

# Victoria Regional Transit Commission

BC Transit 520 Gorge Road East and WebEx  
June 8, 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:**

Christy Ridout, *Vice President, Business Development*; Kevin Schubert, *General Manager, Victoria Regional Transit*; Matt Boyd, *Director, Corporate and Strategic Planning*; Levi Timmermans, *Director, Infrastructure Management*; Lisa Trotter, *Senior Manager, Government Relations*; Megan Hill, *Director, Budgeting and Forecasting*; Chris Gregory, *Senior Revenue Advisor*; Levi Megenbir, *Senior Transit Planner*, Cara Weirmier, *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 Helps and SECONDED by Mayor Tait to approve the agenda as written.**

**CARRIED**

### **2. APPROVAL OF MINUTES FROM FEBRUARY 23, 2021**

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

**CARRIED**

### **3. CHAIR'S REMARKS**

I would like to acknowledge that several members will need to leave early due to other commitments.

There was great discussion at the workshop held in May. We will conclude the discussion from 9:00-10:00 a.m. August 10, before the official Commission meeting begins.

Welcome to Robin Pollard as the new Student Representative; we will make time at each meeting for a student report.

### **4. CORRESPONDENCE**

A piece of correspondence was submitted after the commission package was sent out to members prior to the meeting; a letter from the Graduate Students' Society of UVic.

**Motion MOVED by Mayor Haynes and SECONDED by Mayor Helps to receive the correspondences for discussion during item 7 on the agenda, the Student Transit Advisory Committee.**

**CARRIED**

### **5. NOTICE OF MOTION**

None

**6. 2020/21 ANNUAL PERFORMANCE RESULTS – FOR APPROVAL**

**MEGAN HILL**

Passenger revenue was reported at \$2M under budget; however, BC Bus Pass and advertising revenue are on budget. Fuel Tax revenue was also below budget due to 13 per cent less fuel sales in the Victoria region compared to the previous year.

Service hours were six per cent lower than the previous year due to COVID-19 reductions, the February snowfall and scheduling efficiencies.

The Provincial Safe Restart Funding totalling \$49.5M; \$21.3M of that was utilized in 2020/21.

The Finance team will prepare a three-year projection to be presented at the August, 2021 Commission meeting to show risks and options.

**Motion MOVED by Mayor Murdoch and SECONDED by Mayor Haynes to receive the 2020/21 Annual Performance Results for information.**

**CARRIED**

**7. STUDENT TRANSIT ADVISORY COMMITTEE – FOR APPROVAL**

**LISA TROTTER**

In a similar format to the Accessible Transit Advisory Committee (ATAC), the Student Transit Advisory Committee would provide feedback to the Commission regarding the experiences of the post-secondary ridership, and would be comprised of representatives from the post-secondary institutions that have UPass Programs.

A review was completed that encompassed other transit agencies across Canada, including Toronto, Ottawa and the Greater Vancouver area, all of which have subcommittees to guide the regions Commissions.

**Motion MOVED by Mayor Haynes and SECONDED by Mayor Helps to APPROVE the Student Transit Advisory Committee, with the provisions that:**

- i) the terms of reference be sent to the student body for review**
- ii) the student representation be brought forward at a later date**
- iii) the minutes from the committee be submitted to the Commission for review and approval, and that;**
- iv) BC Transit reach out to School Districts about their possible participation in the future.**

**CARRIED**

**8. PLANNING UPDATE – FOR INFORMATION**

**LEVI MEGENBIR**

The Planning and Scheduling teams have been working on reintroducing service levels over time, making sure service levels can be met in the fall when schools are back in session.

Notice has been received from the City of Victoria regarding moving the Legislature Exchange.

**Received the Planning Update for information with direction to staff to bring the bus shelter program information the workshop session on August 10, 2021.**

**CARRIED**

**9. INFRASTRUCTURE UPDATE – FOR INFORMATION**

*JAMES WADSWORTH*

Infrastructure updates for the following projects were provided: handyDART Centre in View Royal, CNG Fueling and Facility, BC Bus Shelter Program, Operations and Maintenance Facilities Master Plan, Westshore Transit Priority Plan, Uptown Mobility Hub and Ministry of Transportation and Infrastructure Transit Related Projects.

**The Infrastructure Update was received for information.**

**10. OPERATIONS UPDATE – FOR INFORMATION**

*KEVIN SCHUBERT*

Scheduled service delivered exceeded the target of 99.8 per cent, not including the three snow days in February. March saw new highs for on-time performance of up to 67.8 per cent.

Although the maximum capacity load was 66 per cent due to COVID-19 restrictions, only four per cent of trips hit capacity. There has been a slight increase in ridership recently, but pass-ups are still relatively low. Overload service has been deployed to mitigate the impact to passengers.

Victoria Operations team is working with Planning and Scheduling to ensure readiness for the upcoming fall service. Customer Service has been expanding their customer interaction through social media channels to respond to enquiries and keep customers informed of advisories.

To improve safety within the system, Transit Supervisors have increased their presence at exchanges and “hotspots” throughout the region.

**The Operations Update was received for information.**

**11. ATAC MINUTES – FOR INFORMATION**

*KEVIN SCHUBERT*

ATAC minutes from the March 12, 2021 ATAC meeting were provided.

**The ATAC minutes were received for information.**

**12. STUDENT UPDATE – FOR INFORMATION**

*ROBIN POLLARD*

A verbal update was given. The Students appreciate the motion to come back to the VRTC composition at a later date. The students hope to continue to be involved with the Commission and continue their advocacy. September 5, 2021 is the expected move-in date for universities and they are excited to see what happens.

**ADJOURNMENT**

Chair Brice called for adjournment at 10:33 a.m.

**Motion MOVED by Mayor Tait and SECONDED by Mayor Murdoch to adjourn the public meeting and move IN CAMERA.**

**ADJOURNED at 10:33 a.m.**

**NEXT SCHEDULED MEETING**

Tuesday, AUGUST 10, 2021 at 10:00 a.m.