

Salt Spring Island Transportation Commission
Tuesday April 12, 2011 4-6pm
PARC Annex, Vesuvius Bay Road
Minutes

Attending: Chair McLennan, Commissioners Taylor, Wakefield and Denyer, Treasurer Harkley, Director Hendren, Assistant Iverson

Regrets: Commissioners Haigh, Lyonns and Swierenga, Manager Fenske

Delegation: Partners Creating Pathways, Jean Gelwicks

Call to Order: 4:10pm

1. Approval of agenda

Moved by Manager Fenske, **Seconded** by Commissioner Denyer that the agenda be approved.

Carried

2. Adoption of the minutes of the meeting held March 8, 2011

Moved by Manager Fenske, **Seconded** by Commissioner Taylor that the minutes be adopted.

Carried

3. Delegations

3.1 Partners Creating Pathways, Jean Gelwicks

Ms Gelwicks briefed the Commission on the proposed PCP projects for 2011 and on the status of the grant funding. The resurfacing project has been completed and is drawing rave reviews from users. Several grant applications are still outstanding and the available funding will not permit the construction of all three new projects. Incremental funding support was requested from the SSITC which would hopefully allow two of the three projects to proceed this calendar year.

4. Reports

4.1 Report from Chair McLennan

Chair McLennan up-dated the Commission on a wide range of issues as a follow-up to his newsletters of March 26 and 27. Of particular note was the fact that MoT has still not signed off on the final design of the NGVTMP and that a further delay of some 2-3 months seems likely. A lobbying effort at the political level is being contemplated by the CRD.

ACTION: Future agenda item: volunteer path improvement projects.

4.2 Report from Manager – Fenske

Manager Fenske sent report by email earlier in month.

4.3 Report from Director Hendren

Director Hendren informed the Commission that the program “Towns for Tomorrow” offers infrastructure grants of up to \$100k. The SSITC would appear to be an eligible applicant. Projects must be shovel-ready. The CRD Grants Coordinator may assist the SSITC in the application process.

ACTION: For discussion in May.

He also warned that the gas tax funding will be up for competition in 2012 and it would behoove the SSITC to have projects such as the NGVTMP shovel-ready at that time. The gas tax funds in the SSITC/CRD Capital Budget for 2011 are secure for the time being.

ACTION: This makes it all the more imperative that the NGVTMP be launched in 2011.

5. Financial Report

The Commission expressed its appreciation to Peggy Dayton of the CRD for making up-to-date figures available in time for the meeting.

ACTION: The Assistant will distribute any available budget figures with all other Agenda documents for each meeting.

6. Correspondence

6.1 Bill Relph, Vancouver Island Health Authority

6.2 Dr. Manya Sadoski, Vancouver Island Health Authority

6.3 Sharon Glover, Chair Salt Spring Island Community Health Committee

6.4 Greg Dow, Chair Parks and Recreation Commission

6.5 Elizabeth Zook, SSI Emergency Coordinator

6.6 Inside CRD

6.7 Paul Williams

6.8 Roderick Bailey

6.9 Sandy Marshall

- 6.10 Ineke de Jong
- 6.11 Kelly Mann
- 6.12 Sandra Locke
- 6.13 Grant Main, Deputy Minister, Minister of Transportation

All received by commission.

7. Business Arising

- 7.1 Small capital project: PCP projects for 2011

Moved by Chair McLennan, **Seconded** by Director Hendren

Whereas:

- Partners Creating Pathways (PCP) is highly successful in terms of getting results
- PCP is without fail adept at leveraging the modest annual SSITC/CRD financial support
- PCP has completed all tasks (detailed design, etc.) associated with two new projects for 2011 in keeping with the collaborative Critical Path document

It is Recommended that:

- the CRD allocate an additional \$10k in funding support for the two new PCP projects proposed for 2011, namely, (1) UGR from Moby's Pub to Churchill Rd; and (2) LGR from Wildwood Cres to Booth Canal Rd
- this additional \$10k is over and above the previously SSITC endorsed \$15k for these projects (SSITC Motions of Oct 12, 2010 and Jan 18, 2011)
- the CRD Transportation Manager take all steps necessary in accordance with the Critical Path document to guide these SSITC endorsed projects to completion this calendar year
- the Manager provides a detailed progress report to the SSITC meeting on May 10
- this \$10k is a reallocation of funding previously orally agreed in principle by the CRD General Manager in a meeting with the CRD Regional Director and the SSITC Chair on March 22, 2011 as per the Table below

Project	SSITC proposal	Agreed by CRD GM	New SSITC Request	
PCP projects 2011	\$15k	\$15k	\$25k	(1)
Community Projects Fund	\$15k	\$5k	\$5k	
Car Stop Pilot	\$5k	0	0	(2)
Bus shelters	\$10k	\$10k	\$15k	(3)
Interim bus bench	0	\$1.5k	\$1.5k	
Hereford sidewalk	\$8k	\$8k	\$8k	
warrants studies	\$10k	\$10k	0	(4)
Total	\$63k	\$49.5k	\$54.5	

(1) Two grants for \$25k which PCP has been counting on have not yet been confirmed. PCP is short of funds to construct two of the three pathways proposed for 2011. Hence the SSITC is recommending that CRD increase the previously agreed support for PCP from \$15k to \$25k for 2011.

(2) If this project is determined to be fundable, it may be eligible for Grant-in-Aid support from the CRD. It would thus require no direct funding support at this time from the SSITC.

(3) It would appear that even the cheapest of bus shelters costs around \$6500 rather than the previously budgeted \$5000.

(4) MoT has now offered to perform the warrant studies on their own ticket.

