**MEETING MINUTES**

Item 1.c

**Sustainable Transportation Partnership of the Central Okanagan (STPCO)**

**Local Government Advisory Board**

Thursday, December 8, 2016

1:30 pm to 3:15pm

Knox Mountain Room, City of Kelowna

**Board Members In Attendance:**

Mayor Colin Basran, City of Kelowna **(Meeting Chair)**

Mayor Doug Findlater, District of West Kelowna Chair Gail Given, Regional District of Central Okanagan

Mayor Cindy Fortin, District of Peachland

**CAO Committee Members In Attendance:**

Alan Newcombe, City of Kelowna Michael Mercer, District of Lake Country

Tracy Batten, City of West Kelowna Dan Brown, Westbank First Nation

Polly Palmer, District of Peachland Brian Reardon, RDCO

**Staff In Attendance:**

Ron Westlake, STPCO **Delegation:**

Jerry Dombowsky, STPCO Rob Williams, BC Transit

Rafael Villarreal, STPCO

Christina O’Reilly, STPCO

Cindy Anderson, STPCO

**Regrets**

Chief Lindley, Westbank First Nation

Mayor Baker, District of Lake Country

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| **Agenda Item** | Notes | **Actions** |

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| **1.** | **Call to Order**  Mayor Basran called the meeting to order at 1:35pm.   1. **Introductions**: roundtable introductions made. 2. **Adoption of Agenda:** Approval of the agenda was moved by RDCO Chair Given, seconded by Mayor Basran and adopted. 3. **Confirmation of Meeting Minutes – June 23, 2016:** Moved by Mayor Fortin, seconded by RDCO Chair Given that the minutes of the June 23, 2016 meeting be adopted. *Passed.* 4. **City of Kelowna Organization Changes:** Rafael advised that the City has made some additional organization changes. He advised that he has taken over the responsibility for the STPCO working group as well as other City transportation planning and programs. He has asked Ron Westlake to continue to provide administrative support to the STPCO partners. |  |
| **2.** | **Delegation: BC Transit – Rob Williams**   1. **Proposed New UBC Transit Exchange**   Rob provided a graphic depicting the proposed exchange on the UBC campus. BCT has entered into a project agreement with UBC and UBC will deliver the project. A working group has been formed and they begin meeting in January, 2017. A Request for Proposals for the design is being drafted with the intension of inviting proposal in the early New Year. Construction could start in the spring and be completed late summer, 2017.   1. **Transit Operations Centre Upgrade**   Rob Williams provided an update on the plans for improvements to the existing transit operations centre. The project scope includes addition of 10 to 12 bus parking spaces and a parts storage area. Construction has been delayed due to the strike. The work is expected to be completed in the spring of 2017 with the paving for bus parking.   1. **Real-Time Project & System-wide AVL**   BCT has now got a project team in place. They are developing an RFP for technology providers. There is now additional cost for this initiative as the existing Rapid Bus AVL system is being phased out and operational costs will be transferred to the new system. MOUs however need to be approved by CoK, WFN and DoLC. Subject to approval of the MOUs, the RFP is planned to be issued in January, 2017. The goal is to have all participating communities completed by March 2019.   1. **Recent Labour Dispute (In-Camera)** 2. **Transit Future Plan**   A draft list of proposed 1-5 year service changes and capital projects as been drafted in consultation with local partners, the Operator and the public. Proposals will be shared with the key stakeholders and the public in the first quarter of 2017.   1. **Future Public Transit Infrastructure Funding**   Jerry Dombowsky provided a presentation about future funding opportunities through the Federal and Provincial governments. While the first round of funding under the Public Transit Infrastructure Fund has been allocated, the second round has committed significant funding for the next ten years. Due to the magnitude of this funding, greatest opportunity for Kelowna Regional Transit is seen to be the future transit operations centre. As such, working group of BCT and CoK staff has been put in place with term-of-reference and a Project Charter that have been reviewed with the CAO Committee.  Other potential projects were summarized in Jerry’s presentation.  The LGA Board passed the following resolution at the conclusion of Jerry’s presentation and discussions:  *THAT the STPCO LGA Board approve in principle, the development of proposals as detailed in his report (December 8, 2016) for submission for Round 2 Public Transit Infrastructure program funding.*  Refined proposals will be brought back to the LGA Board at a future meeting. | **Jerry**: to report back on recommended applications. |

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| **3.** | **STPCO**   1. **2017 STPCO Work Plan**   Rafael summarized the draft 2017 STPCO Work Plan which covered core services, strategic projects/vision and data analytics/monitoring. There were no questions.   1. **Sustainable Mobility Strategies**   Jerry provided a presentation on this topic pointing out that mobility challenges today are no longer about just planning of more transportation supply. Today its more about access to work, education, goods/services and social connections. There are proven techniques to improve this access while reducing environmental and social impacts. This is the case for more vibrant, livable and sustainable cities.  Jerry discussed some of the mobility strategies used today. He has retained a consultant to undertake a review of these strategies and identification of others. The consultant has begun this work with interviews of key stakeholders within the region. The outcome of this work will set the stage for developing the TDM component of the upcoming Regional Strategic Transportation Plan. This review is expected to be completed in early 2017   1. **Regional Strategic Transportation Plan**   Rafael summarized the process leading up to the Phase 2 component of this initiative. Phase 1 visioning was completed in 2014 and funding for Phase 2 was approved earlier this year. 2016 was primarily taken up with the Ministry’s Central Okanagan Planning Study and the RSTP will benefit from understanding the outcome of the Ministry’s work. He reviewed expected milestones for the RSTP in 2017 and talked briefly about regional focus areas such as the area including UBCO and the Airport which has been referenced in the past as the ‘Gateway’.     1. **Programs Year in Review**    1. **Bike to Work/School Week Results**   637 teams and 2,013 riders participated in the Bike to Work event in 2016. Over four thousand students (25 schools) participated in the Bike to School event. Two thousand students participated in the 2016 Bike Rodeos that teach and practice safe cycling.   * 1. **Carpooling 2016**   There were 398 new registrants to carpool.ca during October & November. Carpooling was also promoted through various agencies including UBC during the transit labour strike. |  |
| **4.** | **Transit**   1. **2016 Transit Customer Satisfaction Survey**   Rafael provided a summary of the outcome of the 2016 Transit Customer Satisfaction Survey undertaken in April. There were 1700 responses across the region with 75% from Kelowna, 18% from the Westside and 7% from Lake Country/RDCO. The primary purpose of transit trips were noted as ‘to work’ or ‘to school’. Overall there was a 63% satisfaction with our transit service and this is up from 55% in 2014. 43% believe the service has improved over the last year. The three most important components of transit service to the customers were reliability, frequency and connectiveness.   1. **40th Anniversary of Kelowna Regional Transit**   Cindy Anderson gave a presentation on the upcoming 40th Anniversary celebrations of Kelowna Regional Transit in 2017. She has worked with BC Transit marketing staff and the STPCO partners’ communications staff to develop a month by month promotion through 2017. As well, an interactive timeline of major milestones in our local transit history was created for viewing by the public online. She will continue to hold regionally coordinated monthly communications meetings to promote events across the region. |  |
|  | **Close of Meeting and Next Meeting**   * The Board meeting adjourned at 3:15 pm. * The next meeting is scheduled for June 14th, 2016, at Regional District of Central Okanagan. |  |

Minutes taken by: R. Westlake