

# HALIFAX

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 14.1.1**  
**Halifax Regional Council**  
**May 22, 2018**  
**June 19, 2018**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by 

**SUBMITTED BY:** Jacques Dubé, Chief Administrative Officer

**DATE:** May 7, 2018

**SUBJECT:** Amendments to By-law U-100 – Department of Community Services Transit Pass Program

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## **ORIGIN**

At the December 12, 2017 meeting of Regional Council, the following motion was put and passed:

- 1) Direct staff to develop and initiate a pilot program to offer Employment Support and Income Assistance clients and their dependents unlimited transit access at the rate of \$21 per person per month as described in this report; and
- 2) Direct staff to amend Schedule 1, Bylaw U-100 to reflect the addition of this subsidized fare to the schedule governing Halifax Transit fares.

## **LEGISLATIVE AUTHORITY**

*Halifax Regional Municipality Charter*, R.S.N.S. 2008, section 102 allows Council, by by-law, to prescribe charges for the provision of services for persons who use or benefit from the service, on a basis to be set out in the by-law.

*Halifax Regional Municipality Charter*, R.S.N.S. 2008, subsection 69(1) enables the Municipality to provide a public transportation service, and clause 79(1)(o) provides authority for Council to expend money to provide public transportation.

## **RECOMMENDATION**

It is recommended that Regional Council adopt By-law U-104, the purpose of which is to:

- 1) amend Schedule 1 of By-law U-100, Respecting User Charges, establishing the Department of Community Services Pass, and
- 2) to approve annual passes as proof of payment for dependents under 12 years of age who are accompanying the annual pass holder

as set out in Attachment C to this report.

## **BACKGROUND**

In April 2014, Halifax Regional Council directed staff to develop a by-law for transit fares and implement the Low Income Transit Pass Pilot Program. On June 21, 2016, Halifax Regional Council adopted Schedule 1 of By-law U-100, enabling staff to initiate the Low Income Transit Pass Pilot Program. Through this program, qualified applicants were able to purchase monthly transit passes at a discounted rate. The six month pilot started in September 2016, and was extended beyond the six month period until June 2017. A permanent, annual Low Income Transit Pass Program was approved by Regional Council in February 2017. The first annual Low Income Transit Pass Program began in July 2017, and has a cap of 1,000 program participants.

A staff report dated January 10, 2017 regarding the completion of the Low Income Transit Pass Pilot Program acknowledged that Halifax Transit staff received feedback from residents who were ineligible for the program because they were receiving transportation subsidies from the Nova Scotia Department of Community Services (DCS). On February 7, 2017, Regional Council approved the recommendation in the report to enter into discussions with the Province to evaluate opportunities for offering transit passes to those in the Employment Support and Income Assistance (ESIA) program.

As a result of this direction and informed by a collaborative HRM and DCS working group, in December 2017, Halifax Transit staff received Regional Council direction to initiate a program with DCS which would provide ESIA clients and their dependents unlimited transit access at the rate of \$21 per person per month. While it is the intention of DCS to offer their programs a pilot, the proposed amendments to By-law U-100 allow HRM to offer this fare option permanently without requiring further amendments.

## **DISCUSSION**

The Department of Community Services (DCS) have indicated that the ESIA Program is transforming to create a more modern program to help people on income assistance become more self-sufficient, independent and included in their communities and the economy. DCS indicated that poverty advocates, program clients and ESIA staff feel transportation should be a basic need for everyone, and that the current system of support is not sufficient. DCS is looking at how to change the ESIA program to provide better support to clients and how to deliver services in an easier and more efficient way. This DCS pilot project and partnership with Halifax Transit will, for the first time, allow DCS to extend unlimited transit access to thousands of additional ESIA clients as well as the dependent children of ESIA clients.

