



COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

**Wednesday, October 14, 2015
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



**Public Agenda
Community and Protective Services Committee
Wednesday, October 14, 2015**

Approval of Public Agenda

Minutes of the meeting held on September 9, 2015

Administration Reports

CPS15-12 Discounted Bus Pass Program

Recommendation

1. That City Council approve the City's continued participation in the Saskatchewan Discounted Bus Pass Program.
2. That City Council delegate authority to the Executive Director, City Services to negotiate and approve a Letter of Understanding agreement regarding the Discounted Bus Pass Program as outlined in this report.
3. That the City Solicitor be instructed to amend The Regina Administration Bylaw, No. 2003-69 be amended to delegate authority to the Chief Operating Officer (or designate) to negotiate and approve grant agreements for receipt of provincial funding for the Discounted Bus Pass Program for individuals participating in Government of Saskatchewan Social Services programs.
4. That this report be forwarded to City Council on October 26, 2015 for approval.

CPS15-13 New Statutory Holiday Service Review

Recommendation

That this report be received and filed.

Adjournment

AT REGINA, SASKATCHEWAN, WEDNESDAY, SEPTEMBER 9, 2015

AT A MEETING OF THE COMMUNITY AND PROTECTIVE SERVICES
COMMITTEE
HELD IN PUBLIC SESSION

AT 4:00 PM

Present: Councillor Jerry Flegel, in the Chair
Councillor John Findura
Councillor Shawn Fraser
Councillor Bob Hawkins
Councillor Mike O'Donnell

Also in Attendance: Council Officer, Ashley Thompson
Legal Counsel, Chrystal Atchison
Executive Director, City Services, Kim Onrait
Director, Community Services, Laurie Shalley
Manager, Community & Cultural Development, Jeff Erbach

APPROVAL OF PUBLIC AGENDA

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.

ADOPTION OF MINUTES

Councillor Mike O'Donnell moved, AND IT WAS RESOLVED, that the minutes for the meeting held on August 12, 2015 be adopted, as circulated.

ADMINISTRATION REPORTS

CPS15-11 Regina Plains Museum Support (also known as the Civic Museum of Regina)

Recommendation

1. That City Council approves a one-time grant of \$25,000, from the 2015 Community Investment Grants Reserve for Community & Protective Services, for the Regina Plains Museum to develop options on how to sustainably execute their mandate (business plan);
2. That the Executive Director of City Services be authorized to negotiate and approve a funding agreement with Regina Plains Museum as further outlined in this report;
3. That the City Clerk be authorized to execute the agreement on behalf of the City of Regina; and
4. That this proposed business plan be completed by December 31, 2015, at which time Administration will report back to Community & Protective Services with recommendations.

The following addressed the Committee:

- Chad Novak, representing the Saskatchewan Taxpayers Advocacy Group.
- Jan Moirer
- Susan Burley
- Rob Deglau and Scott Cheston, representing the Civic Museum of Regina.

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in after adding a recommendation #5 as follows:

- 5. That there be a one-time investment of an additional \$60,000 for 2015.**

The main motion, as amended, was put and declared CARRIED.

ADJOURNMENT

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the meeting adjourn.

The meeting adjourned at 5:35 p.m.

Chairperson

Secretary

October 14, 2015

To: Members,
Community and Protective Services Committee

Re: Discounted Bus Pass Program

RECOMMENDATION

1. That City Council approve the City's continued participation in the Saskatchewan Discounted Bus Pass Program.
2. That City Council delegate authority to the Executive Director, City Services to negotiate and approve a Letter of Understanding agreement regarding the Discounted Bus Pass Program as outlined in this report.
3. That the City Solicitor be instructed to amend *The Regina Administration Bylaw*, No. 2003-69 be amended to delegate authority to the Chief Operating Officer (or designate) to negotiate and approve grant agreements for receipt of provincial funding for the Discounted Bus Pass Program for individuals participating in Government of Saskatchewan Social Services programs.
4. That this report be forwarded to City Council on October 26, 2015 for approval.

