

A Division of METROLINX

Barrie Weekend Train Service – Meeting #2

Conference Call #: 416-443-4587, Pass code: 604167#

Monday June 18, 2012 – 1:00 p.m. to 1:30 p.m.

Conference Call - Meeting Minutes

Required Attendees:

Barry Stannard	Manager, GTCC Operations
Sam Santarsia	Manager, Rail Operations
Geri Wice	Manager, Train Operations Contract
Doug Smith	Manager, Rail Equipment Maintenance
Mel White	Manager, Railway Corridors Rehabilitation
Craig Baigent	Senior Supervisor, Rail Equipment Maintenance
Shawn Davis	Supervisor, Train Operations Contract
Dan O'Donohue	Supervisor, Rail Services
Joanne Bice	Supervisor, Rail Operations
Mike Cameron	Supervisor, Rail Operations
Thomas Ho	Analyst, Rail Services
Todd Lammi	Construction Operations Specialist, Track & Signal Infrastructure
Steve Weir	Manager, Transit Safety - Rail
Stan Yee	Manager, Station Operations East
Karen Lauder	Manager, Station Operations Central
Cortez Hoyte	Assistant Manager, Station Operations East
Pat Hegarty	Assistant Manager, Station Operations Central
Maureen Amodio	Assistant Manager, Station Operations Central
Bea Beauchamp	Supervisor, Station Operations East
Trevor Pereira	Manager, Bus Operation Planning
Roxanne Kowal	Manager, Bus Operations East
Allan Laite	Superintendent, Bus Operations East
Linda Simpson	Transportation Planner, Bus Operations Planning
Sherwin Gumbs	Senior Planning Officer, GO Planning
Bert Peverini	Manager, GO Planning
Trevor Anderson	Senior Planning Officer, GO Planning
Irene Reid	Transportation Planner, GO Planning
Ken Golden	Transportation Planning Analyst, GO Planning
Domico Liu	Transportation Planning Analyst, GO Planning
Nancy Pogue	Team Lead - Operations & Programs, Corporate Communication
Caroline Busbridge	Communications Coordinator, Corporate Communication
Melissa Crowther	Schedules and Marketing Coordinator, Design and Marketing
Stephanie Trendocher	Advertising and Promotions Coordinator, Design and Marketing
Laura-Gaye Moats	Manager, Contact Centre Operations
Savio d'Gama Rose	Customer Communications Leader, Contact Centre Operations
Karen Warner	Customer Communications Leader, Contact Centre Operations
Patti Lavoie	Manager, Passenger Operations GO, CN
Robert Currie	Manager of Operation, TTR

Optional Attendees:

Greg Percy (GP)	Vice President, Operations
Paul Finnerty (PF)	Director, Bus Services
Daniel Haufschild (DH)	Director, Policy and Planning
Remi Landry (RL)	Director, Rail Operations
Terry Cattani (TC)	Chief, Rail Equipment Assets
Ken Armstrong (KA)	Chief, Bus Operations

20 Bay Street, Suite 600, Toronto, Ontario, Canada M5J 2W3

Item	Description	Action by
Barrie Weekend Rail Service		

Service Overview

2012 Barrie Service Overview

Dates of operation:

Summer Weekends

Saturday June 23, 2012 to Monday September 3, 2012
Operating Saturday, Sunday, Holidays

Holiday Operational dates:

Monday July 2, 2012 (observed Canada day)
Monday August 6, 2012 (Civic holiday)
Monday September 3, 2012 (Labour day)

First consist cycle

Depart Allandale at 10:20 to Union for 11:58
Two flips to/from East Gwillimbury GO Station
Return trip from Union station 17:25 to Allandale arrival at 19:02

Second consist cycle

Depart Allandale at 17:00 to Union Station for 18:38
Two flips to/from East Gwillimbury GO Station
Return trip from Union Station at 00:10 to Allandale at 01:45

