

Minutes of the regular meeting of the Transit Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on February 23, 2011 at 1:30 p.m.

**PRESENT:** Director Seymour, Chair  
Director Morrison, Vice-Chair  
Directors Duncan, Giles. Harrison, Haywood (2:44 p.m.),  
Iannidinaro, Kent, Kuhn, McGonigle

**ABSENT:** Director Cossey

**ALSO PRESENT:** Warren Jones, CAO, CVRD  
Jim Wakeham, Manager, Facilities, Transit & Fleet  
B. Dennison, P. Eng., General Manager, E & E  
Mark Kueber, General Manager, Corporate Services  
Sharon Moss, Manager, Financial Services  
Steve Hurcombe, Budget Coordinator, Financial Services  
Joanne Bath, Recording Secretary

**APPROVAL  
OF AGENDA**

NB1 – Commuter Service was added under New Business.

**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 October 13, 2010 regular Transit Services Committee meeting be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING  
OUT OF MINUTES**

**BA1**

City of Duncan Age-friendly Seniors Safety Project Report was provided in agenda package.

The Director for City of Duncan asked the Committee to consider inviting the report's author to the next Committee meeting to speak to some of the report's recommendations.

**It was moved and seconded that Staff forward a copy of the City of Duncan Age-Friendly Seniors Safety Project report to BC Transit to take into account when they develop the CVRD 25 year transit plan.**

**MOTION CARRIED**

**CORRESPONDENCE**

No correspondence

**REPORTS**

**R1** A report was provided regarding 2010 ridership information at each commuter stop.

**FOR INFORMATION**

**R2** A staff report was considered regarding expansion of the Transit Service in March 2011.

The Director for Electoral Area C expressed her concern regarding elimination of Route No. 14 from Cobble Hill Village to Mill Bay.

The Director for Electoral Area A expressed his concern regarding the discontinuing of the 6:54 p.m. trip on Route 12 and 4:15 p.m. trip on Route 15.

**It was moved and seconded that the Transit Committee approve BC Transit's recommendations for route expansions, deletions and changes as presented in their February 2, 2011 report totalling 2,000 hours to commence approximately May 1, 2011; and further that the CVRD Chair and Corporate Secretary be authorized to sign the corresponding amended annual operating agreements.**

**MOTION CARRIED**

**R3** The 2011 Budgets for Functions 106 and 107 were presented.

A staff report was considered requesting a full time staff position for Transit.

**It was moved and seconded that the Transit Committee approve the hiring of a full time Transit Analyst position to commence approximately July 1, 2011 at an annual cost of \$80,000.**

**MOTION CARRIED**

**It was moved and seconded that \$40,000 be included in the 2011 transit budgets and allocated accordingly between Functions 106 and 107, to support the new position.**

**MOTION CARRIED**

**It was moved and seconded that the Function 106 - Malahat Commuter draft budget be approved as amended to incorporate a staff position and a contingency.**

**MOTION CARRIED**

It was moved and seconded that the Function 107 - Regular Transit draft budget be approved as amended to incorporate the staff position and contingency of \$55,000 for future service expansion.

MOTION CARRIED

It was moved and seconded that the requisition in Function 106 be increased to include \$25,143 in contingency.

MOTION CARRIED

**INFORMATION**

IN1 CVRD 25-year Transit Plan FOR INFORMATION

IN2 Bus Shelter Project Update FOR INFORMATION

Staff advised that various amenities (e.g. garbage cans and posted schedules) are being looked at for the bus shelters.

**NEW BUSINESS**

NB1

Commuter Service

The Director for Electoral Area C asked why the reservation system was not still being used. Regular riders are getting frustrated at being displaced for residents opting to use the commuter service instead of Greyhound for a day's shopping due to the difference in fares from \$21 to \$7. The Director asked that the reservation system be put back in place to guarantee regular riders a seat.

Staff will speak to BC Transit regarding the demand being higher than supply on certain trips and report back to the Committee with possible options to resolve the issue.

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 3:35 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_