that would benefit our residents, especially our seniors and our post-secondary students, to travel to and from Windsor.”*

On August 10, 2020, Council passed resolution # 20200810-247 as follows:

*“That Administration **BE DIRECTED** to undertake public consultation on public transportation needs in relation to the proposal received from Transit Windsor; and,*

*Subsequent to Public Consultation, that Administration **BE DIRECTED** to develop and bring back for Council direction a business plan, inclusive of grant funding opportunities, for the delivery of public transit services for the Town of Amherstburg through Transit Windsor.”*

### **3. DISCUSSION:**

Further to Council's direction on August 10, 2020, Administration undertook a public consultation process regarding the proposal received from Transit Windsor. An Open House was held on September 17<sup>th</sup>, 2020. Two sessions were held from 1pm – 3:00pm and 6pm – 8pm to garner as many participants as possible. A walkthrough format allowed residents to view storyboards and ask questions of members of the Windsor Transit and Amherstburg administrative teams. Survey comment cards were also available to the public to fill out to provide comments or ask questions regarding the proposal. A total of twenty-two (22) residents attended (signed in) at least one of the two sessions at the Libro Centre and provided feedback on the proposal.

A survey was also posted on the Town's Talk the Burg portal where participants were asked to answer questions regarding general transit use and the route, bus stop locations and frequency outlined in the Transit Windsor proposal. The survey garnered approximately 100 responses.

The original transit service proposal from Transit Windsor, which was presented during the public consultation process, recommended a straight route from Amherstburg to Windsor and back.

Transit Windsor is of the opinion that transit services in the Town of Amherstburg should have a route that includes at least 12 stops in the Town of Amherstburg. The originally proposed route would then continue into the City of Windsor with a stop at the new transit terminal developed at the Hotel Dieu Grace Healthcare (HDGH) site. This site is strategic and will serve as a hub and a transfer location will give riders from Amherstburg the ability to connect with transit services throughout the Transit Windsor service area.

The following are the 12 proposed stops outlined in the originally present route offered in the proposal:

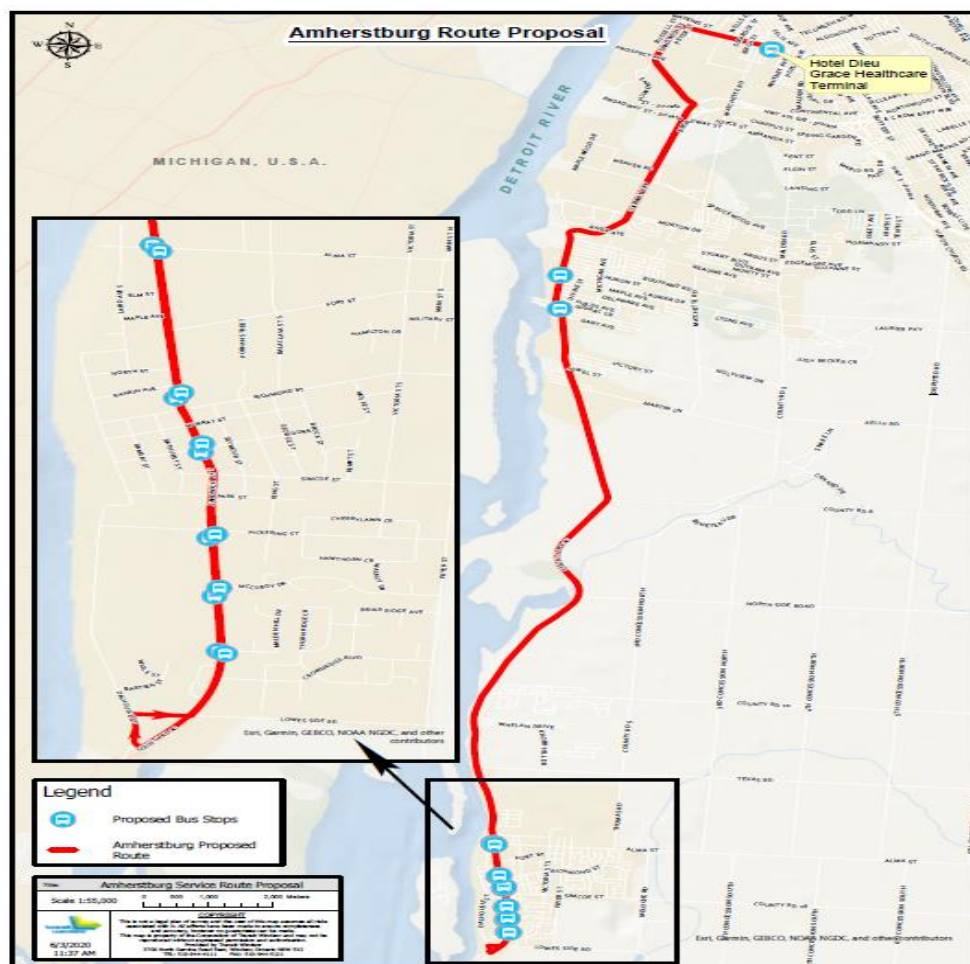
### Northbound Stop Locations (Amherstburg into Windsor):