Both cycles will meet at Teston Siding at approx. 17:59
Northbound trip T823 to DTMF into the siding
Southbound T824 to remain on the mainline

Please refer to **Appendix A** for the Public Timetable schedule.
Please refer to **Appendix B** for the Form 660 schedule

Discussion Items

Equipment cycling

1. Rail Equipment

- Utilizing equipment from the Allandale Layover.
- L10L locomotives on NE41 to be used for revenue service. Cycling indicates sufficient fuel for Saturday service.
- Fuelling test run conducted and procedures in place for Allandale Layover
- 4Refuel (contractor) will be fuelling from Lakeshore Drive at 02:00 on Saturday, Sunday and Holiday after T823 and T829 yard at Allandale layover on NE41.
- Bombardier Tech available to remove and reconnect to wayside power

Craig B

2. Rail Operations

Barrie Service Routing

- CN has signed off on the attached schedule.
- Schedule does not conflict with weekend track usage

Pattie L

Crewing

- Bombardier Crew signed off on the attached schedule.
- Bombardier providing two crews to run service
- Instruction to crews regarding the procedures for Teston Siding to be provided by Shawn Davis. -----> Pending CN
- Yarding instructions sent to Bombardier crews – Effective June 22 prior to service to ensure L10L locomotives are in place for fuelling procedures

Shawn D
Geri W

Please refer to **Appendix C** for Yarding Instructions

TTR

- Formal letter of service sent to TTR to ensure no conflicts in the USRC.
- Track 5 at Union Station will be used for Barrie Weekend/Niagara Summer Services

Robert C

CP Rail

- Formal letter of service sent to CP to ensure no conflicts at the Davenport Diamond.

Thomas H

Passenger Counts

- Rail operations/Transit Safety will be conducting rail passenger counts --> Instructions sent to Rail Operations/Transit Safety/Customer Contact
- Instructions distributed to the appropriate parties

Thomas H

Please see **Appendix D** for count instructions

- Data collected will be available on the S: Drive --> Spreadsheet updated and found in "Barrie Weekend Passenger Count" folder

Thomas H

On-board Scripting

- Included in June 23, 2012 announcement package
- Sent to Bombardier Crew for distribution

Geri W

3. Railway Corridors

Barrie Service routing

- PNR to be notified of weekend schedule

Work Program

- GTS closures to Weston will impact VIA service design
- The attached schedule has no conflicts with VIA routing on the Lower Newmarket Sub.

Mei W

Teston Siding

- Successful test run on Saturday May 12, 2012
- Scrubber from leaf removal program to be used for rust removal
- Signs and signals to be bagged until June 22, 2012 after PM service

4. GTCC

PINS Board

- Needs to be updated to reflect new train

Boarding Times

- PIN normal release of 10 minutes.

Mike C

Joanne B

Track Allotment

- New track allotment at Union Station sent out
- Barrie Weekend /Niagara Summer Service will be using Track 5 at Union Station

5. Bus Operations

Connecting service and location

- East Gwillimbury station transfers and expectations for connections
- Bus Operation continue with no changes to route 68
- Route 68 special will connect at East Gwillimbury via Yonge Street and follow normal 68 routing
- Customer contact to take care of announcements on buses -> Karen W to forward announcements to Bus Ops

Linda S

Karen W

6. Station Operations

Station Staffing

- Schedule for station open hours will be effective for Saturday, Sunday and Holidays

Barrie	0940-1045 & 1625-1730
Bradford	1010-1115 & 1655-1800
E Gwillimbury	1025-1800
Newmarket	1025-1800
Aurora	1040-1815
King City	1040-1840
Maple	1055-1830
Rutherford	1055-1830

Stan Y
Cortez H
Bea B

- Station attendant will be on duty 10 minutes prior and 15 minutes after

Presto

- Available at all stations

TVM Machines

- TVM not available at Bradford, Newmarket, King City

7. Customer Communication

Promotions and Advertising

- Schedule released to public on June 5, 2012
- Promotion of service is ongoing with ads in the local commuter papers, radio, facebook, etc.
- GO Transit has promoted on its website to increase awareness
- Advertising will focus on residents on Barrie corridor and visitors from Union Station
- City of Barrie assisting and very supportive with promotion through various media outlets

