



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Notice of Meeting on **Monday, May 25, 2015 at 4:00 PM**
Salt Spring Island Public Library, 129 McPhillips Ave, Salt Spring Island, BC

Wayne McIntyre
Ross Simpson

Kevin Bell
Nigel Denyer

Robin Williams
Rod Martens

Gregg Dow
Scott Simmons

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes of May 4, 2015**
- 3. Presentations/Delegations**
 - 3.1 Jenny McClean, Transit Routes**
 - 3.2 Kathy Scarfo, Chair, Harbour Authority Salt Spring Island, re: Manson Road**
 - 3.3 Myrna Moore and Bob Hall, BC Transit, re: BC Transit 2015-2016 Annual Operating Agreement and Budget and other related matters**
- 4. Reports-Chair and Director**
- 5. Outstanding Business**
 - 5.1 South Salt Spring Seniors**
- 6. New Business**
 - 6.1 BC Transit Monthly Revenue Report**
 - 6.2 Route 1 Fares**
- 7. Next meeting June 22, 2015 from 4 to 6 pm at the Salt Spring Island Public Library**
- 8. Motion to Close Meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality**
- 9. Adjournment**

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held May 4, 2015, Public Library Meeting Room, 129 McPhillips Avenue, Salt Spring
Island, BC**

DRAFT

Present: **Director:** Wayne McIntyre
 Commission Members: Ross Simpson (Vice-Chair), Nigel Denyer, Gregg Dow
 Staff: Karla Campbell, Senior Manager, Erin Jory, Recording Secretary
Absent: Robin Williams (Chair), Kevin Bell, Rod Martens

Vice-Chair Simpson called the meeting to order at 4:03pm.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Dow,
That the agenda be approved with the addition of item 3.3 Presentation by Jenny McClean
and item 6.4 Parking alongside disused Ganges Shell Station.

CARRIED

2. Adoption of Minutes of March 23, 2015

MOVED by Commissioner Dow, **SECONDED** by Director McIntyre,
That the Minutes of March 23, 2015 be adopted with the following amendments:

- Item 4.1 Director's Report:
 - second bullet to read "23 out of 24 Board members voted in favour";
 - third bullet to read, "The CEDC Economic Development Action Plan was received and supported by the Board. CRD Planning and Protection Services is working with the Southern Gulf Islands and Salt Spring Island to provide more support for economic development.";
 - fourth bullet delete the sentence "Also March has been a good year, unrelated to the US dollar, more so that Canadians can travel within Canada."
- Item 5.2 NGTP Rainbow Road/Lower Ganges Road Project Options – Ross Simpson
 - Add a second sentence: "Designs for Rainbow Road east were not complete and require additional feedback and decisions from other parties."

3. Presentations/Delegations

3.1. Brenda Guiled, President of Island Pathways, MoTI Funding

Ms. Guiled requested the Commission approve an application for submission, on or before May 15, 2015, by Island Pathways to the Ministry of Transportation and Infrastructure and Bike BC for grant funding for cycling infrastructure to combine the Rainbow Road East multi-use pathway project with Lower Ganges Road from Rainbow Road as a connector to the completed Phase 1 bikeway along Lower Ganges Road. A general discussion took place. It was generally agreed by the Commission that a decision could not be made prior to the application deadline. The Commission thanked Ms. Guiled for the presentation.

3.2. Donald McLennan and Jean Gelwicks, Partners Creating Pathways, Bicycle Wayfinding Project

Mr. McLennan reported:

- Partners Creating Pathways received two grants in 2014: a) solar lighting at the Harbours End kiosk (applied for \$50,000 and received \$75,000); b) for bicycle wayfinding (applied for \$5000, received \$8400);
- The bicycle wayfinding signs have been installed;

Ms. Gelwicks reported that BC Ferries has agreed to kiosks at Long Harbour and Vesuvius terminals showing cycling routes on Salt Spring.

3.3. Jenny McClean, Fulford Bus and Ganges Parking

Ms. McClean made a verbal report that on April 25, 2015 15 foot passengers disembarking from the Swartz Bay ferry in Fulford were not able to board the Fulford bus to Ganges. Ms. McClean also produced photographs of vehicles parked haphazardly in Ganges. Ms. McClean iterated that transit and parking issues are more urgent than the Rainbow Road/Lower Ganges Road pathway projects.

