

REGIONAL DISTRICT OF NANAIMO

**TRANSIT SELECT COMMITTEE
THURSDAY, JANUARY 17, 2013
12:00 PM**

(RDN Committee Room)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

3-5 Minutes of the regular Transit Select Committee meeting held October 18, 2012.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

6 Correspondence from Peter Rantucci, BC Transit, re Cowichan Valley Regional Future Transit Plan.

UNFINISHED BUSINESS

BC TRANSIT UPDATES

RDN Transit Future Plan Presentation.

REPORTS

7-9 RDN Transit Future Plan – Progress Update.

10-11 Greyhound Licensing Structure.

12-14 Custom (handyDART) Service Update.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

ADJOURNMENT

Distribution: D. Brennan (Chairperson), J. Stanhope, B. Bestwick, T. Greves, G. Anderson, A. McPherson, D. Willie, M. Lefebvre, G. Holme, M. Young, B. Veenhof, B. Dempsey, T. Graff, D. Holmes, F. Manson, M. Brown, P. Thorkelsson, D. Trudeau, D. Pearce, J. Pope, M. Moore (BC Transit)

For information only: H. Houle, J. Fell, J. Ruttan, D. Johnstone, J. Kipp

DISTRICT OF NANAIMO

**MINUTES OF THE TRANSIT SELECT COMMITTEE
MEETING HELD ON THURSDAY, OCTOBER 18, 2012 AT 12:00 NOON
IN THE COMMITTEE ROOM**

Present:

Director D. Brennan	Chairperson
Director A. McPherson	Electoral Area 'A'
Director M. Young	Electoral Area 'C'
Director J. Stanhope	Electoral Area 'G'
Director B. Veenhof	Electoral Area 'H'
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach
Director B. Dempsey	District of Lantzville
Director T. Greves	City of Nanaimo
Director G. Anderson	City of Nanaimo

Also in Attendance:

P. Thorkelsson	Acting CAO, RDN
D. Trudeau	Gen. Mgr, Transportation & Solid Waste Services, RDN
D. Pearce	Manager, Transit Operations, RDN
D. Holmes	City of Nanaimo
M. Moore	BC Transit
F. McFarlane	Recording Secretary, RDN

CALL TO ORDER

The meeting was called to order at 12:00 pm by the Chair.

The Chair welcomed Rachelle Stein-Wotten, of *The Gabriola Sounder*, to the meeting.

MINUTES

MOVED Director Anderson, SECONDED Director Veenhof that the minutes of the regular Transit Select Committee meeting held July 19, 2012 be adopted. CARRIED

CORRESPONDENCE

Correspondence to Chris Bergen, Chairperson, Vancouver Island University Students' Union, re the RDN transit system and how it services VIU.

Director Brennan noted that she has received an email from Chris Bergen confirming his interest in further discussions regarding bus service to VIU. He will contact D. Trudeau, General Manager, Transportation & Solid Waste Services, to arrange a mutually convenient date and time to meet.

Correspondence from G.M. Odsen, Regional Manager, Passenger Services, Greyhound Canada Transportation ULC, re proposed change in route frequency.

D. Trudeau advised he had contacted Greyhound Canada regarding working with the RDN toward a joint opportunity for a downtown exchange. Staff are continuing to look at opportunities that would benefit both.

MOVED Director Young, SECONDED Director Anderson that staff prepare a report on the structure of licensing for Greyhound. CARRIED

REPORTS

BC Transit Updates.

Myrna Moore, Senior Regional Transit Manager, BC Transit, spoke about regional connections. Director Veenhof asked if connections between EA H and the CVRD would be looked into. M. Moore noted that BC Transit has also received requests from the Town of Ladysmith to have service established between Ladysmith and Nanaimo. She advised that regional connections would be included in the RDN Transit Future Plan.

[12:07pm D. Holmes joined the meeting.]

M. Moore noted that regional connections should involve BC Transit, the Ministry of Transportation and Infrastructure and the representatives from relevant jurisdictions.

2013/2014 Transit Service Expansion – Financial Analysis.

D. Pearce reviewed the proposed expansions/new route for the Committee. Director Lefebvre asked about bus service to the new Oceanside Health Centre that is expected to open shortly. D. Pearce advised that, although the buses will not go into the parking lot, bus stops will be made as convenient as possible. Director Young stated the importance of advertising when the expansion becomes effective for the #15 VIU route since many university students will be affected by this change.

