

Victoria Regional Transit Commission

BC Transit 520 Gorge Road East and WebEx
August 10, 2021 | 9:00 a.m. to 12:00 p.m.

DRAFT MINUTES

The Victoria Regional Transit Commission conducts its business on the homelands of the Songhees and Esquimalt First Nations.

Present:

Susan Brice, Chair, Mayor Fred Haynes, Mayor Geoff Orr, Mayor Kevin Murdoch, Mayor Maja Tait, Mayor Rob Martin, Mayor Lisa Helps, Councillor Charlayne Thornton-Joe, Student Representative, Robin Pollard

BC Transit Staff:

Kevin Schubert, *General Manager, Victoria Regional Transit*; Levi Timmermans, *Director, Infrastructure Management*; Lisa Trotter, *Senior Manager, Government Relations*; Megan Hill, *Director, Budgeting and Forecasting*; Levi Megenbir, *Senior Transit Planner*, Jenn Carragher, *Senior Regional Financial Manager*, Christine Lewis, *Executive Assistant (Recorder)*

Regrets:

None

1. CALL TO ORDER AND APPROVAL OF AGENDA

Chair Susan Brice called the meeting to order at 9:04 a.m.

Motion MOVED by Mayor Haynes and SECONDED by Councillor Thornton-Joe to approve the agenda as written.

CARRIED

2. APPROVAL OF MINUTES FROM JUNE 8, 2021

Motion MOVED by Mayor Haynes and SECONDED Mayor Tait to approve the minutes as written.

CARRIED

3. CHAIR'S REMARKS

4. CORRESPONDENCE

None

5. NOTICE OF MOTION

None

6. 2020/21 ANNUAL PERFORMANCE RESULTS – FOR APPROVAL

MEGAN HILL

Motion MOVED by Mayor Helps and SECONDED by Mayor Martin to APPROVE the 2020/21 Annual Performance Results.

CARRIED

7. THREE YEAR SERVICE EXPANSION – FOR APPROVAL

LISA TROTTER

In anticipation of increased ridership, we recommend the addition of 20,000 hours and no expansion buses to support ridership growth and expansion of service on high performing routes for the 2022/23 transit service plan.

Motion MOVED by Mayor Murdoch and SECONDED by Mayor Orr to APPROVE the Three Year Service Expansion.

CARRIED

8. 2022 COMMISSION MEETING SCHEDULE – FOR APPROVAL

LISA TROTTER

Follows the usual timelines; however, August has been removed due to summer vacation challenges. There will need to be some updates to the proposed schedule due to elections.

Motion MOVED by Mayor Tait and SECONDED by Mayor Murdoch to APPROVE the 2022 Commission Schedule.

CARRIED

9. STUDENT ADVISORY COMMITTEE – FOR APPROVAL

LISA TROTTER

Add Royal Roads, Committee Chair will be the non-voting member on the Commission, include the Graduate Student Society.

Motion MOVED by Mayor Haynes and SECONDED by Mayor Murdoch to APPROVE the Student Advisory Committee with direction to the new committee to discuss the inclusion of school districts.

CARRIED

10. OPERATIONS UPDATE – FOR INFORMATION

KEVIN SCHUBERT

99.4% service was delivered in the spring, in July 99.2% delivered.

As a result of several factors including operator retirements, meeting service hour commitments has been challenging. Recruitment campaigns are ongoing and will continue through the fall.

Despite these challenges, pass-ups remain low.

Motion MOVED by Councillor Thornton-Joe and SECONDED by Mayor Murdoch to RECEIVE The Operations Update for information with direction to staff to provide an update on recruitment at a future meeting.

CARRIED

11. ATAC MINUTES – FOR INFORMATION

KEVIN SCHUBERT

ATAC minutes from the June 11, 2021 ATAC meeting were provided.

Changes to the ATAC Charter has been proposed.

- a) Lower the minimum number of participants
- b) Improve the application process to include a letter of endorsement
- c) Vice-Chair appointment by the chair
- d) Add a minimum number of meetings attended to remain on the committee

- e) Add virtual meetings as an option

Motion were received for information with approval MOVED by Mayor Tait and SECONDED Mayor Orr to approve the minutes as written.

APPROVAL of the changes to the Charter MOVED by Mayor Tait and SECONDED by Mayor Haynes

12. PLANNING UPDATE – FOR INFORMATION
LEVI MEGENBIR

MOVED by Mayor Tait and SECONDED by Mayor Martin to RECEIVE The Planning Update for information.

CARRIED

13. INFRASTRUCTURE UPDATE – FOR INFORMATION
JAMES WADSWORTH

MOVED by Mayor Murdoch and SECONDED by Mayor Helps to receive the Infrastructure Update for information with direction to staff to bring an update on electrification of the fleet and impacts on the infrastructure to a future meeting.

CARRIED

14. STUDENT UPDATE – FOR INFORMATION
ROBIN POLLARD

A verbal update was given. There is uncertainty regarding lack of housing for students returning to study at post-secondary institutions this fall. Many students are looking outside the city core and will be reliant on transit for their transportation needs.

The Student Update was received for information.

ADJOURNMENT

Chair Brice called for adjournment at 11:22 a.m.

Motion MOVED by Councillor Thornton-Joe and SECONDED by Mayor Helps to adjourn the public meeting.

ADJOURNED at 11:22 a.m.

NEXT SCHEDULED MEETING

Tuesday, November 9, 2021 at 9:00 a.m.