TO: Committee of the Whole
FROM: Darren Marshall
Manager Transit Operations

MEETING: June 9, 2020
FILE: 877 20 DNE

SUBJECT: Licence of Occupation Extension—1 Port Drive

RECOMMENDATIONS

1. That the Regional District of Nanaimo approve the extension of the Licence of Occupation and Use to June 30, 2021

2. That the Regional District of Nanaimo not extend the lease agreement at 575 Fitzwilliam Street, Nanaimo (Prideaux Exchange).

SUMMARY

The Regional District of Nanaimo Transit System (RDN) relocated the Downtown Nanaimo Exchange to 1 Port Drive during the construction for seismic upgrades to the Bastion Street Bridge. The current amended agreement expires June 30, 2020. The RDN requires an extension of the Licence of Use Agreement to continue to use and occupy a portion of the 1 Port Drive (Attachment 1) comprised of a transit exchange constructed in accordance with the specifications and a temporary operator respite trailer. The proposed extension expires in June 30, 2021.

BACKGROUND

1 Port Drive Amendment of Licence Agreement

The City of Nanaimo performed seismic upgrades to the Bastion Street Bridge starting mid-April 2019. These upgrades required a complete closure to all vehicle traffic, excluding foot and bicycle traffic, for the duration of the construction. Transit Services has a constant need for transit buses to access the City’s downtown.

At the Regular Board meeting, October 22, 2019, the Board passed the following motion:

That the Regional District of Nanaimo approve the amended Licence of Occupation and Use Agreement for 1 Port Drive with the City of Nanaimo extending the agreement to June 30, 2020.

The City of Nanaimo’s 1 Port Drive site provides the necessary space and favorable geographical location to operate an efficient transit exchange. This location also acts to anchor the City’s Active Transportation infrastructure to mass transit, as well as regional transportation providers such as sea planes and ferries. As a temporary location, this site creates a savings of approximately 200 hours per month. These hours will be held by BC Transit in the RDN’s
reserves and will be reallocated into the transit service once a permanent location for the downtown exchange is decided.

The RDN Transit system has operated in the downtown core in the past on Gordon Street and Port Place Centre’s parking lot. In a recent study, the consultant recommended 1 Port Drive as a viable exchange location and recommended a trial prior to a full commitment. In consultation with the City of Nanaimo Transportation Department, they indicated that this area creates a more centrally located transit hub, which reduces barriers to mass transit downtown and supports the City’s goals of increasing mode share for active and sustainable mobility.

It is recommended that the RDN accept the lease extension of 1 Port Drive, Nanaimo until June 30, 2021.

575 Fitzwilliam Amendment of Lease Agreement

As the tenant at 575 Fitzwilliam Street, Nanaimo (Prideaux Exchange), the RDN has leased this location since October 12, 2005, and since May 31, 2007, has been month-to-month to operate a transit bus exchange, Prideaux Exchange.

As of May 15, 2019, the RDN has been a temporary tenant at 1 Port Drive to operate a downtown Nanaimo bus exchange. The Landlord (City of Nanaimo) and the Tenant (RDN) granted, consent to permit the temporary use of the Prideaux Exchange for the purpose of a parking lot for use by RCMP members and staff, until such time that the RDN resumes use of the Prideaux Exchange. Further, the monthly rental fee of $2,500 for the Lease Agreement will be applied to 1 Port Drive until the RDN resumes use of the Prideaux Exchange. Considering the 1 Port Drive is the preferred downtown Nanaimo exchange location, it is recommended the RDN not continue to lease the 575 Fitzwilliam Street, Nanaimo (Prideaux Exchange) after June 30, 2020.

ALTERNATIVES

1. That the Regional District of Nanaimo approve the Licence of Occupation and Use Second Amendment until June 30, 2021.

2. That the Regional District of Nanaimo not extend the lease agreement at 575 Fitzwilliam Street, Nanaimo (Prideaux Exchange) be approved.

3. That alternative direction be provided.

FINANCIAL IMPLICATIONS

The financial authorization requested to occupy and use a portion of 1 Port Drive would remain the same, $2,500 per month. There is no additional cost to the 2020 Board approved budget.

As a temporary location at 1 Port Drive, this site will create a savings of approximately 200 hours per month. These hours will be held by BC Transit in the RDN’s reserves and will be reallocated into the transit service once a permanent location for the downtown exchange is decided or as otherwise directed by the Board.

There are no cost savings or cost to discontinue the lease at 575 Fitzwilliam Street, Nanaimo (Prideaux Exchange).
STRATEGIC PLAN IMPLICATIONS

Transportation and Transit - Provide opportunities for residents to move effectively through and around the Region.

Darren Marshall
dmarshall@rdn.bc.ca
May 18, 2020

Reviewed by:
• D. Pearce, General Manager, Transportation and Emergency Services
• P. Carlyle, Chief Administrative Officer

Attachment:
1. 1 Port Drive Second Amendment to Licence Agreement