



TRANSIT COMMITTEE MEETING

WEDNESDAY, MARCH 11, 2009
3:30 PM / BOARD ROOM
175 INGRAM STREET, DUNCAN, BC

	AGENDA	PAGES
1.	<u>APPROVAL OF AGENDA:</u>	1-2
2.	<u>ADOPTION OF MINUTES:</u>	
	2M1 Minutes of Regular Meeting of Transit Committee held November 26, 2008	3-5
3.	<u>CONVENTIONAL SERVICE:</u>	
	REPORTS:	
3R1	Johann Van Schaik, Transit Planner, Municipal Systems Program, BC Transit Re: Cowichan Valley Conventional Service Restructure	To Be Distributed
3R2	Joe Barry, Manager, Corporate Secretariat Division Re: Transit Business Plan – Service Options for 2009	6-12
3R3	Joe Barry, Manager, Corporate Secretariat Division Re: 2009 Free Transit Days	13
3R4	Johann Van Schaik, Transit Planner, Municipal Systems Program, BC Transit Re: Cowichan Valley Regional Transit System: 2008/09 Annual Operating Agreement – Amendment #1	14-20
3R5	Megan Hill, Planning Manager, Municipal Systems Program, BC Transit Re: Amendment to the 2005 Operating Agreement and 2008/09 Annual Operating Agreement to Reflect Transfer of Transit System Operating Company from Greyhound Canada Corp. to Farwest handyDART Services Inc.	21-28
3R6	Bill Young, Transit Manager, Cowichan Valley Regional Transit System Re: Transit Report	To Be Distributed

CORRESPONDENCE:

- 3C1 Email from Eddie Pandke 29
Re: Request for 'Student' Discounted Rate on Cowichan Valley
Commuter Service
(Referred from Nov. 26, 2008 Transit Committee—Item No. 4IN7)
- 3C2 Memorandum from Assistant Manager, Development Services 30-31
Re: Rezoning Application – 5611 Culverton Road
- 3C3 Email from Bobbie Burns 32-35
Re: Request for Additional Bus Route No. 66, 3:45 p.m. Return Time
on Cowichan Valley Commuter Service

4. HandyDART SERVICE:

REPORTS:

- 4R1 Volunteer Cowichan 36-37
Re: Custom / Paratransit Monthly Statistical Summary and 2008
Ridership Data
- 4R2 Volunteer Cowichan 38-39
Re: Custom / Paratransit Monthly Statistical Summary and 2009
Ridership Data

5. ADJOURNMENT:

The next Transit Committee meeting is scheduled for Wednesday, May 13, 2009.

DISTRIBUTION:

CVRD Transit Committee

Director G. Seymour, Chair
 Director G. Giles, Vice-Chair
 Director K. Cossey
 Director L. Duncan
 Director B. Harrison

Director L. Iannidinaro
 Director P. Kent
 Director K. Kuhn
 Director T. McGonigle
 Director I. Morrison

Cowichan Valley Regional District

Warren Jones, Administrator
 Mark Kueber, General Manager, Corporate Services
 Joe Barry, Manager, Corporate Secretariat Division
 Jacob Ellis, Manager, Corporate Planning

Transit Representatives

Johann Van Schaik, Transit Planner
 Bill Young, Transit Manager
 Georg Stratemeyer, Volunteer Cowichan

Potential Partners

Director L. Duncan and Director R. Hutchins

Minutes of the Regular meeting of the Transit Committee held in the Board Room, 175 Ingram Street, Duncan, BC on Wednesday, November 26, 2008, at 3:36 p.m.

PRESENT: Chairperson W.J. (Jack) Peake
Director G. Giles, Vice-Chair
Directors J. Allan, L. Duncan, B. Hodson, J. Lefebure,
P. Kent, M. Tansley, and M. Walker

ABSENT: Director K. Cossey

ALSO

PRESENT: Warren Jones, Administrator
Joe Barry, Administrative Services Manager
Brian Dennison, Manager, Engineering Services
Johann Van Schaik, BC Transit
Bill Young, Cowichan Valley Regional Transit System
Bob Allan, First Canada
Georg Stratemeyer, Volunteer Cowichan
Dominique Beesley, Recording Secretary

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended by adding:

1. Item No. 4TR4 –Report dated November 26, 2008 from First Canada, re: Transit, under No. 4. Conventional Service, Reports; and
2. Item No. 6NB1 – Media Release dated November 25, 2008 from BC Transit, re: Cowichan Valley Commuter Numbers Rising, under No. 6. New Business;

and that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

- 2M1
- 2M2
- 2M3
- 2M4

It was moved and seconded that the following be adopted:

- minutes of the Regular meeting of the Transit Committee held on July 23, 2008;
- minutes of the Special meeting of the Transit Committee held on August 27, 2008;
- minutes of the Special meeting of the Transit Committee held on September 10, 2008; and
- minutes of the Special meeting of the Transit Committee held on September 30, 2008.

MOTION CARRIED

CONVENTIONAL SERVICE

Reports

4TR1 Report from Megan Hill, Planning Manager, Municipal Systems Program, BC Transit, dated November 10, 2008, re: DRAFT 2009/10 Core Service and Proposed Service Expansion Budgets, was considered.

Johann Van Schaik, Transit Planner, Municipal Systems Program noted that BC Transit’s Technical Team would be meeting this Friday to look at what extent service in the Cowichan Lake area could be restructured.

It was moved and seconded that the Draft 2009/2010 Core Service and Proposed Service Expansion Budget for the Cowichan Valley Regional Transit System conventional service be approved in principal.

MOTION CARRIED

4TR2 Report from Megan Hill, Planning Manager, Municipal Systems Program, BC Transit dated November 10, 2008, re: DRAFT 2009/10 Core Service and Proposed Service Expansion Budgets – Cowichan Valley Commuter Bus, was received as information.

4TR3 Report from Megan Hill, Planning Manager, Municipal Systems Program, BC Transit, dated November 10, 2008, re: DRAFT 2009/10 Core Service and Service Expansion Budgets, was received as information.

4TR4 Report from First Canada dated November 26, 2008, re: Transit, was received as information.

Information

4IN1 Email from Eddie Pandke dated October 29, 2008, re: request for ‘student’ discounted rate on Cowichan Valley Commuter, was considered.

It was moved and seconded that Item No. 4IN1 be referred to the Transit Committee for consideration during its 2009 budget deliberations; and that BC Transit be requested to provide a report on possible implementation of a U Pass system for University of Victoria and Camosun College students.

MOTION CARRIED

It was moved and seconded that BC Transit be requested to investigate a U Pass system for the Cowichan Valley Regional Transit System for students attending Vancouver Island University.

MOTION CARRIED

HANDYDART SERVICE

Reports

5TR1 HandyDART Operational Report from Georg Stratemeyer, Executive Director, Volunteer Cowichan was received as information.

5TR2 Report from Megan Hill, Planning Manager, Municipal Systems Program, BC Transit, dated November 10, 2008, re: DRAFT 2009/10 Core Service and Service Expansion Budgets, was received as information.

Information

5IN1 Letter from Margaret Ramwell dated October 8, 2008, re: appreciation of handyDART service, was considered.

It was moved and seconded that Item No. 5IN1 be received and that a copy be forward to Cowichan Valley Regional Transit System bus drivers of the handyDART service.

MOTION CARRIED

NEW BUSINESS:

6NB1 Media Release from BC Transit dated November 25, 2008, re: Cowichan Valley Commuter Numbers Rising, was received as information.

RESOLVE INTO CLOSED SESSION 4:22 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)(j).**

MOTION CARRIED

RISE FROM CLOSED SESSION 4:40 p.m. **It was moved and seconded that the Committee rise without report and return to the regular portion of the meeting.**

MOTION CARRIED

ADJOURNMENT 4:40 p.m. **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 4:40 p.m.

