



## TRANSIT COMMITTEE MEETING AGENDA

WEDNESDAY, MAY 10, 2017  
BOARD ROOM  
175 INGRAM STREET, DUNCAN, BC

2:00 PM

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	<u>PAGE</u>
1. <b><u>APPROVAL OF AGENDA</u></b>	
2. <b><u>ADOPTION OF MINUTES</u></b>	
M1 Regular Transit Committee meeting of March 8, 2017	1
<b>Recommendation</b> That the minutes of the Regular Transit Committee meeting of March 8, 2017, be adopted.	
3. <b><u>BUSINESS ARISING FROM THE MINUTES</u></b>	
4. <b><u>DELEGATIONS</u></b>	
5. <b><u>CORRESPONDENCE</u></b>	
6. <b><u>INFORMATION</u></b>	
7. <b><u>REPORTS</u></b>	
8. <b><u>UNFINISHED BUSINESS</u></b>	
9. <b><u>NEW BUSINESS</u></b>	
10. <b><u>QUESTION PERIOD</u></b>	
11. <b><u>CLOSED SESSION</u></b>	
Motion that the meeting be closed to the public in accordance with the <i>Community Charter</i> Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.	
CS M1 - Closed Session Minutes of the March 8, 2017 Transit Committee	
CS R1 - Verbal Report from the Manager, Facilities and Transit Management Division Re: Land Acquisition {Sub (1) (e)}	

**12. ADJOURNMENT**

The next Special Transit Committee Meeting will be held Wednesday, May 24, 2017, at a time to be determined, in the Board Room, 175 Ingram Street, Duncan, BC.

**Committee Members**

Director K. Davis, Chairperson  
Director M. Clement, Vice-Chairperson  
Director B. Day  
Director S. Furstenau  
Director L. Iannidinardo

Director S. Jackson  
Director K. Kuhn  
Director J. Lefebure  
Director K. Marsh

Director I. Morrison  
Director A. Nicholson  
Director A. Stone  
Director T. Walker

Minutes of the Transit Committee Meeting held on Wednesday, March 8, 2017 in the Regional District Board Room, 175 Ingram Street, Duncan BC at 3:00 PM.

**PRESENT:** Chair, K. Davis  
 Director M. Clement  
 Director B. Day  
 Director M. Dorey  
 Director S. Jackson  
 Director K. Kuhn  
 Director J. Lefebure  
 Director K. Marsh  
 Director I. Morrison  
 Director A. Nicholson  
 Director A. Stone  
 Director T. Walker  
 Alternate Director S. Acton  
 Alternate Director A. Bomford

**ALSO PRESENT:** John Elzinga, General Manager, Community Services  
 Jim Wakeham, Manager, Facilities and Transit Management  
 Erin Annis, Transit Analyst, Facilities and Transit Management  
 Myrna Moore, Regional Transit Manager, BC Transit  
 Colin Oakes, Manager, First Canada  
 Bruce Pesowsky, Interim General Manager, Oak Transit  
 Gerri Knot, Cowichan Lake Community Services  
 Shannon Carlow, Legislative Assistant  
 Michelle Lewers, Recording Secretary

**ABSENT:** Director L. Iannidinardo  
 Director S. Furstenau

**APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be amended with the addition of two New Business Items:**

**NB1 Verbal Report from the Manager, Facilities and Transit Management Division Re: October 2016 Service Changes;**

**NB2 Verbal Report from the Manager, Facilities and Transit Management Division Re: Proposed Transit Committee Meeting Date Change; and**

**that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**M1** Regular Transit Committee meeting of December 14, 2016

It was moved and seconded that the minutes of the Regular Transit Committee Meeting of December 14, 2016 be adopted.

**MOTION CARRIED**

## DELEGATIONS

**D1** Ken Cossey, Board President, Oak Transit Inc. Re: Cowichan Valley handyDART

Ken Cossey, Board President, Oak Transit Inc., provided a PowerPoint presentation on the handyDART service in the region.