The introduction of a DCS pilot program would see up to 16,800 adult clients and their dependents directly receive the benefit of unrestricted access to Halifax Transit service, rather than just the 5,900 who are currently receiving some form of allowance for transit service. It is anticipated that this will lead to an increased quality of life and social inclusion, as well as potentially higher rates of labour market participation.

### **Format of Fare Payment**

The critical element before the working group was how to administer the program in such a way that does not require ESIA clients who are benefiting from the DCS transit pass pilot program to self identify. Monthly passes were considered as an option, but the logistics of distributing monthly adult and child passes to all those who qualify was determined to be too onerous to both clients and DCS staff.

The Employee Transit Pass (EPass) Program is offered to SmartTrip member employers located in HRM. EPasses are annual discounted transit passes, purchased through payroll deduction. EPasses are currently offered at fifteen employers in HRM and have more than over 850 individual participants. The working group determined that using a fare medium similar to the EPass card was the best approach to administer this program, as it would reduce the logistics of distributing monthly passes, include proof of identification (reducing fare evasion), and it would look very similar to an existing fare media.

### Inclusion of Dependents

After thorough discussion, the DCS and HRM working group has determined that the best way to include underage dependents in the pilot program is by allowing dependents under the age of 12 to ride with an adult using a DCS fare card at no additional cost. However, as noted above, the DCS Pass will be indistinguishable from the already existing EPass. Therefore, it is recommended that the all participants in the EPass program also be permitted to bring dependents under the age of 12 onboard all transit vehicles with no additional fare required. This expansion of the EPass program is consistent with direction provided by the recently approved *Integrated Mobility Plan*, in particular Actions 57 and 64 as described below:

- Action 57: Encourage young people to use transit and active transportation
- Action 64: Expand and improve the SmartTrip program to enable and encourage commuters to try new transportation options.

It is anticipated that dependents who qualify for the DCS Transit Pass Program over the age of 12 will be provided their own Epass-type card by DCS in order to permit them to travel independently through the Halifax Transit network.

### Program Administration and Program Eligibility

The purpose of the amendments described as part of this report is to permit the establishment of the Department of Community Services Pass program. It also enables HRM to provide transit service to DCS clients at a reduced monthly fee. The establishment of qualifying criteria as well as all program administration is undertaken by the DCS.

## **FINANCIAL IMPLICATIONS**

It is anticipated that this program would impact revenue to Halifax Transit. The revenue impact will be entirely dependent on whether the ESIA recipients are currently utilizing the transportation subsidy to purchase transit passes/tickets, and is an unknown. If the ESIA recipients are currently not utilizing the transportation subsidy to purchase transit passes/tickets, there may be an increase in revenue to a maximum of \$4.2 million. If ESIA recipients are currently paying full price for transit passes/tickets, there may be a loss in revenue, but it is not expected there will be an overall decline in revenue.

It is anticipated that there may be some lost fare revenue by allowing all EPass participants<sup>[1]</sup> to bring dependents onboard transit vehicles with no additional charge. However, it is anticipated that this fare revenue is negligible as the majority of existing EPass holders are making use of their passes for commuting purposes, and typically are not bringing dependents with them. It is further anticipated that the potential fare loss would be negligible when balanced against new revenue generated by this program.

## **RISK CONSIDERATION**

Risks associated with this report are considered low. The staff report dated November 29, 2017 (Attachment A) describes the following potential risks – reduced revenue from fares, increased fare evasion, and substantially increased ridership impacting capacity.

As per Administrative Order 2017-002 ADM *Charter of Governing Principles for Regulation*, a Regulatory Impact Assessment was undertaken on the proposed by-law amendment. It has been found that the amendment proposed would not impose any new restrictions on business, and therefore a Business Impact Assessment is not required. No new restrictions will be imposed as part of the proposed amendment, rather it will enable a new program and partnership.

## **COMMUNITY ENGAGEMENT**

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<sup>[1]</sup> At time of writing there are approximately 850 EPasses in circulation.

No community engagement was undertaken in the preparation of this report.

