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YORK REGION TRANSIT ACCESS AGREEMENTS FOR GO TRANSIT, TORONTO TRANSIT COMMISSION AND YORK UNIVERSITY PROPERTIES

The Transit Committee recommends the adoption of the recommendations contained in the following report, March 23, 2005, from the Commissioner of Transportation and Works and the Commissioner of Corporate Services:

1. RECOMMENDATIONS

It is recommended that:

1. Regional Council authorize an access agreement to be executed between The Regional Municipality of York and the Greater Toronto Transit Authority (GO Transit) to permit the access of York Region buses, both YRT and Viva, to various GO Transit properties for the purpose of boarding and alighting customers.
2. Regional Council authorize an access agreement to be executed between The Regional Municipality of York and the Toronto Transit Commission (TTC) to permit the access of York Region buses, both YRT and Viva, to Downsview Subway Station for the purpose of boarding customers.
3. Regional Council authorize an access agreement to be executed between The Regional Municipality of York and York University to permit the access of York Region buses, both YRT and Viva, to the York University Campus for the purpose of boarding and alighting customers.
4. The Regional Solicitor be authorized to prepare the necessary documents.
5. The Regional Chair and Clerk be authorized to execute the agreements with GO Transit, the TTC and York University on behalf of the Region.

2. PURPOSE

The purpose of this report is to seek Transit Committee and Regional Council authorization to prepare and execute the necessary agreements to operate Regional transit services (YRT and Viva) on GO Transit, TTC and York University properties.

3. BACKGROUND

The York Region Transit Five-Year Service Plan and the new Viva service plan identify several key objectives, including the need to improve both intra and inter-regional transit connections, as well as overall service quality in order to attract new users to transit and increase transit's modal share. In this regard, core services in south York Region are to focus on enabling customers to access public transportation that will take them south of Steeles Avenue. The optimal way to accomplish this is by accessing GO train stations, the northern-most TTC subway stations (i.e. Finch Station on the Yonge line, Downsview Station on the Spadina line and Don Mills Station on the Sheppard line), and to provide services to and from major destinations such as the York University campus.

It is necessary to enter into formal access agreements with property owners where York Region buses terminate or begin their runs. Such agreements currently exist for the GO Transit terminals at Finch Station and Newmarket, and for the TTC terminal at Don Mills Station. In light of the Viva bus rapid transit project, these agreements need to be updated, and a new agreement with York University executed.

4. ANALYSIS AND OPTIONS

YRT staff are currently working together with GO Transit, TTC and York University staff to prepare draft access agreements. Upon completion of the draft agreements, each party will circulate copies to their respective legal, finance and risk management departments. It is the goal of each party to prepare agreements that provide for all necessary administration and operating and maintenance components required to properly operate buses in and out of the various terminals.

The agreement formats are standard documents used by the agency owning the property. Although a variety of agreement forms are used, each generally contains similar clauses such as:

- Term of Contract and renewal options.
- Termination guidelines.
- Capital and/or maintenance costs.
- Terms of payment.
- Insurance requirements.
- Indemnification.
- Responsibilities.
- Operating guidelines and professional practices.
- Security.

4.1 GO Transit Properties

Prior to amalgamation, the local municipal transit systems accessed a number of GO Transit properties such as GO Finch Terminal, Unionville GO Station, Newmarket GO Station, and serviced a number of train stations off-site, such as the Maple GO Station and Markham GO Station. YRT has continued to service these properties and has expanded its services to include the Mount Joy GO Station in the Town of Markham, the Rutherford GO Station in the City of Vaughan and, as part of the 2005 service plan, YRT will begin services to the King GO Station in the Township of King in September.

York Region and GO Transit signed a memorandum of understanding (MOU) pertaining to the implementation of YRT's Viva service and the operating of buses in the Yonge Street corridor. The MOU outlines terms and conditions surrounding the connectivity of the two bus services. Stipulated in the MOU was a condition that the The Regional Municipality of York and GO Transit will enter into a formal agreement for the two bus terminals, GO Finch and Newmarket, as well as the Unionville GO Station. YRT staff feel it is necessary to have a consolidated agreement with GO Transit that would encompass all GO Transit properties to be accessed by York Region buses, both YRT and Viva.