Carried

7.2 Small capital project: Interim bench at Country Grocer

Moved by Chair McLennan, **Seconded** by Commissioner Denyer

Whereas:

- the transit safety issue at Country Grocer has now been resolved and an interim bus stop has been installed at that location.

It is Recommended that:

- the CRD fund the purchase and installation of a PARC-type bench for the Country Grocer bus stop on an interim basis until such time as the planned permanent bus shelters are installed on Lower Ganges Rd as part of the North Ganges Village Transportation Management Plan
- the CRD Transportation Manager provides a detailed progress report to the SSITC meeting on May 10.

Carried

7.3 Small capital project: Transition Rideshare car stop pilot project.

The Chair up-dated the Commission on the proposed Pilot Project which has been endorsed by the SSITC in principle. It is hoped that if the project is determined to be feasible that funding will be available elsewhere at this stage.

7.4 Small capital project: Bus shelters

Moved by Director Hendren, **Seconded** by Commissioner Wakefield

Whereas:

- the SS Transit service is to be expanded in 2011
- the building of bus shelters on SSI would be a perfect adjunct to support SS Transit service expansion and to support the visibility of the most "productive" small bus system in BC
- citizens' groups have requested that a bus shelter be built in two locations on SSI, namely at

Kitchen Rd to help address a dangerous school bus pick-up location which is also used by SS Transit; and in Fernwood.

It is Recommended that:

- the CRD Transportation Manager take all steps necessary as per the "Critical Path" document on getting bus shelters built on Salt Spring to determine the suitability of Kitchen Rd and Fernwood for bus shelters in consultation as necessary with BC Transit and MoT
- the Manager consult with the citizens groups at Kitchen Rd and in Fernwood as to whether they wish to be actively involved in the selection of a local bus shelter design at their respective locations
- the Manager approach local architect Phillip Van Horn to enquire as to whether he might wish to volunteer his time once again to contribute to the creation of a design for rural bus shelters on SSI (Mr. Van Horne was approached by the SSITC in 2009 and prepared an 11 page preliminary report on shelters for SSI complete with design sketches and maquettes)
- the Manager provides a detailed progress report to the SSITC meeting on May 10

Carried

7.5 Small capital project: Sidewalk on Hereford

Moved by Director Hendren, **Seconded** by Commissioner Harkley.

Whereas:

- the SSITC has passed several previous Motions supporting construction of a sidewalk in front of the United Church on Hereford Ave in Ganges
- the sidewalk in question was based on a detailed design proposal for which MoT granted a License of Occupation (LOO) which has now expired
- this project was to have been constructed in 2010

It is Recommended that:

- the CRD Transportation Manager work with the SSITC to draft a "Critical Path" document on getting sidewalks built on Salt Spring akin to the similar documents on pathways and bus shelters
- based on the existing detailed design, the Manager act expeditiously to seek quotations from three qualified contractors if possible for construction of a sidewalk on Hereford this calendar year
- the CRD apply to the MoT to renew the expired LOO and allocate sufficient funds for constructing a sidewalk as previously planned on Hereford this calendar year
- the Manager provide a detailed progress report to the SSITC meeting on May 10 including a recommended detailed step-by-step approach to ensuring that the project is completed this calendar year

Carried

7.6 Small capital project: Warrant studies for Central and LGR/FGR intersections

Chair McLennan informed the Commission that MoT has agreed to conduct warrant studies (“within the next months”) for two intersections on Salt Spring, namely, Central and Lower Ganges Rd and Fulford Ganges Rd. CRD funding is not for the moment required for this project.

ACTION: The Chair will follow up these projects with MoT as necessary.

7.7 Small capital project: Community project fund

As Commissions are not authorized to operate a Grant-in-Aid fund, the SSITC is investigating the feasibility of setting up a Community Project Program akin to a Grant-in-Aid fund. At the moment, that SSITC has no discretionary funds at its disposal.

7.8 BWG - Draft SSI cycle survey - deferred.

7.9 Sidewalk design fact finding initiative: Report and Recommendations - deferred.

7.10 Request for Earth Day bus service

Moved by Commissioner McLennan, **Seconded** by Commissioner Harkley:

Whereas

- the SS Transit Service is to be expanded in 2011 including Sunday service
- the Earth Festival Society, the CRD and BC Transit have collaborated with SS Transit to offer Sunday service on Earth Day

It is Moved that:

- the SSITC endorse the Earth Day service
- the CRD fund the one-day operation (\$700) from the SSITC Transit Budget with regular fares in effect and with an anticipated return of 50%

Carried

7.11 Proposal to CRD for bus stop benches – deferred.

7.12 Transportation Tune-Up packages for Commissioners

Items from the CRD Transportation Tune-up session hosted by Commissioner Lyons were distributed to all Commissioners pursuant to the excellent coverage of the event in the Driftwood on March 30.

7.13 Mike Best traffic proposal for Ganges – deferred.

7.14 SSITC representative for PARC Trails Advisory Committee - deferred.

7.15 Climate Action Council request to meet with SSITC - deferred.

8. New Business

8.1 SSITC Goal setting for 2011 - deferred.

9. Priority items the next business meeting

ACTION: The next meeting of the SSITC will be one hour later than usual from 5-6pm on May 10, 2011. The Assistant will also make arrangements for a supplementary meeting of the SSITC on Tuesday, May 24 from 4-6pm.

10. Motion to Move In Camera and Close the Meeting in Accordance with the Community Charter Part 4, Division 3, Section 90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act - deferred.

11. Adjourn meeting

MOVED by Commissioner Denyer, **SECONDED** by Commissioner Wakefield that the meeting be adjourned at 6:10pm.

Next meeting to be held Tuesday May 10, 2011 from 5-7pm at the PARC Annex.

Approved: _____

Date: _____

Title: _____