

Meeting notes of the Comox Valley transit management advisory committee held on November 28, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 1:30 pm.

**PRESENT:**

M. Moore, Sr Regional Transit Manager	BC Transit
M. Lockley, Planning Manager	BC Transit
A. McMullen, Transportation Planner (via telecon)	BC Transit
C. Gregory, Senior Revenue Advisor	BC Transit
C. Davidson, Manager of Engineering Projects	CoC
S. Smith, General Manager of Planning and Development	CVRD
R. Crisfield, Manager of Operations	Village of Cumberland
D. Richards, General Manager	Watson & Ash
S. Russwurm, Deputy Corporate Administrator	Town of Comox
M. Zbarsky, Manager of Transit and Sustainability	CVRD
S. Speed, Recording Secretary	CVRD

**ITEMS**

**Management Report:**

The management report was reviewed.

**5<sup>th</sup> Street Bridge Rehabilitation Project**

City of Courtenay (CoC) staff explained the project is set to begin in 2021. Comox Valley Regional District (CVRD) staff will work with CoC staff to advocate for support for a transit plan from the Ministry of Transportation.

**BC Transit Corporate Update**

BC Transit staff explained they are currently working on hiring a Vice President of Operations. This position will be filled by the end of 2019.

Details of the BC Transit Strategic Plan will be released early 2020.

**Board Strategic Priority Update**

CVRD staff summarized the two day strategic planning session that the Elected Official attended in October and explained there is strong transit support from the Board.

**Transit Future Plan Update**

BC Transit staff explained that the Transit Future Action Plan (TFAP) has been built off of the Transit Future Plan and public engagement is planned for early 2020. The committee discussed the timing of the public engagement and the 5<sup>th</sup> Street Bridge project and agreed it could be beneficial to continue with the process at that time. Committee members are asked to review the stakeholders list and provide suggested edits to M. Zbarsky by December 6<sup>th</sup>.

Engagement will also include staff from Municipalities meeting as one big group. There will also be one evening and two daytime stakeholder workshops.

CoC is currently doing an Official Community Plan (OCP) review and the committee discussed the need to transit to be included in that process. BC Transit and CVRD staff wish to meet with CoC staff regarding the OCP review and TFAP process.

**Fare Change**

BC Transit staff reviewed the fare change report and reviewed options. BC Transit is recommending Option 1 which includes a move from transfers to day passes being available on Transit Busses.

Watson and Ash staff requested feedback from Transit drivers who have experienced a move to day passes. BC Transit staff will provide.

**Transit Budget**

CVRD staff reviewed the 2020-2024 financial plan and explained the staff report will be provided to the committee once the draft is completed. Any comments can be sent to M. Zbarsky.

**2020 TMAC Meeting Schedule**

The committee reviewed the meeting schedule for 2020.

**GENERAL**

**Next meeting**

The next transit management advisory committee meeting is scheduled for February 20, 2020 commencing 1:30 pm in the CVRD Civic Room, 770 Harmston Ave.

The meeting terminated at 3:10 pm

Recorded By:

*S. Speed*

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S. Speed

Legislative Services Assistant

Confirmed:

*M. Zbarsky*

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M. Zbarsky

Manager of Transit and Sustainability