4. Reports

4.1. Director

- SSI Governance Study: met with Trustee Peter Grove and senior ministry staff on behalf of the three Salt Spring local elected officials. A discussion was held on the process to be followed and the target to complete two studies: full costing of incorporation study and community engagement review based on the first study. Deadline for completion is March 31, 2016. A governance committee must be appointed. A website has been developed using information from the 2012-2013 study. The Terms of Reference for the new committee as well as other information is located at: www.ssigovernance.wordpress.com.
- CRD Strategic Plan was reviewed by the Board. The plan will cover the next four years.
- Second of three sessions held with Salt Spring Island Watershed Protection Authority Structured Decision Making session held with the steering committee, the consultants and with public observers. Specific priority action identified to improve the St. Mary Lake water quality. Conservation actions also included in discussion.
- Executive and senior management at BC Ferries and the SSI Ferry Advisory Committee will have their semi-annual meeting on May 6, 2015.
- SSI Trail and Nature Club is hosting the 2015 BC Nature Conference "Living by the Salish Sea – Protecting our Ecoregion". Approximately 175 delegates and presenters to provide a full program and exposure to the wonder of Salt Spring Island.

5. Outstanding Business

No items.

6. New Business

6.1. BC Transit Monthly Revenue Report

Farebox cash proceeds for 2015 are encouraging although lower than in 2014.

Commissioner Dow noted that ridership has increased from Long Harbour terminal.



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**RULES GOVERNING THE HEARING OF INDIVIDUALS OR DELEGATIONS
BY THE SALT SPRING ISLAND TRANSPORTATION COMMISSION**

- Under the CRD Procedural Bylaw, the Commission may, by *majority* vote, allow an individual or a delegation to address the meeting **on the subject of an agenda item.**
- Each speaker is required to complete this form and submit it to the Salt Spring Island Transportation Commission secretary not less than two working days prior to the meeting.
- If you miss this deadline, you may still submit this form, however such requests will require *unanimous* approval.
- Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.

Submit form to Salt Spring Island Transportation Commission

E-mail: ssitc@crd.bc.ca

Fax: (250) 537-4448

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the: Salt Spring Island Transportation Commission

AT THE MEETING OF MON, MAY 25, 2015 at 4 AM/PM

ON AGENDA ITEM A bit of further input on the bus,
I will be brief.

NAME Jenny McClean

ADDRESS 141 Atkins Rd, SSI ~~NS~~ V8K 2P5

I REPRESENT _____
(Name of Organization if applicable)

AS _____
(Capacity/Office)

TELEPHONE _____ FAX _____

E-MAIL _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

I wish to speak while BC Transit is in
attendance & comment on service from
the p.o.v. of many passengers I have
spoken with about both underused routes & routes

(If more space is required, please attach an additional page to this form.) still over capacity.

May 21, 2015
Date

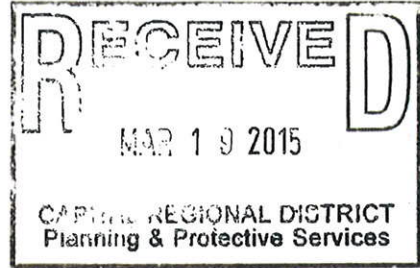
SIGNATURE EDITED FOR
PRIVACY
Signature



March 19, 2015

Capital Regional District

Kevin Lorette
GM, Planning & Protective Services
625 Fisgard Street
Victoria, BC V8W 1R7



Dear Kevin,

SUBJECT: 2015-2016 Annual Operating Agreement and Budget

Further to the draft 3-Year budget forecast (3YB) sent to you in October, 2014, and in consideration of subsequent discussions, please find enclosed your 2015-16 Annual Operating Agreement (AOA) for approval. We are pleased to acknowledge that the final 2015-16 AOA budgets closely reflect the costs in the draft budgets provided to you.

Further to the recently announced Provincial Budget and the BC Transit Service Plan, this 2015-16 AOA budget confirms that there is sufficient funding for base service levels in year one of your community's three year service hours and budget plan. For years two and three, budgets are to remain at the 2015-16 AOA level, as provincial funding levels are forecast to remain flat over the term of the BC Transit Service Plan.

This AOA, along with the Master Operating Agreement (MOA), constitute the operating agreements for your transit system. The AOA includes costs associated with your base (existing) transit services with no change in service levels.

The covering letter to the 3YB provided a detailed summary of key trends and initiatives impacting 2015-16 operating budgets as well as strategies BC Transit are engaged in to mitigate cost pressures. Complementary to this, information is provided in the bulleted points below specific to the Schedule "C" of your AOA. The major cost drivers and key assumptions used to develop your 2015-16 AOA budget are as follows:

Revenue

Revenue forecasted in the AOA reflects the most recent actual performance and fare assumptions. As this information is most current, the revenue budget may vary from the information presented in the 3 Year Forecast.