Chairperson

Recording Secretary

Dated: _____



STAFF REPORT

**TRANSIT COMMITTEE MEETING
OF MARCH 11, 2009**

DATE: February 19, 2009
FROM: J.E. Barry, Corporate Secretary
SUBJECT: Transit Business Plan – Service Options for 2009

Recommendations:

1. That the CVRD proceed with the implementation of Route 5 – Eagle Heights Cowichan Commons, effective September, 2009; subject to funding from BC Transit.
2. That the CVRD proceed with the introduction of a Community Bus Route serving Cowichan Station and other rural areas south of the Cowichan River, effective September 2009; subject to funding from BC Transit.

Purpose:

To determine the service option(s) for expansion in the 2009/2010 BC Transit fiscal year.

Financial Implications:

Dependent on service option(s) chosen for 2009/2010.

Background:

In 2005, the CVRD Board of Directors adopted a five year Cowichan Valley Transit Business Plan. Since that time, the Cowichan Valley Regional Transit System has undertaken the following enhancements:

- Conventional bus service introduced to Crofton and Chemainus;
- Service extended to the Crofton and Chemainus Ferry Terminals;
- Sunday and Statutory Holiday Service added;
- Transit service extended to Gordon Bay Provincial Park;
- HandyDART expanded from serving only North Cowichan and Duncan residents to providing service in Electoral Areas A, B, C, D, E, F, I and the Town of Lake Cowichan;
- HandyDART added a second bus in order to serve the larger geographic area;
- Route #2 – Mt. Prevost extended to the new Cowichan Commons shopping centre;

- Additional 2,400 hours of service added to the South Cowichan area;
- Bus service extended to the Mill Bay Ferry Terminal;
- Cowichan Station/Sahtlam/Glenora joined as a new funding partner;
- Introduction of the Cowichan Valley Commuter service to downtown Victoria.

The Business Plan identified the following Medium Range Service Options (2006-10) which have not yet been undertaken:

- Improved Frequency on Route #2 Mt. Prevost and Route #3 Quamichan;
- Improved Frequency to Lake Cowichan;
- Ladysmith Service;
- Introduction of Taxi Supplement.

The following new items were added by the Transit Committee to the Business Plan in 2008 but have not yet been undertaken:

- Cowichan Commons Shoppers Express, Service Introduction to Eagle Heights (Area E);
- Community Bus Expansion to Growth Regions south of Duncan;

There is no implied order of priority for the options listed above. Since priorities can change over time, the plan was drafted to be flexible. However, it is time to consider which option(s) to include in the 2009/2010 BC Transit fiscal year (April 1, 2009 to March 31, 2010). It is important to implement the service options that have been identified in the Transit Business Plan since continued enhancement of the system leads to growth and increased ridership for the transit system.

According to BC Transit, annual ridership on the Cowichan Valley Regional Transit System rose from 291,671 passengers in 2006/07 to 322,680 passengers in 2007/08.

2009/2010 Recommended Expansions

Electoral Area E – Cowichan Station/Sahtlam/Glenora officially became a transit funding partner as of September 30, 2008. As a result, property owners in Electoral Area are now paying taxes for transit service in 2009. Therefore, staff are recommending that the only expansions in 2009 be those that provide service to Electoral Area E and adjacent areas.

Priority #1:

Cowichan Commons Shoppers Express, Service Introduction to Eagle Heights (Area E).

As approved by the Transit Committee in July 2008, this new route will provide service between the Eagle Heights residential neighbourhood; the Area E Industrial Park; downtown Duncan; the Island Savings Centre and the Cowichan Commons. This service would operate on an hourly basis Monday through Saturday with a limited schedule on Sundays.

Operating as Route #5, this route will serve the highest density population area of Electoral Area E; the employees working in the Industrial Park; the users of the Island Savings Centre,

Cowichan Aquatic Centre (and in the near future, Vancouver Island University); and also provide a frequent shuttle between two core shopping areas (Downtown Duncan and the Cowichan Commons). This frequent service will also greatly benefit riders transferring from bus routes arriving from other parts of the region. It will provide transportation options for users riding in the central core of the Cowichan Valley.

It is estimated that this service will generate additional ridership of 66,000 riders. The net CVRD cost of this service is estimated at \$55,000. If implemented in September 2009, the prorated net CVRD cost would be \$18,333.

Priority #2:

Community Bus Expansion to Growth Regions south of Duncan

Approved by the Transit Committee in July, 2008, this new route would serve the sparsely populated areas located south of Duncan that aren't currently served by existing routes. Usually small accessible minibuses (similar to handyDART vehicles), this route would have a fixed schedule with the flexibility to divert slightly off route. Service would be approximately every 60 minutes Monday through Friday. Cowichan Station would form the centre of this new service. A petition has been received from the Sunrise Waldorf School (which serves Kindergarten to Grade 8 students) indicating that many students will use the service in the morning and afternoon school rushes between Duncan and the School.

In order to boost potential ridership in this sparsely populated area, it has been suggested that this Community Bus could be extended to the eastern side of the Trans-Canada highway to service areas such as Cherry Point Road, Telegraph Road, Satellite Park and Arbutus Ridge.

It is estimated that this service will generate additional ridership of 20,000 riders. The net CVRD cost of this service is estimated at \$51,000. If implemented in September 2009, the prorated net CVRD cost would be \$17,000.

2010/2011 Recommended Expansions

In the final year of the Business Plan, it is suggested that the following expansions take place in September 2010:

- Improved Frequency on Route #2 – Mt. Prevost and Route #3 – Quamichan;
- Improved Frequency to Lake Cowichan.

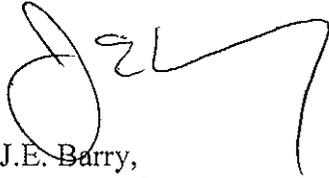
Further consideration of these two expansions (along with updated cost estimates) will be brought forward to the November 12, 2009 Transit Committee meeting.

As for the potential expansion of CVRD bus service into Ladysmith, the Town has been investigating other transit options in their community including operating their own trolley system (similar to the Langford Trolley). To date, no formal request has been received from

Ladysmith to join the CVRD transit system. Expansion to Ladysmith was scheduled in the 2008 placed in the 2008/09 BC Transit fiscal year, but provincial funding for this expansion was not approved.

Until such time that Ladysmith formally requests joining the Cowichan Valley Regional Transit System, it is suggested the other proposed improvements to the system occur first. Expansion to Ladysmith can be considered in the next five year update of the Business Plan (2010-2015).

Submitted by,

A handwritten signature in black ink, appearing to be 'J.E. Barry', written in a cursive style.

J.E. Barry,
Corporate Secretary

Recommendation #1:

Introduction of service to Eagle Heights (Area E) - Cowichan Commons Shoppers Express.

Description:

The proposal introduces regular conventional transit service to Area E region immediately south of Duncan and west of Hwy 1. This proposal also greatly improves service frequency to the new regional shopping complex, Cowichan Commons.

This proposal includes:

- One additional bus added to the fleet linking the Eagle Heights residential neighbourhood with key activity centres including Downtown Duncan and Cowichan Commons (see Map 1). The new route, #5 Cowichan Commons will start at Village Green Mall, travel south via Hwy 1 to Eagle Heights then back to Downtown. The route will then travel north direct via Hwy 1 to Cowichan Commons providing a regular express link between the major shopping regions.
- Frequency on the new #5 Cowichan Commons will be every 60 minutes, Monday through Saturday with a limited schedule on Sundays.
- The operating schedule will be designed to alternate with the current Cowichan Commons routes (#2 Mt. Prevost and #3 Quamichan) to provide a regular 30 minute service between Downtown Duncan and Cowichan Commons.
- Minor route adjustments will also be made to the #2 Mt. Prevost and #3 Quamichan to enhance service coverage to Cowichan Commons and areas north of Sherman Rd.

Key Markets Served:

- Shoppers, youth, seniors and BC Bus Pass holders. There is also potential for student and commuter markets.

