

Salt Spring Island Transportation Commission
Thursday September 15, 2011 5-7 pm
PARC Annex, Vesuvius Bay Road

Minutes

Attending: Chair McLennan, Commissioners Haigh, Swierenga, Wakefield, Denyer, Taylor, Lyonns, Treasurer Harkley, Director Hendren, Manager Fenske, Assistant Iverson

Regrets: None

Call to Order: 5.00 pm

1. Approval of the Agenda

MOVED by Director Hendren, **SECONDED** by Commissioner Wakefield, that the agenda be approved.

CARRIED

2. Adoption of the minutes of the meeting held August 9, 2011

MOVED by Director Hendren, **SECONDED** by Commissioner Swierenga, that the minutes be adopted.

CARRIED

3. Delegations

3.1 Island Pathways/BWG

- John Rowlandson presented an Island Pathways document seeking SSITC endorsement of Island Pathways submission to BC Ferries on the Fulford Terminal Upgrade Master Plan

4. Reports

4.1 Report from Chair McLennan

- the Chair tabled his newsletter of 19 Aug and touched on his recent letter to the Driftwood co-authored with the BWG to welcome recent coverage related to cycling infrastructure on SSI; he also drew attention to the welcome news of vastly increased ridership on SS Transit since the June 29 service expansion

4.2 Report from Manager Fenske

- the Manager tabled his Monthly Activity Report of 12Sep11

4.3 Report from Director Hendren

- nil report

5. Financial Report

- the Treasurer passed on information received from CRD HQ on the August budget statements and expressed her satisfaction with the transparency now evident in the

figures

6. Correspondence

- letters from the Chair to: RCMP, Arthur Black, BWG, Peggy Dayton, Leah Hartley, RCMP, BC Ferries, Paul Minvielle (2), BC Transit, Martin Ogilvie, Roseline Ferre, Island Pathways, The Driftwood, Peter Vincent, CRD, MoT District Operations Manager, George Ehring, Islands Trust
- letters received from: Ineke de Jong (reply to I Baird), Arthur Black, Ineke de Jong (reply to Donn Tarris), B Fenske, Maxine Leichter, BC Transit, Islands Trust, Ineke de Jong, Paul Minvielle, MoT District Ops Manager, G Ehring, Island Pathways/BWG
- the Chair indicated that he would continue to make every effort to confirm Commission wishes in advance of dispatching letters of policy to outside parties

MOVED by Commissioner Lyonns, **SECONDED** by Commissioner Haigh, to receive the correspondence.

CARRIED

7. Business Arising

7.1 Small capital project: Bus Shelters

- the Manager noted that MoT has issued permits for the Kitchen Rd and Fernwood projects; both MoT and BC Transit had previously already approved the sites for the shelters in Fernwood and at Kitchen Rd
- construction drawings have been received for Fernwood but not for Kitchen Road; CRD will decide if an engineer needs to be engaged to sign off on the drawings in addition to the CRDBI
- the Manager is monitoring both projects closely
- the Chair reported replying to a letter from a concerned citizen on Kitchen Rd
- the community spokesperson for the Kitchen Road community is to canvass the neighbourhood to confirm support for the project

Action: (1) Manager to request SS Transit to track passenger numbers at Kitchen Road; (2) Chair to follow up with Kitchen Road community spokesperson to confirm neighbourhood support and to check re the availability of construction drawings; (3) Manager to oversee preparation of tender documents for site preparations including pad construction

7.2 Small capital project: PCP Projects for 2011

- the Moby's/Churchill pathway is now under construction and should be completed within a week
- PCP sent a press release to the Driftwood thanking grant organizations, volunteers, the CRD and the SSITC
- Jean Gelwicks has been working hard with volunteers to organize the possible building and storing of a bridge for the Wildwood/Booth Canal pathway which PCP expects to build next year. The latest cost estimate appears to be in the order of \$3000
- a motion to recommend this expenditure to CRD for this year was presented and subsequently withdrawn
- Manager Fenske recommended that the motion be withdrawn until CRD reviews the bridge drawing and renders a decision on whether the bridge would be accepted as a CRD asset

Action: Manager Fenske and Commissioner Denyer to confer with PCP and the CRD to determine if the proposed bridge meets CRD design specifications