YRT services the GO Finch Terminal located at Yonge Street one block north of Finch Avenue in the City of Toronto, the Newmarket GO Terminal located on the southwest corner of Davis Drive and Eagle Street in the Town of Newmarket, and a number of other GO Transit stations throughout York Region.

There are 11 YRT routes accessing the GO Finch Terminal. Approximately 90% of the customers using the terminal, on a regular week day, are YRT customers. This represents approximately 13,000 people. At the Newmarket GO Terminal, YRT operates nine routes. Thirty-three percent of the daily customers at Newmarket are YRT customers, representing approximately 900 people. YRT services a number of GO rail stations on-site, including Unionville Station, Mount Joy Station, Rutherford Station and Richmond Hill Station. YRT services these stations with conventional routes and with ten GO Shuttle routes that are designed specifically to meet the trains. GO Transit benefits greatly from these YRT services.

With the implementation of the Region's Viva service, a number of major physical changes are required at the GO Finch and Newmarket Terminals. At the GO Finch terminal, customer protection canopies, new shelters, improved lighting, and ticket vending and variable messaging equipment will be installed on the exterior platforms. Work required at the Newmarket bus terminal includes realignment of the existing bus terminal to accommodate the Viva buses, landscaping and changes to the station's building that will improve customer amenities. At the Unionville GO Station, the installation of new shelter and ticket vending and variable messaging equipment is required. The new agreement will include the terms and conditions surrounding the access to these stations. It has been agreed that where YRT feeds customers into the GO rail system, no charges will be incurred by YRT.

4.2 Downsview Subway Station

YRT currently services the Downsview subway station through a cross-boundary service agreement with the TTC. TTC's Route 107 operates along Keele Street between the Downsview Subway Station and points north of Steeles Avenue in the City of Vaughan. Buses entering the Downsview subway station are owned and operated by the TTC; therefore an access agreement has not been required. It is intended that this service will continue to operate after the introduction of Viva service in September 2005.

The implementation of Viva service in September 2005 will require buses to access the TTC's Downsview Subway bus terminal for the purpose of boarding customers. The service will operate in an east-west routing within York Region as opposed to the TTC 107 service, which operates north-south. The Viva draft service plan indicates that there will be 164 bus movements made at the station's terminal daily, with approximately 2,000 customers alighting from the buses on Sheppard Avenue just outside the subway station, and approximately 2,000 customers boarding from inside the subway's bus terminal.

4.3 York University

The former Vaughan Transit provided transit services to York University until the amalgamation of the five local municipal transit systems in 2001. On January 1, 2001, YRT began providing transit services to the York University campus with its Route 3 Thornhill-York University, Route 10 York-University Woodbridge, Route 20 Jane-Concord and the contracted TTC 107 service. Collectively, these four routes generate approximately 600 buses movements to occur at the York University campus daily, and there are approximately 2,000 customers boarding and alighting at this location.

Viva buses will start servicing the York University campus in September 2005. The Viva service will make available to both students and faculty of the university the opportunity to access the campus directly from as far away as the eastern boundary of the Town of Markham.

With the additional buses requiring access to the University's campus, York University staff have relocated all YRT services from the "Commons" area of the campus to a location approximately 50 meters away on Ian McDonald Boulevard to reduce bus congestion. York Region buses, both YRT and Viva, will use newly constructed bus bays on the east and west side of Ian McDonald Boulevard. Two 12-meter shelters and one 6-meter shelter will be constructed at the bus bay to provide protection for customers. The two 12-meter shelters are being constructed to accommodate Viva services, one for the northbound and one for the southbound buses. The 6-meter shelter will be constructed on the west side of the bus bay to accommodate YRT's Route 3 and Route 20 services. Route 3 and Route 20 terminate service at York University, therefore only one shelter is required. In addition to the construction of the shelter, ticket vending and variable messaging equipment will be installed at the bus bay. Staff are working with the University to obtain the necessary approvals to perform this work.

4.4 Relationship to Vision 2026

These access agreements will enable intra and inter-regional connections to other public transportation services and support the Region's goal to "...have *efficient and environmentally sensitive transportation, waste management and water systems*". They are also supportive of the related actions identified to make transit accessible throughout the Region.