Key Benefits:

- Improved frequency to Cowichan Commons linking Downtown with Cowichan Commons, resulting in improved travel options to key shopping destinations.
- Introduces service to new growth areas well outside conventional service walk limits.
- Provides a link for Eagle Heights passengers traveling to all regions within the Cowichan Valley Transit System.
 - Improved ridership and transit awareness.
 - Provides a much improved viable option to the private car.

Proposal #1: Cowichan Commons Shoppers Express. Introduction of service to Eagle Heights (Area E)

Annual Impact:

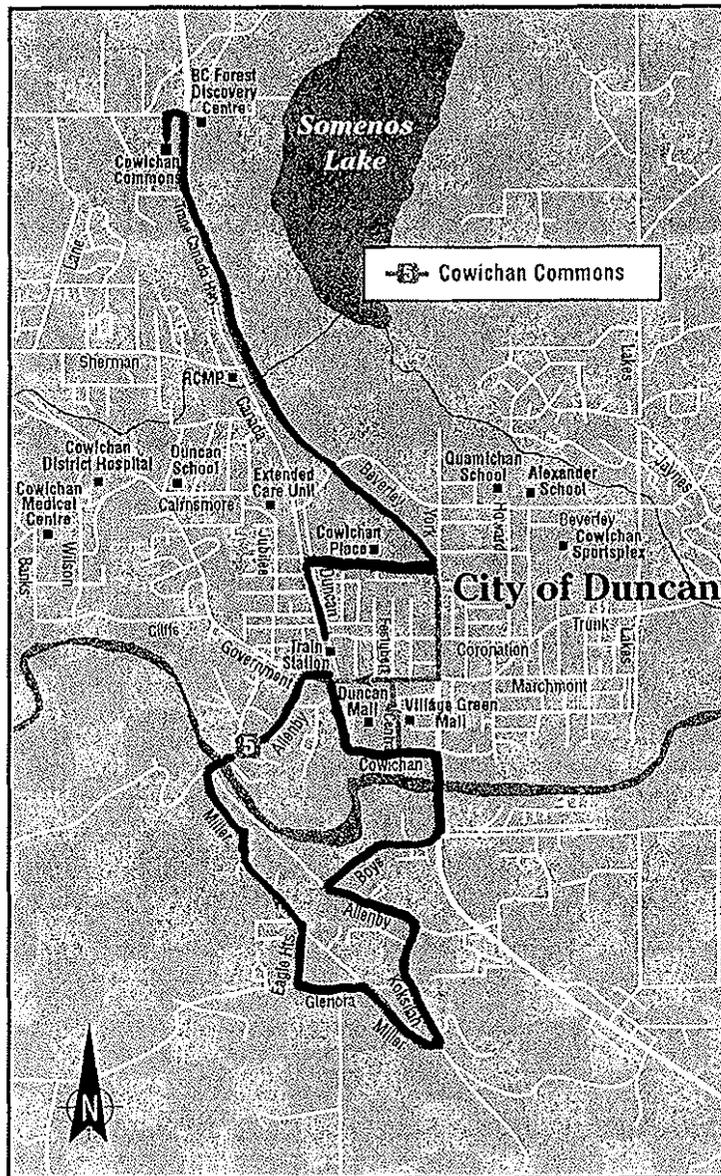
Additional Service Hours: 3,500
 Additional Vehicles Required: 1
 Additional Ridership: 66,000

Total Cost: \$283,000
 Total Revenue: \$107,000

Traditional funding:

Net local share: \$55,000
 Provincial share \$122,000

Map 1: Eagle Heights - Cowichan Commons Shoppers Express



Recommendation #2: Community Bus Expansion to Growth Regions South of Duncan (Area E)

Description: This proposal introduces Community Bus service to residential growth areas not currently served by conventional transit. Community Bus service provides a blended service meeting all client needs. Service is provided by small accessible minibuses (similar to handyDART vehicles) that provide a fixed schedule together with flexibility to divert slightly off route. Service would be approximately every 60 minutes Monday through Friday. Rural and growth regions are primarily focused on the Cowichan Station area, Bench Road, Koksilah Road, Riverside Road and Lakeside Road.

In addition, if warranted, services could be extended to the eastern side of the Trans Canada highway to service areas such as Telegraph Road, Aros Road and Cherry Point Road.

Key Markets Served:

- Youth, adults, seniors, people with a disability. Single car families.

Benefits:

- Introduces service to existing rural and new growth areas well outside conventional service walk limits.
- Provides a link for passengers traveling to all regions within the Cowichan Valley Regional System.

Annual Impact:

Additional Service Hours: 2,000 Additional Cost: \$140,000

Additional Vehicles Required: 1 Additional Revenue: \$33,000

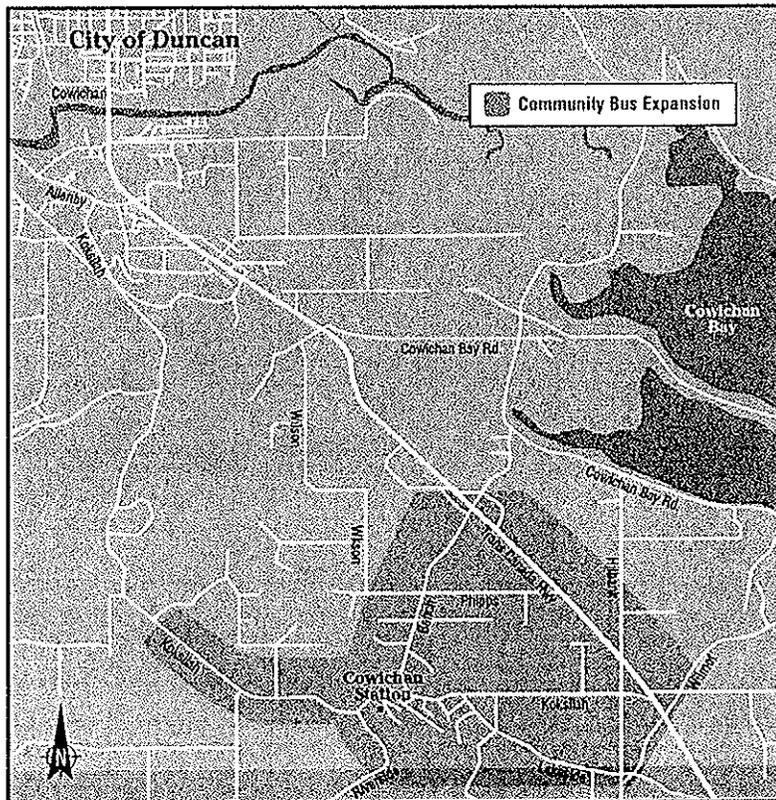
Additional Ridership: 20,000

Traditional funding:

Net local share: \$51,000

Provincial share \$56,500

Map 3: South Duncan Community bus service



**STAFF REPORT****TRANSIT COMMITTEE MEETING
OF MARCH 11, 2009**

DATE: February 19, 2009
FROM: J.E. Barry, Corporate Secretary
SUBJECT: 2009 Free Transit Days

Recommendation:

That it be recommended to the Board that:

1. Cash fares on the local Cowichan Valley Regional Transit System be reduced to zero (no charge) on Wednesday June 3, 2009 in support of Clean Air Day and on Friday December 18, 2009 to celebrate the holiday season.
2. That free transit be offered to veterans on Remembrance Day November 11, 2009.

Purpose:

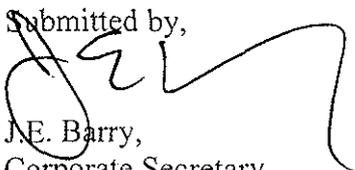
To approve the 2009 free transit days program.

Background:

The Cowichan Valley Regional Transit System began offering free transit to all riders on two days each year since 2006. This was to assist in the promotion of Clean Air Day in June and to encourage local shopping during the holiday season on a Friday in December. In addition, the Transit System offered free rides to veterans on Remembrance Day in 2007 and 2008. Although this was expanded to a week in 2008, it is much easier to identify veterans on November 11 than the rest of the week. The goal of the free day is to assist in veterans attending ceremonies on Remembrance Day itself.