**ENVIRONMENTAL IMPLICATIONS**

None.

**ALTERNATIVES**

Regional Council may decide to not adopt By-law U-104. This is not recommended as Regional Council has previously directed staff to implement a pilot program with DCS, and to undertake required by-law amendments.

**ATTACHMENTS**

Attachment A: Staff Report Dated November 29, 2017.

Attachment B: Showing Proposed Changes to By-law U-100, Schedule 1

Attachment C: Amending By-law U-104

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Erin Blay MCIP, LPP , Supervisor, Service Design & Projects, Halifax Transit 902.490.4942

Report Approved by: Dave Reage, Director, Halifax Transit, 902.490.5138

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DECLASSIFIED

**HALIFAX**

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

FOIPOP Review

Approved to Release

Date \_\_\_\_\_ Original Signed

Original Signed

Original Signed *ly*

**Item No. 16.2.1**

**Halifax Regional Council**

**December 12, 2017**

**In Camera (In Private)**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by 

**SUBMITTED BY:** \_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

**DATE:** November 29, 2017

**SUBJECT:** Department of Community Services Transit Passes

**PRIVATE & CONFIDENTIAL**

**ORIGIN**

At the February 7, 2017 meeting of Regional Council, a motion was put and passed that included the following:

That Halifax Regional Council:

- 4. Direct Staff to enter into discussion with the Province of Nova Scotia to evaluate opportunities for offering transit passes to those currently receiving a transportation subsidy.

**LEGISLATIVE AUTHORITY**

Section 102 of the Halifax Regional Municipality Charter allows Council, by by-law, to prescribe charges for the provision of services for persons who use or benefit from the service, on a basis to be set out in the by-law.

Section 69(1) of the Halifax Regional Municipality Charter enables the Municipality to provide a public transportation service, and section 79(1)(o) provides authority for Council to expend money to provide public transportation.

By-law U-100, Schedule 1, Section 5 provides the authority to offer a Low Income Transit Pass Pilot Program.

**RECOMMENDATION ON NEXT PAGE**

## **RECOMMENDATION**

It is recommended that Halifax Regional Council:

- 1) Direct staff to develop and initiate a pilot program to offer Employment Support and Income Assistance clients and their dependents unlimited transit access at the rate of \$21 per person per month as described in this report; and
- 2) Direct staff to amend Schedule 1, Bylaw U-100 to reflect the addition of this subsidized fare to the schedule governing Halifax Transit fares.

This report can be released to the public once the Department of Community Services has announced this pilot program. It is anticipated that this will take place in December 2017.

## **BACKGROUND**

In April 2014, Halifax Regional Council directed staff to develop a by-law for transit fares and implement the Low Income Transit Pass Pilot Program. On June 21, 2016, Halifax Regional Council adopted Schedule 1 of By-law U-100, enabling staff to initiate the Low Income Transit Pass Pilot Program.

Through this program, qualified applicants were able to purchase monthly transit passes at a discounted rate. The six month pilot started September 2016, and was extended beyond the six month period until June 2017. A permanent, annual Low Income Transit Pass Program was approved by Regional Council in February 2017. The first annual Low Income Transit Pass Program began in July 2017, and has a cap of 1,000 program participants.

A staff report dated January 10, 2017 regarding the completion of the Low Income Transit Pass Pilot Program acknowledged that Halifax Transit staff received feedback from residents who were ineligible for the program because they were receiving transportation subsidies from the Nova Scotia Department of Community Services. On February 7, 2017, Regional Council approved the recommendation in the report to enter into discussions with the Province to evaluate opportunities for offering transit passes to those in the Employment Support and Income Assistance (ESIA) program.

The Department of Community Services, through the Employment Support and Income Assistance (ESIA) Program, provides transportation assistance under certain circumstances to program clients who require transportation. Although the number of program participants varies slightly from month to month, in September 2017, the Department paid the allowance to 4,100 people for the purchase of a monthly transit pass. The Department would like to forge a partnership with HRM and Halifax Transit to implement a pilot transit program.