1. Stop 1 – Sandwich St. S. at Malden Hill Dr. S/E
2. Stop 2 – Sandwich St. S. at McCurdy Dr. S/E
3. Stop 3 – Sandwich St. S. at Pickering Dr. S/E
4. Stop 4 – Sandwich St. S. at Gore St. N/E
5. Stop 5 – Sandwich St. S. at Richmond St. N/E (fronting Shoppers)
6. Stop 6 – Sandwich St. S. at Alma St. N/E
7. Stop 7 (transfer to LA25) – Front Rd. at International S/E
8. HDGH

### Southbound Stop Locations (Windsor into Amherstburg):

1. HDGH
2. Front at Laurier S/W (existing stop)
3. Stop 8 – Sandwich St. S. at Alma N/W
4. Stop 9 – Sandwich St. S. at Richmond N/W (across from Shoppers)
5. Stop 10 – Sandwich St. S. at Gore S/W
6. Stop 11 – Sandwich St. S. at Pickering S/W
7. Stop 12 – Sandwich St. S. at McCurdy S/W
8. Stop 13 – Sandwich St. S. at Malden Hill N/W

This originally proposed route, which provides the most expeditious route to Windsor was expected to take 45 minutes roundtrip.



It was noted that the routes outlined in the proposal could be built upon or modified as necessary to achieve a different service level, and the costing model would be modified accordingly.

### Public Consultation Feedback

Through the public consultation process, many who participated noted that they would utilize transit services for medical appointments, shopping and personal visits. When asked about the route proposed from Transit Windsor many commented that they would want to see stops added in the Kingsbridge subdivision as well as stops in the core of Town, namely the Monopoly subdivision. Considering this feedback provided by the residents, Administration requested options for additional service through these two areas.

### Option 2

Option 2 includes a loop through the northern end of Town including the Kingsbridge subdivision. The route would see a bus travel in both directions down Kingsbridge Drive, Whelan Drive, Knobb Hill Drive and Texas (from Knobb Hill to Sandwich Street). This would add an estimated 10 minutes to the roundtrip time bringing it to a total of 55 minutes from the 45 minutes anticipated for Option 1.



### Option 3

Option 3 would include Option 2 and would also include a one-way direction loop heading back to Windsor going through the Town. This would add an estimated 15 minutes to the roundtrip time bringing it to a total of 60 minutes from the 45 minutes that was originally proposed.



### Route Frequency

After many meetings and discussions internally and with Transit Windsor, Administration is recommending a hybrid approach when it comes to the frequency of the transit service. Through the public consultation process, it was clear that many residents would utilize the service for schooling, medical appointments and employment opportunities. As such, transit services will be provided 3 times a day from Monday to Friday during the months of September to March.

From April to August each year, the frequency will be increased to include three trips on Saturday and Sunday. This will provide the opportunity for those in other local municipalities to experience the Town's many tourism events and activities throughout the spring and summer months.

