

Minutes of the regular meeting of the Transit Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on September 21, 2011 at 1:30 p.m.

PRESENT: Director Morrison, Chair
Directors Cossey, Duncan, Giles. Harrison, Iannidinaro
Kuhn,

ABSENT: Directors Haywood,, Kent, McGonigle and Seymour

ALSO Warren Jones, CAO, CVRD
PRESENT: Jim Wakeham, Manager, Facilities, Transit & Fleet
Brian Dennison, P. Eng., General Manager, E & E
Rob Williams, Transit Analyst
Myrna Moore, BC Transit
Joanne Bath, Recording Secretary

**APPROVAL
OF AGENDA**

The following items were added under New Business:

NB2 – UBCM

NB3 – CVRD Transit 25 year plan public communication

It was moved and seconded that the agenda be approved as amended.

MOTION CARRIED

**ADOPTION
OF MINUTES**

It was moved and seconded that the minutes of the June 22, 2011 regular Transit Services Committee meeting be adopted.

MOTION CARRIED

Mr. Wakeham introduced the new Transit Analyst, Rob Williams, giving a brief outline of Rob's role in the division.

**BUSINESS ARISING
OUT OF MINUTES**

No business arising

CORRESPONDENCE

C1

It was moved and seconded that the letter from the Board Chair to the Honourable Blair Lekstrom regarding Cowichan Valley Commuter Transit Service be received and filed.

MOTION CARRIED

C2

It was moved and seconded that the letter from the Board Chair to Premier Christy Clark regarding use of the carbon tax increase be received and filed.

MOTION CARRIED

C3 It was moved and seconded that the letter from the Premier acknowledging receipt of the CVRD's letter regarding use of the carbon tax increase be received and filed.

MOTION CARRIED

REPORTS

R1 A staff report was considered regarding expansion of 2,500 hours for the conventional bus service.

Director Duncan requested a written report providing clearer detail on expanded hours for routes to and from Lake Cowichan.

It was moved and seconded that expansion of hours for the conventional bus service be included in the budget discussion at the October 12, 2011 meeting of the Transit Committee in order for staff to provide more detail.

MOTION CARRIED

R1-1 It was moved and seconded that the Transit Service Expansion Summary be received and filed.

MOTION CARRIED

R2 A staff report was considered regarding expansion of 1,600 hours for handyDART.

It was moved and seconded that it be recommended to the Board that the CVRD support BC Transit's recommendation for additional annual service hours totalling 1,600 for handyDART transit service commencing September 1, 2012, and that staff be authorized to include the associated costs in the Operating Reserve for the 2012 budget.

MOTION CARRIED

R3 A staff report regarding the 2012 Transit Budget was presented for consideration.

It was moved and seconded that the 0, 1 and 2% tax requisition increase models be presented for discussion at the October 12, 2011 Transit meeting.

MOTION CARRIED

NEW BUSINESS

NB1 Director Giles noted continuing discontent from regular commuters who are not getting on the bus of choice to come home because it is full.

Part of the reason for this is some residents are now using the service for reasons other than commuting to Victoria for work purposes, and the service is less expensive than other alternatives. Director Giles suggested that the first two buses leaving Victoria be just for those who buy monthly commuter passes. She asked why the registration system, put in effect when the commuter system commenced, ceased to exist in July 2009, adding that there does not seem to be a motion from the CVRD to approve this.

Mr. Wakeham explained that since the buses were operating at approximately 60% capacity after 9 months of service, an operational decision was made to discontinue the reservation system. BC Transit advised that they are running a survey and looking at modifying the schedule to allow an earlier bus, which should help the current overload on the 3:45 p.m. return bus. and best meet the needs of the majority of commuters.

Discussion took place regarding the need for a registration / reservation process on the Cowichan Valley Commuter Service. BC Transit explained that the registration system was set up in order to see what the ridership needs were going to be. There was not a predicted timeframe of how long it would be in place, but basically felt it had run its course as buses were not full at that time. BC Transit does not support a reservation system, and does not have such a system in any other of its transit systems.

It was moved and seconded it be recommended to the CVRD Board that BC Transit re-implement the registration/reservation system on the Cowichan Valley Commuter Service.

MOTION CARRIED

NB2

The CVRD is in receipt of an invitation to attend the BC Transit forum at the UBCM Conference. Mr. Jones will send the invitation out to all Directors via e-mail.

NB3

Mr. Wakeham explained that the CVRD received a complaint from an individual who had received an electronic notice from the CVRD regarding the Transit open house dates and that the notice was sent out too late. The issue was discussed and the electronic notice was not the main or only notification provided as advertisements were placed prior to the event dates in the 4 local papers, a service advisory was issued to all local media and the BC Transit website had a notification of the dates and locations listed as well. Staff will review how improvements can be made regarding late news reminders.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 2:50 p.m.

Chair

Recording Secretary

Dated: _____