## **DISCUSSION**

### **Existing ESIA Program Transportation Allowance**

The existing ESIA Regulations, section 26(1) and (2), allow for a transportation allowance to be provided to clients for health and safety, employment, training, job search, or where an individual has significant mental, cognitive or physical barriers and is attending an approved learning, volunteer or day program. It does not provide for a transportation allowance for individuals wishing to engage with their community in more informal ways – by going to the library, visiting friends, or running errands. In addition, there are currently no provisions for children six years and older.

Department of Community Services (DCS) have indicated that the ESIA Program is transforming to create a more modern program to help people on income assistance become more self-sufficient, independent and more included in their communities and the economy. The Department indicated that poverty

advocates, program clients and ESIA staff feel transportation should be a basic need for everyone, and that the current system of support is not sufficient. DCS is looking at how to change the ESIA program to provide better support to clients and how to deliver services in an easier and more efficient way. This pilot project will, for the first time, extend a transportation allowance to dependent children of ESIA clients.

As of fall 2017, approximately 16,800 adults and children participating in the ESIA Program annually are within 500m of a bus route. <sup>[1]</sup> Each month, approximately 5,900 adults receive an allowance in the amount of \$78 for a monthly bus pass or a lower amount for tickets. The table below summarizes the approximate distribution of ESIA clients that will take part in the pilot program:

**ESIA Clients in Halifax**

Adults who receive funding for a monthly transit pass	4,100
Adults who receive funding for transit tickets	1,800
Adults who receive no transit funding (may receive funding for taxi or mileage)	7,900
Dependants of ESIA Clients (aged 6-20)	3,000
<b>Total</b>	<b>16,800</b>

**Average Monthly Cost of Transportation Subsidy Payments**

In September 2017, the Department of Community Services spent \$398,000 on transportation allowances in HRM; a total of \$354,000 was distributed to clients for the purpose of purchasing either a monthly transit pass or sheets of transit tickets. DCS estimates that this value would purchase approximately 4,100 bus passes and 1,800 sheets of 10 tickets. The remainder (approximately \$44,000) is allocated to taxi fares, gas, mileage, or other forms of transportation. These values are paid to program clients each month as a part of their assistance payment or as direct payments for service. It is unknown what percentage of clients receiving this allowance directly are using it to pay for monthly transit passes or transit tickets.

DCS staff have indicated that there may be an opportunity to, within the existing Transportation allowance funding envelope, undertake the purchase of bulk transit passes. In this way, the Province would be purchasing monthly or annual transit passes on behalf of ESIA clients directly from Halifax Transit, at a lower, predetermined rate.

This approach would see 16,800 adult clients and their dependents directly receive the benefit of unrestricted access to Halifax Transit service, rather than just the 5,900 who are currently receiving some sort of allowance for transit service currently. It is anticipated that this will lead to an increased quality of life and social inclusion, as well as potentially higher rates of labour market participation.

A working group of Provincial and Municipal staff has been established to discuss options for delivering transit passes to ESIA clients. Solutions for program administration and logistics of distribution are currently being evaluated.

One of the most significant risks to the success of the program is the fraudulent use of subsidized transit fares or passes, therefore the use of photo identification cards will be required to reduce the likelihood of fare media being sold or lent.

The Province has advised that they wish to publicly announce the upcoming program in December 2017. It is anticipated that it will take several months to prepare for the program, and that it will be phased in, beginning in fiscal year 2018/19. This program will begin as a pilot program to allow for early evaluation and improvements.

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<sup>[1]</sup> Conventional transit, Link and MetroX.

### **Financial Analysis**

On October 18, 2017, the Department of Community Services provided Halifax staff with a cost proposal for providing annual transit passes to ESIA clients. The proposal was for a price point of \$21 per pass, per month for all ESIA clients and their dependents in the Halifax Transit service area.

