



Municipality of North Grenville

To: **Council**

Meeting Date: July 8, 2025

Subject: NGtransit Update

Report No: CS-2025-009

Prepared by: Hillary Geneau, Director of Corporate Services

Recommendation(s)

THAT Council award NGCS25-01 Transit Vehicle Tender to Girardin in the amount of \$155,500 excluding HST;

THAT Council direct staff to set the commuter service fare to \$5 for one-way;

AND THAT Council direct staff to discuss expanding NGtransit service to other communities.

Executive Summary

Purpose

- To provide an update on the expansion of NGtransit.
- To award Tender NGCS25-01
- To attain direction from Council regarding the commuter service fare and the expansion of NG Transit

Key Findings

- NGtransit launched co-mingled, on-demand service across the entire community on January 15, 2024.
- The Municipality has received Ontario Transit Investment Funding to add a second vehicle to provide commuter service to the Limebank LRT station in the morning and evening and additional on-demand service in between.
- Procurement for a 16-passenger vehicle has been conducted with one acceptable bid received.
- Staff are recommending two (2) commuter runs in the morning and two (2) in the evening.

- Staff are recommending a \$5 one-way fare for the commuter service.
- Merrickville-Wolford has expressed an interest in expanding NGtransit service to their community, which staff believe can be accommodated with the commuter expansion.
- River Route staff have asked to explore connecting services which staff suggest exploring after the commuter service expansion has been in operation for several months.

Financial Implications

- The cost for the commuter expansion has been included in the 2025 budget, with 50% funding from the Ontario Transit Investment Fund.
- An expansion to Merrickville-Wolford would not have any additional operation costs, but may have a small cost for set-up which North Grenville would ask Merrickville-Wolford to pay.

Background/Analysis

Commuter Expansion

NGtransit launched on January 15, 2024, providing co-mingled, on-demand service within North Grenville's boundaries.

A 6-Month Review of the service was provided to Council in Fall 2025. The Review recommended several priorities including switching to a fixed route and adding a second vehicle when warranted. At that time, the Ontario Transit Investment Fund (OTIF) was launched to fund projects that connected transit systems. The Municipality applied to add a second vehicle to provide commuter service to the Ottawa LRT Limebank station in the morning and evening, and to operate the vehicle as a second on-demand vehicle within the community in between. The Municipality has received 50% funding over four (4) years and 30% in year five (5) for both capital and operating costs to add this vehicle.

Vehicle Procurement

A tender was launched on June 12, 2025 for a 16-passenger vehicle. The tender closed on June 26, 2025. One bid was received from Girardin. The bid meets the requirements and was within budget. Additionally, the vehicle can be delivered immediately, allowing a timely launch of the commuter service.

Staff recommend that Council award NGCS25-01 Transit Vehicle Tender to Girardin in the amount of \$155,500 before HST.

Commuter Service Schedule

Staff have drafted a potential schedule for the commuter service as shown in the attachment. Staff will continue to refine this schedule ahead of the launch.

Commuter Service Fare

Staff recommend a \$5 fare in line with the current on-demand service. This will provide an affordable option for riders who will still need to purchase connecting fares through OC Transpo. All fare options currently available, such as the 30-day pass and 10-ticket bundles will also be available.

We will have discussions with OC Transpo about the possibility of fare arrangements ahead of the launch.

Connections to Other Communities

Merrickville-Wolford

In February, Village of Merrickville-Wolford Council asked staff to see if NGtransit could connect to their community. With the addition of a second vehicle this could be possible. There are locations within North Grenville that are further from the urban centre than the proposed stops in Merrickville. Rather than servicing the entirety of Merrickville-Wolford stops would be proposed in Merrickville at County Road 43 and County Road 23, and an agreed upon location near the Village centre.

To calculate Merrickville-Wolford's contribution the following cost-share is proposed:

At the end of each month divide the cost of the service by the number of trips. Calculate how many trips had at least one stop in Merrickville. Multiply that by the cost per trip. For example, the monthly estimated bill of the expanded service is \$59,036 with an estimated monthly ridership of 1,500 riders a day equating to \$39.4/rider. If there were three (3) riders from Merrickville-Wolford a day (90 a month) North Grenville would bill Merrickville-Wolford \$3,542.16 for the month.

While an expansion to Merrickville-Wolford would not have any additional costs for operation within the current operating contract, there may be a small cost for set-up of the stops in the booking software which North Grenville would ask Merrickville-Wolford to pay.

This arrangement needs to be approved by Merrickville-Wolford Council, following which an agreement would be brought to North Grenville Council for review and execution.

Staff recommend discussing expanding NGtransit services with Merrickville-Wolford.

River Route

Staff have been approached by counterparts operating the River Route between Johnstown and Brockville. Discussions have only been preliminary.

Staff recommend exploring a connection to the River Route following several months of operation of the commuter service.

Relevance to Strategic Priorities

Strategic Pillar	Pillar #5 - A Caring Community
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Goal	Goal #5.1 - Champion Improvements to Health and Safety, and Social Services and Advocate for Community Needs with Senior Governments
Key Action	Action #5.1.8 - Develop a public transportation strategy and integrated service delivery model to support social service provision

Options and Discussion

1. Approve the recommendations as presented.
2. Approve the recommendations as modified by Council
3. Do not approve the recommendations and provide alternative direction to staff.

Financial Impact

This item has been identified in the current budget: Yes **X** No ☐ N/A

This item is within the budgeted amount: Yes **X** No ☐ N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

The cost of purchasing the 16-passenger vehicle is \$155,500 excluding HST. Staff included \$180,000 in the budget. The OTIF will cover 50% of this cost.

The cost of adding the commuter service is \$242,600, which is an estimate for operating the service for the entirety of 2025. The OTIF will cover 50% of this cost for four (4) years and 30% in year five (5).

Internal/External Consultation

A number of external stakeholders were consulted in the writing of this report including the current operator Mobility Transportation Specialists (MTS), our booking provider Blaise, and staff from Merrickville-Wolford, Brockville, Prescott, and Ottawa.

Communications

A comprehensive communications campaign will be conducted to make the public aware of the expanded NGtransit services.

Attachments

- NGtransit Potential Commuter Routes