[12:20pm Director Stanhope joined the meeting.]

Discussion ensued on the increased demand for Custom transit and D. Trudeau spoke to the financial implications. Meetings were held with officials from the City of Nanaimo, Lantzville, Parksville and Qualicum Beach as well as Electoral Area directors to ensure there was sufficient time to review the proposals.

Director Anderson asked what type of buses will be provided, i.e., Nova, conventional or double decker. D. Trudeau noted that at this time they would be the regular standard buses although the RDN will be approaching BC Transit as to the appropriate time to bring in double deckers. In response to Director Young's query, D. Trudeau noted that bus stops along Jingle Pot Road will be positioned according to transit bus stop policy, i.e., every 400 metres. Director McPherson asked if any statistics on pick-ups/drop-offs in the Cinnabar/Cedar area are available. D. Trudeau noted there are none at the present time but these figures could be obtained to determine where runs are generated. Director Lefebvre asked whether consideration has been given to buying smaller buses and D. Trudeau noted that a

motion from this Committee regarding different sizes of buses went forward to BC Transit. Also, RDN staff has made application for ARBOC buses. P. Thorkelsson noted that 2014 figures are estimates only and are provided to give you a general idea of projected costs.

MOVED Director Stanhope, SECONDED Director Lefebvre that the Board approve the proposed 5,000 Conventional transit expansion and 3,750 hour Custom transit expansion outlined in this report and direct staff to advise BC Transit accordingly. CARRIED

New Year's Day Transit Service (2013).

D. Trudeau advised this is an opportunity upon which staff followed up. Woodgrove Centre is willing to pay 50% of the cost to provide Sunday level of service on New Year's Day. This service was first initiated in 2011 at the request of Woodgrove Centre.

MOVED Director Stanhope, SECONDED Director Willie, that the application made by Woodgrove Centre for the Regional District of Nanaimo to provide bus service on January 1, 2013, at 50% Woodgrove Centre cost, be approved. CARRIED

ADJOURNMENT

MOVED Director Lefebvre, SECONDED Director Stanhope, that the meeting be adjourned.

CARRIED

TIME: 1:00 PM

NEXT MEETING

The next meeting of the Transit Select Committee is set tentatively for Thursday, January 17, 2013, in the RDN Committee Room.

CHAIRPERSON



November 1, 2012

Mayor Rob Hutchins
Town of Ladysmith
410 Esplanade, PO Box 220,
Ladysmith, BC V9G 1A2

Dear Mayor Hutchins,

RE: COWICHAN VALLEY REGION FUTURE TRANSIT PLAN

Manuel Achadinha, President and CEO of BC Transit, asked me to respond to your letter wherein the Town of Ladysmith Council conveys its wishes to see the inter-regional transit link between Ladysmith and Nanaimo as a key expansion in the near future. The letter reflects the discussions Mike Davis and I had with you and Ladysmith Council earlier in the year where it was clear to me a future link with Nanaimo would provide benefits for your community.

As you may know, BC Transit staff are currently undertaking the Transit Future Plan process within the Regional District of Nanaimo (RDN) in collaboration with the local government partners and residents. Within the RDN Transit Future Plan process, an inter-regional link south to the Cowichan Valley Regional District will be addressed. It is anticipated that the RDN Transit Future Plan project will be completed in the fall of 2013.

BC Transit looks forward to working with the Town of Ladysmith to deliver upon the upcoming service implementation and future local service priorities. Please feel free to contact me at any time should you wish to discuss your transit services.

Sincerely,

Peter Rantucci,
Director of Regional Transit Systems

cc: Manuel Achadinha, President & CEO, BC Transit

COPY

TO: Daniel Pearce
Manager, Transit Operations

DATE: November 21, 2012

FROM: Robert Stover
Special Projects Coordinator

FILE: 0620-20-TRBP

SUBJECT: RDN Transit Future Plan – Progress Update

PURPOSE

To provide an update on the *RDN Transit Future Plan* process.

