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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held January 29, 2013, in the Portlock Park Meeting Room, Salt Spring Island, BC**

PRESENT: **Director:** Wayne McIntyre
 Commission Members: Andrew Haigh; Nomi Lyonns; Donald McLennan;
 Harold Swierenga; Jean Taylor; Kees Visser ; John Wakefield; Robin Williams
 Staff: Kees Ruurs, CRD Senior Manager; Carin Perrins, Administrative
 Secretary; Sarah Shugar, Recording Secretary

K. Ruurs called the meeting to order at 4:00 pm.

1. Call to Order

1.1 Introduction of new Commission Member

K. Ruurs introduced Robin Williams as the new member of the Commission. He then called for introductions around the table and introductions were carried out. He reviewed Bylaw 3450, the Salt Spring Island Transportation Commission bylaw.

1.2 Election of Chair and Vice Chair

K. Ruurs called for nominations for the Chair of Commission. D. McLennan stated that he would not allow his name to stand. D. McLennan nominated J. Wakefield. J. Wakefield accepted the nomination. K. Ruurs called a second and third time for nominations for Chair. There were no further nominations heard. J. Wakefield was elected by acclamation for Chair of Commission for a one year term.

K. Ruurs called for nominations for the Vice Chair of Commission. J. Wakefield nominated D. McLennan. D. McLennan accepted the nomination. K. Ruurs called a second and third time for nominations for Vice Chair. There were no further nominations heard. D. McLennan was elected by acclamation as Vice Chair of Commission for a one year term.

D. McLennan reviewed the successes of the SSITC.
J. Wakefield assumed the position of Chair.

2. Approval of Agenda

MOVED by J. Taylor, **SECONDED** by K. Visser,
That the agenda be adopted as presented.

CARRIED

3. Approval of Minutes

It was generally agreed that Item 5.1 should read:

That the Salt Spring Island Transportation Commission approve the annual expenditure of up to \$750.00 and ask the PARC maintenance staff to include this 490 m trail known as Whims Road in their regular trail maintenance schedule.

MOVED by W. McIntyre, **SECONDED** by H. Swierenga,
That the minutes of the December 18, 2012 Regular Meeting be approved as amended.

CARRIED

4. Delegations

There were no delegations to be heard at this time.

5. Reports

5.1 CRD Director

W. McIntyre thanked D. McLennan for all of his work as Chair of the SSITC. He advised that the Governance Study Committee has had two meetings to date. The Committee will be engaging in public feedback during the process.

W. McIntyre read a statement reviewing the highlights of 2012.

5.2 CRD Senior Manager EA

5.2.1 Project Report

K. Ruurs provided the Project Status Report up to January 29, 2013. He highlighted the following items:

- Hereford Merchants sign – the installation of the sign is expected to be complete for the 2013 tourist season. He will circulate the design via email.
- Ganges Hill – the feasibility study is expected by the end of February.
- NGTP – there have been several change orders due to unexpected conditions. They are expecting that phase one will be completed within the budget.

5.3 Financial Reports

The SSI Transit Operating Period ending December 31, 2012 report was received for information. C. Perrins advised that Transit sales are above the projections. It was generally agreed that staff would look into the advertising expense item.

The SSI Transportation Operating Period ending December 31, 2012 report was received for information.

The SSITC 2012 Capital Funds at December 31, 2012 was received for information.

J. Wakefield advised that this is a preliminary report and that the final report would be received in February.

- 5.4 **Draft 5-Year Capital Budget**
The draft 2013 to 2015 and forecast 2016 to 2017 Capital Budget Form was received for information. C. Perrins advised that this would not be final until the end of March 2013.
It was generally agreed that Staff would schedule a special meeting of the Commission to review the 5-Year Capital Plan.

6. Old Business

- 6.1 **NGTP Phase Two**
K. Ruurs advised that phase two of the NGTP is planned to begin fall 2013. The project management for phase two is being transferred to SSI staff.

- 6.2 **Speed Limits on SSI**
K. Visser presented an update from the Speed Limit Working Group. It was generally agreed that the working group would meet to prioritize the recommendations and present this at the next meeting.

- 6.3 **ICBC Crash Statistics**
The interim ICBC crash statistics for 2000-2012 was received for information. J. Wakefield advised that the full and complete statistics would be available in May.

- 6.4 **HandyDart**
An update on this item was provided in the Project Status Report.

- 6.5 **Car Stops**
N. Lyonns reported that the Car Stop Project did not get chosen for the Ready, Set, Sold proposal.
N. Lyonns advised that the Bus Shelter Selection Committee has received eight submissions and the selection would be in March 2013.