It is estimated that if all 16,800 ESIA clients and their dependents receive passes each month, the passes will be used, on average, between 12 and 27 times per month. The large range in potential usage is reflective of the lack of ability to predict future pass use by the ESIA clients.

Under the current fare structure, the cost per trip for conventional transit varies by fare media between \$1.27 per trip and \$2.50 per trip, with the average fare currently at approximately \$1.76 per trip (based on historical passenger surveys and assumptions, actual number of trips made by pass holders is not known). If the greatest per trip volume discount were applied to the ESIA program, the resultant price point would be between \$15 and \$34 per pass per month. The proposal by the Department of Community Services of \$21 per pass per month falls within that range, and in the absence of any other data to further refine future ridership projections, can be considered a reasonable price point, assuming photo identification is required to reduce the likelihood of fare evasion.

Initial start up costs including communications, marketing, and producing and the distribution of passes (and photo ID cards, where appropriate) have not yet been determined, and it is assumed these costs will fall to the Department of Community Services.

### **FINANCIAL IMPLICATIONS**

Provided that the fare media produced has minimal risk of being used by persons that are not the intended recipient, there is little risk of lost fare revenue, as the equivalent funding provided to residents to purchase transit fares will be sent directly to the Municipality.

The program will generate an increase in revenue to Halifax Transit of between \$0 and approximately \$4.2 million annually. The revenue gain will be entirely dependent on the percentage of ESIA recipients that are currently not utilizing the transportation subsidy to purchase transit passes/tickets, and is an unknown. However, it is anticipated that the program would result in an addition \$1 million in fare revenue annually, at a minimum.

### **RISK CONSIDERATION**

Risks associated with this report are considered low. The implementation of this pilot program could have the impact of reducing revenue from fares by offering a monthly pass at a reduced rate to the Department of Community Services, and for the possibility of increased fare evasion.

Under the proposal from the Department of Community Services described above, if all 16,800 ESIA clients in Halifax received the monthly transit pass at the subsidized rate of \$21 per person, the monthly revenue for transit would be approximately \$352,800 although this may vary from month to month, and could be substantially lower during the first few months of the pilot as the program ramps up. This revenue would be guaranteed, as it would be invoiced directly to the Province of Nova Scotia.

It is a risk that there will be a significant increase in ridership and high demand on certain routes and certain trips in the transit network. This risk rates low, however, as it is anticipated that much of the demand generated by this new program will result in trips taking place outside of the rush hour period during the day when there is adequate capacity available within the existing level of service.

It is also a risk that if this program proceeds, the ESIA clients receiving the subsidized transit pass may sell or give the pass to an individual who would otherwise be purchasing a monthly transit pass at the full rate

(\$78/month). To mitigate this risk, DCS and Halifax Transit will require the use of a photo ID for those using the subsidized passes.

### **COMMUNITY ENGAGEMENT**

Although no community engagement was undertaken in the preparation of this report, a large amount of stakeholder engagement has been undertaken with staff at the Department of Community Services.

Feedback on the Low Income Transit Pass Pilot Program was collected from the public and stakeholders through an internal workshop, and informally through correspondence with community partners, as well as a random phone survey of program participants.

### **ENVIRONMENTAL IMPLICATIONS**

There were no environmental implications identified associated with this report.

### **ALTERNATIVES**

Regional Council may direct staff to not proceed with a partnership with the Department of Community Services for the purposes of providing transit passes for ESIA clients and their dependents in Halifax.

Regional Council may direct staff to proceed with a partnership with the Department of Community Services to provide transit passes to ESIA clients only, excluding dependents.

### **ATTACHMENTS**

None.

