

Minutes of the regular meeting of the Transit Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on August 11, 2010 at 3:30 p.m.

PRESENT: Director Seymour, Chair
Director Morrison, Vice-Chair
Directors Duncan, Giles. Harrison, Haywood,
Iannidinardo, Kuhn, McGonigle

ABSENT: Myrna Moore, BC Transit
B. Dennison, General Manager, E & E

ALSO

PRESENT: Jim Wakeham, Manager, Facilities, Transit & Fleet
Bob Allen, Regional Manager, First Canada
Colin Oakes, Transit Operations Manager, First Canada
Wanda Le Roux, Manager, BC Transit Planning
Roxanne Lypka, Planner, BC Transit
Georg Stratemeyer, Volunteer Cowichan
Tom Anderson, General Manager, Planning & Dev
Dyan Freer, Recording Secretary

**APPROVAL
OF AGENDA**

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

MOTION CARRIED

**ADOPTION
OF MINUTES**

It was moved and seconded that the minutes of the June 9, 2010 regular Transit Services Committee meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

No business arising

CORRESPONDENCE

C1

Correspondence was considered from the City of Duncan regarding the Duncan/Mozambique Exchange Program request for complimentary monthly bus passes. For the past two years 20 passes were given to aid the youth to travel to do volunteer work in our community.

It was moved and seconded that it be recommended to the Board that 20 complimentary monthly passes be provided for the months of August to November, 2010, for the youth team members participating in the Duncan/Mozambique Canada World Youth Exchange Program

MOTION CARRIED

It was moved and seconded that it be recommended to the Board

that the issuance of complimentary transit passes for educational, cultural and social requests for 2010 and 2011 be delegated to the Manager of Facilities, Fleet and Transit; and further that the Transit Committee will continue to receive correspondence regarding these requests for informational purposes.

MOTION CARRIED

C2

Correspondence was considered from the Special Woodstock Society requesting special bussing service for the 2010 Special Woodstock event. The service has been agreed upon and supported for many years, with no charge to the Society. The direct cost for 2010 is only \$280, as a driver has agreed to volunteer their time.

It was moved and seconded that it be recommended to the Board to waive the \$280 cost to provide special bussing service for the 2010 Special Woodstock event in the Cowichan Valley.

MOTION CARRIED

REPORTS

R1

Jim Wakeham, Manager, Facilities, Fleet & Transit provided a verbal update on a few items:

- 1) Introduction of representatives from BC Transit, Wanda Le Roux and Roxanne Lypka, who will be handling the CVRD Conceptual Transit Plan project (item R5), as well the introduction of Colin Oakes, the new Transit Operations Manager of First Canada.
- 2) A thank you was extended to Rachelle Spencer (employee of First Canada) for volunteering to drive a BC Transit bus in the Shawnigan Lake and Duncan summer parades, providing excellent PR for the Transit service.
- 3) Requested clarification regarding the July 14th Board resolution No. 10-377 "the Transit Committee investigate how Transit can provide affordable bus service to seniors who lose their license due to age". Discussion ensued regarding implications of the direction.

It was moved and seconded that staff prepare a report on the feasibility of providing affordable transit service to seniors who lose their licence due to age.

MOTION CARRIED

R2

Mr. Wakeham provided an update on the BC Transit report regarding expansion of hours for Custom Transit (handyDart) service. An increase of 1,600 annual hours (approximately 35%) to the existing service level is to commence September 7, 2010. The increase in hours is directed to the 7am to 9am and 1pm to 3pm peak times plus an extension of the day service from 5pm to 6pm. This expansion will include another custom vehicle to be added to the current fleet of two. The partial year cost is included in the 2010 operating reserve budget. A press release will be released shortly.

BC Transit also reports that the current custom Transit service requires further expansion of approximately 2,262 annual hours to provide additional hours to meet the need of the peak day times, extend weekday operational hours to 8 pm, as well as provide new service for Saturday and Sundays. The associated cost will be provided with the 2011 budget.

R3

Mr. Wakeham provided the Committee with a Report re: Commuter service and public communication. The report and a letter dated August 5, 2010 addressed to Honourable Shirley Bond from B.J. Madison Mayfield, a Transit customer, were distributed. The report included a summary of the quantity and type of complaints the CVRD has recently received regarding the recent changes made to the Commuter service. Discussion ensued about the report and letter.

Wanda Le Roux, of BC Transit discussed the changes to the CVRD Park and Ride locations as a directive from Ministry of Transportation and Infrastructure (MOTI) to establish more cost effective routing. MOTI has decided to change the Hutchinson Road from a Park and Ride site to a Park and Pool as of September 7, 2010.

Director Giles requested a report from BC Transit showing the amount of customers serviced at each stop for both commuter routes. Director Giles does not support the change to a Park and Pool site at Hutchinson Road, and she will be writing a letter addressing this to MOTI.

Director Duncan requested if a bus shelter at Boys Road could be incorporated with the planning of a Tourism kiosk that Parks is working on. Staff and BC Transit will review.

Director Iannidinardo would like more discussion on the future of Koksilah at HWY #1 bus stop and possible further stops to aid in reducing the carbon footprint in the CVRD.

R4

Mr. Wakeham provided an overview of the BC Transit report regarding the Lake Cowichan Transit Service survey review. Conclusion is that the results do not provide a clear and obvious direction to the survey for the region as a whole. Also in light that several additional related transit service issues have recently arose, BC Transit is working on a plan that will take into account these issues and the current budget, and will probably require several route adjustments with a target implementation date of January 2011.

R5

Wanda Le Roux and Roxanne Lypka of BC Transit provided a verbal report regarding the CVRD Conceptual transit plan/ revision of service. The Conceptual Plan will produce a visionary long-term transit service strategy for the service in the valley, which will support the transit component of the CVRD's corporate strategic plan. A working group will include the CVRD, BC Transit, transit operating companies and a

stakeholders group. A framework of the plan and the makeup of the stakeholder group will be developed and provided at the next meeting. The timeline for the project is September/October 2010 to March 2011. The committee welcomed this proposal.

R6

Mr. Wakeham provided a hand out on the Bus Shelter Design Update. The report outlined the type of design that each local government supported. The submissions show that there is not unilateral support for the BC Transit recommended design for all areas and that the members support three different types of structures.

The next step is to seek feedback from the municipalities and electoral areas as to the suggested locations. The locations will be reviewed by BC Transit and then MOTI. It was expected that the project would support one type of structure recommended by BC Transit, and since there is large support for the wooden structure in most of the electoral areas, a design and tender process will be required. Mr. Wakeham advised that he is concerned about the project deadline of March 31, 2011 and will contact UBCM to seek a possible extension.

NEW BUSINESS

None

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:17 pm

Chair

Recording Secretary

Dated: _____