



C·V·R·D

TRANSIT COMMITTEE

**WEDNESDAY, JUNE 9, 2010 - 3:30 P.M.
CVRD BOARD ROOM, 175 INGRAM STREET**

AGENDA

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REPORTS:	
R1 Jim Wakeham, Manager, Facilities, Fleet and Transit	
1. Lake Cowichan/Honeymoon Bay/Youbou service update	Verbal
2. Commuter park and ride update (Frayne Rd. & Valleyview Centre)	Verbal
3. Reduced fare special request	Verbal
4. Status of current transit tickets (discounted) as of July 1 st .	Verbal
5. Transit Shelter Project update (See attached memo from BC Transit)	11– 12
R2 Myrna Moore, Regional Manager, BC Transit	
1. 2010/2011 Expansion Hours	Verbal
2. RFP Status	Verbal
3. Hutchinson Road Park & Ride Update	Verbal
8. <u>NEXT MEETING:</u> August 11, 2010	
9. <u>ADJOURNMENT:</u>	

DISTRIBUTION:

Transit Committee

Director Seymour, Chair
Director Morrison, Vice-Chair
Director Cossey
Director Duncan
Director Giles
Director Harrison

Director Haywood
Director L. Iannidinardo
Director P. Kent
Director K. Kuhn
Director T. McGonigle

CVRD

Warren Jones, CAO
Jim Wakeham, Manager, Facility Management, Fleet and Transit
Mark Kueber, General Manager, Corporate Services
Brian Dennison, General Manager, Engineering and Environment

Transit Representatives

Myrna Moore, Regional Transit Manager, BC Transit, Myrna_Moore@bctransit.com
Bill Young, FirstCanada ULC, byoung@farwestvic.com
Georg Stratemeyer, Volunteer Cowichan, georg.stratemeyer@volunteercowichan.bc.ca
Mark Turner, Volunteer Cowichan, mturner@telus.net
Carol Blatchford, Cowichan Lake Commuter Service, carol@comserv.org

Minutes of the regular meeting of the Transit Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on April 14, 2010 at 3:30 p.m.

PRESENT: Director Seymour, Chair
 Director Morrison, Vice-Chair
 Directors, Duncan, Giles, Iannidinardo, Kent, Kuhn , and
 Alternate Director Burgess

ABSENT: Directors Cossey, Harrison, Haywood and McGonigle

ALSO Warren Jones, CAO, CVRD

PRESENT: Jim Wakeham, Manager, Facilities, Transit & Fleet
 B. Dennison, P. Eng., General Manager, E & E
 Peter Murray, BC Transit
 Joanne Bath, Recording Secretary

**APPROVAL
 OF AGENDA**

Item NB1 – Scheduling Adjustments was added under New Business.

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

MOTION CARRIED

**ADOPTION
 OF MINUTES**

Director Duncan asked that the minutes reflect his opposition to the abandonment of the Koksilah Road bus stop, as it is of importance to Electoral Areas D and E.

It was moved and seconded that the minutes of the February 10, 2010 regular Transit Services Committee meeting be adopted as amended.

MOTION CARRIED

**BUSINESS ARISING
 FROM MINUTES**

BA1

Mr. Wakeham noted that item R1.1 (2010 Free Transit Days, June 2, and December 17, 2010), was modified at the March 10, 2010 Board to include the Handy-DART transit system.

CORRESPONDENCE

No correspondence

REPORTS

R1

The BC Transit revised 2010/2011 budget was presented by the Manager, Facilities, Fleet and Transit. Mr. Wakeham explained that as a result of BC Transit's budget being revised after the CVRD Transit budget (function 107) was approved, there is a potential \$100,000

shortfall. It was suggested that BC Transit will be looking into some accounts more closely to see if there is some expense flexibility and some possible CVRD funding options were provided to the committee.

FOR INFORMATION ONLY

R2

A report was considered from BC Transit providing a transit service fare review and options.

Mr. Wakeham advised the Committee that staff support BC Transit's recommendation for nominal fare increases.

Peter Murray, BC Transit, provided a PowerPoint presentation regarding an increase in fares commencing July 1, 2010.

It was moved and seconded that the following BC Transit Conventional Service rates be implemented July 1, 2010:

		<u>Current</u>	<u>July 1, 2010</u>
Cash Fare	Adult	\$ 1.75	\$ 2.00
	Student/Senior	\$ 1.50	\$ 1.75
	Children under 5	Free	Free
Tickets (book of ten)	Adult	\$ 14.00	\$ 16.00
	Student/Senior	\$ 11.50	\$ 13.50
Monthly Pass	Adult	\$ 43.00	\$ 48.00
	Student/Senior	\$ 32.50	\$ 36.00
	College Student	\$ 32.50	\$ 36.00
	College semester	\$100.00	\$112.00

MOTION CARRIED

It was moved and seconded that staff prepare a report for the Transit Committee with respect to structure of funding and affect of outcomes for the future Transit services.