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If the report is released to the public, a copy can be obtained by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Erin Blay, Supervisor, Service Design & Projects, Halifax Transit 902.490.4942

Original signed

Report Approved by: \_\_\_\_\_  
Patricia Hughes, Manager, Planning & Scheduling, Halifax Transit 902.490.6287

Original signed

Financial Approval by: \_\_\_\_\_  
Jerry Blackwood, Acting Director of Finance and Asset Management/CFO,  
902.490.6308

Original signed

Report Approved by: \_\_\_\_\_  
Dave Reage, MCIP, LPP, Director, Halifax Transit; 902.490.5138

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**Attachment B  
(Showing Proposed Changes)**

**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER U-100  
RESPECTING USER CHARGES**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality, under the authority of Sections 102 and 104 of the *Halifax Regional Municipality Charter*, 1989 R.S.N.S. c. 39, as amended, as follows:

**Short Title**

1. This By-law shall be known as By-law U-100, the *User Charges By-law*.

**Interpretation**

2. In this By-law,

(a) “CAO” means the Chief Administrative Officer of Halifax Regional Municipality;

(b) “Council” means the Council of the Municipality;

(c) “Municipality” means the Halifax Regional Municipality; and

(d) “user charge” includes a charge, fare, fee, or levy for the provision of a service to be paid by a person who uses or benefits from the service.

**Application of the By-law**

3. Council hereby establishes user charges to be paid by the person using the service in the amount as set out in each Schedule to this By-law.

4. Any Schedule to this By-law shall form part of this By-law.

5. The user charges as listed in the Schedules are subject to Federal and Provincial taxes where applicable.

**Offences**

6. A person who contravenes any provision of this By-law shall be guilty of an offence.

7. A person who contravenes any provision of this By-law is liable on summary conviction to a penalty of not less than one hundred dollars (\$100) and not more than one thousand dollars (\$1,000), in default of payment, to imprisonment for not more than ten days.

Done and passed in Council this 21<sup>st</sup> day of June, 2016.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Kevin Arjoon, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted by-law was passed at a meeting of the Halifax Regional Council held on June 21, 2016.

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Kevin Arjoon  
Municipal Clerk

Notice of Motion:	May 24, 2016
First Reading:	May 31, 2016
Notice of Public Hearing Publication:	June 4, 2016
Second Reading:	June 21, 2016
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	June 25, 2016

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Amendment # 1 – Repeal and Replace Schedule 2

Notice of Motion:	March 28, 2017
First Reading:	April 11, 2017
Notice of Public Hearing Publication:	April 22, 2017
Second Reading:	May 9, 2017
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	May 13, 2017

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Amendment # 2

Notice of Motion:	June 20, 2017
First Reading:	July 18, 2017
Notice of Public Hearing Publication:	July 29, 2017
Second Reading:	August 15, 2017
Approval by Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	August 26, 2017

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Amendment # 3 – “Welcomed in Halifax” Program Criteria

Notice of Motion:	February 27, 2018
First Reading:	March 6, 2018
Notice of Second Reading Publication:	March 10, 2018
Second Reading:	March 27th, 2018
Approval of Service Nova Scotia and Municipal Relations:	N/A
Effective Date:	April 21, 2018

## Schedule 1

### Halifax Transit User Charges

#### Interpretation

1. In this Schedule,

(a) “Access-A-Bus” means the Halifax Transit service for persons unable to use conventional transit due to a physical or cognitive disability;

(b) “adult” means a person between 16 years of age and up to and including 64 years of age;

(c) “child” means a person between 5 years of age and up to and including 15 years of age;

(d) “CNIB” means The Canadian National Institute for the Blind;

(da) “Department of Community Services Pass” means a transit pass purchased by the Province of Nova Scotia and issued to an Employment Support and Income Assistance client;

(e) “Halifax Transit” means the transit facilities and services provided by the Municipality;

(f) “Low Income Transit Pass” means a transit pass issued under the Low Income Transit Pass Program;

(g) “personal care attendant” means a person issued a Personal Care Attendant Identification Card by Access-A-Bus;

(h) “proper authority” means any employee of Halifax Transit carrying an identification card issued by Halifax Transit;