Operating Costs

Operating company's fixed costs reflect the year 1 numbers within the recent 3-year contract extension which includes all of the operating company's overhead (non-driver and non-mechanic) costs to deliver service such as supervision, dispatching, training, bus fueling, bus interior cleaning & washing, utilities, rents and administration;

Driver related labour costs also reflect the year 1 numbers within the recent 3-year contract extension including wage and benefit rates and increased statutory employer contributions, as well as reflecting an increase based on annualized 2014-15 service hour expansion;

Variable Fuel Costs are budgeted down from \$1.34/L (3YB) to a fuel price of \$1.25/L;

Consistent with the 3YB information, the allocation of Fleet Insurance is now based on vehicle replacement costs, rather than the prior allocation method of net book value.

Administration

A decrease in BCTMS reflects reductions in administration costs as well as the reallocation of direct charges from BCTMS to specific AOA line items. As outlined in the 3YB cover letter, four key components were identified to provide greater transparency of key costs within BCTMS. These included Scheduling/Business Intelligence and Information Technology now reflected under Info Systems/Business Intelligence; where BC Transit owns or leases a facility, Fixed Asset management is reflected in the Property Maintenance line; and, costs associated with supporting maintenance throughout the province, mainly fleet support and inspectors, are reflected in the Fleet Maintenance line.

Maintenance

Changes to the Fleet Maintenance budget reflect actual activity during the current year and upcoming work forecasted for 2015-16 as well as assumptions on inflationary increases related to parts; Also, the maintenance budget reflects the replacement of the current fleet of Ford Polars with larger capacity medium duty buses, and the Major Repairs Contingency has been reduced to zero since no expected major repairs will be anticipated with the replacements.

Capital Initiatives and Debt Service

Vehicle Lease Fees reflect the forecasted fleet plan, including both current and replacement vehicles, for the upcoming operating year. Also, note that the PTIP funding expires at the end of the 2014-15 fiscal year.

While it is understood that the financial information contained within the AOA is needed for budgeting and planning purposes, it is important to note that the costs outlined in the Schedule "C" – Budget and Schedule "D" – Payment Schedule contain commercially confidential information from our operating company and are subject to protection afforded by the Freedom of Information & Protection of Privacy Act. Any reports to Council or Regional Boards, or any discussions which may be made within the public sphere which contain costs associated with the provision of transit services must be limited to four line items showing Revenues, Total Operating Costs, Total Costs and Total Local Government's Share of Costs.

Once the agreements have received signature/seal from the Capital Regional District, please forward all three copies to Ganges Faerie Minishuttle for approval with a request to return all originals to the undersigned for execution by BC Transit. Please make every effort to have these agreements returned to BC Transit within thirty days of receipt. Please contact me if you have any questions related to the AOA or budgets.

Yours truly,

SIGNATURE EDITED FOR
PRIVACY

Myrna Moore
Senior Regional Transit Manager,
BC Transit

SALT SPRING ISLAND

**ANNUAL OPERATING AGREEMENT
(PARATRANSIT)**

Among

THE CAPITAL REGIONAL DISTRICT

BRITISH COLUMBIA TRANSIT

And

**GANGES FAERIE MINISHUTTLE
(as agreed to in the MOA)**

April 1, 2015 to March 31, 2016

**INFORMATION CONTAINED IN SCHEDULE "C" – BUDGET AND SCHEDULE "D" – PAYMENT
SCHEDULE IS SUBJECT TO FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT.**

**CONSULT WITH BC TRANSIT PRIOR TO RELEASING INFORMATION IN THESE SCHEDULES TO
INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.**

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SCHEDULES

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ANNUAL OPERATING AGREEMENT

BETWEEN: THE CAPITAL REGIONAL DISTRICT
(the "Municipality")

AND: BRITISH COLUMBIA TRANSIT
(the "Authority")

AND: GANGES FAERIE MINISHUTTLE
(the "Operating Company")

WHEREAS the Municipality and the Authority are authorized to contract for the provision of a Public Passenger Transportation System and share in the costs of providing same pursuant to the British Columbia Transit Act.

WHEREAS the Operating Company is authorized to operate, manage and maintain a Public Passenger Transportation System within the Salt Spring Island Transit Service Area

WHEREAS the parties hereto have entered into a Master Operating Agreement effective which sets out the general rights and responsibilities of the parties hereto.

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – DEFINITION OF TERMS

- 1.1 **Definitions:** Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:
- (a) "Annual Operating Agreement" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
 - (b) "Master Agreement" shall mean the Master Operating Agreement, including any amendments made thereto;

SECTION 2 – INCORPORATION OF MASTER AGREEMENT

- 2.1 **Incorporation of Master Agreement into Annual Operating Agreement:** Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the British Columbia Transit Act, as amended from time to time.
- 2.2 **Amendments to Master Agreement:** The parties agree to amend the Master Agreement as follows:
- (a) To remove Section 13 in its entirety and replace it with the following:

"SECTION 13 – INSURANCE

- 13.1 **Insurance:** The Operating Company and the Authority shall purchase and maintain in force throughout the term of this Master Agreement, insurance policies covering the perils specified herein as set out below. As evidence of insurance coverage, the

Operating Company shall deposit with the Authority, copies of the insurance policies the Operating Company is required to purchase in accordance with this Master Agreement and the Annual Operating Agreement.