Ridership increases significantly on these free transit days and various promotions have resulted in growth to ridership following the event. It is recommended that this program continue in 2009 to promote the transit system.

Submitted by,


J.E. Barry,
Corporate Secretary



RECEIVED

DEC 18 2008

December 15, 2008
File: COW.23

Joseph Barry
Corporate Secretary
Cowichan Valley Regional District
175 Ingram Street
Duncan, BC V9L 1N8

Dear Mr. Barry:

SUBJECT: Cowichan Valley Regional Transit System: 2008/09 Annual Operating Agreement - Amendment #1

Please find enclosed the amendment to the Cowichan Valley Regional Transit System 2008/09 Annual Operating Agreement (AOA) for your approval.

This amendment reflects the introduction of the Cowichan Valley Commuter (CVC) service to Victoria as well the reassignment of the operating company to Farwest handyDART Services Inc. for the delivery of the Cowichan Valley Regional Transit (COW) service. This amendment is effective September 2, 2008. You will note that the net Local Share of the CVC service for the period October 20 to December 31, 2008 is forecast to be zero based on the revenue and expenditure estimates. This is due to a Provincial contribution of \$48,680 towards the earlier implementation of this service.

The amendments include:

- Schedule "B": individual Service Schedules for CVC and COW.
- Schedule "C": individual Budgets reflecting costs relating to the additional service.
- Schedule "D": a combined Payment Schedule that reflects revised payment rates to the operating company based on the new budgets.

Once the agreements have received signature/seal from the Regional District, please forward to Farwest handyDART Services Inc. for approval with a request to return all originals to the undersigned for execution by BC Transit.

Please call if you have any questions relating to this amendment.

Yours truly,

Johann Van Schaik
Transit Planner
Municipal Systems Program

Original:	Copies to:
Board:	
Committee(s): TRANSIT	
Directed by: [Signature]	Date: Dec 18
File #	

Copy: Farwest handyDART Services Inc.

**AMENDMENT #2
Cowichan Valley Conventional
2008/09 ANNUAL OPERATING AGREEMENT**

This will confirm our agreement to amend, Schedule "B" – Service Specification, Schedule "C" Budget and Schedule "D" – Payment Schedule of the 2008/09 Annual Operating Agreement.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this day of

THE CORPORATE SEAL OF THE
COWICHAN VALLEY REGIONAL DISTRICT
has been hereto affixed in the presence of:

THE COMMON SEAL OF **BRITISH
COLUMBIA TRANSIT** has been hereto affixed
in the presence of:

CHIEF OPERATING OFFICER

CORPORATE SECRETARY

THE CORPORATE SEAL OF **FARWEST
HANDYDART SERVICES INC.** has been
hereto affixed in the presence of:

SCHEDULE "B" - Service Specifications

Cowichan Valley Base Budget Official AOA Amendment # 1 2008/2009

Schedule B'

Effective April 01, 2008

Scheduled Revenue Service

2008 Spring/Summer (Apr 01, 2008 to Aug 31, 2008)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	May 10, 2008	Jun 01, 2008	Aug 04, 2008
Per Day	77.92	77.92	77.92	77.92	81.17	35.73	24.85	24.85	24.85	24.85
Per Day	2,777.80	2,777.80	2,777.80	2,777.80	3,341.14	1,194.82	809.58	809.58	809.58	809.58

2008 Fall/Winter (Sep 01, 2008 to Mar 31, 2009)												
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Sep 01, 2008	Oct 13, 2008	Nov 11, 2008	Dec 26, 2008	Jan 01, 2009
Per Day	78.77	78.77	78.77	78.77	93.50	36.30	24.80	24.80	24.80	24.80	24.80	24.80
Per Day	2,777.80	2,777.80	2,777.80	2,777.80	3,341.14	1,194.82	809.58	809.58	809.58	809.58	809.58	809.58

Extra Revenue Service

	Apr 2008	May 2008	Jun 2008	Jul 2008	Aug 2008	Sep 2008	Oct 2008	Nov 2008	Dec 2008	Jan 2009	Feb 2009	Mar 2009

Adjusted Revenue Service

	Apr 2008	May 2008	Jun 2008	Jul 2008	Aug 2008	Sep 2008	Oct 2008	Nov 2008	Dec 2008	Jan 2009	Feb 2009	Mar 2009

2008/2009 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2008 to Apr 30, 2008	4	4	5	4	4	4	4	0	30	May 10, 2008 Victoria Day 2008 (Mon)
May 01, 2008 to May 31, 2008	3	4	4	4	5	5	4	1	31	Jul 01, 2008 Canada Day 2008 (Tue)
Jun 01, 2008 to Jun 30, 2008	5	4	4	4	4	4	5	0	30	Aug 04, 2008 BC Day 2008 (Mon)
Jul 01, 2008 to Jul 31, 2008	4	4	4	5	4	4	4	1	31	Sep 01, 2008 Labour Day 2008 (Mon)
Aug 01, 2008 to Aug 31, 2008	3	4	4	4	5	5	5	1	31	Oct 13, 2008 Thanksgiving Day 2008 (Mon)
Sep 01, 2008 to Sep 30, 2008	4	4	4	4	4	4	4	1	30	Nov 11, 2008 Remembrance Day 2008 (Tue)
Oct 01, 2008 to Oct 31, 2008	3	4	4	4	4	4	4	1	31	Dec 25, 2008 Christmas Day 2008 (Thu)
Nov 01, 2008 to Nov 30, 2008	4	4	4	4	4	4	5	1	30	Dec 26, 2008 Boxing Day 2008 (Fri)
Dec 01, 2008 to Dec 31, 2008	5	4	4	4	3	3	4	2	31	Jan 01, 2009 New Year Day 2009 (Thu)
Jan 01, 2009 to Jan 31, 2009	4	4	4	4	4	5	4	1	31	
Feb 01, 2009 to Feb 28, 2009	4	4	4	4	4	4	4	0	28	
Mar 01, 2009 to Mar 31, 2009	5	4	4	4	4	4	4	0	31	
Total	43	51	52	50	51	52	53	9	365	9 Exceptions

Monthly Summary

Month	Revenue Hours				Revenue Kilometers			
	Scheduled	Extra	Adjusted	Total	Scheduled	Extra	Adjusted	Total
April 2008	2,005.56			2,005.56	71,382.58			71,382.58
May 2008	2,005.47			2,005.47	71,172.50			71,172.50
June 2008	1,956.49			1,956.49	69,414.34			69,414.34
July 2008	2,034.41			2,034.41	72,192.14			72,192.14
August 2008	1,952.40			1,952.40	69,294.28			69,294.28
September 2008	1,982.29			1,982.29	69,414.34			69,414.34
October 2008	2,075.79			2,075.79	72,755.48			72,755.48
November 2008	1,885.85			1,885.85	65,893.14			65,893.14
December 2008	1,987.58			1,987.58	68,851.00			68,851.00
January 2009	2,033.32			2,033.32	71,172.50			71,172.50
February 2009	1,878.72			1,878.72	65,828.98			65,828.98
March 2009	2,081.06			2,081.06	72,192.14			72,192.14
Total	23,842.92	0.00	0.00	23,842.92	839,441.38	0.00	0.00	839,441.38

Cowichan Valley Commuter Base Budget Official AOA 2008/2009

Schedule 'B'

Effective Apr 01, 2008

Scheduled Revenue Service

2009 mtd (Oct 20, 2008 to Mar 31, 2009)							
	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Hrs/Day	19.35	19.35	19.35	19.35	19.35		
Kms/Day	781.10	781.10	781.10	781.10	781.10		