5. FINANCIAL IMPLICATIONS

5.1 GO Transit Properties

As part of a memorandum of understanding signed by the Managing Director and CEO of GO Transit and the Vice President of The York Region Rapid Transit Corporation on October 21, 2004, York Region will share in the net operating and maintenance costs of the GO Finch and Newmarket terminals. The cost sharing for the two terminals will be based on the percentage split of York Region's and GO Transit's ridership from the previous year. The cost sharing split will be calculated annually.

YRT staff recently had a customer ridership count undertaken at the two terminals. The results of the count indicated that YRT will be financially responsible for 89.5% of the costs at the GO Finch Terminal totalling \$202,210 for 2005, and 33.3% of the costs for the Newmarket bus terminal totalling \$52,320 in 2005.

GO Transit does not require the Region to share in net operating and maintenance costs at the other GO stations as these services are of benefit to GO since they feed their train services.

In addition to operating and maintenance costs, York Region will contribute 50% of the capital monies required to install the customer protection canopies, new shelters and improved lighting. The cost to install the ticket vending and variable messaging equipment will be the sole responsibility of the Region. The total estimated cost to the Region for its shared and sole financial responsibility to this project is \$794,000.

The construction works required at the Newmarket GO Bus Terminal to accommodate Viva services includes the realignment to the existing curbs to fit the articulated buses, landscaping, and the installation of ticket vending and variable messaging equipment. The total estimated cost to the Region is \$513,000.

Modifications required to accommodate Viva services at the Unionville bus terminal include the installation of a Viva shelter and ticket vending and variable message equipment. The total estimated cost to the Region is \$111,000.

Sufficient funding to pay the operating and maintenance fees, totalling \$254,530 are included in the YRT 2005 operating budget. Capital funds, totalling \$956,300, to pay for

the installation of the canopy and shelters, ticket vending and variable messaging equipment is included in the Rapid Transit 2005 capital budget.

5.2 Downsview Subway Station

TTC staff have suggested that the fees to be paid to TTC by YRT will be approximately \$97,000 annually with an incremental increase of approximately 1% each year. The fee will include both capital and operating charges. Since this bus bay was constructed specifically for third party use, the cost to construct the bus bay is the responsibility of York Region. The TTC will assign the exclusive right to use the bus bay to the Region. The calculation for both the capital and operating fees will be done on a square foot basis.

In addition to the annual capital and operating charges required by the TTC, the Region will install ticket vending and variable messaging equipment at both the Downsview and Don Mills bus terminals as part of the Viva service implementation. The total estimated cost to install the ticket vending and variable messaging equipment at the Downsview Station is \$214,000 and at the Don Mills Station is \$265,000.

Sufficient funding to pay the licence and maintenance fees, totalling \$97,000, is included in the YRT 2005 operating budget. Capital funds, totalling \$479,000, to pay for the installation of the ticket vending and variable messaging equipment, is included in the Rapid Transit 2005 capital budget.

5.3 York University Campus

It is anticipated that no fee will be requested by York University for the use of space or maintenance. YRT provides a beneficial service to the university which assists in the reduction of parking requirements, in addition to the transportation service to the university for both the students and faculty.

Two 12-meter and one 6-meter shelter will be constructed at the new YRT bus bay for customer protection. In addition to the construction of the shelters, ticket vending and variable messaging equipment will be installed at the bus bay for the Viva services. The total estimated cost to the Region is \$695,000.

Sufficient funds to pay the capital costs, totalling \$600,000, for the installation of the two 12-meter shelters, ticket vending and variable messaging equipment is included in the Rapid Transit 2005 capital budget. Capital funds, totalling \$95,000, for the installation of the 6-meter shelter, is included in the YRT 2005 capital budget.

6. LOCAL MUNICIPAL IMPACT

The City of Vaughan will continue to benefit from transit buses servicing Thornhill, Maple, Concord and the Woodbridge communities with destinations south of Steeles Avenue such as York University and Downsview subway station. With the addition of

Viva services, the Town of Richmond Hill and the Town of Markham will now have direct transit services to these same locations.

7. CONCLUSION

It is recommended that a new access agreement for all GO properties be executed, and that new agreements be executed for the TTC Downsview subway station and for York University. These services provide essential transit connections between York Region and points in the City of Toronto.

The Senior Management Group has reviewed this report.