7.3 NGVTMP

- copies were circulated of a graphic representation of the NGTMP; the Chair invited suggestions and observations
- several Commissioners suggested that the name of the Plan be simplified to NGTP
- JEA has completed segregating Phase One which has been passed to the MoT District Office which has passed it to the Burnaby office
- the Chair and the CRD Director briefed the Commission on their meeting with the MoT Regional Director in the office of R Lapham on 13sep11 the purpose of which was to seek MoT sign-off on the NGTP to allow construction to proceed
- the MoT Director indicated that Phase One of the Plan may be back in the MoT District Office for sign-off in two weeks

Action: Chair to follow up with MoT District Manager, Ops as recommended by MoT Regional Director

7.4 Islands Trust referral - Potential sidewalk at 125 Rainbow Road

Discussion centred on the referral from the Trust on a Land Use Bylaw amendment proposed for 125 Rainbow Road. The SSITC was asked to comment upon:

- the proposed sidewalk design
- the Commission's interest in a bylaw amendment that reduces the number of parking spaces from 6 to 4 (to preserve the heritage apple tree in the proposed parking lot)
- provision being made to connect the south/rear of the property in the future to the Ganges Public Pathway System

The property owner was in attendance at the meeting and through the Chair was invited to join the discussion and to respond to questions. He confirmed his intention to construct a pathway adjacent to the roadway incorporating the following design elements:

- surface treatment: crushed rock
- width: fence line to roadway

MOVED by Chair McLennan, **SECONDED** by Commissioner Wakefield that the SSITC recommend approval of the Land Use Bylaw amendment for 125 Rainbow Rd subject to the conditions outlined below:

- subject to provision being made for developing the Ganges Public Pathway System in the future along the south/rear of the property
- subject to the construction of a pathway on MoT right-of-way adjacent to and fronting the property in question;
- subject to the pathway incorporating the following design elements:
- surface treatment: 3/8" gravel with fines or "pathway blend"
- width: fence line to roadway
- drainage: grading to promote run-off in the direction of the culvert at Rainbow and Jackson

Motion opposed by Treasurer Harkley

CARRIED

The Commission decided to further research the matter of whether to recommend delineating the pathway from the roadway before making a recommendation to CRD, The Trust and the property owner.

It was also deemed to be preferable to defer consideration of the on-site parking question until such time as the SSITC receives a future referral from the Trust pursuant to the property owner making application to develop the second building on the property.

7.5 BC Ferries master plan for Fulford terminal

- discussion centred on the BC Ferries (BCF) Master Plan for upgrading the terminal by expanding the terminal parking lot and by including a pedestrian walkway on the west side of Fulford-Ganges Road in the village while making no mention of bicycles
- BCF requested submissions on the Master Plan from interested parties by Sept 15
- Island Pathways/BWG provided the SSITC with a copy of its submission to BCF and asked for the support of the SSITC
- Commissioner Swierenga presented an overview of the proposed upgrade. It was noted that BCF is not required to provide the street, sidewalk, bikeway or any other access to the terminal; BCF is required to provide space for pedestrians and vehicles including motorcycles and bicycles to wait to board the ferry. The SSI Ferry Advisory Committee recommended to BCF that it purchase land in Fulford for a parking lot for waiting vehicles. The BCF Master Plan meets this requirement by taking up a portion of the public roadway in the village for parked vehicles

Moved by Chair McLennan, Seconded by Commissioner Denyer that

Whereas

- *The Salt Spring Island Transportation Commission (SSITC) shares the view of Fulford residents in the 2009 Fulford Risk Assessment Study that the "pinchpoint" problem, the parking issue and pedestrian safety are primary at-risk ferry-related issues in the village and each needs to be addressed in any planned BC Ferries (BCF) terminal upgrade*
- *a 1.5 metre pedestrian walkway the length of the proposed parking lane on Fulford-Ganges Road outside of the ferry terminal has been proposed in the BCF Master Plan while the Plan makes no specific provision for bicycles and cyclists transiting the village*
- *the SSITC is desirous of improving safety and security for pedestrians and cyclists in Fulford Village and in the approaches to the BC Ferries terminal*
- *the SSITC strongly supports efforts by island cyclists to increase opportunities for safe cycling*
- *on average about 640,000 passengers including 5,000 cyclists travel through Fulford each year while thousands more cyclists bring bikes to SSI on their vehicles*
- *cycling as a day-to-day and commuting activity is growing in Canada and across N America*
- *SSI is in proximity to 4 of the top 5 cycling cities on the continent and constitutes one of N America's most promising cycling tourism destinations*
- *Fulford terminal is a key transit point on the Salish Sea Regional Trail proposed by the Capital Regional District*
- *the Master Plan does not go far enough to reduce the risk of car/cyclist collisions and to improve cycling safety in the village area*

