

Minutes of the regular meeting of the Transit Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on December 12, 2012 at 3:30 p.m.

PRESENT: Director Morrison, Chair
Directors Fraser, Giles, Hutchins, Iannidinardo, Kent, Lefebure, Lines, Walker, Weaver and Alternate Directors Day <3:38 p.m.> and Williams

ABSENT: Directors Duncan and McGonigle

ALSO

PRESENT: Warren Jones, CAO, CVRD
Jim Wakeham, Manager, Facilities, Fleet, & Transit, CVRD
Brian Dennison, GM, Engineering & Environment, CVRD
Rob Williams, Transit Analyst, CVRD
Myrna Moore, BC Transit
Joanne Bath, Recording Secretary

**APPROVAL
OF AGENDA**

It was moved and seconded that the agenda be approved as amended to revise item R3 to SSR1.

MOTION CARRIED

**ADOPTION
OF MINUTES**

It was moved and seconded that the minutes of the October 10, 2012 regular Transit Committee meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

BA1

A 2012 breakdown of population and estimated transit service hours and kilometres per funding partner for the conventional service only was provided.

FOR INFORMATION

CORRESPONDENCE

C1

Correspondence was received from the City of Duncan regarding a Greyhound Canada service reduction.

Action: BC Transit agreed to request details of Greyhound's responsibilities and provide to the Committee.

FOR INFORMATION

C2

A 2011–2012 Annual Performance Summary Report was received from BC Transit.

Action: BC Transit were asked to provide financial comparisons to similar sized service areas/regions for the custom HandyDART service, as well as 2010 – 2011 similar statistical information.

Action: BC Transit were asked to provide feedback on other types of dispatch software that was available or being used by other custom HandyDART service providers.

Action: Staff were asked to request the operating companies to provide the Committee with formal reports of their operation a few times per year.

It was moved and seconded that the 2011-2012 Annual Performance Summary Report from BC Transit be received and filed.

MOTION CARRIED

REPORTS

R1 Staff provided the Committee with a verbal update on the transit bench install program.

R2 A staff report was considered regarding an Easement Agreement with North Cowichan for transit shelters and benches.

It was moved and seconded that the CVRD Board Chair and Corporate Secretary be authorized to sign the 10 year North Cowichan Encroachment Agreement for the existing installation of eight transit shelters and eight benches.

MOTION CARRIED

NEW BUSINESS None

4:00 p.m. The Committee recessed for ten minutes.

RESOLVE INTO CLOSED SESSION 4:10 p.m. **It was moved and seconded that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, Section 90 {(1) (k)}.**

MOTION CARRIED

RISE FROM CLOSED SESSION 4:31 p.m. **It was moved and seconded that the Committee rise without report.**

MOTION CARRIED

ADJOURNMENT **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 4:32 p.m.

Chair

Recording Secretary

Dated: _____