13.2 Minimum Insurance Coverage Requirements: The following insurance coverage shall be purchased and maintained throughout the term of this Master Agreement and the Annual Operating Agreement:

1. Vehicle Insurance:

a) The Operating Company shall purchase and maintain insurance on all vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:

i) Third party liability insurance of Five Million Dollars (\$5,000,000.00) per occurrence purchased from the Insurance Corporation of British Columbia.

b) The Authority shall purchase and maintain insurance on all revenue vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:

i) Third Party Liability insurance in excess of Five Million Dollars (\$5,000,000.00) to a minimum limit of Twenty-Five Million Dollars (\$25,000,000.00).

ii) Collision or upset insurance \$5,000.00 deductible.

iii) Comprehensive insurance covering hazards such as fire, theft, vandalism, glass breakage, falling trees, wind-storms, etc. \$500.00 deductible.

2. Physical Assets Leased from the Authority: where applicable

a) The Authority shall purchase and maintain insurance on all Physical Assets leased from the Authority, pursuant to the terms of the individual lease agreements with the Operating Company and respecting said Physical Assets.

b) Without limiting the generality of the foregoing, such insurance shall be in the name of the Authority and shall include a waiver of subrogation against the Operating Company. The insurance shall be in accordance with the laws in force and in effect in the Province of British Columbia and Canada.

c) The amount of such insurance for the respective categories of Physical Assets shall be not less than as follows:

i) Buildings and Structures Including Leasehold Improvements. The Authority shall purchase and maintain insurance on all buildings and structures on a standard all risk form including boiler explosion, flood and earthquake where applicable, in an amount not less than the full replacement value thereof as determined by the Authority.

ii) Other Chattels and Equipment. The Operating Company shall purchase and maintain insurance on all chattels and equipment not otherwise insured under this Schedule against loss or damage from all risks, in an amount not less than the full replacement value thereof.

d) The Authority may, in its sole discretion, self-insure part or all of the insurance requirements hereunder.

3. Physical Assets Owned by the Operating Company or Leased from a Party other than the Authority

a) The Operating Company shall purchase and maintain insurance on all Physical Assets owned or leased by them from a party other than the Authority, to the same extent as specified in Section (2), above, except that contrary to Section (2) the Operating Company shall determine the full replacement value thereof.

4. Comprehensive General Liability Insurance:

a) The Authority shall take out and maintain comprehensive general liability insurance (CGL) covering the operation of the Public Passenger Transportation System specified in Schedule "B" of the Annual Operating Agreement on an occurrence basis in an amount not less than Twenty-Five Million Dollars (\$25,000,000.00). Such insurance shall include the Operating Company and the

Municipality as an additional insured party and further, the policy shall apply to each insured in the same manner and to the same extent as if a separate policy has been issued to each of the insured parties.

b) The Authority's CGL does not extend to cover non-transit activities a company may be engaged in. If the Operating Company performs work outside of the terms of this Master Agreement and/or the Annual Operating Agreement, the Operating Company will require separate insurance coverage for that work which provides a waiver of subrogation in favour of BC Transit.

5. Additional Covenants:

a) The Operating Company covenants that it shall not knowingly permit, suffer, allow or connive at the use or operation of any vehicle in respect of this Master Agreement by any person, or in any way, or for any purpose, contrary to the provisions of this Master Agreement or the provisions of the Insurance (Vehicle) Act or any other applicable legislation and related regulations. The Operating Company shall indemnify and save harmless the Authority from any breach of this covenant.

b) It is mutually understood and agreed that the responsibilities to acquire and maintain policies of insurance pursuant to this Master Agreement and/or the Annual Operating Agreement shall be restricted and limited to the provisions of this Section 13."

SECTION 3 – TERM AND RENEWAL

- 3.1 Term and Renewal: The term of this Agreement shall be from April 1, 2015 to March 31, 2016 except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Master Agreement shall likewise be so terminated or not renewed, as the case may be.

Section 4 – Schedules

- 4.1 Schedules: The schedules attached hereto shall form part of the Annual Operating Agreement and be binding upon the parties hereto as though they were incorporated into the body of this Agreement.