BACKGROUND

As per the *RDN Transit Future Plan* terms of reference, the Stakeholder and Community Engagement phase of the project has been completed. Staff from RDN Transportation Services and BC Transit held a series of ten open house events throughout the RDN using the Transit Future Bus between October 14 and October 20. Below is a summary of these open house events:

- **Sunday, October 14th**
 - Pumpkin Festival at Beban Park
- **Wednesday, October 17th**
 - Magnolia Court in Electoral Area 'H'
 - 49th Parallel in Electoral Area 'A'
- **Thursday, October 18th**
 - District of Lantzville Town Hall
 - Parksville Thrifty Foods
 - Qualicum Foods in Qualicum Beach
- **Friday, October 19th**
 - Vancouver Island University
 - Port Place Mall
- **Saturday, October 20th**
 - Southgate Shopping Centre
 - Woodgrove Centre

The Transit Future Bus is a re-purposed bus provided by BC Transit to travel to the open house venues to provide information on the *RDN Transit Future Plan* process. The Transit Future Bus included information boards and surveys to allow members of the public to provide feedback on the current transit system. In addition, members of the public were able to provide ideas for the future of transit in the region by leaving a note on an 'idea board.'

The open house events attracted 1390 visitors, more than 450 of whom provided comments and 219 completed print and web surveys regarding the *RDN Transit Future Plan*. Open house attendees were also invited to visit the *RDN Transit Future Plan* website that will be updated throughout the process.

Following the open house events, RDN and BC Transit staff conducted a Transit Future Plan Stakeholder Advisory Group meeting, which was held at the Coast Bastion Inn on Wednesday, November 14, from 11am to 3pm. The meeting included a presentation on the purpose, goals and regional context of the *RDN Transit Future Plan*, and a workshop where the 22 stakeholders in attendance could discuss and provide input for the plan. The stakeholders were given the opportunity to provide specific feedback on the current and future transit system in the contexts of land use, modal integration, custom and conventional transit.

The feedback collected through the open houses and Stakeholder Advisory Group events will be used over the winter to help develop a draft vision, goals and proposed future network for the *RDN Transit Future Plan*. Following consultation with the Transit Select Committee, these drafts will be presented to the Stakeholder Advisory Group in the spring of 2013. Another round of public consultation to present the draft plan will commence in the summer and fall of next year.

ALTERNATIVES

This report is provided for information. Staff have reviewed the feedback obtained from the open houses and Stakeholder Advisory Group meetings and are satisfied that enough feedback has been obtained to continue to the next phase of the project.

FINANCIAL IMPLICATIONS

Costs for staff time associated with the *RDN Transit Future Plan* are covered by BC Transit and RDN Transit. Marketing/communication costs are included in the AOA, which is cost-shared between BC Transit and the RDN, and are estimated to be at \$10,000.

STRATEGIC PLAN IMPLICATIONS

Given the essential role of public transit in a sustainable region, all efforts of the Transportation Services Department will be founded on generating positive implications for the sustainability of the region. The *RDN Transit Future Plan* will support strengthening the link between transportation and land use in order to support sustainable growth. This will greatly assist the RDN as population increases and the demand for transit grows.


CONCLUSIONS

As per the *RDN Transit Future Plan* terms of reference the Stakeholder and Community Engagement phase of the project has been completed. Staff from the RDN Transportation Services and BC Transit conducted a series of ten (10) open house events during October and a Stakeholder Advisory Group meeting on November 14.


The events were well attended, with members of the public and stakeholders using the events to provide feedback on the current state and future of transit in the region. This feedback will be used to help develop a draft vision statement, goals and proposed future network for the *RDN Transit Future Plan*. These goals will be presented to the Transit Select Committee and the Stakeholder Advisory Group in the spring, with the proposed plan scheduled to go to public consultation in the summer and fall of 2013. RDN staff are satisfied that enough feedback has been received through the Stakeholder and Community Engagement process to proceed to the next phase of the *RDN Transit Future Plan* process.

RECOMMENDATION

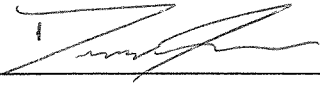
That this progress update for the *RDN Transit Future Plan* be received for information.



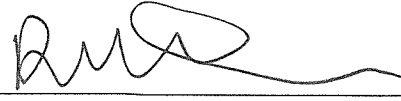
Report Writer



General Manager Concurrence



Manager Concurrence



C.A.O. Concurrence

TO: Dennis Trudeau
General Manager, Transportation & Solid Waste Services

DATE: December 18, 2012

FROM: Daniel Pearce
Manager, Transit Operations

FILE: 8310-01

SUBJECT: Greyhound Licensing Structure

PURPOSE

To discuss the Greyhound licensing structure in relation to changes in service.