Extra Revenue Service

	Apr. 2008	May, 2008	Jun, 2008	Jul 2008	Aug, 2008	Sep, 2008	Oct, 2008	Nov, 2008	Dec, 2008	Jan, 2009	Feb, 2009	Mar, 2009

Adjusted Revenue Service

	Apr. 2008	May, 2008	Jun, 2008	Jul 2008	Aug, 2008	Sep, 2008	Oct, 2008	Nov, 2008	Dec, 2008	Jan, 2009	Feb, 2009	Mar, 2009

2008/2009 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Oct 20, 2008 to Oct 31, 2008	2	2	2	2	2	1	1	0	12	
Nov 01, 2008 to Nov 30, 2008	4	3	4	4	4	5	5	1	30	Nov 11, 2008 Remembrance Day 2008 (Tue)
Dec 01, 2008 to Dec 31, 2008	5	5	5	5	3	4	4	2	31	Dec 25, 2008 Christmas Day 2008 (Thu)
Jan 01, 2009 to Jan 31, 2009	4	4	4	4	5	5	4	1	31	Dec 26, 2008 Boxing Day 2008 (Fri)
Feb 01, 2009 to Feb 28, 2009	4	4	4	4	4	4	4	0	28	
Mar 01, 2009 to Mar 31, 2009	5	5	4	4	4	4	5	0	31	Jan 01, 2009 New Year Day 2009 (Thu)
Total	24	23	23	21	22	23	23	4	163	4 Exceptions

Monthly Summary

Month	Conventional Transit						
	Revenue Hours				Revenue Kilometers		
	Scheduled	Extra	Adjusted	Total	Scheduled	Extra	Adjusted
April, 2008							
May, 2008							
June, 2008							
July, 2008							
August, 2008							
September, 2008							
October, 2008	193.50			193.50	7,611.00		7,611.00
November, 2008	387.65			387.65	14,460.90		14,460.90
December, 2008	406.35			406.35	15,693.10		15,693.10
January, 2009	406.35			406.35	15,693.10		15,693.10
February, 2009	387.00			387.00	15,222.00		15,222.00
March, 2009	425.70			425.70	16,744.20		16,744.20
Total	2,186.55	0.00	0.00	2,186.55	86,004.30	0.00	86,004.30

Schedule C

Cowichan Valley Conventional Transit

Official AOA Amendment # 1 2008/2009

TRANSIT REVENUE	
Farebox Cash	\$249,658
Tickets & Passes	\$68,378
BC Bus Pass	\$56,045
Advertising	\$6,063
TOTAL REVENUE	\$380,143
EXPENDITURES	
Fixed Costs	
Variable Hourly Costs - Scheduled Service	
Variable Distance Costs - Scheduled Service	
Maintenance - Running Repairs	
Maintenance - Major Repairs	
ICBC Insurance	\$8,100
Captive Insurance	\$5,700
TOTAL DIRECT OPERATING COSTS	\$1,638,216
Marketing	\$15,000
Municipal Administration	\$32,764
BCT Management Services	\$59,857
TOTAL OPERATING COSTS	\$1,745,837
Debt Service - Vehicles (Local Share)	\$187,643
Debt Service - Equipment (Local Share)	\$7,942
TOTAL DEBT SERVICE - LOCAL SHARE	\$195,585
TOTAL COSTS	\$1,941,423
COST SHARING	
Municipal Share of Costs	\$1,126,291
Less: Total Revenue	\$380,143
Less: Municipal Administration	\$32,764
Net Municipal Share of Costs	\$713,383
Authority Share of Costs	\$815,131
STATISTICS	
Scheduled Revenue Hours	23,867.72
Scheduled Revenue Kilometres	839,441.38
Total Passengers	334,000
Conventional Passengers	334,000

Schedule C

Cowichan Valley Commuter Transit

Official AOA
2008/2009

TRANSIT REVENUE	
Farebox Cash	\$130,813
TOTAL REVENUE	\$130,813
EXPENDITURES	
Fixed Costs	
Variable Hourly Costs - Scheduled Service	
Variable Distance Costs - Scheduled Service	
Maintenance - Running Repairs	
Contingency	
ICBC Insurance	\$8,136
Licences	\$389
Captive Insurance	\$2,625
TOTAL DIRECT OPERATING COSTS	\$403,252
Marketing	\$8,000
Municipal Administration	\$8,065
BCT Management Services	\$21,372
TOTAL OPERATING COSTS	\$440,689
TOTAL COSTS	\$440,689
COST SHARING	
Municipal Share of Costs	\$392,009
Municipal Flex Funded Amount	\$48,680
Less: Total Revenue	\$130,813
Less: Municipal Administration	\$8,065
Net Municipal Share of Costs	\$301,811
Authority Share of Costs	\$0
STATISTICS	
Scheduled Revenue Hours	2,186.55
Scheduled Revenue Kilometres	86,004.30
Total Passengers	28,438
Conventional Passengers	28,438

Schedule "D" - Payment Schedule

Cowichan Valley Conventional & Cowichan Valley Commuter Conventional Transit 2008/2009 AOA BUDGET

1) Payment Schedule for Cowichan Valley Conventional Transit

The Authority agrees to pay the Operating Company a monthly payment on the following basis:

a) for Specified Service in Schedule "B":

- i) for Fixed Monthly Payment; plus
- ii) per Revenue Hour; plus
- iii) per Revenue Kilometre;

b) for Deleted Fixed Costs as outlined in Section 6 (2), an amount equal to 1/365 of the Fixed Monthly Costs amount contained in Schedule "C" shall be deducted for each day or part day.

c) for Added Service or Deleted Service within the regular hours of system operation specified in Schedule "B":

- i) per Revenue Hour; plus
- ii) per Revenue Kilometre;

with allowance for wage premium payments (up to 1.5 times the regular Revenue Hour payment), if applicable, when service is added beyond the regular hours of operation.

d) for Maintenance:

- i) per hour for labour by a licensed mechanic for the maintenance of transit vehicles.

e) for fuel costs, in the event diesel fuel costs should exceed a payment will be made in accordance with Section 6 (3) of this agreement to compensate the Operating Company for the actual cost of all diesel fuel consumed to a maximum of 294,102.96 litres for Scheduled Revenue Kilometres in Schedule "B". This maximum number of litres will be adjusted in proportion to Extra or Deleted Revenue Service Kilometres.

f) Special Group Trips cost recovery shall be credited to the Authority on the monthly contractors invoice.

**Information contained in Schedule "C" - Budget and Schedule "D" -
Payment Schedule is subject to the Freedom of Information and
Protection of Privacy Act.**

**Consult with BC Transit prior to releasing information in these
Schedules to individuals or companies other than those who are
party to the Agreement**



C.V.R.D.
RECEIVED
OCT 06 2008

October 3, 2008
File: COW.22

Joseph Barry
Administrative Services Manager
Cowichan Valley Regional District
175 Ingram Street
Duncan, BC V9L 1N8

Dear Mr. Barry,

Subject: *Amendment to the 2005 Master Operating Agreement and 2008/09 Annual Operating Agreement to reflect transfer of Transit System Operating Company from Greyhound Canada Transportation Corp. to Farwest handyDART Services Inc.*

Further to a request from Greyhound Canada Transportation Corp. to transfer the Operating Agreements for the Cowichan Valley Transit Service to Farwest handyDART Services Inc. effective September 1, 2008, enclosed are the amended pages for the 2005 Master Operating Agreement and the 2008/09 Annual Operating Agreement. Please provide signature and seal and forward to Farwest handyDART Services Inc. with a request that they sign/seal and return to Sheila Heller for final signature/seal by BC Transit. If you have any questions please contact Sheila or myself.