Melissa C
Nancy P
Caroline B
Stephanie T

GO Transit Schedules

- Schedules/handouts are ready and available to be distributed and posted in the stations posting boards

Communications Plan

- E-news for regular customers
- City of Barrie to be advised of service
- Other media outlets to be advised
- Announcements on trains and buses

8. GO Planning**Local Transit**

- GO Planning has confirmed that Barrie Transit, YRT York U have been notified of the upcoming service
- No schedule adjustments for Barrie Transit and regular service to be provided
- No Barrie Transit connections to the late night trains arriving from Toronto Union
- ONTC will not be connecting with the Weekend Rail Service

Trevor A
Ken G
Sherwin G

New Timetables

- In the process of being distributed internally and externally

9. Transit Safety**Transit Safety Plan**

- Local police and emergency services (Police/fire/ambulance) notified of upcoming service
- Providing passenger counts for trains staffed by Transit Safety
- T822, T823, T824, T825, T826, T827, T828, T829 to be staffed with dedicated Transit Safety officer due to nature of crowd

Steve W

10. CI Group

- Advised of weekend schedule to ensure no conflicts with work programs.

Todd L

11. All**New business**

- Linda S – Kempenfest extra still running? -----> Ken G - Cancelled

23-06-1223-06-12

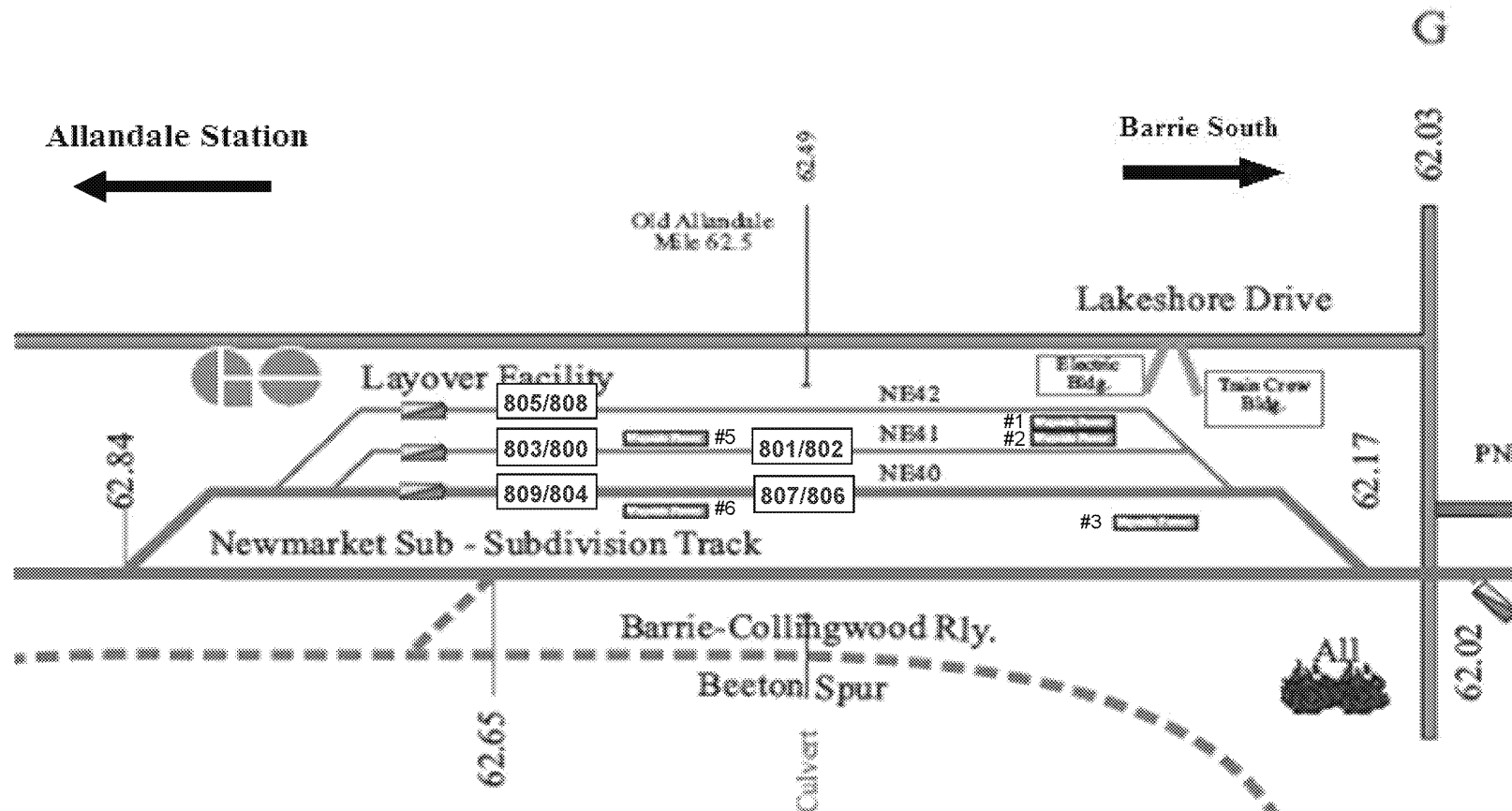
APPENDIX B - 660 Schedule

BARRIE CORRIDOR WEEKEND SERVICE																
NORTHWARD								WESTON		SOUTHWARD						
CYCLE FROM	828	826	824	822	820	818		SUBDIVISION		819	821	823	825	827	829	CYCLE TO
	829	827	825	823	821	819	Mile			818	820	822	824	826	828	