BACKGROUND

The Transit Select Committee (TSC) recommended and the Regional District of Nanaimo (RDN) Board approved, at its meeting held November 27, 2012, the following motion:

That staff prepare a report on the structure of licensing for Greyhound.

The motion is a result of a letter to the RDN Board from Greyhound on October 12, 2012 notifying the RDN that Greyhound had filed an application with the BC Passenger Transportation Board for a reduction of bus service on Vancouver Island.

Individuals and companies that operate commercial passenger vehicles in BC require a passenger transportation license. The licenses are issued under the *Passenger Transportation Act* and the *Passenger Transportation Regulation*.

The *Act* and associated *Regulation* received Royal Assent in 2004, replacing the *Motor Carrier Act*. The *Act* preserves public safety while encouraging operators to enter the marketplace and respond to changing business needs. The *Regulation* establishes the operation of commercial vehicles and the conditions that apply to each area of operation.

Greyhound is licensed under the *Passenger Transportation Act* and subsequently the Passenger Transportation Board. The Board is an independent tribunal in British Columbia that consists of five part-time members including a Chair and four full-time staff. When an application is filed the Chair assigns the file to a panel of the Board, which consists of one or more members. Most decisions are made on the written submission and approximately 5% of applications receive a public hearing.

When Greyhound wants to make operational changes they must amend the license they hold under the *Passenger Transportation Act*. Under section 28, 2(a) of the *Act*:

- (iii) *If the license is to include an authorization to operate motor vehicles as inter-city buses, terms and conditions respecting the routes and minimum route frequencies for that operations, and*
- (iv) *If the license is to include an authorization to operate motor vehicles as passenger directed vehicles, terms and conditions respecting fleet size and the area of British Columbia in which that operation may occur.*

Concerned parties can make a written submission to the BC Passenger Transportation Board to ensure that comments are considered when the Board appointed panel is making a decision.

ALTERNATIVES

1. That the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island.
2. That the Board provide further direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

SUSTAINABILITY IMPLICATIONS

The RDN Board's Strategic Plan encourages working collaboratively with BC Transit, municipalities, the public and other stakeholders to provide and enhance transit service and access. The *Passenger Transportation Act* establishes a framework for operators to enter the marketplace and supports communities' transportation needs. The RDN Transit System, in conjunction other stakeholders in the region, completes the transportation network and ensures healthy and sustainable communities.


CONCLUSIONS

Greyhound is licensed under the *Passenger Transportation Act* and subsequently the BC Passenger Transportation Board. If Greyhound wants to make operational changes, including changes to route and/or fleet size, they must amend their license under the *Passenger Transportation Act*. In order to amend their license they must put an application in to the BC Passenger Transportation Board. The Board will then appoint a panel to review the application and determine if a decision can be based on the written submission or a public hearing.

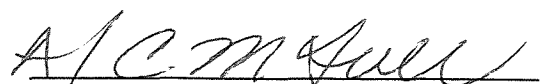
Local Governments wanting to be involved in applications to the BC Passenger Transportation Board can make a written submission to the BC Passenger Transportation Board to ensure that comments are considered when the Board appointed panel is making a decision.

RECOMMENDATION


That the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island.



Report Writer



GM Concurrency



CAO Concurrency

TO: Dennis Trudeau
General Manager, Transportation & Solid Waste Services

DATE: December 24, 2012

FROM: Daniel Pearce
Manager, Transit Operations

FILE: 8310-01

SUBJECT: Custom (handyDART) Service Update

PURPOSE

To discuss custom transit service needs and the expansion plans associated with the service.

BACKGROUND

The RDN Custom Transit system (handyDART) is available for persons who have disabilities that prevent them from using the conventional transit system without assistance. The handyDART system provides door-to-door service to registered customers.

The 2012/2013 Annual Operating Agreement (AOA) allows for 23,252 service hours. In November 2012 the Board authorized an expansion of 3,750 annual hours of service hours for March 2013. The expansion will result in the 2013/2014 AOA having an estimated 27,002 annual hours of service.

There are currently 7,513 registered handyDART customers with an additional 57 customers on a subscription waitlist. The waitlist is due to many group care facilities and senior facilities removing their own buses from service. This has resulted in a number of new clients requesting the same day of the week pick-up and drop-off times.

