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**TO:** Committee of the Whole                                 **MEETING:** June 12, 2018

**FROM:** Darren Marshall  
Manager Transit Operations                                 **FILE:** 2240 20 NRT

**SUBJECT:** Transit Radio Tower Occupancy Agreement

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**RECOMMENDATION**

That the Regional District of Nanaimo enter into an agreement with the City of Nanaimo to allow the installation of Transit Services radio and auxiliary equipment on an existing tower and related building and provide hydro for \$1,200 annually for a five (5) year term commencing April 1, 2018 to March 31, 2023.

**SUMMARY**

The renewal of an existing agreement with the City of Nanaimo will allow the Regional District of Nanaimo's Transit System radio and auxiliary equipment to remain on a tower and in an existing building. The proposed renewal (Attachment 1) is for a five (5) year term commencing April 1, 2018 to March 31, 2023, for \$1,200 annually. All other terms and conditions of the agreement remain the same as the previous agreement with no increase to the annual fee.

**BACKGROUND**

The Regional District of Nanaimo (RDN) Transit Services has a daily need for radio services to support communication between buses, dispatch and management.

The City of Nanaimo's site provides the necessary direct line of sight that a Very High Frequency radio must have for clear communication. An added safety feature of the Very High Frequency radio is a panic button; this notifies a supervisor that a driver is in distress and needs immediate assistance.

The agreement term is from April 1, 2018 to March 31, 2023. In November 14, 1995, the Board approved the original agreement between the RDN and the City of Nanaimo and the agreement has continued to be renewed. The City of Nanaimo has provided radio tower services to the RDN for the past twenty three years which has assisted the RDN in the provision of the transit service and increased the safety of the system for the passengers and the drivers.

## ALTERNATIVES

1. That the Regional District of Nanaimo enter into an agreement with the City of Nanaimo to allow the installation of Transit Services radio and auxiliary equipment on an existing tower and related building and provide hydro for \$1,200 annually for a five (5) year term commencing April 1, 2018 to March 31, 2023.
2. That alternative direction be provided.

## FINANCIAL IMPLICATIONS

All other terms and conditions of the agreement remain the same as the previous agreement with no increase to the annual fee. The total financial authorization requested is \$1,200 annually for a five (5) year term. This annual amount is to provide hydro and is included in the annual budget.

## STRATEGIC PLAN IMPLICATIONS

The radio tower services are important for the efficient, safe and reliable operation of the RDN's transit services, advancing the Board's strategic focus on Service and Organizational Excellence.



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May 22, 2018

### Reviewed by:

- D. Pearce, Director, Transportation and Emergency Planning Services
- P. Carlyle, Chief Administrative Officer

### Attachment

1. Transit Radio Tower Occupancy Agreement