

Here are the main points from the September 20th TransLink Board of Directors meeting. The complete agenda and supporting reports for every Board meeting are posted on TransLink's website (www.translink.bc.ca). Click on "Board Meeting Agenda and Reports" and then on the meeting date. This document is also posted on TransLink's website—click on "Board-in-Brief" and then on the meeting date.

Note: Board-in-Brief is not the official minutes of the Board meeting and should not be interpreted as such. The minutes of this meeting will be adopted by the TransLink Board at its next regular meeting.

Item 3.1—Changes to Appointments to Subsidiary Boards

The Board approved a recommendation to make changes to the Boards of Directors of three TransLink subsidiary companies—Coast Mountain Bus Company, West Coast Express, and BC Rapid Transit Company. The changes were made so that the majority of members on each subsidiary's Board are elected TransLink Board members, rather than TransLink staff.

Director Gordon Pricetakes a position on the Board of West Coast Express, while Director Doug Drummond will now serve on the BC Rapid Transit Company Board. Director Don Bell had been recommended to sit on the Coast Mountain Bus Company Board, but Director Bell declined due to other commitments. The Chair will nominate another director for the TransLink Board's approval.

Item 3.2—Tender/Contract Award Information—June 1, 2000 to August 28, 2000

The Board received a report on the award of contracts worth more than \$250,000 during June, July and August. Three such contracts were awarded:

1. TranSys International Consultants Ltd.—\$720,000 to perform bus service monitoring;
2. Imperial Electric Ltd.—\$596,778 for the performance of electrical work to facilitate the 98 B-Line bus service in Richmond;
3. G. Trasolini Contractors Ltd.—\$416,888 for hoist and inspection pit upgrades at the West Vancouver and Port Coquitlam Transit Centres.

Item 3.3—Second Quarter 2000 Expenditure and Revenue Forecast

The Board received a report, titled as above, for information. The report provides an updated projection of total expenditures, revenues and reserve balance for the 2000 fiscal year based on actual results to June 30.

All in all, TransLink's financial picture is favourable in comparison to the original budget. The deficit for 2000 is now estimated at \$18.9 million, which is \$11.4 million lower than the budgeted deficit. The reserve balance is currently projected to be \$40.7 million at December 31; the budgeted figure was \$29.2 million.

Revenues are projected to be lower than budget by \$11.2 million for the year; however, expenditures are currently estimated to be \$22.6 million less than the budgeted amount for 2000. Part of the reason for the lower-than-budgeted expenditures is a \$12.6 million pension plan rebate.

Item 3.4—GVTA Contracting Policy

The Board received a letter from Director Randall regarding contracting policy. The Board also received a letter from a representative of Bonny's Taxi that was not included in the original agenda.

The Board approved a staff recommendation not to modify the established Corporate Contracting Policy for contracting for the provision of goods and services, including the delivery of conventional transit and Handy DART services.

Item 3.5—Bus Driver Complement at Coast Mountain Bus Company

The Board received the report, titled as above, for information.

As a result of the expansion that has taken place within Coast Mountain Bus Company due to additional work assigned through the 1999 and 2000 Program Plans, the number of drivers employed has increased significantly. There were 242 operators employed on December 31, 1998; that figure has increased to 260 as of August 31, 2000. Coast Mountain projects it will hire a further 108 drivers between now and the end of December.

Item 3.6—Burnaby Heights Community Shuttle

The Board received a report, titled as above, for information. The report provides an update on the Burnaby Heights Community Shuttle service that went into effect on September 4.

The Community Shuttle program is being introduced to provide cost-effective, less intrusive transit services in areas where the use of large conventional buses is not warranted due to low ridership. Burnaby Heights, previously served by

the #139 bus, is the first area to receive Community Shuttle service.

This service was originally awarded in July to Greater Vancouver Community Services Society. However, that company withdrew its proposal on August 2, citing its lack of organizational capacity to operate the service.

