



TOWN OF  
**HALTON HILLS**  
*Working Together Working for You!*

## REPORT

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**TO:** Mayor Bonnette and Members of Council

**FROM:** Deanna Locey, Transportation Supervisor

**DATE:** August 12, 2022

**REPORT NO.:** TPW-2022-0027

**SUBJECT:** Execution of Transit Services Agreement with the Town of Milton

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### RECOMMENDATION:

THAT Report No. TPW-2022-0027, dated August 12, 2022, regarding the Execution of Transit Services Agreement with the Town of Milton, be received;

AND FURTHER THAT Council authorize the Mayor and Town Clerk and Director of Legislative Services to execute a Transit Services Agreement with the Town of Milton (Attachment A) for the operation of a conventional transit service to support the Steeles Avenue corridor;

AND FURTHER THAT the Mayor and Town Clerk and Director of Legislative Services are hereby authorized to execute any subsequent Agreements and any documents ancillary hereto, to facilitate the ongoing conventional transit service for the Steeles Avenue corridor, to the satisfaction of the Town Clerk and Director of Legislative Services.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- June 2019, Council endorsed the 2019-2031 Transit Service Strategy that evaluated transit service alternatives to meet the current and future mobility needs of the community.
- The Strategy focused on the Steeles Avenue corridor as an area with anticipated employment growth that would create a significant demand for transit.

- A portion of the approved 'Investing in Canada Infrastructure Program (ICIP)' fund has been allocated to transit infrastructure to support a conventional transit service on Steeles Avenue.
- Staff recommend that the Town of Halton Hills enter into a Transit Service Agreement with the Town of Milton for the operation of a conventional transit service to support the Steeles Avenue corridor indicated in Attachment A.
- The Transit Service will commence in September 2022.
- The costs to support the conventional transit service from September to December 2022 will be funded through the previously approved 2022 operating budget.
- It is estimated that a total of \$554,864 will be required to provide a full year service in 2023. This represents a \$68,864 increase from a previous estimate provided for the 2022 budget due to inflationary pressures.

## **BACKGROUND AND DISCUSSION:**

Report No. TPW-2019-0026 and the 2019-2031 Transit Service Strategy was approved by Council in June 2019. The approved Strategy evaluated service alternatives and explored opportunities for a made-in-Halton Hills transit solution to meet the current and future mobility needs of the community. The Strategy aligns with Halton Regions' Mobility Management Strategy, Metrolinx Regional Transportation Plan, and the Town's Strategic Action Plan and builds on the ActiVan Specialized Transit program and youth transportation services.

The Strategy also focused on the employment areas in Halton Hills that are expected to grow from fewer than 22,000 jobs to more than 42,000 by 2031. While employment is expected to grow in both Acton and Georgetown, most of the employment growth is projected to occur in the employment lands located near the Town's southern edge along a 4.5-kilometre segment of Steeles Avenue. It is anticipated that the growth in this employment centre will create a significant demand in transit to this area by both residents of Halton Hills and commuters from surrounding municipalities. The projected demand for transit in this corridor has also been identified in the '2019-2023 Milton Transit Services Review and Master Plan Update'.

In addition, Council may recall through Report No. TPW-2020-0039, where the Town entered into a Transfer Payment Agreement with the Ministry of Transportation (MTO) for the Investing in Canada Infrastructure Program (ICIP) Public Transit Stream fund for an approved transit investment allocation amount of nearly \$1.4M for Halton Hills. Approximately \$73,000 of the approved allocated ICIP Public Transit Stream fund was applied to the transit infrastructure of shelters and bus stops along the Steeles Avenue corridor within the Municipal boundaries of Halton Hills. A total of fifteen (15) bus stops are provided along Steeles Avenue corridor within the Municipal boundaries of Halton Hills to support the anticipated bus route.

In order to support the above noted recommendations contained within the strategy(s), as well as the approved capital funding sources mentioned within this Report No. TPW-

2022-0027, staff are recommending that the Town of Halton Hills enter into a Transit Service Agreement with the Town of Milton as indicated in Attachment A for the operations of a conventional transit service to support the Steeles Avenue corridor that will commence in September 2022.

The agreement outlines that the daily operations of the transit service will be provided by Milton's approved contracted service provider and be overseen by Milton Transit staff. Transit vehicles utilized for the service will also be provided by Milton Transit, as Halton Hills will be responsible for fifty percent (50%) of the cost of the operations to be payable monthly to the Town of Milton. Halton Hills will also be entitled to fifty percent (50%) of the passenger revenue source as determined by Milton Transit. The agreement would be effective until terminated by either party. The Town has the right to terminate the agreement by providing notice 12 months prior to cancellation of the service. The total cost of the full year operation to the Town is currently estimated at \$554,864. The agreement also requires annual meetings between staff to review and discuss estimated operating costs for the following year.

The route will service Steeles Avenue within the Municipal boundaries of Halton Hills and connect Milton GO – Toronto Premium Outlets (TPO) – Lisgar GO. For a fare cost of \$4.00, the service will run with a forty-five (45) minute headway between buses and be available for service Monday through Friday from 6:00am to 10:30pm and Saturday from 7:30am to 7:30pm. Sunday service will not be available.

#### **STRATEGIC PLAN ALIGNMENT:**

This report aligns to the Town's Strategic plan recognizing the value to foster a healthy community that provides a clean environment and range of economic and social opportunities to ensure a superior quality of life in our community.

This report also identifies transportation as one of the Town's Strategic priorities.

#### **RELATIONSHIP TO CLIMATE CHANGE:**

This report impacts and/or helps address climate change and the Town's Net Zero target through climate mitigation.

#### **PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

#### **INTERNAL CONSULTATION:**

The report was discussed internally with staff from Transportation and Public Works Department, Corporate Services and the Town Treasurer and Director of Finance.

## **FINANCIAL IMPLICATIONS:**

The approved 2022 operating budget included \$156,000 to fund a partial year (September to December) of operating the Steeles Avenue bus route with Milton. As noted in Attachment A, Schedule C to this report, the final estimated operating costs for 2022 are \$178,016 prior to revenue collections. The actual farebox revenue will be applied against the actual program expenditures to offset the overall cost of the service.

Any final variance to the 2022 operating budget will be assessed through the year-end review process. Additionally, the approved 2022 operating budget noted an estimated total cost of \$486,000 for a full year of service. The final revised total cost for a full year of operation in 2023 is currently estimated at \$554,864 as noted in Attachment A, Schedule C. This represents an increase of \$68,864 from the prior estimate due to recent inflationary pressures. This additional cost will be included in the preparation of the 2023 operating budget for the continuation of this service.

Staff will continue to monitor and explore for other funding opportunities in support of transit initiatives within the Town as they arise.

Reviewed and approved by,

Moya Jane Leighton, Director of Finance & Town Treasurer

Maureen Van Ravens, Director of Transportation and Commissioner of Transportation & Public Works

Chris Mills, Chief Administrative Officer