

Meeting notes of the Comox Valley Transit Management Advisory Committee held on August 22, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 10:05 a.m.

**PRESENT:**

M. Moore, Sr Regional Transit Manager	BC Transit
A. McMullen, Transportation Planner	BC Transit
C. Gregory, Senior Revenue Advisor (via teleconference)	BC Transit
C. Miller, Engineering Technologist	City of Courtenay
C. Davidson, Manager of Engineering Projects	City of Courtenay
D. Richards, General Manager	Watson & Ash
M. Zbarsky, Manager of Transit and Sustainability	CVRD
S. Smith, General Manager of Planning and Development	CVRD
A. Baldwin, Recording Secretary	CVRD

**ITEMS**

**Management Report:**

The committee reviewed the management report.

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

City of Courtenay staff provided an update regarding the 5<sup>th</sup> Street rehabilitation project. A traffic management plan and engagement plan are being developed and will be brought to City council September 16. The construction start date is to be determined, but it is likely to commence in 2021 and it will take approximately six to eight months to complete.

A. McMullen provided an overview of the briefing note from the BC Transit regarding service considerations during the 5<sup>th</sup> Street bridge rehabilitation project. The committee members were invited to provide feedback to A. McMullen by August 23.

The construction will have a significant impact to transit service which will need to detour, likely over the Piercy bridge, resulting in additional trip time. The committee discussed possible mitigating measures to ensure service levels are maintained throughout the construction period. An additional 175 service hours per week (4,000 – 6,000 over the construction period) and additional fleet vehicles would be required to maintain existing service levels. As such an expansion of these hours would need to be approved by the CVRD board and BC Transit. There is a lengthy process that needs to be initiated to put this expansion in place.

The committee discussed how the construction may affect the implementation dates of the already approved service expansions in 2020. It was noted that if the construction begins in spring 2021 that this would enable the 2020 expansion to be operated for a whole school year of service which is positive. The city will provide further notice on the construction schedule after receiving feedback through their engagement process.

C. Davidson left the meeting at 10:39 am.

The agenda was varied to bring item 8 (Fare Review Update) forward on the agenda.

### **Fare Review Update**

C. Gregory, BC Transit, joined the meeting via teleconference at 10:45 am and provided a fare review update.

The review is guided by the BC Transit's Fare Strategy and the upcoming advanced fare collection system. Changes will be suggested to ensure easy transition to the new system which includes selling day passes on board the bus rather than issuing transfers.

BC Transit is evaluating proposals for the advanced fare collection system and will update the committee once the process has been finalized.

BC Transit will also review reduced and free fare concepts for youth as well aligning the Comox Valley and Campbell River dual pass system.

A draft fare review report will be provided to TMAC at the next meeting to provide an opportunity for feedback before going forward to the board.

C. Gregory left the meeting at 11:01 am.

### **BC Transit corporate update**

M. Moore, BC Transit, provided an update on management changes within BC Transit and advised that Erinn Pinkerton (CEO) will be touring throughout the regional transit systems.

The Comox Valley transit system is going to be re-branded to reflect that it is a regional system. The name will be updated on the website and BC Transit will follow up whether the name can be updated on the new rider's guide, which is in the process of being re-printed.

In accordance with the mandate letter received from the Province regarding equitable service levels, BC Transit is making changes to allow residents who live outside of the HandyDART service area to apply for HandyDART Services. If these residents qualify, they would have to make their way into the service area boundary to be picked up/dropped off. The committee discussed the logistics and whether it would be viable to introduce this service for residents who live a long way out of the service boundary. It was suggested that a HandyDART boundary expansion also be considered under the Transit Future Plan review in 2020.

### **Low Carbon Fleet Program**

M. Moore, BC Transit, provided an overview of the low carbon fleet program. It was confirmed that BC Transit is still working towards transitioning to electric buses throughout the whole system. At a later date BC Transit will provide a more detailed schedule of when electric buses are introduced in the Comox Valley transit system.

### **2020 Expansion Planning**

The committee discussed implementation of the 2020 board approved expansion in relation to construction of the 5<sup>th</sup> Street bridge rehabilitation program. If the expansion is implemented in September 2020 as planned, it can run for the full school year. BC Transit is working on new routing concepts for West Courtenay, schedule improvements for routes 3 and 4 in Comox, and improving issues around the route 1, which is being delayed by traffic congestion. BC Transit will provide a more detailed report to the October TMAC meeting. It was agreed to look at moving the April 2020 transit expansion for the Cape Lazo/Point Holmes (route 21) and Huband/Seal Bay (route 22) community bus area to September as well.

**Transit Future Action Plan**

A. McMullen, BC Transit, provided an overview of the draft Terms of Reference for the Transit Future Action Plan, which will be a review and update of the 2014 Transit Future Plan. It was agreed that BC Transit should appear as a delegation before the Committee of the Whole in early October.

**Upcoming Board Strategic Planning Session**

CVRD staff are preparing background material on the role of the board in relation to the operations of the transit system for the September Committee of the Whole meeting ahead of the upcoming board strategic planning session in October. The goal is to obtain direction from the board regarding their transit priorities.

**GENERAL**

**Construction updates**

C. Miller, City of Courtenay advised that the City will be doing some pedestrian crossing road upgrades at the corner of Fitzgerald and 6<sup>th</sup> Street.

**Next meeting**

The next transit management advisory committee meeting is scheduled for October 10, 2019 commencing at 10:00 a.m. in the CVRD boardroom, 550B Comox Road, Courtenay.

The meeting terminated at 11:47 am.

Recorded By:

Confirmed:

---

A. Baldwin

Legislative Services Assistant

---

M. Zbarsky

Manager of Transit and Sustainability