Subsequently, the Community Shuttle service was awarded to Bonny's Taxi—one of the original bidders. Bonny's has previously participated in TransLink's Taxi Saver and Handy DART programs, and its cost per service hour is within TransLink's budget for the Community Shuttle service.

Item 3.7—Second Quarter (Apr–Jun)—2000 Capital Project Summary Report

The Board received a report, titled as above, for information. Reports of this kind are provided on a quarterly basis.

Since the previous report, the following modifications have been made:

1. The 2000 Capital Budget envelope, approved by the Board in March 2000, has been increased to include the \$255,898,000 for the Trolley Bus Fleet Replacement Project, approved by the Board in June.
2. Two cost-sharing projects, approved by the Board in February 2000, have been added to the list of active projects: SkyTrain Municipal Integration Funding (\$30,000,000), and Lake City Station Supplemental Fund (\$11,700,000).

Item 3.8—Status Report on 98B-Line Project

The Board received a report, titled as above, for information.

The majority of the infrastructure for the 98B-Line will be completed by the end of October. The landscaping and Service Management System will be substantially completed by December. The 98B-Line is scheduled to begin service on December 11.

The 98B-Line route will provide high-frequency, limited-stop bus service between Richmond and downtown Vancouver. It is one of many transit improvements that TransLink will be implementing in Richmond.

Item 3.9—Draft 2001 Program Plan

The Board received the Draft 2001 Program Plan for information, and referred it to the Public Advisory Committee, Major Road Technical Advisory Committee and the Transit Technical Advisory Committee for review and comment.

The Program Plan outlines proposed new services and programs for introduction between the period January 1, 2001 and December 31, 2001. The new initiatives coupled with the Year 2000 annualized service provide the basis for the 2001 Operating and Capital budgets.

Highlights of the proposed initiatives include:

Major Roads: Increase capital funding for the Major Road Network by 66% from \$15 million to \$25 million in 2001. (Approximately \$21.4 million will also be provided to municipalities for road maintenance and rehabilitation in 2001.)

Transit: Expand service levels by about 1.5% in 2001 (5.4% on an annual basis due to staggered implementation in 2001). This includes a 23% increase in SkyTrain capacity, and introduction of new types of road-based transit service (B-Line, Express Bus, and Community Shuttles).

Transportation Demand Management: New initiatives such as a guaranteed ride home pilot

program, telework programs and expanded ride share awareness campaigns are proposed to reduce overall transportation demand or to shift demand from single-occupant vehicles to more sustainable modes.

Item 3.10—Public Consultation for the Draft 2001 Program Plan

The Board approved the consultation plan contained in the August 23 report, titled as above.

Open house meetings are planned throughout the region between October 4 and October 14 to provide information to the public and gather public input on the Draft 2001 Program Plan. Locations and times of these open houses are listed in the report.

Item 3.11—Initiation of Northeast Sector and Burnaby/New Westminster Area Transit Plans

The Board received the report, titled as above, for information.

TransLink has already developed three Area Transit Plans—for Richmond, South of Fraser, and North Shore—in partnership with the municipalities in each of those sub-regions; these Plans are scheduled for TransLink Board approval in September, October and November, respectively.

The Northeast Sector and Burnaby/New Westminster regions have been selected for the next two Area Transit Plans because of the need to restructure bus services in 2001 and 2002 to integrate with the new Millennium Sky Train line that is currently under construction from New Westminster to Lougheed Town Centre and Vancouver Community College.

The draft Area Transit Plans will be submitted initially to the TransLink Board in the summer of 2001 for referral to the municipal councils for comments.

Item 3.12—Draft North Shore Area Transit Plan

The Board received the Draft North Shore Area Transit Plan for information and referred it to the North Shore municipalities for review and comment.