CONCLUSION

The Ministry of Social Services (MSS) of the Government of Saskatchewan has agreed to pay the City of Regina \$25 per monthly bus pass sold to eligible clients and their immediate family for the period of 12 months commencing on April 1, 2015 to March 31, 2016 up to a maximum of \$663,000. As the amount of annual funding exceeds the authority currently delegated to the Administration in *The Regina Administration Bylaw*, Transit is requesting City Council approve this agreement and approve an amendment to *The Regina Administration Bylaw* to delegate authority to the Chief Operating Officer (or designate) to approve this annual agreement in future years.

BACKGROUND

The Discounted Pass Program began in November 2003 as a pilot project and officially became a permanent program in 2006. Initially, the Province committed \$234,000 in funding for the period November 2003 to October 2004, and contributions have increased annually over the last 10 years. The City of Regina received \$659,825 in grant funds from the MSS between April 1, 2014 and March 31, 2015.

DISCUSSION

The Discounted Bus Pass Program allows people with lower incomes to access public transportation. Greater access to public transportation allows individuals to more easily participate in the workforce and community activities. The 2015 adult pass is \$75 and the cost to purchase a bus pass is currently shared equally with the MSS, the City of Regina and the individual, each paying \$25. The City of Regina and the MSS have, on an annual basis, agreed to a Letter of Understanding regarding the Discounted Bus Pass Program for individuals currently participating in MSS programs. Under the Program, eligible clients and their immediate families

are able to purchase monthly bus passes at a reduced rate. Eligible clients must be participating in one of the following programs:

1. Saskatchewan Assistance Program (SAP)
2. Saskatchewan Assured Income for Disability (SAID)
3. Transitional Employment Allowance (TEA)
4. Provincial Training Allowance (PTA)
5. Saskatchewan Employment Supplement (SES)

Only approved individuals are able to purchase the discounted monthly bus pass. Each client must provide proof, that they are eligible either through a cheque stub from one of the above mentioned programs or a letter from a Provincial Government employee stating that the individual is eligible. The City of Regina submits a quarterly report to MSS as the financial reconciliation process outlining the number of monthly passes sold. The MSS makes payment upon receipt of the quarterly report.

Table 1 below provides a summary of the past five years of the number of adult and youth passes sold as well as the amount of funds contributed by the Provincial Government. The Provincial Government's contribution shows an increase of funding year over year.

Table 1
Total Passes Sold and Funds Contributed

Contribution Year	Adult Passes Sold	Youth Passes Sold	Total Passes Sold	Total Grant Funds received from Ministry of Social Services
April 1/14 to March 31/15	23422	2971	26393	\$659,825
April 1/13 to March 31/14	22858	3304	26162	\$647,509
April 1/12 to March 31/13	21684	3384	25068	\$614,166
April 1/11 to March 31/12	22358	3929	26287	\$592,704
April 1/10 to March 31/11	23345	4453	27798	\$500,364

RECOMMENDATION IMPLICATIONS

Financial Implications

The City of Regina received \$659,825 in grant funds from the MSS between April 1, 2014 and March 31, 2015. It is anticipated that the City of Regina will continue to enter into an agreement in future years with MSS to receive grant funds equal to or greater than the dollar amount received in 2014 -2015.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

None with respect to this report.

Other Implications

None with respect to this report.

Accessibility Implications

All transit buses are low-floor and wheel chair accessible.

COMMUNICATIONS

None with respect to this report.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,



Brad Bells, Director
Transit Department

Respectfully submitted,



Kim Onrait, Executive Director
City Services

Report prepared by:
Ron Bailey, Manager of Transit Administration

October 14, 2015

To: Members,
Community and Protective Services Committee

Re: New Statutory Holiday Service Review

RECOMMENDATION

That this report be received and filed.

CONCLUSION

Transit service utilization on holidays is comparable to Sunday, however, the cost recovery for holidays is lower than the cost recovery for Sundays due to increased employee wages related to overtime on holidays. The trial of the additional five statutory holidays has allowed data to be gathered on the utilization of the service so a decision can be made regarding service for 2016.