Yours truly,



Megan Hill
Planning Manager
Municipal Systems Program

*Copy Alvin Zaharko, Farwest handyDART Services Inc.
Johann Van Schaik, BC Transit
Ben Semmens, BC Transit*

**AMENDMENT #1
Cowichan Valley Conventional
2008/09 ANNUAL OPERATING AGREEMENT**

This will confirm our agreement to amend the 2008/09 Annual Operating to reflect the transfer of Operating Company Management from Greyhound Canada Transportation Corp. to Farwest handyDART Services Inc.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this _____ day of _____

THE CORPORATE SEAL OF **THE COWICHAN VALLEY REGIONAL DISTRICT** has been hereto affixed in the presence of:

THE COMMON SEAL OF **BRITISH COLUMBIA TRANSIT** has been hereto affixed in the presence of:

CHIEF OPERATING OFFICER

CORPORATE SECRETARY

THE CORPORATE SEAL OF **FARWEST HANDYDART SERVICES INC.** has been hereto affixed in the presence of:

COWICHAN VALLEY

ANNUAL OPERATING AGREEMENT

Among

THE COWICHAN VALLEY REGIONAL DISTRICT

BRITISH COLUMBIA TRANSIT

And

FARWEST HANDYDART SERVICES INC.

(as agreed to in the MOA)

APRIL 1, 2008 TO MARCH 31, 2009

INFORMATION CONTAINED IN SCHEDULE "C" – BUDGET AND SCHEDULE "D" – PAYMENT SCHEDULE IS SUBJECT TO FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT.

CONSULT WITH BC TRANSIT PRIOR TO RELEASING INFORMATION IN THESE SCHEDULES TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.

ANNUAL OPERATING AGREEMENT

BETWEEN: THE COWICHAN VALLEY REGIONAL DISTRICT
(the "**Municipality**")

AND: BRITISH COLUMBIA TRANSIT
(the "**Authority**")

AND: FARWEST HANDYDART SERVICES INC.
(the "**Operating Company**")

WHEREAS the Municipality and the Authority are authorized to contract for the provision of a Public Passenger Transportation System and share in the costs of providing same pursuant to the British Columbia Transit Act.

WHEREAS the Operating Company is authorized to operate, manage and maintain a Public Passenger Transportation System within the Cowichan Valley Transit Service Area.

WHEREAS the parties hereto have entered into a Master Operating Agreement effective which sets out the general rights and responsibilities of the parties hereto.

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – DEFINITION OF TERMS

- 1.1 Definitions: Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:
- (a) "**Annual Operating Agreement**" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
 - (b) "**Master Agreement**" shall mean the Master Operating Agreement, including any amendments made thereto;

SECTION 2 – INCORPORATION OF MASTER AGREEMENT

- 2.1 Incorporation of Master Agreement into Annual Operating Agreement: Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the British Columbia Transit Act, as amended from time to time.

SECTION 3 – TERM AND RENEWAL

- 3.1 Term and Renewal: The term of this Agreement shall be from April 1, 2008 to March 31, 2009 except as otherwise provided herein. An option for two (2), twelve-month extensions may also be made upon the approval of BC Transit and the Municipality. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Master Agreement shall likewise be so terminated or not renewed, as the case may be.

SECTION 6 - Notices and Communication

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

Cowichan Valley Regional District

Administrative Services Manager
175 Ingram Street
Duncan, BC V9L 1N8

and to:

BC Transit

c/o Chief Operating Officer
520 Gorge Road East
Victoria, BC V8W 2P3

and to:

FARWEST HANDYDART SERVICES INC.

c/o Area Manager
4206 Commerce Circle
Victoria , BC V8Z 6N9

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

This will confirm our agreement to amend the 2005 Master Operating to reflect the transfer of Operating Company Management from Greyhound Canada Transportation Corp. to Farwest handyDART Services Inc.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this day of , 20 .

THE CORPORATE SEAL OF THE COWICHAN VALLEY REGIONAL DISTRICT has been hereto affixed in the presence of:

THE COMMON SEAL OF BRITISH COLUMBIA TRANSIT has been hereto affixed in the presence of:

CHIEF OPERATING OFFICER

CORPORATE SECRETARY

THE CORPORATE SEAL OF FARWEST handyDART SERVICES INC. has been hereto affixed in the presence of:

MASTER OPERATING AGREEMENT

Among

COWICHAN VALLEY REGIONAL DISTRICT

BRITISH COLUMBIA TRANSIT

And

FARWEST HANDYDART SERVICES INC.
(as agreed to in the AOA)

EFFECTIVE: DECEMBER 1, 2000
(amended May 19, 2005)
(amended September 1, 2008)

INFORMATION CONTAINED IN THIS AGREEMENT IS SUBJECT TO THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. CONSULT WITH BC TRANSIT PRIOR TO RELEASING INFORMATION TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.

MASTER OPERATING AGREEMENT

BETWEEN: THE COWICHAN VALLEY REGIONAL DISTRICT
(the "Municipality")

AND: BRITISH COLUMBIA TRANSIT
(the "Authority")

AND: FARWEST HANDYDART SERVICES INC.
(the "Operating Company")

WHEREAS the Municipality and the Authority are authorized to contract for the provision of a Public Passenger Transportation System and share in the costs of providing same pursuant to the British Columbia Transit Act.

WHEREAS the Operating Company is authorized to operate, manage and maintain a Public Passenger Transportation System within the Cowichan Valley Transit Service Area.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – DEFINITION OF TERMS

1.1 The following definitions shall apply to this Master Operating Agreement and any Annual Operating Agreements entered into among the parties hereto in accordance with this Master Operating Agreement and as approved pursuant to the BC Transit Act and Regulations:

- a) "ATTENDANT" means a person whose presence is essential to the Registered User to enable the Registered User to physically use the service and whose origin and destination are the same as the Registered User;
- b) "ANNUAL OPERATING AGREEMENT" means that certain Annual Operating Agreement negotiated and entered into on an annual basis among the parties hereto in accordance with this Master Agreement;
- c) "CONTRACTED SERVICES" shall mean the transit services provided by the Operating Company as contracted pursuant to this Master Agreement;
- d) "CONVENTIONAL TRANSIT SERVICES" shall mean services and facilities operated by or for a public passenger transportation system to transport persons on specified routes at scheduled times using public streets or thoroughfares, but does not include custom transit services;
- e) "CUSTOM TRANSIT SERVICES" shall mean services and facilities operated or provided by a public passenger transportation system to transport any person designated under Section 11 of the BC Transit Act and Regulations by prearrangement between the operating company of the service and such person without limitation by route or scheduled time;
- f) "DIRECT OPERATING COSTS" shall mean the sum of the Fixed Costs and Variable Costs of service, maintenance and other costs of service, where:
 - i) "FIXED COSTS" shall mean items of cost that may be reasonably and conveniently identified with the overall service but which cannot be directly assigned to a unit of service such as hours or kilometres of service. Items of cost will exclude the cost of items which are normally capitalized but may include appropriate charges for depreciation of capital assets.
 - ii) "VARIABLE COSTS" shall mean items of cost which may be reasonably and conveniently identified and allocated to a specific unit of service such as hours or kilometres of service.
 - iii) "MAINTENANCE COSTS" shall mean parts and materials, sublet and labour costs of a qualified licensed mechanic for the maintenance of the transit vehicles, but shall not include costs associated with interior and exterior transit advertising signs and non-mechanical servicing of vehicles such as fuelling, clearing fareboxes, cleaning and painting wheel rims, vehicle washing, etc. and work performed by a serviceman;
 - iv) "OTHER COSTS" shall include but not be limited to vehicle insurance costs incurred by the Authority and Operating Company, contingency costs, taxi program costs (if applicable).

SECTION 24 – Incorporation of Master Agreement into Annual Operating Agreement

Upon execution, this Master Agreement shall be deemed to be integrated into the current Annual Operating Agreement, once executed, and thereafter the Master Operating Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for purposes of the British Columbia Transit Act, as amended from time to time.