This is the third of seven Area Transit Plans to be developed over the next three years by TransLink in partnership with the municipalities, in support of the Strategic Transportation Plan. Area Transit Plans represent a new community-based approach to transit planning. A significant public consultation program was conducted for the North Shore between September 1999 and June 2000; it included open house meetings and workshops, market research and customer satisfaction surveys, and comments received via telephone and e-mail.

The North Shore Area Transit Plan calls for a 20% increase in bus service hours and a 20% increase of capacity on the Sea Bus vessels by the end of 2003. TransLink's goal is to attract an additional 1.1 million transit trips (12% increase) annually to and from the North Shore by 2003.

Item 3.13—December 2000 Transit Service Changes

The Board received the report, titled as above, for information.

The 2000 Program Plan approved by the Board in March outlined a major expansion of transit services, including 59 new buses and an additional 182,000 service hours. (4.3% increase on an annualized basis.) Transit service changes are introduced throughout the year on a quarterly basis with the largest expansion set to occur in December 2000 coinciding with the arrival of new buses. Of the December changes,

over half of the service will be directed to Richmond, where the first phase of the Area Transit Plan is being introduced.

Item 3.14—Final Richmond Area Transit Plan

The Board approved the Final Richmond Area Transit Plan report.

The draft version of the Richmond Area Transit Plan was developed by TransLink in partnership with City of Richmond staff between July 1999 and June 2000. The plan responds to input received from a significant public consultation program.

The Richmond Area Transit Plan calls for extensive improvements to existing bus services and implementation of new services in the 2000-2002 period, as well as service priorities for 2003-2004. A 51% increase in annual service hours will be provided in Richmond by the end of 2002, which is forecast to attract 20% more transit riders in Richmond by 2002, and additional riders in Vancouver, Burnaby, and the South of Fraser area on connecting routes.

Item 3.15—Performance Report of Transit Services for Second Quarter 2000

The Board received the report, titled as above, for information. The report details performances from January 1 to June 30 for conventional transit (bus, Sea Bus, SkyTrain, West Coast Express) and custom transit (Handy DART, Taxi Saver).

TransLink's conventional transit service hours were up by 5.2% compared to the first six months of 1999. Ridership on conventional transit is 4.8% higher than during the same period last year. Fare revenue is up 9.6% from the previous year. As well, the operating cost per service hour is favourable to target by 2.6%.

Handy DART ridership is up by 3.6% so far this year, while the Taxi Saver program ridership is continuing to decline (due in part to the increased accessibility of TransLink's conventional transit services).

Item 3.16—Bowen Island Transit Services

The Board approved the extension of the service contract with Bowen Island Community Transit Limited for a three-year period effective January 1, 2001.

The transit service on Bowen Island has maintained satisfactory performance since its inception in May 1999. The operating cost per service hour proposed by Bowen Island Community Service Limited for 2001-2003 is within the range of the current budget guidelines approved by the TransLink Board.

Item 3.17—Maple Ridge/Pitt Meadows Handy DART

The Board approved the extension of the service contract with D-W Services Ltd. for the Maple Ridge/Pitt Meadows Handy DART service for a three-year period effective January 1, 2001.

D-W Services Ltd. has provided Handy DART service in Maple Ridge and Pitt Meadows since April 1, 1999, and has maintained efficient and effective performance. The operating cost per service hour proposed by D-W Services Ltd. is within TransLink's current budget guidelines.

Item 3.18—Simon Fraser Handy DART

The Board approved the extension of the service contract with Greater Vancouver Community Services Society for the Simon Fraser Handy DART service for a three-year period effective January 1, 2001.

Greater Vancouver Community Services Society has provided Handy DART service in the Simon Fraser area (Burnaby, New Westminster, Coquitlam, Port Coquitlam and Port Moody) since

June 1, 1999 and has maintained satisfactory performance levels during that time. Its proposed operating costs per service hour are within current TransLink budget guidelines.

Item 3.19—Surrey Handy DART

The Board approved the selection of Options: Services to Communities Society as the preferred service provider for the Surrey Handy DART service effective January 1, 2001.