#### 4. **RISK ANALYSIS:**

The risks that the Town will have in establishing a transit service are predominantly financial in nature as follows:

- Establishing a fare structure that makes public transit an attractive option
- Building ridership may be difficult
- Municipal funding sources are limited, and transit must compete with other basic community needs for funds.

The need for a public transit service in the Town has long been a request from the residents and has garnered support from many local and community groups. Public transportation contributes to both the economical and physical health of individuals. Such a system brings financial benefits to communities, and is a key component of a healthy business ecosystem by increasing mobility options for both residents who are job commuters, students who are pursuing educational opportunities and customers who wish to visit Amherstburg for a day trip opportunity.

#### 5. **FINANCIAL MATTERS:**

Council approved \$80,000 funding in the 2022 Operating Budget for the Transit Pilot project with Transit Windsor.

Based on the business case provided by Transit Windsor, the financial impact for 2022 is as follows:

Transit Service	Budget	Actual	Variance (over)/under
<b>Cost:</b>			
Weekday Only (1)	\$80,000	\$59450	\$20550
<b>Total Project Cost</b>	<b>\$80,000</b>	<b>\$59450</b>	<b>\$20550</b>
<b>Funding:</b>	<b>\$80,000</b>	<b>\$59450</b>	<b>\$20550</b>
<b>Total Project Funding</b>	<b>\$80,000</b>	<b>\$59450</b>	<b>\$20550</b>

(1) It should be noted that the cost outlined above includes an annual capital replacement fee for the fleet that will be utilized for the Amherstburg route. The cost, however, does not include cost related to fuel. Transit Windsor will fuel the Town route bus and the Town will pay the fuel usage cost based on the monthly average cost for bulk clear diesel fuel.

A pre-commitment to the 2023 and 2024 Operating budgets will be needed for the 2-year pilot project. The current estimates for cost for the 2023 and 2024 budgets are \$198,158 (12 months of service in 2023) and \$140,278 (8 months of service in 2024) respectively but are subject to change. The cost of fuel will be in addition to these estimates.

The current proposal for transit service identifies that all fares collected from riders originating in Amherstburg shall be credited 100% to the Town and any fares collected

outside of the Amherstburg route would be credited 100% to the City of Windsor, subject to the same agreements reached with the Town of LaSalle and the Municipality of Leamington. The current fare per adult rider in LaSalle is \$3.15 and the current adult fare to Windsor from Leamington is \$15.00 round trip and \$10.00 one way. Bus passes are also available at a reduced cost for residents. Currently, Transit Windsor is recommending a fare of \$4.75 for the Amherstburg route. Fares are subject to an annual adjustment based on the Transit Windsor Fare Structure Review (currently 2% per year, with increases effective January 1<sup>st</sup>).

Transit ridership will also result in gas tax dollars available to the Town of Amherstburg. Although it is not known at this time how much the Town will receive in gas tax dollars associated to transit, any money obtained will be used to offset the cost for this project.

Administration will also seek out any grants that come available for transit services.

## **6. CONSULTATIONS:**

Tyson Cragg - Executive Director, Transit Windsor  
Steve Habrun - Manager of Operations, Transit Windsor  
Sue Grimmett - Transit Windsor  
Peter Simmons – Chief Administrative Officer  
Melissa Osborne - Director of Development Services  
Tracy Prince – Director of Corporate Services

## **7. CONCLUSION:**

That the 2-year pilot project for Transit services from Transit Windsor be approved as recommended.



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Antonietta Giofu  
**Director of Infrastructure Services**

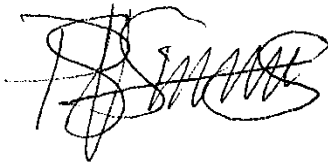
## Report Approval Details

Document Title:	Transit Windsor Pilot.docx
Attachments:	
Final Approval Date:	May 17, 2022

This report and all of its attachments were approved and signed as outlined below:



Tracy Prince



Peter Simmons



Valerie Critchley