



Transportation Department Bus Criteria

To ensure consistency across the District, the following criteria will be applied to the Transportation Department when reviewing bus runs.

- 1) All buses will remain at the bus garage (100 Mile or Williams Lake) in between bus runs. This is to provide adequate time to the Fueler, Bus Washer and Mechanics to ensure that routine checks and inspections are completed.
 - a. If a bus is scheduled for a field trip, the bus will not be expected to be housed at the bus garage in between bus runs.
 - b. If a bus starts in a rural location but travels to the geographical location of Williams Lake or 100 Mile House, the bus will remain at the bus garage in between bus runs. Employees may keep a personal vehicle at the bus garage for personal business. Plug ins will be made available during winter conditions.
- 2) Buses will remain at the bus garage (Williams Lake) in between shuttle runs.
- 3) Should a bus driver believe that they meet the established criteria, outlined below, they will submit a request for review to the Assistant Manager of the Transportation of department.
- 4) All buses in the geographical region will be housed at the appropriate bus garage nightly. The exception to this is noted below and is contingent on the employee having a suitable location on their property to house the bus.
 - a. Should a bus driver live on the bus route where there is a total savings of 30 km between the morning and afternoon run, per day.
 - i. The savings is derived by determining the difference between the employees' house and the first stop compared to the difference between the bus garage and the first stop.
 - ii. Should the first or last stop change, as a result of student movement, the route will be reviewed. Should there be a change the driver will be provided with notice per Article IX.8. Employees in a permanent position will be provided with the option of remaining in their current bus run or bumping per Article IX.8.
 - iii. Should the driver's physical address change, the route will be reviewed in consideration of the new address. A minimum of thirty days' notice from the employee is requested.
 - b. Employees' who have been authorized to house the bus at their house, will bring the bus back to the bus garage for scheduled breaks (Christmas, Spring).

- 5) Rural bus runs will be posted, identifying that the bus operates from that geographical location. Employees who operate buses in rural areas will house the bus at their address, unless there is not a suitable location. A suitable location is defined as an area that is large enough to accommodate the bus, as determined by the Manager/Assistant Manager of Transportation, and the employee must be willing to maintain the parking space and driveway to accommodate winter road conditions on their own time. In instances where there is no suitable location, the bus will be housed at the school or another viable space.
 - a. The amount of time allocated to a rural bus run is based on the round trip (am/pm) starting from the school or authorized worksite to the farthest stop.
 - b. Prior to posting a rural bus run, the route will be evaluated to determine if it meets the criteria and falls under the rural bus run classification.
- 6) All buses will return to the bus garage for the summer break prior to June 30th of each school year.
- 7) All postings will reflect the originating location of the bus run, as well as the bus route.

Rural Bus Runs

Anahim Lake – Route 27
Tatla Lake – Route 32, Route 38
Alexis Creek – Route 24
Nemiah – Route 28
Likely – Route 22
Big Lake – Route 18
Horsefly – Route 12, Route 31
Lac La Hache – Route 42
Dog Creek – New Route TBD
Bridge Lake – Route 40
Horse Lake – Route 54

Rural to Town Bus Runs

Horsefly to Williams Lake – Route 7
Deka Lake to 100 Mile – Route 39