- a) Schedule "A" – Transit Service Area
- b) Schedule "B" – Service Specifications
- c) Schedule "C" – Budget
- d) Schedule "D" – Payment Schedule
- e) Schedule "E" – Tariff-Fares

Section 5 – MISCELLANEOUS PROVISIONS

- 5.1 Amendment: This Annual Operating Agreement and the Schedules attached hereto may be amended only with the prior written consent of all parties.
- 5.2 Assignment: This Annual Operating Agreement shall not be assignable without the prior written consent of the other parties.
- 5.3 Enurement: The Annual Operating Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.

SECTION 6 – NOTICES AND COMMUNICATION

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

CAPITAL REGIONAL DISTRICT
c/o CAO
625 Fisgard Street
Victoria, BC V8W 1R7

BC Transit
c/o Chief Operating Officer
520 Gorge Road East
Victoria, BC V8W 2P3

and to:

Ganges Faerie Minishuttle
c/o Owner
PO Box 224
Salt Spring Island, BC V8K 2V9

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this _____ day of 2015.

THE CORPORATE SEAL OF THE CAPITAL REGIONAL DISTRICT has been hereto affixed in the presence of:

THE COMMON SEAL OF BRITISH COLUMBIA TRANSIT has been hereto affixed in the presence of:

CHIEF OPERATING OFFICER

CHIEF FINANCIAL OFFICER

THE CORPORATE SEAL OF GANGES FAERIE MINISHUTTLE. has been hereto affixed in the presence of:

SCHEDULE "A" - Transit Service Area Boundaries

The boundaries of the Salt Spring Island Transit Service Area, defined as the Electoral Area 'F' of the Capital Regional District,

SCHEDULE "B" – Service Specifications

Saltspring Island Base Budget Official AOA 2015/2016

Schedule 'B'
Effective Apr 01, 2015

Scheduled Revenue Service

15/16 Apr to May (Apr 01, 2015 to May 13, 2015)													
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Apr 03, 2015	Apr 06, 2015				
Hrs/Day	18.45	18.45	18.45	18.45	20.18	18.92	16.52	15.52	15.52				
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
15/16 May to Jun (May 14, 2015 to Jun 23, 2015)													
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	May 18, 2015					
Hrs/Day	19.13	19.13	19.13	19.13	20.74	22.32	16.92	15.92					
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					
16/16 Jun to Sep (Jun 24, 2015 to Sep 07, 2015)													
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Jul 01, 2015	Aug 03, 2015	Sep 07, 2015			
Hrs/Day	23.22	23.22	23.22	23.22	24.91	25.67	19.84	19.84	19.84	19.84			
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
15/16 Sep (Sep 08, 2015 to Sep 26, 2015)													
	Mon	Tue	Wed	Thu	Fri	Sat	Sun						
Hrs/Day	18.32	18.32	18.32	18.32	20.32	22.64	15.47						
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
15/16 Sep to Mar (Sep 27, 2015 to Mar 31, 2016)													
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Oct 12, 2015	Nov 11, 2015	Dec 26, 2015	Feb 06, 2016	Mar 25, 2016	Mar 28, 2016
Hrs/Day	18.45	18.45	18.45	18.45	20.18	18.92	15.52	15.52	15.52	15.52	15.52	15.52	15.52
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Extra Revenue Service

	Apr, 2015	May, 2015	Jun, 2015	Jul, 2015	Aug, 2015	Sep, 2015	Oct, 2015	Nov, 2015	Dec, 2015	Jan, 2016	Feb, 2016	Mar, 2016
Extra Overload Hours	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00

Adjusted Revenue Service

	Apr, 2015	May, 2015	Jun, 2015	Jul, 2015	Aug, 2015	Sep, 2015	Oct, 2015	Nov, 2015	Dec, 2015	Jan, 2016	Feb, 2016	Mar, 2016