BACKGROUND

In 2012, Council approved transit service for four statutory holidays. These included Family Day, Good Friday, Remembrance Day and Boxing Day. Holiday service is provided using Sunday routes and schedules. Ridership during the holidays has been comparable to Sunday and Transit has received positive feedback from customers regarding the additional service.

In December 2014, Council approved a trial for additional service for five more holidays in 2015. The additional five statutory holidays included Victoria Day, Canada Day, Saskatchewan Day, Labour Day and Thanksgiving. The remaining two statutory holidays of Christmas and New Years' Day have no transit service. Transit Administration was instructed to report back on holiday ridership prior to budget considerations for 2016.

DISCUSSION

Transit has received requests from customers to provide bus service on holidays. The trial for additional service on five more holidays was appreciated by customers. Transportation demand does decrease on holidays but does not cease altogether. Having basic service allows customers to have transportation options to travel during the holidays to work or leisure events.

Ridership and revenue on holidays was captured in 2015 through the electronic farebox system. Sunday ridership was also captured as a comparative to holiday service.

Appendix A shows a comparison between holiday and Sunday ridership. On average, holiday ridership was relatively the same as Sunday ridership. However, providing holiday service carries a larger cost due to overtime wages. Therefore, the average cost recovery for holidays is less than the cost recovery for Sundays.

RECOMMENDATION IMPLICATIONS

Financial Implications

If service is to continue on the five additional holidays, an additional \$114,300 would be required. This budget request has been submitted in the 2016 budget considerations. Transit has the buses and manpower to continue providing holiday service for the additional five statutory holidays in 2016.

On average there is revenue of \$4,700 generated for each holiday. If all five holidays were to continue, an additional \$23,500 would be generated.

Environmental Implications

Having transportation options such as transit service availability on holidays will allow residents to not rely solely on taxis or private automobiles to get around.

Policy and/or Strategic Implications

Providing extended transit service on holidays helps achieve the transportation goals and policies in Design Regina, the City of Regina's Official Community Plan (OCP), and specifically "Goal 2: Public Transit: Elevate the role of Public Transit" in Section D3.

Accessibility Implications

All transit buses are low-floor and wheel chair accessible. Paratransit service currently operates on all statutory holidays and would not be affected by any changes with holiday service on conventional transit.

COMMUNICATIONS

Transit information will be provided through regina.ca and social media platforms, indicating the holiday service days, route and schedules.

DELEGATED AUTHORITY

The determination of providing statutory holiday service is within the authority of the Community & Protective Services Committee.

Respectfully submitted,



Brad Bells, Director
Transit Services

Respectfully submitted,



Kim Onrait, Executive Director,
City Services

APPENDIX A

Holiday Bus Service Performance				
Holiday	Ridership	Total Cost of Service	Revenue	Cost Recovery
2014				
Family Day - February 17th	3672	\$ 22,175.00	\$ 4,590.00	21%
Good Friday - April 18th	3202	\$ 22,175.00	\$ 4,002.50	18%
Remembrance Day - November 11th	2857	\$ 22,175.00	\$ 3,571.25	16%
Boxing Day - December 26th	4040	\$ 22,175.00	\$ 5,050.00	23%
2015				
Family Day - February 16th	3353	\$ 22,860.00	\$ 5,029.50	22%
Good Friday - April 3rd	3708	\$ 22,860.00	\$ 5,562.00	24%
Victoria Day - May 18 th (New)	2968	\$ 22,860.00	\$ 4,452.00	19%
Canada Day - July 1st (New)	3216	\$ 22,860.00	\$ 4,824.00	21%
Saskatchewan Day - August 3rd (New)	3441	\$ 22,860.00	\$ 5,161.50	23%
Labor Day - September 7th (New)	3320	\$ 22,860.00	\$ 4,980.00	22%
Holiday Average	3378			21%
Sunday Bus Service Performance				
Average Sunday 2015	3246	\$ 14,770.99	\$ 4,869.00	33%