	00:10	21:41	18:50	17:25	15:01	12:10	0.0	U	TORONTO	11:58	14:21	17:13	18:38	21:01	23:56	
	↓	↓	↓	↓	↓	↓	0.5		JOHN ST	↑	↑	↑	↑	↑	↑	
							1.1	S	BATHURST ST							
							1.3	R	Jct with CPR							
							1.5	C	STRACHAN							
							3.0		PARKDALE							
									Jct with Newmarket Sub							
									NEWMARKET SUBDIVISION							
								C								
							3.0		PARKDALE							
									Jct with Weston Sub							
							4.6	T	DAVENPORT							
							6.4	C	FAIRBANK							
							9.2		SPICER							
							12.1		SNIDER SOUTH							
	00:30	22:01	19:10	17:45	15:21	12:30	12.6		YORK UNIVERSITY	11:34	13:57	16:49	18:14	20:37	23:32	
							12.9		SNIDER							
							14.0		SNIDER NORTH							
							15.5		CONCORD							
	00:37	22:08	19:17	17:52	15:28	12:37	16.7		RUTHERFORD	11:27	13:50	16:42	18:07	20:30	23:25	
	00:42	22:13	19:22	17:57	15:33	12:42	18.3	O	MAPLE	11:23	13:46	16:38	18:03	20:26	23:21	
	00:49	22:20	19:29	18:06	15:40	12:49	22.7		KING CITY	11:17	13:40	16:32	17:57	20:20	23:15	
	00:59	22:30	19:39	18:16	15:50	12:59	29.9	C	AURORA	11:06	13:29	16:21	17:46	20:09	23:04	
	01:05	22:36	19:45	18:22	15:56	13:05	34.2		NEWMARKET	11:00	13:23	16:15	17:40	20:03	22:58	
	01:09	22:40	19:49	18:26	16:00	13:09	35.5	S	EAST GWILLIMBURY	10:57	13:20	16:12	17:37	20:00	22:55	
	01:17			18:34			41.5		BRADFORD	10:49			17:29			
							59.3		PAINSWICK							
	01:37			18:54			59.5	①	BARRIE SOUTH	10:28			17:08			
	(02:00)			(19:17)			62.5		LAYOVER YARD	(10:05)			(16:45)			
	01:45			19:02			63.0		ALLANDALE WATERFRONT	10:20			17:00			
	829	827	825	823	821	819				818	820	822	824	826	828	
CYCLE TO	E829A	828	826	E823A	822	820				E818A	819	821	E824A	825	827	CYCLE FROM
 								Bus Connections		  						