2015/2016 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2015 to Apr 30, 2015	3	4	5	5	3	4	4	2	30	Apr 03, 2015 Good Friday 2015 (Fri)
May 01, 2015 to May 31, 2015	2	2	2	1	2	2	2	0	13	Apr 06, 2015 Easter Monday 2015 (Mon)
May 14, 2015 to May 31, 2015	1	2	2	3	3	3	3	1	16	May 18, 2015 Victoria Day 2015 (Mon)
Jun 01, 2015 to Jun 30, 2015	4	4	3	3	3	3	3	0	23	Jul 01, 2015 Canada Day 2015 (Wed)
Jun 24, 2015 to Jun 30, 2015	1	1	1	1	1	1	1	0	7	Aug 03, 2015 BC Day 2015 (Mon)
Jul 01, 2015 to Jul 31, 2015	4	4	4	5	5	4	4	1	31	Sep 07, 2015 Labour Day 2015 (Mon)
Aug 01, 2015 to Aug 31, 2015	4	4	4	4	4	4	5	1	31	Oct 12, 2015 Thanksgiving Day 2015 (Mon)
Sep 01, 2015 to Sep 07, 2015	0	1	1	1	1	1	1	1	7	Nov 11, 2015 Remembrance Day 2015 (Wed)
Sep 08, 2015 to Sep 26, 2015	2	3	3	3	3	3	2	0	19	Dec 25, 2015 Christmas Day 2015 (Fri)
Sep 27, 2015 to Sep 30, 2015	1	1	1	0	0	0	1	0	4	Dec 26, 2015 Boxing Day 2015 (Sat)
Oct 01, 2015 to Oct 31, 2015	3	4	4	5	5	5	4	1	31	Jan 01, 2016 New Years Day 2016 (Fri)
Nov 01, 2015 to Nov 30, 2015	5	4	3	4	4	4	5	1	30	Feb 08, 2016 Family Day 2016 (Mon)
Dec 01, 2015 to Dec 31, 2015	4	5	5	5	3	3	4	2	31	Mar 25, 2016 Good Friday 2016 (Fri)
Jan 01, 2016 to Jan 31, 2016	4	4	4	4	4	4	5	1	31	Mar 28, 2016 Easter Monday 2016 (Mon)
Feb 01, 2016 to Feb 29, 2016	4	4	4	4	4	4	4	1	29	
Mar 01, 2016 to Mar 31, 2016	3	5	5	5	3	4	4	2	31	
Total	45	52	51	53	48	51	52	14	366	14 Exceptions

Monthly Summary

Month	Paratransit Revenue Hours				Paratransit Revenue Kilometers			
	Scheduled	Extra	Adjusted	Total	Scheduled	Extra	Adjusted	Total
April, 2015	542.99	10.00		552.99	0.00			0.00
May, 2015	584.29	10.00		594.29	0.00			0.00
June, 2015	608.06	10.00		618.06	0.00			0.00
July, 2015	721.17	10.00		731.17	0.00			0.00
August, 2015	718.55	10.00		728.55	0.00			0.00
September, 2015	592.28	10.00		602.28	0.00			0.00
October, 2015	588.30	10.00		578.30	0.00			0.00
November, 2015	544.72	10.00		554.72	0.00			0.00
December, 2015	545.45	10.00		555.45	0.00			0.00
January, 2016	548.12	10.00		558.12	0.00			0.00
February, 2016	529.20	10.00		539.20	0.00			0.00
March, 2016	561.44	10.00		571.44	0.00			0.00
Total	7,064.57	120.00	0.00	7,184.57	0.00	0.00	0.00	0.00

Schedule C - Budget has been replaced with a Salt Spring Transit summary budget.

Schedule D – Payment Schedule has been removed.

**These schedules contained commercially confidential information and are subject to protection
under the Freedom of Information & Protection of Privacy Act.**

Schedule C

Salt Spring Transit	AOA Budget 2014/15	AOA Budget 2015/16
Total Cost	\$522,823	\$599,513
Revenue	\$197,679	\$199,262
Provincial Share	\$240,158	\$264,320
Net Local Share	\$79,915	\$130,708

SCHEDULE "E" – Tariff-Fares*Effective as of July 1, 2012***Cash Fares:**

a) All passengers	\$2.25
Child, 4 or under	Free

Tickets (sheet of 10):

b) All passengers	\$20.25
Child, 4 or under	Free

Monthly Passes

c) Adult	\$50.00
d) Senior*/Student**	\$40.00
Child, 4 or under	Free

Day Passes

Adult/Senior/Student	\$5.00
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* Reduced fare for persons 65 years of age or over, with valid ID

** Reduced fare for students in full-time attendance to Grade 12, with valid Student ID

- e) BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program.
- f) CNIB Identification Card available from the local office of the CNIB.
- g) BC Transit Employee Bus Pass

2015/2016 Lease Fee Summary

Salt Spring Island Paratransit

	2015/2016
VEHICLES	
Vehicles (4 Vehicles)	202,629
Vehicles Total	\$202,629
LAND AND BUILDINGS	
Land and Buildings Total	\$0
EQUIPMENT	
IT Projects	4,223
Equipment Total	\$4,223
TOTAL LEASE FEES	
100% Lease Fees	206,852
Local Share %	47.31%
Lease Fees Local Share Total	\$97,862



Making a difference...together

Salt Spring Island Electoral Area
145 Vesuvius Bay Road
Salt Spring Island, BC, V8K 1L8

Salt Spring Island Transportation Commission
Agenda May 25, 2015
Item 5.1

www.crd.bc.ca

Salt Spring Island Transportation Commission
Agenda May 4, 2015

Appendix A

April 7, 2015

South Salt Spring Seniors OAPO Branch #170
c/o Paul Way
412 Isabella Point Road
Salt Spring Island BC V8K 1V4

RE: OAPO Transportation Petition 2015

We are in receipt of your letter and petition with feedback on some transportation issues facing Salt Spring Island. Your correspondence has been forwarded to the Transportation Commission for consideration at their next regular meeting on April 27, 2015, to be held at the Salt Spring Island Public Library from 4 to 6 pm.