7. New Business

- 7.1 **BC Transit Workshop**
The SSITC/BC Transit workshop on January 22, 2013 minutes were circulated via email. At the workshop, the SSITC reached consensus on the Service Option Recommendations outlined in the BC Transit Service Options Report. The SSITC consensus has been subsequently reflected in the revised BC Transit Service Options Report of January 24, 2013.

MOVED by D. McLennan, **SECONDED** by R. Williams,
The Salt Spring Island Transportation Commission recommends to the Capital Regional District the following package of improvements for immediate implementation:

- Options 1, 3 and 5 as described in the Report
- Option 4, with the preference of using the larger loop routing (North End Rd, Fernwood, Walker's Hook) on the 12:30pm and 4:30pm trip, subject to results of stop by stop ridership counts and consultation to determine final proposed routing and scheduling.
- Option 2, pending positive results of a resident household survey to be conducted in the Bradley / Elizabeth Road / Chu-An area. If residents are not in support of the 3 Vesuvius route extension, this time will be evaluated to see if an additional trip to the Long Harbour area could be implemented in its place within approved budget.

The SSITC further recommends that the CRD:

- Receive this Report and approve it to move forward to finalization
- Approve the options as outlined in Section 2.4 Service Options Recommendations in the Report
- Approve the next steps presented in Section 3.0; and
- Enter into an Implementation Agreement Memorandum of Understanding with BC Transit, building the selected option into upcoming budgets and undertaking the confirmed public engagement strategies.

UNANIMOUSLY CARRIED

7.2 Referral from Islands Trust: 1415 and 1429 Fulford-Ganges Road
The Islands Trust Staff Report regarding a proposal to amend the Land Use Bylaw for 1415 and 1429 Fulford-Ganges Road was received for information.

7.3 Referral from Islands Trust: 151 Rainbow Road
The Islands Trust Staff Report regarding a proposal to amend the Land Use Bylaw for 151 Rainbow Road was received for information.

MOVED by D. McLennan, **SECONDED** by J. Taylor,
That the Salt Spring Island Transportation Commission recommends approval of the proposal to amend the Land Use Bylaw for 151 Rainbow Road, subject to the following considerations:

- The referral is of particular interest to the SSITC because of the transportation implications.
- The North Ganges Transportation Plan (NGTP) calls for construction of a sidewalk on the south side of Rainbow when adjacent properties are rezoned for commercial uses.
- The OCP calls for sidewalks to be provided with any new commercial development.
- There are three recent precedents for re-zoning applicants to make payments-

in-lieu to the CRD for the construction of an eventual pathway/sidewalk on the south side of Rainbow Road.

- The SSITC is on record as to the priority to be given to the construction of pedestrian and cycling infrastructure in the school district on Rainbow Road.
- MOTI has advised CRD that ideally, it would like to see an overview plan for Ganges taking drainage issues into account rather than be presented with License of Occupation applications for individual sidewalk segments.
- The SSITC has formed a Ganges Pathway/Sidewalk Working Group whose goal is to: to formulate a view on which areas might benefit most from sidewalk installation or improvement, develop a concept overview plan with an order of first priorities for consideration by the SSITC, Island Pathways, CRD, the Islands Trust and MOTI. It may reasonably be assumed that Rainbow Road is likely to figure high on the priority list for attention given the available funding on deposit with the CRD and the five-year time limit on that Funding. The CRD has developed a timeline for development of a pathway on the south side of Rainbow Road.

UNANIMOUSLY CARRIED

7.4 SSITC Priorities for 2013

The SSITC priority project list was brought forward from the July 17, 2012 SSITC meeting for information.

7.5 Ganges Hill Drainage

It was generally agreed that staff would consider if the Drake Road affordable housing project would impact the project.

7.6 Transition Town Fair

N. Lyons advised that the Transition/ Resilience Fair is scheduled on March 23, 2013 at Mahon Hall. There will be two preliminary events: February 19, 2013 and February 21, 2013 with Elizabeth May. It was generally agreed that N. Lyons would circulate more information via email.

8. Correspondence and Information Items

8.1 Experience the Gulf Islands

8.2 BC Transit Ridership Statistics for 2012

The correspondence items were received for information.

9. Next Meeting

The next Regular Meeting is scheduled on February 26, 2013.

10. Adjournment

MOVED by R. Williams, **SECONDED** by H. Swierenga,
That the meeting be adjourned at 6:00 pm.

CARRIED