MOTION CARRIED

It was moved and seconded that the BC Transit HandyDART service rates be increased from \$2.00 to \$2.25, effective July 1, 2010.

MOTION CARRIED

R3

A report from BC Transit was considered providing a review of the Commuter Service and Park and Ride sites.

It was moved and seconded that the following BC Transit Commuter Service rates be implemented July 1, 2010 to replace the two zone fare structure with a one zone fare:

Cash Fare	Zone 1	\$ 6.00	\$ 7.00
	Zone 2	\$ 8.00	\$ 7.00
Tickets (book often)	Zone 1	\$ 54.00	\$ 63.00
	Zone 2	\$ 72.00	\$ 63.00

Monthly pass	Zone 1	\$150.00	\$165.00
	Zone 2	\$200.00	\$165.00
Monthly South Island pass	Zone 1	\$185.00	\$200.00
	Zone 2	\$235.00	\$200.00

MOTION CARRIED

Discussion took place regarding the environmental affect and a need for buffering or screening at the Park & Ride sites and adjusting certain commuter stop locations schedule times by a few minutes, to better service the customers.

Director Duncan asked that BC Transit note his opposition to the Koksilah Road stop being closed.

It was moved and seconded that the Board support BC Transit's recommendation to close the Park & Ride at Hutchinson Road, effective July 1, 2010, and further that customers be encouraged to use either the Valley View or Frayne Road Park & Ride sites.

MOTION CARRIED

R4

Mr. Wakeham reported on the April 1st accident involving a commuter bus on the Malahat, at the south Shawnigan Lake turn off. He advised that the driver did a miraculous job of keeping the bus out of oncoming traffic and preventing serious injuries to passengers.

It was moved and seconded that a letter be sent to the driver of the bus involved in the accident on the Malahat April 1st, recognizing his heroic effort.

MOTION CARRIED

NEW BUSINESS

NB1

Director Morrison spoke to scheduling adjustments.

It was moved and seconded that staff, BC Transit and the contractor explore fall scheduling adjustments for Routes 7, 20 and 21, within the existing 2010 budget framework.

MOTION CARRIED

**RESOLVE INTO
CLOSED SESSION
5:05 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, Sections 90 {(1) (j)}.

MOTION CARRIED

**RISE FROM
CLOSED SESSION
5:10p.m**

It was moved and seconded that the Committee rise without report

MOTION CARRIED

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

The meeting adjourned at 5:12 p.m.

Chair

Recording Secretary

Dated: _____

Joanne Bath

Subject: FW: Additional transit meeting documentation

C1

From: Jim Wakeham
Sent: Friday, May 14, 2010 11:43 AM
To: 'westcot@telus.net'
Cc: Joanne Bath; Brian Dennison
Subject: FW: Response to Cowichan Exhibition

Hi Fred,

The Cowichan Valley Regional Transit system is a small service that provides a fairly good coverage to many areas of the CVRD however it has its limitations due to a large geographical service area with large distances between destinations, budget restraints, and a limited number of fleet vehicles. As we are not currently able to meet the service requests for our regular transit service, we unfortunately just do not have the buses available to accommodate additional special requests such as the Cowichan Exhibition.

I appreciate your interest in the transit service and we have received similar requests from other special groups or events such as the Cowichan Folk Guild Folkfest at Providence Farms. I would suggest that you may wish to contact them to discuss how they utilize a park and ride shuttle service that they have been using for a number of years. I believe they utilize school buses and mini vans. I have included their link at <http://www.folkfest.bc.ca/index.php?page=shuttle-services>.

Even though it seems that the 2010 exhibition is a long ways away our budgets are started in the fall and the review process takes a few months, so our budgets are set for 2010. Even though we currently do not have the ability (ie. lack of buses) to accommodate your event, in order for the CVRD to possibly consider assisting in future years we would need to know much more information about the event so that we could discuss further with BC Transit. I appreciate that 2010 will be the first year the exhibition will take place at its new location and certain needed information may be difficult to determine but the type of information BC Transit and ourselves would need is: what areas of the CVRD do you wish to have transit service customers to the exhibition site (may affect the current routes), what type of service is requested (ie . hourly, bihourly, etc. for how long each day and on which days), what estimated event attendance that would be utilizing transit preferably by the requested service time, any special events that may overload the transit service (ie. concerts in the evening), estimated ridership that utilize wheelchairs, map of the site with the bus drop off, pick up and turn around areas, etc. This type of information will allow BC Transit to calculate how many buses and what type would be required before they can calculate the cost of the requested service.

As you can see there are a number of items that are reviewed in coming up with a decision as whether a transit service can be adjusted to be successful or even possible as the service must be able to meet the expected demand. We would like to be able to assist in the future years, and in order for us to discuss with BC Transit we would need your information prior to our budget timelines.