Thank you for taking the time and effort in making your concerns known.

SIGNATURE EDITED FOR
PRIVACY

Karla Campbell
Senior Manager
Salt Spring Island Electoral Area

pc: Transportation Commission

RECEIVED APR 01 2015

To:- Salt Spring Island Transportation Commission

From:- South Salt Spring Seniors. OAPO branch #170

*acknowledge and place
on April 27 T.C. Agere*

To whom it may concern.

On behalf of our membership I would like to present the enclosed petition. Trust you will give our concerns consideration & that we will see some implementation.

Thank you in advance for your consideration & concern.



Paul Way. (on behalf of our membership)

(South Salt Spring Seniors OAPO branch #170)

SOUTH SALT SPRING SENIORS

February, 2015

Subsequent to our interesting & informative talk, presented at our January meeting by Robin Williams chair of Salt Spring Island Transportation Commission, the members present felt we should petition the Commission on the following.

POINT to POINT rides by request

Some type of small vehicle to connect areas away from main bus routes, picking riders up from their home & conveying them to the nearest bus stop & vice versa.. The service would be pre-requested & hopefully be available for 'pleasure' as well as medical & shopping appointments.

HOP ON --- HOP OFF availability on Ganges village route.

It was mentioned that this route was under-utilized. The suggestion was made that people, especially the elderly, would make better use if the fare would be good for a certain time period that would allow as many stops as needed for all appointments, errands etc. to be accomplished.

Although the above would not necessarily be just for Seniors, it would be especially important for Seniors who can no longer drive. This service may allow 'South enders' to stay in their homes longer & for those that have had to move, to be able to visit friends & do other activities that they enjoy.

Fulford Parking

The continuing parking situation in Fulford village was also discussed. Not only the inconvenience to village residents but the danger, not just for Seniors, in negotiating access to the bus stop at the terminal.

It is proposed to have a petition for our members to sign at the February lunch & in the rooms during ongoing activities.

Hopefully we will make ourselves heard!! Paul & Patricia

SOUTH SALT SPRING SENIORS

February, 2015

OAPO Transportation Petition 2015

Petition summary and background	South Salt Spring Seniors advocate for: a 'POINT to POINT' 'transit' service to enable Seniors & others to access the bus routes from their homes. This will enable us to participate in Island activities & to stay in our own homes longer. This is even more important after we stop driving. AND:- when in Ganges to have a HOP ON-HOP OFF bus service. AND:- a solution to Fulford village parking
Action petitioned for	We, the undersigned, urge the Commission to act now to implement the above with the greatest of dispatch.

Printed Name	Signature	Address	Comment	Date
Paul Way		412 ISABELLA PT RD. SSI.		FEB 16 2015.
Michael Bagnell		125 JONES RD. SSI		FEB 16 2015
Helga Bagnell	Helga Bagnell	"		"
P. ALBROUGH		261 MORNING SIDE		FEB 20 2015
B. Dams		151 Sunnyside Dr.		2/19/15
SUSAN PAYNTER		217 King Rd SSI		2/19/15
J. Reid		651 Stewart SSI		2/19/15
P. FLANNAGAN		456 ISABELLA PT RD		2/2/15
GEO LAUNDRY		2281 F/G RD SSI		2/2/15
Flo Laundry		"		2/2/15
Jacqueline Thomas		117 King Rd S.S.F. V8K1W9		2/21/15
Ian Thomas		"		2/21/15
JOHN FLANNAGAN		456 Isabella SSI		21/2/15
BOB RUSH		123 TEAL PLACE		21/2/15
JINNY RUSH		" " "		21/2/15

SOUTH SALT SPRING SENIORS

February, 2015

Printed Name	Signature	Address	Comment	Date
DONNA WAY	<i>Donna Way</i>	4121 SABELLA PT RD		FEB 23 2015
Rethy Swindhurst	<i>Rethy Swindhurst</i>	352 SABELLA PT RD		23/02/ 2015
EMILY HEPBURN <i>Emil - of Jimmy Bush</i>	<i>E Hepburn</i>	182 Beaver Pt. Rd		28/2/15
<i>John Hiddle</i>	<i>John</i>	123 Ted Place		28/2/15
GISELE WELSH	<i>G. Welsh</i>	1240 NOSE PT RD		"
IAN THOMAS	<i>Ian Thomas</i>	290 Southwood Rd		28/2/15
Janice Finnemoie	<i>J. Finnemoie</i>	117 King Rd		28/2/15
NANCY MAUDE	<i>Nancy M. Maude</i>	3681 Sullford - Kensington Rd.		28/2/15
AGNES CUNNINGHAM	<i>Agnes Cunningham</i>	131 Morning Side Rd. Sullford		20/2/15
ART FARROW	<i>A. Farrow</i>	247 Morning Side Rd. Sullford		20/15/15
Anne Derelian	<i>Anne Derelian</i>	212 HAMILTON - THORNE WAY		20/13/15
Sharon AD SHEAR	<i>Sharon Ad Shear</i>	217 Menhinick Dr SSI		20/03/15
Linda Stafford	<i>Linda L Stafford</i>	500 Reynolds Rd		20/03/15
Joan Byrne	<i>Joan Byrne</i>	294 Churchill Rd SSI		21/3/15
Joan W. [unclear]	<i>Joan W. [unclear]</i>	123 Thompson Hill		Mar 21/15
V. Olchowicki	<i>V. Olchowicki</i>	294 Churchill SSI		21/3/15
J. SMITH	<i>J. Smith</i>	231 Fairway Ct.	thanks for conceding!	21/3/15
		#33 - 258 Lower CRAIGS Rd		21/3/15

**Salt Spring Island Community Transit
 Monthly Revenue Report**

	Jan-2015	Feb-2015	Mar-2015	Apr-2015	May-2015	Jun-2015	Jul-2015	Aug-2015	Sep-2015	Oct-2015	Nov-2015	Dec-2015	Total YTD
Total Vendor Sales													
Monthly Passes - Adult	\$ 800	\$ 900	\$ 650	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,100
- Concession	240	240	240	320	-	-	-	-	-	-	-	-	1,040
Day Passes	45	110	30	40	-	-	-	-	-	-	-	-	225
Ticket Sheets *	2,045	1,904	1,964	1,600	-	-	-	-	-	-	-	-	7,513
Prepaid Fare Tickets													
Collected from fareboxes *	2,066	2,255	2,131	2,133	-	-	-	-	-	-	-	-	8,584
Farebox Cash Proceeds	8,508	8,757	9,429	12,562	-	-	-	-	-	-	-	-	39,256
BC Bus Pass Program Grant	-	1,805	3,616	-	-	-	-	-	-	-	-	-	5,421
Monthly Revenue	\$ 11,658	\$ 14,067	\$ 16,096	\$ 15,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,625
Cumulative Totals													
YTD Revenue	11,658	25,725	41,821	57,625	57,625	57,625	57,625	57,625	57,625	57,625	57,625	57,625	57,625
Unearned Revenue *	(20)	(371)	(538)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)	(1,071)
Less 2% Commission	(63)	(126)	(183)	(238)	(238)	(238)	(238)	(238)	(238)	(238)	(238)	(238)	(238)
Other Adjustments	98	(32)	(130)	-	-	-	-	-	-	-	-	-	-
Reconciliation to GL	11,673	25,196	40,969	56,317	56,317	56,317	56,317	56,317	56,317	56,317	56,317	56,317	56,317
									ZVEN				56,314.22
										Difference			2.62
Revenue Comparisons													
2014 Monthly Revenue	12,995	11,734	10,005	16,435	16,433	16,515	21,145	21,918	19,953	12,450	13,153	15,851	188,586
2013 Monthly Revenue	9,687	12,821	10,005	12,384	15,284	17,046	16,926	21,918	15,366	15,962	12,136	13,560	173,094
2012 Monthly Revenue	9,578	8,662	14,540	10,240	14,945	21,766	7,030	21,926	15,374	12,795	12,868	11,650	161,365
2011 Monthly Revenue	4,899	5,540	6,822	6,043	7,221	10,116	10,954	15,731	11,024	8,650	7,912	9,737	104,648
2010 Monthly Revenue	5,640	5,344	7,523	6,646	8,103	10,651	11,070	10,318	8,719	5,387	5,957	6,724	92,083
2009 Monthly Revenue	6,424	5,993	7,480	6,829	7,678	8,246	11,571	10,284	7,781	7,812	5,131	6,939	92,169
2008 Monthly Revenue	1,942	3,734	4,074	4,635	5,871	6,493	9,318	10,228	8,612	7,192	5,895	8,810	76,803

* Unearned Revenue is the difference between Prepaid Fare Tickets sold and Prepaid Fare Tickets used by riders (collected from fareboxes).