SECTION 25 - Notices and Communication

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

COWICHAN VALLEY REGIONAL DISTRICT
Administrative Services Manager
175 Ingram Street
Duncan, BC V9L 1N8

and to

BC Transit
c/o Chief Operating Officer
520 Gorge Road East
Victoria, BC V8W 2P3

and to:

FARWEST HANDYDART SERVICES INC.

c/o Area Manager
4206 Commerce Circle
Victoria , BC V8Z 6N9

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

Joe Barry

From: Eddie Pandke [emjp32@hotmail.com]
Sent: Wednesday, October 29, 2008 12:06 PM
To: Joe Barry; byoung@farwestvic.com; vc@volunteercowichan.bc.ca; msinfo@bcstransit.com
Subject: CVC Transit Concern

Hello All,

I'm a Camosun College student living in Duncan. I commute to Camosun Interurban Campus Mon-Fri to attend classes. I drive my own vehicle and am struggling with car, gas, and parking payments. There is a new Cowichan commuter bus that travels from Duncan to Victoria. I would very much like to take this bus, but it is not affordable for me to do so. Currently, the monthly pass for the Cowichan Commuter is \$200/month. The student rate is also \$200/month. Students are working with negative incomes, shouldn't they be given a reduced rate to help alleviate some of the financial burdens while studying? Especially when the transit provider is municipally and provincially funded/managed?

I've spoken with Student Services at Camosun and they are willing to distribute a cut of the student service fees to Cowichan Transit to allow Camosun Students commuting from Duncan free passes on the commuter. Currently, Camosun students pay fees for a Upass; a pass giving students free passes on buses throughout greater Victoria. The Cowichan commuter allows commuting students from Cowichan the ability to utilize this Upass. This is the reason why Camosun Student Services has agreed to redistribute funding for the Upass to the appropriate Transit Centers. What should I do to facilitate this process on the Cowichan Transit end?

Sincerely,

Eddie Pandke
2507342827



3C2

MEMORANDUM

DATE: January 13, 2009 **FILE NO:** 7-E-07RS
TO: Joe Barry, Corporate Secretary
FROM: Rob Conway, Assistant Manager
SUBJECT: Rezoning Application – 5611 Culverton Road

We are currently processing a rezoning application for a manufactured home park on a property located on Culverton Road in West Sahtlam. The application proposes 88 bare land strata lots and a common recreation and amenity building. At build-out the project would accommodate approximately 200 residents.

The Area 'E' Advisory Planning Commission reviewed the application on September 17, 2008 and recommended approval of the application, subject to a number of conditions. One of the conditions was that the application be referred to the CVRD's Transit Committee. As the application proposes to establish urban-type densities in a rural location, the APC felt that access to transit service is an important consideration. I therefore wish to request any comments the Transit Committee may have with respect to this application, and in particular, if and when transit service may be available in the area.

A location plan of the subject property and a site plan showing the development concept are attached. Should you or the Committee require additional information regarding the application or this request, please contact me at your convenience.

Yours Truly,

Rob Conway
Assistant Manager
Development Services Department



**Cowichan
Valley
Regional
District**

This map is compiled from various sources for internal use, and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

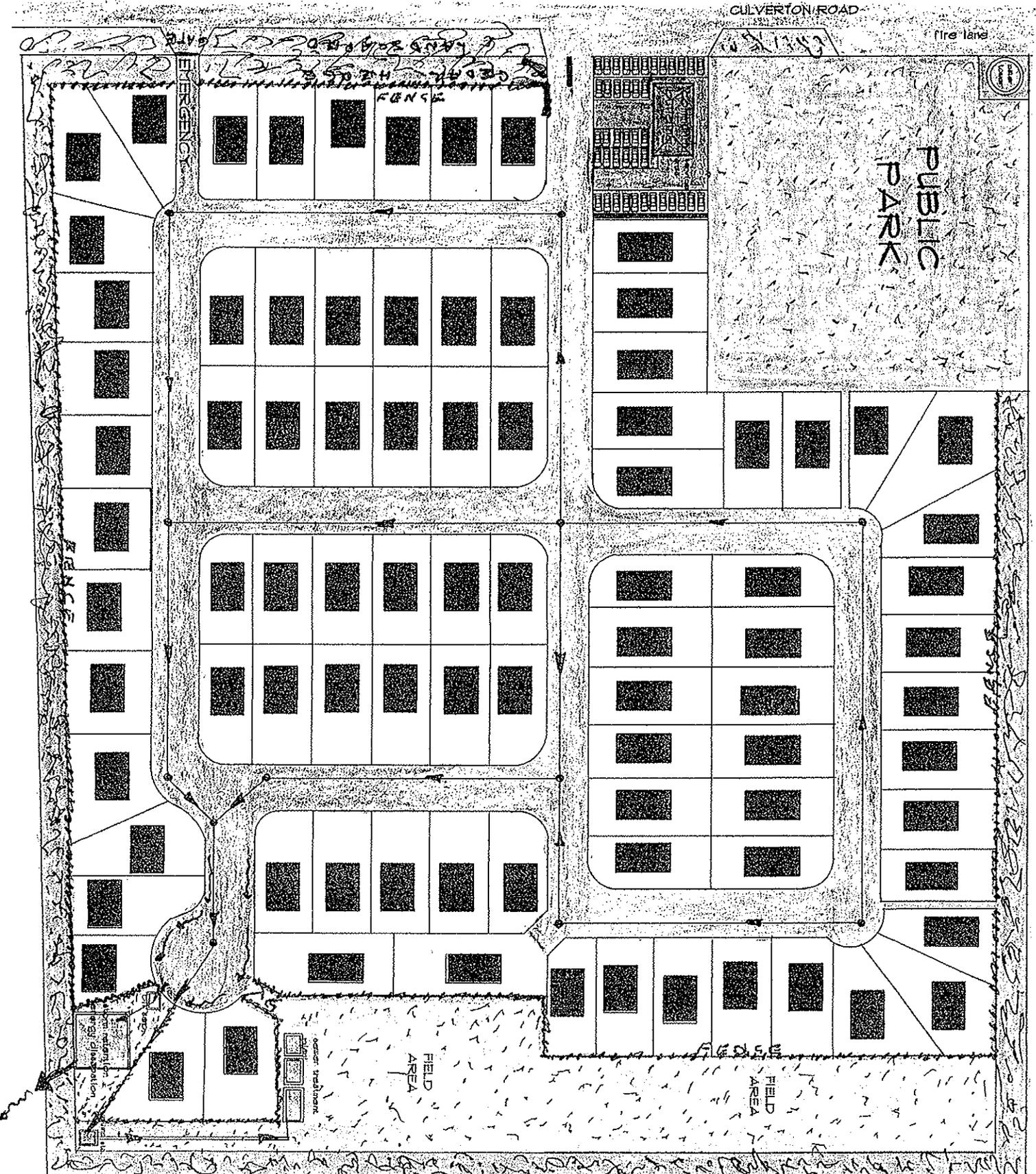
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

FILE: 7-E-07-RS

Legend
 Subject Property

2





Bus Pass

From: B Burns [rmburns@shaw.ca]
To: Bus Pass
Cc:
Subject: RE: March Bus Pass Now Available
Attachments:

Sent: Sun 2/22/2009 6:03 PM

Dear Dominique,

I would like to suggest a number 66 bus that returns from Victoria 30 minutes earlier than the first bus does now. The first returning bus is very full, sometimes has standing passengers and there are a few people I have talked to that would be better served by an earlier departure. Have you heard anything like this from others?

Thank you

Bobbie Burns

-----Original Message-----

From: Bus Pass [mailto:buspass@cvrd.bc.ca]
Sent: February 16, 2009 11:09 AM
To:
Subject: March Bus Pass Now Available

Original: <i>File</i>	Copies to:
Board:	
Committee(s) <i>transit</i>	
Directed by: <i>RAA</i>	Date: <i>03/03/09</i>
File #	

Registered Cowichan Valley Commuter Pass Holders,

Your March bus pass is now available for purchase. As a registered holder of a Cowichan Valley Commuter bus pass, it is not necessary to re-register for a March bus pass.