There are two types of custom service; regular subscription trips (once a week or more often) and one-time trips (for health care, shopping, social visits, or recreational activities). In addition to the custom service, the RDN has a Taxi Saver Program that supplements the regular system.

The RDN Taxi Saver Program supplements the handyDART system by providing registered handyDART customers with Taxi Saver coupons that allow greater convenience for spontaneous travel when handyDART cannot accommodate their travel needs. The service is provided to those areas that are participants in the RDN Transit function. Currently the City of Nanaimo, City of Parksville, Town of Qualicum Beach, District of Lantzville, Electoral Areas 'A', 'C', 'G', 'E' and 'H' are participants in the service.

Taxi Saver provides a 50% subsidy towards the cost of taxi rides. Eligible individuals can purchase a \$60 package of Taxi Saver coupons at a cost of \$30. This package can be purchased once every three months. The coupons come in denominations of \$1, \$2 and \$3. The handyDART client uses the coupons to pay the dollar meter rate of taxi fare. For example, if a taxi fare is \$5.80, the passenger pays \$5.00 in coupons and 80 cents in change.

The RDN handyDART system currently uses the 2008 Transit Business Plan as the main document for service expansions. The 2013/2014 handyDART expansion of 3,750 annual hours is based on the Business Plan. Future expansions will be based on the RDN Future Plan, which is the update to the Business Plan and is currently under development. The key short range and medium range proposals in the 2008 Business Plan that have not been completed will be included in the Future Plan. The details of the Business Plan are below:

Summary of Proposed Custom Transit Service Proposals

	Vehicles	Hours	Taxi Supp.	Taxi Saver	Description
Short range period					
2009	1	2,400	\$35,000		Increased handyDART in Nanaimo & increased Taxi Supplement.
2010	2	4,800		\$20,000	Increased handyDART in Nanaimo & Oceanside. Increased Taxi Saver.
Medium range period					
2011			\$20,000	\$30,000	Increased Taxi Supplement & Taxi Saver.
2012	1	2,400			Increased handyDART in Nanaimo.
2013			\$20,000	\$20,000	Increased Taxi Supplement & Taxi Saver.
2014	1	2,400			Increased handyDART in Nanaimo.
2015	1	2,400			Increased handyDART in Oceanside.

The 2013/2014 custom service expansion is the first custom expansion in the last seven years. Based on that information, future expansions would be focused within the medium range period.

ALTERNATIVES

1. That the Board approve the handyDART service update for information.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

SUSTAINABILITY IMPLICATIONS

The Board’s Strategic Plan encourages working collaboratively with BC Transit, municipalities, the public and other stakeholders to provide and enhance transit service and access. Working with BC Transit to expand the Custom transit service allows all members of the RDN access to transportation. Individuals who are unable to use the conventional transit system rely on the Custom transit system to travel throughout the region assisting the social and economic areas in the region.


CONCLUSIONS

The RDN Custom Transit system currently has 23,252 annual hours of service with an additional 3,750 annual hours of service being added in March 2013. There are currently 7,513 registered handyDART customers, with an additional 57 customers on a subscription waitlist. The waitlist is due to many group care facilities and senior facilities removing their own buses from service.

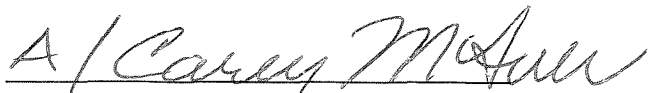
The 2008 Transit Business Plan is the current and main document for handyDART service expansions. The plan establishes short, medium and long range expansion targets. handyDART has not implemented an expansion since 2006 and the 2008 Transit Business Plan supports this expansion. The RDN will use the RDN Future Plan for any future expansions to the handyDART system. This expansion will offer more service to persons who have disabilities that prevent them from using the Conventional transit system without assistance.

RECOMMENDATION

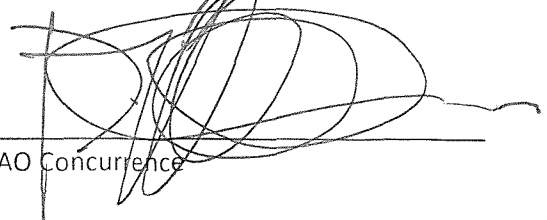
That the Board approve the handyDART service update for information.



Report Writer



GM Concurrence



CAO Concurrence