The Board authorized staff to enter into discussions with that organization for the purposes of finalizing a three-year operating agreement. If agreement cannot be reached on an operating cost per hour for the service which is within an acceptable range of the current TransLink budget guidelines, staff will enter into discussions with Options: Services to Communities Society for the purposes of finalising a one-year extension to the existing operating agreement that expires on December 31, 2000.

Options: Services to Communities Society has been the Handy DART service providers since 1980. The service was put to tender during this past summer, and two proposals were received—one from Options, the other from Bonny's Taxi. The bid from Bonny's Taxi was incomplete with regard to the costs sections and could not be evaluated further.

The operating cost per service hour proposed by Options for 2001-2003 is not within an acceptable range of current TransLink budget guidelines. Award of a three-year contract is contingent upon successful negotiation of an acceptable operating cost.

Item 3.20—Delta Handy DART

The Board approved the selection of Delta Assist Family and Community Services as the preferred

service provider for the Delta Handy DART service effective January 1, 2001. The Board authorized staff to enter into discussions with Delta assist to finalize a three-year operating agreement. If agreement cannot be reached on an operating cost per hour which is within an acceptable range of current TransLink budget guidelines, the Board has authorized staff to enter into discussions with Delta assist to finalize a one-year extension to the existing operating agreement that expires on December 31, 2000.

Delta assist Family and Community Services has been the Handy DART service provider in Delta since 1983. This service was put to tender during this past summer, and two proposals were received—one from Bonny's Taxi, the other from Delta assist. The bid from Bonny's Taxi contained errors in the Costs section and could not be evaluated further.

The operating cost per service hour proposed by Delta assist for 2001-2003 is not within an acceptable range of current TransLink budget guidelines. A three-year contract is contingent upon the successful negotiation of an acceptable operating cost.

Item 3.21—North Vancouver/West Vancouver Handy DART

The Board authorized the withdrawal of the current Request for Proposals for the North Vancouver/West Vancouver Handy DART service and its re-issue in 2001. The Board authorized staff to enter into discussions with 3120 Ventures Ltd. for the purpose of finalizing a one-year extension to the existing operating agreement that expires on December 31, 2000. The extension would have to be within the range of current TransLink budget guidelines.

3120 Ventures Ltd. has been the Handy DART service provider in North Vancouver and West Vancouver since 1988. This service for 2001-2003 was put to tender over the past summer, and two proposals were received—one from Bonny's Taxi,

the other from 3120 Ventures Ltd. The bid from 3120 Ventures received a higher initial evaluation than the bid from Bonny's Taxi; however, both bids were eventually rejected because of errors in the Costs section.

Because 3120 Ventures Ltd. has always provided the Handy DART service in a responsible and professional manner, and received a high rating in the initial rating of the proposals, it was determined that TransLink should negotiate with that company to finalize an operating agreement extension for the period of January 1, 2001 to December 31, 2001. Another Request for Proposals for this service will be issued in 2001.

Item 3.22—White Rock/South Surrey/Langley Handy DART

The Board approved the selection of Semiahmoo House Society for the White Rock/South Surrey/Langley Handy DART service effective January 1, 2001. The Board authorized staff to enter into discussions with Semiahmoo House Society for the purpose of finalizing an operating agreement for January 1, 2001 to December 31, 2003.

The current Handy DART service provider in the White Rock/South Surrey/Langley area, White Rock Community Aid Society, had previously informed TransLink that it would not continue in this capacity beyond the end of its present contract which expires on December 31. The service for 2001-2003 was put to tender over the summer, and three organizations submitted proposals—Bonny's Taxi, Langley Senior Resources Society, and Semiahmoo House Society.

The bid by Semiahmoo House Society was the only one of the three proposals that fully met the evaluation criteria. The operating cost per service hour for 2001-2003 proposed by Semiahmoo House Society is within an acceptable range of current TransLink budget guidelines.

