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**Minutes of the Regular Meeting of the
Salt Spring Island Transportation Commission
Held April 23, 2013, in the Portlock Park Meeting Room, Salt Spring Island, BC**

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

Excused: Harold Swierenga

J. Wakefield called the meeting to order at 4:00 pm.

1. Approval of Agenda

MOVED by N. Lyonns, **SECONDED** by J. Taylor,
That the agenda be adopted as presented.

CARRIED

2. Presentations / Delegations

2.1 Brad Drew. Planner RPP. MCIP

Facilities and Capital Development, CRD Regional Parks
Ganges Hill Report

B. Drew presented an overview of the Biking and Walking Feasibility
Study of Fulford Ganges Hill – Seaview Avenue to Beddis Road prepared
by J.E. Anderson & Associates

Two options were originally considered:

1. Bike lanes on each side of Fulford Ganges Road and the sidewalk on
the west side of the road.
2. Bike lanes on each side of Fulford Ganges Road and the sidewalk on
the east side of the road.

Following preparation of draft cost estimates, draft sketches and a site
visit, a third option was added for consideration:

3. A widened gravel shoulder on the west side of Fulford Ganges Road
generally created by installing a storm drain and infilling the existing
ditch.

There was discussion regarding the following:

- It is recommended that the center line stay in the current location
as it would significantly increase costs if it were to be moved.
- The main pinch point is in front of the Seabreeze Inn.
- It is an option to build the gravel shoulder with a level of vertical
separation.
- Signage could be used to deter parking on the gravel shoulder.

- It is recommended to build to the proper load rating for heavy truck traffic.
- There are a few locations where water is percolating through the road. This suggests that there is a drainage problem.
- More discussion is needed regarding sharrows.
- The OCP recommends the preservation of the rural aesthetic of Ganges. A Class B estimate would take the natural environment into consideration such as the cost to build a pathway around existing trees.

The Chair thanked B. Drew for the presentation. B. Drew and observers left the meeting at 5:00 pm.

3. Approval of Minutes

W. McIntyre advised that Item 4.2 should read:

W. McIntyre provided a written update on Parking Authority. He advised that SSI is presently conducting a governance review. It would perhaps be more effective to address parking authority issues during the public consultation process that will be a part of the SSI governance review.

MOVED by J. Wakefield, **SECONDED** by J. Taylor,

That the minutes of the March 19, 2013 Regular Meeting be approved as amended.

CARRIED

4. Reports

4.1 Chair Report

J. Wakefield verbally reported the following:

- The online survey regarding the proposed BC Transit expansion is complete. Thank you to Donald and Judy McLennan for collecting over seventy signatures of support.
- A project update for the NGTP was reported in the Driftwood last week. Thank you to Donald McLennan for providing updates to the property owners.
- The draft Cycling Master Plan that is being prepared by Alta Planning & Design was posted on the SSITC website. The plan is expected to be published within a few months. Public feedback will begin soon.

4.2 CRD Director

W. McIntyre verbally reported the following:

- The Lieutenant Governor of BC visited SSI on April 16, 2013.
- The RFP for the consultant of the governance study review was released this week.
- The Community Economic Development Commission hosted the first Ganges Merchants Roundtable Meeting on April 17, 2013.

- Attended a conference in Sooke where the M.J. Green oil spill response ship was on display.
- The Electoral Area Directors sponsored the 2013 National Honey Bee Day.
- There is a proposed hazardous waste dump in the Shawnigan Lake area. CRD has indicated that a more suitable location is to be required.

It was generally agreed to include a 2013 CRD budget report in the next meeting agenda. W. McIntyre will provide.

4.3 CRD Senior Manager EA

K. Ruurs provided the Project Status Report up to April 23, 2013. He highlighted the following items:

- Partners Creating Pathways – The RFP is prepared, awaiting funding availability.
- Hereford Merchants Sign has been approved. The merchants are in the process of having the sign manufactured.
- Yellow curb painting – An initial inventory is complete and the commission will be consulted on priorities for painting.
- NGTP Phase one – Paving is in progress.
- NGTP Phase two – A meeting is scheduled on May 1, 2013 with MOTI.

4.4 Monthly Revenue Transit Report

The SSI Community Transit Monthly Revenue Report was received for information.

4.5 Financial Reports

The SSI Transit Operating Period ending March 31, 2013 was received for information. In response to a previous Commission request, it was explained that the doubling of the CRD allocation budget was due to \$13,000 being allocated to staff costs related to a transit referendum.

The SSI Transportation Operating Period ending March 31, 2013 was received for information.

The SSITC Capital Funds at March 31, 2013 was received for information.

It was noted that there may be information on the new bus model that may be part of the SSI Transit expansion. W. McIntyre will provide update at next meeting.

5. Old Business

5.1 SSITC Priority Projects for 2013

The 2013 Objectives for the Year Ahead / 2013 Possible Projects document was provided for consideration.

MOVED D. McLennan, **SECONDED** by N. Lyonns,
That the Salt Spring Island Transportation Commission approves the following list of priority projects for 2013:

Transportation Projects:

- NGTP phase one completion
- NGTP phase two launch
- Partners Creating Pathways – Rainbow Road Project
- Painting curbs in Ganges
- Ganges Hill pathway and bikeway options to be fully explored
- Safe Pedestrian and Cyclist access in Fulford

Transit Projects:

- 2013 Service Expansion
- Bus shelter construction

CARRIED

5.2 Speed Limit Working Group

K. Visser reported that in review of the draft Cycling Master Plan there are items that require additional consultation, such as speed limits.

It was generally agreed that the Speed Limit Working Group would meet with the Cycling Master Plan group. D. McLennan will set up a meeting.

6. New Business

There were no new business items at this time.

7. Correspondence and Information Items

7.1 Car Stop Article – Aqua Magazine

The correspondence item was received for information.

8. Next Meeting

The next Regular Meeting is scheduled on May 6, 2013 4:00 to 6:00 pm.

It was noted that the reports will not be addressed verbally at the meeting.

Priority items to be included on the agenda:

- Fulford Hill
- NGTP Phase Two
- Cycling Master Plan
- Transit Service Reports
- Bus Stop Bench
- Bus Shelters

The following Regular Meeting is scheduled on May 21, 2013 4:00 to 6:00 pm.

Priority items to be included on the agenda:

- Incident Statistics
- Communications Protocol
- Trans Canada Trail

- Website Status
- Referendum
- Transit Enhancement

The Salt Spring Island Transportation Commission closed the meeting at 5:55 pm and resumed an open session at 6:05 pm.

9. Adjournment

MOVED by W. McIntyre, **SECONDED** by A. Haigh,
That the meeting be adjourned at 6:05 pm.

CARRIED