Effective :
June 23, 2012 - September 3, 2012

APPENDIX C - Yarding Instructions for Allandale Layover

Yarding at Allandale Layover



Effective June 22, 2011

Instructions for Weekend Barrie Service

Weekend Barrie service will utilize L10L locomotives on NE41

818/823 will take 803/800 consist from North end of NE41 and return consist to South end of NE41 after revenue service

824/829 will take 801/802 consist from South end of NE41 and return consist to North end of NE41 after revenue service

APPENDIX D – Passenger Count Instructions

Effective June 23rd, 2012 to September 3rd, 2012

Barrie Passenger Count Instructions

Objective: To collect passenger count data for the Barrie Weekend Service

Passenger Counting Instructions For Transit Safety/Rail Operations

Barrie Southbound Count

- Count will begin after departing Rutherford Station
- 31 min runtime to Union Station - **Count must be completed before arrival at Union Station**
- Count will be made for the total number of passengers, number of bikes, mobility devices (i.e wheelchair) and strollers onboard
- After count is completed, number of passengers, bikes, mobility devices, and strollers will be reported to CSA
 - CSA can be located in the 5A coach. 5th coach west of the locomotive

Barrie Northbound Count

- Count will begin after departing Union Station
- 27 min runtime to Rutherford Station – **Count must be completed before arrival at Rutherford**
- Count will be made for the total number of passengers, number of bikes, mobility devices (i.e wheelchair) and strollers onboard
- After count is completed, number of passengers, bikes, mobility devices, and strollers will be reported to CSA
 - CSA can be located in the 5A coach. 5th coach west of the locomotive

CSA Instructions

Barrie Southbound Count

- At/before Union Station, the designated counter (Transit Safety/Rail Operations) will provide you with: 1. Number of passengers, 2. Number of bikes, 3. Number of mobility devices
- Call the CSC and provide them with 1. Train ID, 2. Number of passengers, 3. Number of bikes
 - The CSC at the GTCC can be reached at **416-869-3600 ext 7030**
 - To be done after each revenue trip

Barrie Northbound Count

- At/before Rutherford Station, the designated counter (Transit Safety/Rail Operations) will provide you with: 1. Number of passengers, 2. Number of bikes, 3. Number of mobility devices
- Call the CSC and provide them with 1. Train ID, 2. Number of passengers, 3. Number of bikes
 - The CSC at the GTCC can be reached at **416-869-3600 ext 7030**
 - To be done after each revenue trip

APPENDIX D – Passenger Count Instructions

Effective June 23rd, 2012 to September 3rd, 2012

GTCC - CSC Instructions

Barrie Southbound Count

- CSA will provide CSC with 1. Train ID, 2. Number of passengers, 3. Number of bikes, 4. Number of mobility devices at/before Union Station.
- CSC will update the spreadsheet in the S drive accordingly

Barrie Northbound Count

- CSA will provide CSC with 1. Train ID, 2. Number of passengers, 3. Number of bikes, 4. Number of mobility devices at/before Rutherford Station.
- CSC will update the spreadsheet in the S drive accordingly

Number of Counts

Saturday – T818, T819, T820, T821, T822, T823, T824, T825, T826, T827, T828, T829

Sunday – T818, T819, T820, T821, T822, T823, T824, T825, T826, T827, T828, T829

Please Note

Rail Operations will be conducting counts on T818, T819, T820, and T821.

Transit Safety will be conducting counts on T822, T823, T824, T825, T826, T827, T828, and T829.