

Minutes of the regular meeting of the Transit Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on April 11, 2012 at 2:00 p.m.

PRESENT: Director Morrison, Chair
Directors Fraser, Giles, Hutchins, Iannidinaro, Lefebure (2:10 p.m.), Lines, Weaver and Alternate Directors Tom Duncan and Mike Lees (2:25 p.m.)

ABSENT: Directors Kent, Duncan, McGonigle, Walker

ALSO

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

**APPROVAL
OF AGENDA**

The following items were added under New Business:
NB1 - BC Transit Review
NB2 – Policy Question (Director Giles)

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

MOTION CARRIED

**ADOPTION
OF MINUTES**

M1 **It was moved and seconded that the minutes of the February 8, 2012 regular Transit Committee meeting be adopted.**

MOTION CARRIED

M2 **It was moved and seconded that the minutes of the March 14, 2012 special Transit Committee meeting be adopted.**

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

BA1 Report from BC Transit providing responses to Committee questions regarding Future Transit Plan.

It was moved and seconded that staff write to BC Transit requesting a study be undertaken as soon as possible, as a short term initiative of the Transit Future Plan, to look at Paratransit service options and costs that could be put into service in the near future to areas that currently are not well serviced with regular transit service.

MOTION CARRIED

CORRESPONDENCE

C1 Correspondence was received from the CVRD Board Chair to Ministry of Transportation & Infrastructure regarding the Commuter Transit Service “park & rides”.

C2 Correspondence was received from the Ministry of Transportation & Infrastructure regarding no further provincial funding for the Commuter Service.

It was moved and seconded that items C1 and C2 be received and filed.

MOTION CARRIED

REPORTS

R1 A staff report was considered regarding changes to handyDART's "No show and Cancellation" Policy.

It was moved and seconded that the Transit Committee support the changes to handyDART's “No Show and Late Cancellation” policy as amended to include an appeal process, to help improve the performance of the service, as recommended by BC Transit and Volunteer Cowichan.

MOTION CARRIED

R2 The Committee discussed expansion of hours to the conventional system.

Mr. Wakeham provided an update regarding provision of expansion hours that had been targeted for the Town of Ladysmith and Electoral Area G. The Director for Electoral Area G has since advised that he is not interested at this time. The Town of Ladysmith is in discussions with BC Transit and CVRD staff regarding the service and estimated costs.

Costs are being further reviewed and refined in an effort to have them available for review prior to the next Transit Committee meeting on June 13th. It was noted that at the next transit meeting, it is expected that members will be asked to discuss and decide if they wish to approve Ladysmith joining the CVRD transit service function. BC Transit has

given the CVRD a one month extension to provide confirmation of the expansion by June 30, 2012.

NEW BUSINESS

NB1

Mr. Wakeham advised that an internal review is being undertaken by BC Transit. Local Governments have an opportunity to provide input at meetings being held on April 18 in Nanaimo or April 19 in Victoria. A written submission is also acceptable.

The Chair suggested that if Committee members wish to provide input to Mr. Wakeham, he would undertake to submit to BC Transit in writing.

NB2

Director Giles asked if it is BC Transit's policy to respond to all those copied on a customer inquiry, as she has not received a response to a March 27, 2012 complaint from a customer regarding luggage being brought on the commuter service.

Ms. Moore, BC Transit, advised that she would follow up to see if a response had been sent.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 3: 16 p.m.

Chair

Recording Secretary

Dated: _____