Simply provide your registration confirmation number to the cashier at one of the following three outlets in the Cowichan Valley:

- Shawnigan Lake Community Centre; Monday to Thursday from 9 am to 5 pm and Friday to Sunday from 9 am to 4 pm.
- Island Savings Centre (formerly Cowichan Centre) on James Street in Duncan; Monday to Friday from 9 am to 7:30 pm and Saturdays from 9:30 am to 5 pm.
- CVRD Office on Ingram Street in Duncan; Monday to Friday 8:30 am to 4:30 pm.

If you have misplaced your confirmation number, please reply to this email and the confirmation number will be sent to you.

If you do not require a March bus pass, please reply to this email and we will delete your name from the list of registered pass holders. If you wish to register for a pass for a future month, you can do so on the www.busonline.ca website at that time.

The cost of your monthly pass is the appropriate amount listed below. The purchase of a monthly bus pass allows you to claim a tax credit on your income tax return. For more information, visit www.transitpass.ca

Cowichan Valley Commuter Zone 1 Pass:	\$150 (CVC 1)
Cowichan Valley Commuter Zone 2 Pass:	\$200 (CVC 2)
South Island Commuter Zone 1 Pass:	\$185 (SI 1)
South Island Commuter Zone 2 Pass:	\$235 (SI 2)

Thank you for supporting the Cowichan Valley Commuter!

Dominique Beesley

Administrative Assistant

Cowichan Valley Regional District

No virus found in this incoming message.

Checked by AVG.

Version: 7.5.552 / Virus Database: 270.10.23/1953 - Release Date: 14/02/2009 6:01 PM

No virus found in this outgoing message.

Checked by AVG.

Version: 7.5.552 / Virus Database: 270.11.2/1965 - Release Date: 21/02/2009 3:36 PM



**CUSTOM / PARATRANSIT
MONTHLY STATISTICAL SUMMARY**

Transit Service Area Cowichan Valley

Month Ending December 2008
MM YY

REVENUE KILOMETRES	6394
REVENUE HOURS	366
AMBULATORY RIDES	714
WHEELCHAIR RIDES	114
ATTENDANTS	15
UNMET TRIPS	18

Definition :
Ambulatory - handyDART eligible riders, not using a wheelchair or scooter
Wheelchair - passengers using wheelchairs or scooters
Attendants - someone whose help is required by a handyDART passenger, rides free
Unmet Trips - requested trips during regular service hours which could not be served due to vehicles being fully booked

**Cowichan Valley Paratransit
2008 Ridership Data**

Summary		
Population 65+		13675
	Ridership	% of Pop
Jan		681
Feb		806
Mar		748
Apr		869
May		852
Jun		845
Jul		822
Aug		755
Sep		971
Oct		1045
Nov		940
Dec		843
Total		681

City of Duncan		
Population 65+		1430
% of total 65+ pop.		10.5%
	Ridership	
Jan		333
Feb		364
Mar		351
Apr		404
May		353
Jun		386
Jul		337
Aug		360
Sep		439
Oct		446
Nov		380
Dec		382
Total		4535

District of North Cowichan		
Population 65+		4920
% of total 65+ pop.		36.0%
	Ridership	
Jan		330
Feb		419
Mar		371
Apr		414
May		428
Jun		384
Jul		408
Aug		350
Sep		454
Oct		503
Nov		444
Dec		388
Total		4893

Town of Lake Cowichan		
Population 65+		480
% of total 65+ pop.		3.5%
	Ridership	
Jan		0
Feb		0
Mar		0
Apr		0
May		0
Jun		0
Jul		0
Aug		0
Sep		0
Oct		0
Nov		0
Dec		0
Total		0

Area A Mill Bay/Malahat		
Population 65+		770
% of total 65+ pop.		5.6%
	Ridership	
Jan		4
Feb		14
Mar		9
Apr		20
May		21
Jun		29
Jul		28
Aug		7
Sep		18
Oct		22
Nov		37
Dec		14
Total		223

Area B Shawnigan Lake		
Population 65+		735
% of total 65+ pop.		5.4%
	Ridership	
Jan		1
Feb		1
Mar		0
Apr		9
May		16
Jun		19
Jul		23
Aug		7
Sep		11
Oct		14
Nov		17
Dec		12
Total		130

Area C Cobble Hill		
Population 65+		1265
% of total 65+ pop.		9.3%
	Ridership	
Jan		8
Feb		5
Mar		11
Apr		20
May		16
Jun		20
Jul		14
Aug		25
Sep		31
Oct		37
Nov		26
Dec		25
Total		238

Area D Cowichan Bay		
Population 65+		495
% of total 65+ pop.		3.6%
	Ridership	
Jan		5
Feb		3
Mar		6
Apr		2
May		14
Jun		7
Jul		10
Aug		5
Sep		18
Oct		6
Nov		5
Dec		2
Total		83

Area E Glenora/Sahtlam/Cow Station		
Population 65+		210
% of total 65+ pop.		1.5%
	Ridership	
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		14
Nov		23
Dec		16
Total		53

Area F Cowichan Lake/SkutsFalls		
Population 65+		230
% of total 65+ pop.		1.7%
	Ridership	
Jan		
Feb		
Mar		
Apr		
May		4
Jun		
Jul		2
Aug		1
Sep		
Oct		3
Nov		8
Dec		4
Total		22

Area I Youbou/Meade Creek		
Population 65+		210
% of total 65+ pop.		1.5%
	Ridership	
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		0

Ridership Data is tracked by address of client

Population Information taken from 2006 Census, age group 65+ most likely the client group for Paratransit, the information is given as an approximation of need in each area

4R2



**CUSTOM / PARATRANSIT
MONTHLY STATISTICAL SUMMARY**

Transit Service Area Cowichan Valley

Month Ending January 2009
MM YY

REVENUE KILOMETRES	6913
REVENUE HOURS	384.5
AMBULATORY RIDES	848
WHEELCHAIR RIDES	153
ATTENDANTS	24
UNMET TRIPS	41

Definition :
Ambulatory - handyDART eligible riders, not using a wheelchair or scooter
Wheelchair - passengers using wheelchairs or scooters
Attendants - someone whose help is required by a handyDART passenger, rides free
Unmet Trips - requested trips during regular service hours which could not be served due to vehicles being fully booked

**Cowichan Valley Paratransit
2009 Ridership Data**

Summary		
Population 65+		13675
	Ridership	% of Pop
Jan		1001
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		1001

City of Duncan		
Population 65+		1430
	% of total 65+ pop.	10.5%
	Ridership	
Jan		450
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		450

District of North Cowichan		
Population 65+		4920
	% of total 65+ pop.	36.0%
	Ridership	
Jan		468
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		468

Town of Lake Cowichan		
Population 65+		480
	% of total 65+ pop.	3.5%
	Ridership	
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		0

Area A Mill Bay/Malahat		
Population 65+		770
	% of total 65+ pop.	5.6%
	Ridership	
Jan		27
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		27

Area B Shawnigan Lake		
Population 65+		735
	% of total 65+ pop.	5.4%
	Ridership	
Jan		6
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		6

Area C Cobble Hill		
Population 65+		1265
	% of total 65+ pop.	9.3%
	Ridership	
Jan		21
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		21

Area D Cowichan Bay		
Population 65+		495
	% of total 65+ pop.	3.6%
	Ridership	
Jan		2
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		2

Area E Glenora/Sahtlam/Cow Station		
Population 65+		210
	% of total 65+ pop.	1.5%
	Ridership	
Jan		23
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		23

Area F Cowichan Lake/Skuts Falls		
Population 65+		230
	% of total 65+ pop.	1.7%
	Ridership	
Jan		4
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		4

Area I Youbou/Meade Creek		
Population 65+		210
	% of total 65+ pop.	1.5%
	Ridership	
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Total		0

Ridership Data is tracked by address of client
Population Information taken from 2006 Census, age group 65+ most likely the client group for Paratransit, the information is given as an approximation of need in each area