## CORRESPONDENCE

**C1** January 30, 2017 Letter Re: Complimentary Transit for National Aboriginal Hockey Championship Athletes & Support Staff, was received for information.

## REPORTS

**R1** Report from the Manager, Facilities and Transit Management Division  
Re: Complimentary Transit for National Aboriginal Hockey Championships (NAHC) Athletes and Staff

**It was moved and seconded that it be recommended to the Board that a provision for complimentary transit from April 29 – May 7, 2017, on local Cowichan Valley transit routes for accredited athletes and support personnel attending the National Aboriginal Hockey Championships (NAHC) upon presentation of event credentials when boarding, be approved.**

**MOTION CARRIED**

**R2** Report from the Manager, Facilities and Transit Management Division  
Re: Complimentary Transit Passes for Refugees

**It was moved and seconded that it be recommended to the Board that the complimentary bus pass program continue for refugees, providing up to 30 adult monthly passes and up to 20 student/senior monthly passes, (50 passes in total), regardless of country of origin, beginning April 1, 2017 to December 31, 2017, be approved on the following basis:**

- 1. That the priority for these 50 complimentary monthly transit passes be given to new-entry refugees settling in the Cowichan Valley between April and December 2017; and**
- 2. That existing refugee families accessing the bus pass program in 2016, and still requiring transportation assistance, be able to obtain passes until December 31, 2017, as long as this can be accommodated within the total allotment of up to 50 monthly passes.**

**MOTION CARRIED**

**R3** Report from the Manager, Facilities and Transit Management Division Re: Spring and Summer Transit Promotions and Events

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

1. That the Free Swim or Skate with redemption of the previous month's Cowichan Valley transit pass be continued as a Free Swim or Gym promotion between April 1 and December 31, 2017, be approved.
2. That BC Transit's GradPASS program which offers Grade 12 students in the CVRD region passes to ride the local bus service for two free days in June 2017, be approved.
3. That the School's Out Transit Special offering free transit to all youth in the K-12 system in the Cowichan Valley between June 30 – July 7, 2017, be approved.
4. That a special transit event be held in recognition of the launch of the first of six new Vicinity buses coming to the Cowichan Valley in summer 2017 to replace some of the aging local fleet be approved.

**MOTION CARRIED**

**R4**

Verbal Report from the Manager, Facilities and Transit Management Division  
Re: Appointment of Cowichan Valley Transit Operations and Maintenance Facility Subcommittee

It was moved and seconded:

1. That a Transit Maintenance and Operations Facility Subcommittee be created for 2017 to review and provide input to the Technical Working Committee on options and recommendations related to the facility as required; and
2. That Directors Davis, Jackson, Lefebure, and Morrison be appointed to the Transit Maintenance and Operations Facility Subcommittee.

**MOTION CARRIED**

## **NEW BUSINESS**

**NB1**

Verbal Report from the Manager, Facilities and Transit Division Re: October 2016 Service Changes

Staff provided the Transit Committee with updated information on the recent service changes and Route 7X proposed alternate routing on Drinkwater Road due to the upcoming installation of speed tables.

**NB2**

Verbal Report from the Manager, Facilities and Transit Management Division  
Re: Proposed Transit Committee Meeting Date Change

Staff proposed that the Regular May 10, 2017, meeting be cancelled and that a Special Transit Committee meeting be held on May 24, 2017, with the start time to be determined, due to the blackout period in relation to the Provincial Election.

**CLOSED SESSION**

**3:43 PM** 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)(e) Land Acquisition.

**MOTION CARRIED**

**RISE FROM CLOSED SESSION**

**4:14 PM** It was moved and seconded that the Transit Committee rise without report on CSR1 and return to the Open portion of the meeting.

**MOTION CARRIED**

**ADJOURNMENT**

**4:15 PM** It was moved and seconded that the meeting be adjourned.

**MOTION CARRIED**

The meeting adjourned at 4:15 PM.

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Chair

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

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