The SSITC endorses the call for BCF to pay more heed to the safety and security of cyclists in the September 15, 2011 Submission of Island Pathways/Bicycle Working Group (IP/BWG) to BCF on the Fulford Terminal Upgrade.

In so doing, the SSITC endorses the following recommendations in the IP/BWG submission, namely, that:

- BCF actively reach out to and engage the cycling community in its Master Planning process
- BCF adopt community benefit as a criterion within its Master Planning process

The SSITC further recommends that:

- BCF make every effort to include dedicated north and southbound bike lanes in the terminal upgrade
- should the topography of Fulford-Ganges Road make dedicated bikelanes impractical, the proposed pedestrian walkway should be widened to the maximum width possible without impacting on the safe use of the travelled vehicle lanes and the parking lane as determined by MoT, and that the pathway be designated for the use of both pedestrians and bicycles with a centre-line separation
- for the safety of cyclists, BCF institute a firm policy that cyclists disembark the ferry with pedestrians and wait at a designated well-marked location in the terminal for the mass of vehicles exiting the ferry to pass by before proceeding out of the terminal
- informative and comprehensive signage be posted on the ferry and at the terminal regarding safety instructions and directions to cyclists and pedestrians to encourage cycling as a safe and convenient mode of transportation

Defeated

Action: Chair McLennan to bring the matter back to the table for further discussion at the next meeting of the SSITC.

7.6 BC Transit and Handy Dart

deferred

7.7 Aptekmann Project: sidewalk issues

Discussion focussed on the Aptekmann project sidewalk. The Manager explained that project is coming to the SSITC because the property developer needs CRD to apply on his behalf for an MoT License of Occupation for the project sidewalk on MoT ROW. The CRD will take over liability and maintenance for the sidewalk after construction so the CRD has an interest in its design and maintenance implications.

The CRD and MoT asked the SSITC to review and comment upon:

- the widening of the sidewalk on FGR to line up with the adjoining sidewalk as per the originally approved design from 1988
- the use of inter-locking concrete pavers for the sidewalk

Moved by Commissioner Wakefield, **Seconded by** Commissioner Swierenga *that the Commission approves the widening of the sidewalk for the Aptekmann Project on Fulford Ganges Road to line up with the adjoining sidewalk. The surface treatment will consist of interlocking concrete pavers, with the recommendation of sealing the surface after installation to help make the surface as smooth, continuous and durable as possible.*

CARRIED

7.8 SSITC Capital Budget 2012-2016

deferred

7.9 Park n Ride at Fulford Harbour

deferred

7.10 Cusheon Lake Community Group

deferred

7.11 Car Stop Project

deferred

8 New Business

8.1 Transportation Definitions: deferred

8.2 Speed limits on SSI: deferred

8.3 FCM Green Fund grant program: deferred

8.4 Hitch-hiking on SSI: deferred

8.5 Complimentary SS Transit tickets: deferred

8.6 Drop Box for agenda-related documents: deferred

9 Priority items the next business meeting

- Small capital project: Bus Shelters
- Small capital project: PCP Projects for 2011
- NGTP
- SSITC Capital Budget 2012-2016
- Islands Trust referral - 125 Rainbow Road
- BC Ferries master plan for Fulford terminal
- BC Transit and Handy Dart
- Islands Trust Referral - Rezoning Application Beddis Developments
- Park n Ride at Fulford Harbour
- Car Stop Project
- Transportation Definitions

10. Adjourn meeting

MOVED by Commissioner Lyonns, **SECONDED** by Commissioner Swierenga that the meeting be adjourned at 7:20 pm.

CARRIED

Next Meeting to be held Tuesday, September 27, 2011, 4-6 pm, at the PARC Annex.