Item 3.23—On-Board Publications

The Board received the report, titled as above, for information. The Board directed staff to prepare and release a Request for Proposals for the



distribution of Third Party Publications on TransLink property.

A number of publishers, both local and international, have expressed interest in launching a daily newspaper in the Vancouver market that would be distributed exclusively on the transit system. This kind of publication is now found in cities throughout the world, including Toronto and Philadelphia. The basic formula is as follows:

- The paper is distributed free of charge to customers
- The publication relies solely on advertisements to make money
- The publication is distributed at pick-up points throughout the transit network
- The editorial style is non-partisan and includes local, national and international news
- The transit authority has its own daily page to communicate directly with riders
- The transit system receives revenue in return for exclusive on-board distribution

TransLink would enjoy the benefits of an enhanced revenue and communication stream, and its customers would have easy access to news and information (thereby increasing customer satisfaction).

Item 3.24—Second Quarter Status Report & Municipal Update

The Board received the report, titled as above, for information and forwarded it to municipal Councils and other stakeholders for their information on TransLink's progress during April, May and June.

Major TransLink achievements during this time included:

- the approval of the Strategic Transportation Plan by the TransLink and Greater Vancouver

Regional District Boards;

- development of Area Transit Plans for Richmond and the South of Fraser region;
- service design for the first Community Shuttle service in Burnaby Heights, and
- exploration of an innovative new "station car" vehicle-sharing initiative to complement transit services at key locations.

Item 3.25—British Columbia Cancer Agency—Application for Fast Trax Program

The Board approved the report, titled as above, amending the Transit Tariff to include the British Columbia Cancer Agency School of Radiation Therapy as an eligible institution for the Fast Trax Program.

Fast Trax is a fare discount program for post-secondary students who must travel longer distances to attend classes. It permits full-time students of designated public post-secondary educational institutions in the Greater Vancouver region to make transit trips in all three fare zones at all times using a one-zone monthly Fare Card.

Item 3.26—Richmond/Airport-Vancouver Rapid Transit Project Management Plan

(Note: This report was not included in the original Board package.)

The Board approved five staff recommendations:

1. That TransLink serve as lead agency in a study to consider whether there is a need for a rapid transit line connecting Richmond, the Airport and Downtown Vancouver in the next 10 years;
2. That the Richmond/Airport-Vancouver Rapid Transit Project Management Plan, attached as Appendix A of the report, be approved as the basis for TransLink's participation;

3. That the CEO be authorized to execute the Memorandum of Understanding, attached as Appendix B of the report, and related funding agreements with partner agencies as required, on the understanding that funding will be in place before the project commences;

4. That the CEO be authorized to confirm the appointment of Ms. Jane Bird as project manager for the Richmond/Airport–Vancouver rapid transit planning project and enter into a suitable contract for her services;

5. That the Chair write to the Chair of the Airport Authority to express appreciation for the Authority's leadership in providing funding for this phase of the project.

A rapid transit link between Richmond and Vancouver has long been part of regional planning policy. TransLink and the other key agencies—including all levels of government—will work collectively toward a consensus as to whether to proceed to build this rapid transit link in the next 10 years.

Item 3.27—Strategic Transportation Plan—Funding Options Consultation and Communication

The Board received the report, titled as above, for information.

For the past 12 months, TransLink has engaged citizens across the region on the development of a Strategic Transportation Plan to manage traffic congestion and facilitate the flow of people and goods. Currently, TransLink's public consultation is focussing on presenting the funding options for the Strategic Transportation Plan and engaging the public in rating the "fairest" funding option.

A digest was distributed in community newspaper earlier this month that asked people to rank the funding options according to their preferences. Respondents can mail or fax the completed ranking form to TransLink, or they can also rank the options via TransLink's website or a

special interactive voice-response telephone line.

