

September 7, 2020

Attn: Michael Coulson  
Transit Planner  
1110 Patricia Blvd.  
Prince George, BC  
V2L 3V9

**Re: 3 Year Transit Expansion Initiatives**

Dear Michael,

As we continue to respond to the impact of COVID-19 and focus our efforts on recovery, the health and safety of our operators and customers remains paramount. As restrictions begin to lift across the province and customers are returning to their normal travel routines, there is also work underway to reinstate many of our key processes in collaboration with local governments. As much as the future remains uncertain, we must also begin to plan appropriately for the future growth of our transit systems.

Each year, BC Transit confirms service expansion plans for the coming year with local government partners, and also confirms service expansion priorities for the subsequent two years. This process ensures that 3-year expansion initiatives are consistent with the expectations of local governments, and allows BC Transit to proceed with securing the funding and resources to implement service expansions.

In late April, we communicated the decision to defer all planned 2020/21 expansion initiatives until 2021/22 in order to focus our efforts on service and ridership recovery across the province. As our society and the economy have begun to open back up, we have made every effort to ensure that transit service could accommodate increased travel while maintaining the safety of employees and customers. At the same time, we have begun to reinstate some of the initiatives that were put on hold, including our expansion planning. The purpose of this letter is to re-confirm the desire to proceed with the deferred expansion initiative(s) in 2021/22, as well as identify your expansion priorities for both 2022/23 and 2023/24.

We ask that a signed copy of this letter be returned to BC Transit by October 30, 2020. If you are unable to meet this deadline, please contact me at your earliest convenience to discuss further. Following confirmation of the provincial budget in February, we will confirm with you that supporting provincial funding has been secured and initiate a transit service implementation plan. I look forward to working with you on the continued improvement of your transit service and encourage you to contact me if you have any questions regarding these proposed initiatives.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Lindsay Taylor'.

Lindsay Taylor  
Manager, Government Relations  
BC Transit

## Three-Year Transit Expansion Plan

### Proposed Transit Service Expansion Initiatives

The table below outlines expansion initiatives previously identified for implementation in 2020/21, which are now deferred to 2021/22. The estimated costing remains unchanged from the Expansion Memorandum of Understanding (MOU) previously approved by your local government, and we anticipate that these estimates will be subject to further inflationary increases. Please ensure that these initiatives are consistent with your local government expectations.

PROPOSED CONVENTIONAL EXPANSION INITIATIVES – YEAR 1 (2021-22)						
AOA Period	In Service Date	Annual Hours	Vehicle Requirements	Estimated Annual Revenue	Estimated Annual Total Costs	Estimated Annual Net Municipal Share
2021/22	Sep-21	4,000	3	\$71,136	\$533,614	\$265,881
		Description	4,000 hours for Peak service expansion as per Transit Future Plan including: <ol style="list-style-type: none"> <li>1. Downtown to UNBC: New limited stop round-trips</li> <li>2. Downtown to CNC via Spruceland: New limited stop round trips</li> <li>3. Additional off peak service improvements as determined</li> </ol>			

The table below outlines expansion initiatives for year two and three of the three-year transit service expansion initiatives. Please note that we are unable to provide estimated costing for these initiatives as part of this year's revised process, but that cost estimates will be provided as part of next year's annual process for all three years. In the meantime, please ensure that these initiatives are consistent with the expectations of your local government.

PROPOSED CONVENTIONAL EXPANSION INITIATIVES – YEARS 2 & 3 (2022/23 and 2023/24)			
AOA Period	In Service Date	Annual Hours	Description
2022/23	Sep-22	5,000	Continued Frequent Transit Network corridor development
2023/24	Sep-23		

PROPOSED CUSTOM TRANSIT EXPANSION			
AOA Period	Estimated Annual Revenue	Estimated Annual Total Costs	Estimated Annual Net Municipal Share
2021/22 In service April 21	\$16,875	\$137,000	\$28,760
	Description	Expand Custom transit <u>weekday</u> hours exclusively by means of supplemental services to reflect Conventional hours of operation.	

PROPOSED CUSTOM EXPANSION INITIATIVES – YEARS 2 & 3 (2022/23 and 2023/24)		
AOA Period	In Service Date	Description
2022/23	Sep-22	Expand Custom transit <u>weekend</u> hours exclusively by means of supplemental services to reflect Conventional hours of operation.
2023/24	Sep-23	

## Approval

On behalf of the City of Prince George, I/we are confirming to BC Transit our interest in proceeding with the deferred expansion initiative in 2021/22. Furthermore, I/we confirm that the expansion priorities identified for 2022/23 and 2023/34 align with our expectations, and that we will review and confirm these initiatives on an annual basis and with the knowledge that associated cost estimates will be once again be provided as part of this process in future years.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_

On behalf of BC Transit

**Signature:**

**Date:**

**Name:**

**Position:** Manager, Government Relations