(i) “refugee” means a person identified as a refugee pursuant to the *Immigration and Refugee Protection Act*;

(ia) “refugee claimant” means a person

(i) who has been granted Protected Person status by the Immigration and Refugees Board of Canada,

(ii) who has been issued a Refugee Protection Claimant Document by the Government of Canada,

(iii) who has applied to the Government of Canada for a Pre-Removal Risk Assessment,

(iv) who cannot return to their home country because the Government of Canada has suspended or deferred removal to that country, or

(v) without temporary status, has applied to the Government of Canada to stay in Canada permanently on humanitarian and compassionate grounds;

(j) “registered Access-A-Bus user” means a person eligible to travel on Access-A-Bus as determined through an application process;

(k) “senior” means a person 65 years of age and over;

(l) “SmartTrip EPass” means a transit pass issued under the SmartTrip Program;

(m) “student” means a person who is a full-time student at an educational institution as confirmed by a valid student ID;

- (n) “transfer” means proof of payment in a form prescribed by Halifax Transit that
- (i) is issued by Halifax Transit when the initial user charge is paid;
  - (ii) allows the person to continuously travel on more than one route, of the same or lesser user charge, without having to pay an additional user charge; and
  - (iii) expires ninety (90) minutes after the last timepoint on the originating route;

(o) “UPass” means a transit pass issued to a student who attends a post-secondary institution that has signed a contract with the Municipality.

### **Application**

2. (1) Subject to section 3, no person shall travel or attempt to travel on Halifax Transit without paying the appropriate user charge as set out in section 9 of this Schedule.

(2) Where the amount of the user charge for passage on Halifax Transit is disputed, the person disputing the amount shall pay the amount requested by a proper authority.

(3) A person who refuses to pay the user charge requested by a proper authority shall be refused passage on Halifax Transit.

3. Notwithstanding subsection 2(1), travel on Halifax Transit shall be free for the following:

(a) a child under five (5) years of age;

(aa) a child between five (5) years of age and up to twelve (12) years of age when accompanying an adult carrying a valid SmartTrip EPass or a Department of Community Services pass;

(b) a senior between 10:00 a.m. and 3:30 p.m. and after 6:00 p.m. until end of service day on Tuesdays;

(c) a person with a CNIB identification card;

(d) an employee or retiree of Halifax Transit;

(e) a Halifax Regional Police officer in uniform;

(f) a personal care attendant when accompanying a registered Access-A-Bus user;

(g) a person, and any accompanying family member, who is a veteran or current member of the armed forces and

(i) is in uniform, or

(ii) who presents an armed forces ID

on Remembrance Day; and

(h) an elementary school student travelling to or from the Beaver Bank Monarch Drive Elementary School on the Route 400.

4. (1) Council, by resolution, or the CAO, may waive any user charge under this Schedule:

(a) for the following days,

(i) Canada Day,

(ii) Natal Day, or

(iii) after 6 p.m. and until end of service on New Year’s Eve;

(b) where, in the opinion of Council or the CAO, such a waiver would be beneficial to the Municipality;

(c) for up to one year for a refugee under the settlement support program or for a refugee claimant; or

(d) for event volunteers and participants upon application by an event organizer.

(2) The CAO may delegate the authority under subsection 1 of this section to the Director of Halifax Transit.

### **Low Income Transit Pass Program**

5. A person who meets the eligibility requirements of the Low Income Transit Pass Program as adopted by Council, by resolution, may apply to the program.

6. Council may, by resolution, set the number of Low Income Transit Passes available under the program.

7. A Low Income Transit Pass shall be provided by the Municipality on a first come, first serve basis.

8. Meeting the eligibility requirements does not guarantee a person will receive a Low Income Transit Pass.

8A. (1) The Director of Transit or his designate shall set the program year for the Low Income Transit Pass Program.