Thank you for your inquiry.

Jim Wakeham
Manager, Facility, Fleet and Transit Management
Engineering and Environmental Services Department
Cowichan Valley Regional District
175 Ingram Street, Duncan, BC
V9L 1N8

ph: 250-746-2549

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From: Westcott Consulting Inc [mailto:westcot@telus.net]
Sent: Saturday, May 01, 2010 2:35 PM
To: Jim Wakeham
Cc: Joanne Bath; 'Garry W. Stewart'
Subject: RE: Transit to the Cowichan Exhibition Grounds

Hello Jim:

Thanks for your quick response. The days we would be looking at are the Thursday Sept 10th 3:00 pm to 10:00 pm, , Friday, Sept 11th 10:00 am till 10:00 pm if possible, same on Saturday the 12th, and Sunday the 13th from 10:00 am till 5:00pm.

I look forward to your feedback.

Fred Oud

From: Jim Wakeham [mailto:jwakeham@cvrd.bc.ca]
Sent: April-30-10 4:13 PM
To: westcot@telus.net
Cc: Joanne Bath
Subject: FW: Transit to the Cowichan Exhibition Grounds

Hi Fred,

Thanks you for your inquiry. I will discuss with BC Transit to see if we can assist and get back to you as soon as possible. Can you please forward me the dates of the exhibition.

Jim Wakeham
Manager, Facility, Fleet and Transit Management
Engineering and Environmental Services Department
Cowichan Valley Regional District
175 Ingram Street, Duncan, BC
V9L 1N8
ph: 250-746-2549

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From: Westcott Consulting Inc [mailto:westcot@telus.net]
Sent: Friday, April 30, 2010 3:14 PM
To: Joanne Bath
Cc: 'Garry W. Stewart'; 'Michelle Harrington'
Subject: Transit to the Cowichan Exhibition Grounds

Hello:

I am requesting an opportunity to discuss whether our regional transit system would consider providing special bussing from Duncan to our new Exhibition Park grounds during the annual Cowichan Exhibition. This would allow patrons from Duncan who would otherwise be unable to attend or those who wished to park in Duncan and ride transit an opportunity to come to the Fair. Exhibition Park is located about 5 miles north of Duncan, at Mays Road.

I appreciate your consideration.

Fred Oud

President

Cowichan Exhibition



CITY OF DUNCAN



May 25, 2010

Cowichan Valley Regional District
195 Ingram Street
Duncan, BC
V9L 1N8

Attention: Transit Committee

RE: Busing Improvements to the City's Core

As you may be aware, each year City Council hosts a Junior Council meeting comprised of students from Cowichan Secondary School as part of Local Government Awareness Month.

In connection with the above, the following resolution was adopted by the Junior Council of the City of Duncan at the April 29, 2010 Junior Council meeting;

“That the Junior Council of the City of Duncan suggest to City Council that busing be improved into the core of the City.”

Your consideration of this request with a written response to the City of Duncan would be greatly appreciated.

Thank you.

Sincerely,

Lynn Ketch
Director of Corporate Services

cc: Cowichan Secondary School, Attention: Junior Council, 2652 James St., Duncan, BC, V9L 2X2

To: Jim Wakeham
Manager, Facility, Fleet and Transit Management, CVRD

FROM: Ian Martin.

DATE: April 12, 2010

SUBJECT: Standard Bus Shelters

In November 2009 an RFP was issued by BC Transit through BC Bid for bus shelters. As a result of the RFP process we have selected two firms that we feel could best respond to our needs for the supply & installation of various shelters for the province of British Columbia.

We received eight submissions all received in good order on December 03, 2009 from The following Vendors:

- Enseicom, Lachine
- LMG (Lucid Management Group), Vancouver
- Provincial Sign Systems, Pickering
- Transworld signs, Montreal
- Tara Precision, Victoria
- Dayteck, Toronto
- StructureCraft Builders Inc., Vancouver
- Southside Welding Ltd., Campbell River

During December & early January BC Transit evaluation team reduced the submissions to the three most promising proposals. Based on the selection criteria

The three firms interviewed were:

- LMG (Lucid Management Group), Vancouver
- Provincial Sign Systems, Pickering
- Tara Precision, Victoria

Once the interviews were complete the evaluation team chose to ask for further refinements and pricing from the two firms that appear to best suit all our needs.

In order to evaluate on a one to one basis we asked both LMG and Tara Precision do carry out further development work and price review to see if the costs could be reduced.

For this evaluation the expectation was that the proponents provide a design that includes:

- System Icon
- Size 1.2m x 4.0m
- Conduit and fixtures to accommodate future real-time passenger information display & security
- Seating

Standard Shelter (4.m x 1.2m) footprint - Type 3

The Tara proposal is similar in look to the Sooke shelters

*main
beam
to be
wooden
finish.*