A total of 11 open houses will be held throughout the region between September 7 and October 3, allowing the public to obtain more information about the Strategic Transportation Plan and discuss the topic with TransLink staff members.

TransLink officials have also been holding briefings and presentations with municipal councils, stakeholder organizations and the media.

Item 3.28—Development of a Roads Improvement Package for Submission to the Infrastructure Program

The report, titled as above, recommends the development of a list of road projects addressing existing issues in the region to create a "package" of relevant projects meeting local and provincial interests, for submission to the federal-provincial infrastructure program.

The Board directed the Chief Executive Officer to explore with municipalities and the Province the development of a list of road projects, including but not limited to those identified in the aforementioned report, targeted to the Federal-Provincial infrastructure program.

Road projects identified in the Strategic Transportation Plan include:

- Σ South Fraser Perimeter Road
- Σ North Fraser Perimeter Road (United Boulevard extension)
- Σ Fraser River Crossing (to replace the Albion Ferry service)
- Σ Stormont-McBride connector
- Σ Fraser Highway widening
- Σ Highway 10 widening
- Σ Dollarton Bridge and Highway realignment

Item 3.29—Possible Fraser River Crossing

The Board endorsed in principle the development of a tolled high-capacity crossing of the Fraser River in the 200th Street corridor, or a variant that would connect further west on the south side, with final approval subject to the results of the studies outlined in the report. The Board instructed the Chief Executive Officer to bring forward specific recommendations, no later than 2001, for the crossing and related project implementation plan based on the results of the foregoing studies and consultation with the affected municipalities.

The Board also requested that directly affected municipalities and the provincial government consult and work with TransLink to reduce the likelihood of implementation of developments or projects which could compromise or significantly escalate the costs of a 200th Street crossing and connecting road network.

Finally, the Board instructed the Chief Executive Officer to develop, for the attention of the Board no later than December 2000, recommendations on whether to proceed with plans to expand the Albion ferry capacity on a user-financed basis, taking into account the level of the required crossing charge, impacts on ferry use and overloads, users survey on the desirability of such an initiative, and the impacts of greater traffic volumes on directly affected municipal roads and communities.

TransLink's Strategic Transportation Plans suggests that a Fraser River fixed link crossing east of the Port Mann Bridge should be implemented in the next five to ten years. GVRD plans and provincial plans also identify the need for this link. TransLink currently operates the Albion ferry in this area, but the ferry's capacity is inadequate and there are significant delays for this travel movement.

Item 5.1—Proposed Motion Regarding Northeast Sector Sky Train Extension

(Note: this item was not included in the original agenda.)

The Board considered a motion tabled by Director Kingsbury regarding the Board's approval of recommendations for the Northeast Sector Sky Train Extension. (July 26 Board meeting—Item 3.4.3, titled Preferred Alignment of Northeast Sector Sky Train Extension.)

The Board approved the following modifications to the language of the recommendations in the aforementioned report:

- A clause was included to note that the entire alignment and station location process is subject to environmental review and preliminary engineering analysis;
- Section 4i) was modified to read: "That the Board approve the tunnel alignment (Option B) that travels under the Seaview neighbourhood and the Barnet Highway with a lower portal on Vintner Street;"
- Section 5ii) was modified to read: "That the Board approve two station locations in the general vicinity of the proposed south alignment stations, Moody Centre Station and Inlet Centre, and request the RTP 2000 to investigate station location preferences put forward by Port Moody with consideration of the modal integration."



**The next TransLink Board meeting will be the
Committee of the Whole:**

Date: Wednesday, October 4, 2000
Time: 11:30 a.m.
Location: Greater Vancouver Regional District
2nd Floor Boardroom
4330 Kingsway, Burnaby

The next regular TransLink Board meeting will be:

Date: Wednesday, October 18, 2000
Time: 8:00 a.m.
Location: Greater Vancouver Regional District
2nd Floor Boardroom
4330 Kingsway, Burnaby