(2) If the number of qualified applicants to the Low Income Transit Pass Program exceeds the number of Low Income Transit Passes available in the program year, a waiting list shall be created and names added as they are approved.

(3) The Director of Transit or his designate may remove a person from the Low Income Transit Pass Program if:

(a) the person has not purchased a Low Income Transit Pass for a period of six (6) consecutive months; and

(b) there is a waiting list.

(4) A person removed from the program in accordance with subsection 3, may apply to the program in the same program year and, if accepted into the program, the person shall be added to the waiting list.

### **Department of Community Services Pass**

8B. The Province of Nova Scotia may purchase transit passes from Halifax Transit for distribution to Employment Support and Income Assistance clients.

### **User Charges for Halifax Transit**

9. The user charges for Halifax Transit shall be as follows:

Type of Service	User Charge per person
<b>Conventional Bus, Ferry and Access-A-Bus</b>	
Adult Cash	\$2.50

<b>Type of Service</b>	<b>User Charge per person</b>
Student Cash	\$2.50
Senior Cash	\$1.75
Child Cash	\$1.75
10 Tickets Adult or Student	\$20
10 Tickets Senior or Child	\$14.50
Adult Monthly Pass	\$78
Adult Monthly Pass for Low Income Transit Pass	\$39
Senior or Child Monthly Pass	\$58
Student Monthly Pass	\$70
Halifax Regional School Board Pass	\$50
UPass 8 month pass	\$145.52
9 month pass	\$162.89
<b>MetroLink</b>	
Adult Cash	\$3.00
Senior or Child Cash	\$2.25
Student Cash	\$3.00
Adult Monthly Pass	\$94.50
Adult Monthly Pass for Low Income Transit Pass	\$47.25
Person with Halifax Transit Ticket, MetroPass, UPass or transfer	\$.50
<b>MetroX</b>	
Adult Cash	\$3.50
Senior or Child Cash	\$2.75
Student Cash	\$3.50
Adult Monthly Pass	\$111
Adult Monthly Pass for Low Income Transit Pass	\$55.50

Type of Service	User Charge per person
Person with Halifax Transit ticket, MetroPass, UPass or transfer	\$1.00
Person with MetroLink pass or transfer	\$.50
<b>Department of Community Services Pass</b>	
Department of Community Services Pass monthly charge	\$21.00
<b>SmartTrip EPass</b>	
EPass for Adult	87.5% of the cost of 12 monthly passes for the corresponding type of Halifax Transit pass
EPass for Senior	
EPass for MetroLink Adult	
EPass for MetroX Adult	

**Schedule 2**

**SmartTrip Program Membership Fees**

1. The user charges for enrolment in the SmartTrip Program shall be as follows:

<b>Workplace Size (# of Employees)</b>	<b>Annual Fee</b>
1-100	\$100
100+	\$250

**Attachment C  
(Amending By-law)**

**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER U-104  
RESPECTING USER CHARGES**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality that Schedule 1 of By-law U-100, the *User Charges By-law*, is amended as follows:

1. adding the following definition immediately after clause d of section 1:

(da) "Department of Community Services Pass" means a transit pass purchased by the Province of Nova Scotia and issued to an Employment Support and Income Assistance client;

2. adding the following definition immediate after clause a of section 3:

(aa) a child between five (5) years of age and up to twelve (12) years of age when accompanying an adult carrying a valid SmartTrip EPass or a Department of Community Services pass;

3. adding the title line "Department of Community Services Pass" immediately after subsection 4 of section 8A;

4. adding the following section immediately after the new title line "Department of Community Services Pass":

8B. The Province of Nova Scotia may purchase transit passes from Halifax Transit for distribution to Employment Support and Income Assistance clients., and

5. adding the following rows into the User Charges table immediately after the line "Person with MetroLink pass or transfer" under section 9:

<b>Department of Community Services Pass</b>	
Department of Community Services Pass monthly charge	\$21.00

Done and passed by Council this        day of        , 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk