

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**REGIONAL TRANSIT COMMITTEE**  
**(Committee of the Whole)**

**Thursday, October 6 2016**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
John Illes  
Dwayne Lindstrom  
Thomas Liversidge  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Directors Absent Mark Fisher, Electoral Area "A" (Smithers Rural)  
Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Rob MacDougall, District of Fort St. James

Alternate Directors Bob Hughes, Electoral Area "C" (Fort St. James Rural)  
Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Jason Llewellyn, Director of Planning – arrived at 1:40 p.m.  
Roxanne Shepherd, Chief Financial Administrator  
Wendy Wainwright, Executive Assistant

Others Chris Fudge, Senior Regional Transit Manager, BC Transit – via teleconference – via Teleconference  
Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure – via Teleconference  
Tiina Schaeffer, Manager of Sustainable Community Development, City of Prince George – via Teleconference  
Tania Wegwitz, MCIP, RPP, Manager of Planning, BC Transit – via Teleconference  
Matthew Boyd, Regional Planning, Work Lead, BC Transit – via Teleconference  
Anne Yanciw, CAO, Town of Smithers – via Teleconference

**CALL TO ORDER**

Chair Miller called the meeting to order at 1:27 p.m.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Newell  
Seconded by Director Petersen

**RTC.2016-1-1**

"That the agenda of the October 6, 2016 Regional Transit Committee Meeting be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **SUPPLEMENTARY AGENDA**

### **DRAFT TERMS OF REFERENCE**

Melany de Weerd, CAO Update:

- Terms of Reference - first draft;
- Disseminated to all local governments and First Nations listed;
- Determine the level of interest and feedback in terms of governance, funding models/structures and level of participation;
- Document was also provided to BC Transit and Ministry of Transportation and Infrastructure for feedback.

Discussion took place in regard to the structure of the advisory group and the Regional District being the agreement holder. The RDBN Board of Directors will vote on decisions and recommendations from the Regional Transit Committee to make the final decision due to legislative restrictions and requirements.

Concerns were brought forward in regard to a fair and equitable model for rural residents due to the small percentage of rural residents that will access the service. The process moving forward will be to understand who the partners are which will affect the level of service. It is a voluntary service.

The parameters in regard to Rural Directors voluntarily providing grant in aid to the service along with Chair Miller's ability to appoint Electoral Area Directors to the Committee, was discussed.

Director Repen spoke to the challenges faced by Telkwa wherein the current fare to ride the bus from Telkwa to Smithers is \$2.75 and the proposed route fare will be \$5. The level of participation that will be needed for the service was discussed. Without participation the program most likely will not continue past the three year timeline that the Provincial Government has currently committed funding. Chair Miller mentioned that it will be necessary to have participation from the majority of potential partners and First Nations or the service will not be sustainable.

The BC Transit model was discussed in regard to the license holder needing to be a local government. Throughout the province, all transit systems have local government partnership. The Town of Smithers had initially agreed to be the agreement holder but it was felt that because the RDBN Board of Directors encompasses more of the route it may be a more balanced agreement holder. Discussion took place regarding the support of the Regional District Board of Directors for recommendations coming forward from the Regional Transit Committee. Due to the legislative requirements, BC Transit's guidelines that a local government must hold the agreement and the Provincial funding that has been provided to create the service, the Regional District is a suitable option to be the agreement holder.

The Regional District is a part of similar structures regarding other services that certain Electoral Areas participate in and are ratified by the entire Regional Board. This occurs to provide a general benefit for the whole region.

Discussion took place regarding 55% of the population of the Regional District being outside of the municipalities and if there is a small percentage of the rural population that participates in the services it will increase the success and potential of the system.

Chair Miller mentioned that the Ministry of Transportation and Infrastructure has committed to fund a transit coordinator position to assist in moving the service forward. He spoke to the advantages of the Coordinator working closely with First Nations participants to develop partnerships. First Nations participation will depend on the relationship with the communities and each First Nations community individually. Chair Miller spoke to the need to develop a communication protocol with First Nations in moving forward.

## **SUPPLEMENTARY AGENDA (CONT'D)**

### **DRAFT TERMS OF REFERENCE (CONT'D)**

Director Illes spoke to concerns in regard to the potential of the lack of participation increasing the contribution amount from the participating members. There is a threshold for the majority of communities in regard to their ability to contribute funds and taxing their residents. Chair Miller also noted the more ridership the more funds will be contributed to the service.

Discussion took place in regard to supporting the first draft of the Terms of Reference and receiving further input from municipalities, First Nations and other partners. The Electoral Areas can have discussions to decide if they would like to be a participant of the committee or not. Director Bachrach noted that the Terms of Reference does not address the funding formula but the participation in the Regional Transit Committee. Director Bachrach will bring forward to his council the funding model for discussion. Ms. de Weerdts noted that the development of the Terms of Reference can run concurrent to the process moving forward.

DRAFT Terms of Reference      Moved by Director Bachrach  
Seconded by Director Repen

RTC.2016-1-2      “That the Regional Transit Committee recommend that the Regional District of Bulkley Nechako Board of Directors approve the Draft Regional Transit Committee Terms of Reference as amended and bring forward to a future Regional Transit Committee Meeting.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

BC Transit – Highway 16  
Action Plan: Inter-Community  
Transit Draft Detailed Route  
and Stop Locations      Moved by Director Illes  
Seconded by Director Brienen

RTC.2016-1-3      “That the Regional Transit Committee receive BC Transit’s report regarding Highway 16 Action Plan: Inter-Community Transit Draft Detailed Route.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

### **INVITATION**

Highway 16 Community Vehicle  
Grant Program Engagement  
Sessions October 3-7, 2016      Moved by Director Repen  
Seconded by Director Stoltenberg

RTC.2016-1-4      “That the Regional Transit Committee receive the Highway 16 Community Vehicle Grant Program Engagement Sessions October 3-7, 2016.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

Discussion took place regarding the notifications of the engagement sessions not being provided in a timely manner.

**NEW BUSINESS**

Highway 16 Inter-Community  
Engagement Report

Chris Fudge, BC Transit commented that BC Transit will be distributing and posting the Highway 16 Inter-Community Engagement Report along with the revised bus stop and routing plan.

**ADJOURNMENT**

Moved by Director Bachrach  
Seconded by Director Repen

RTC.2016-1-5

“That the meeting be adjourned at 2:22 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant