



Making a difference...together

SALT SPRING TRANSPORTATION COMMISSION
Notice of Meeting on **TUESDAY, October 22, 2013 at 4:00 PM**
Portable Meeting Room, 145 Vesuvius Bay Rd, Salt Spring Island, BC

AGENDA

- 1. Approval of Agenda**
- 2. Presentations/Delegations**
 - 2.1 Myrna Moore, Senior Regional Transit Manager, Tania Wegwitz, Business Development, and Adrianna McMullen, Transit Planner, BC Transit, re: Transit operations and service review (draft terms of reference)
 - 2.2 Ineke de Jong, SSI System Operator re: transit overloads
 - 2.3 Matt Brian, Bus Shelter Design
- 3. Adoption of Minutes**
 - 3.1 Regular Minutes September 24, 2013
- 4. Outstanding Business**
 - 4.1 Report dated September 24, 2013 re: SSI Cycling Master Plan
 - 4.1.1 Commissioner McLellan's Notice of Motion re: SSI Cycling Master Plan
 - 4.1.2 Commissioner Kees Visser's Notice of Motion re: Amendment proposal for Motion on Cycling Master Plan
 - 4.2 Bus Shelters
 - 4.2.1 Construction Project Status Update (south side)
 - 4.2.2 Bus Shelter Design Committee meeting notes dated October 11, 2103
- 5. Reports**
 - 5.1 Chair Report
 - 5.2 Director Report
 - 5.3 Financial Reports
 - 5.4 Project Status Report
- 6. New Business**
 - 6.1 Letter dated September 26, 2013 from Marg Misek-Evans, GM-Planning and Protective Services re: Invitation to participate in the Pedestrian and Cycling Master Plan Project Advisory Committee and Project Adjudication Working Group
 - 6.2 Speed Limit Working Group - Commissioner Visser
 - 6.3 BC Ferries Fulford Project - Commissioner Swierenga
 - 6.4 Trail Fronting 154 Kings Lane-Polaris Land Surveying
- 7. Correspondence/Information**
 - 7.1 Email dated September 26, 2013 from Ross and Jo McIlvenna re: Walking trail - Churchill to Leisure Lane
 - 7.2 Letter dated September 19, 2013 to Jordan Wagner, Ministry of Transportation from Dennice Stambuck re: Upper and Lower Ganges Road
 - 7.3 Email exchange dated October 14-17, 2013 from Jordan Wagner, Ministry of Transportation, to Gregory Ast and Karen Wright re: sidewalk and bicycle paths
- 8. Next Meeting**
 - 8.1 Regular meeting November 19, 2013 at 4-6 pm
- 9. Adjournment**

To ensure quorum, advise Karla Campbell or Tracey Shaver 250 537 4448 if you cannot attend.

SALT SPRING ISLAND TRANSIT SYSTEM SERVICE REVIEW

TERMS OF REFERENCE - DRAFT

This Terms of Reference outlines the objectives, scope, deliverables and approach for the completion of a Service Review for the Salt Spring Island Transit System. It is presented for the approval of the Capital Regional District (CRD), with endorsement by the Salt Spring Island Transportation Commission (SSITC).

1.0 Introduction

The objective of this Service Review is to undertake a detailed analysis of the Salt Spring Island Transit System to identify opportunities to improve its efficiency and effectiveness. BC Transit seeks to undertake comprehensive service reviews of systems on at least a five year basis. The last full review of the Salt Spring System was completed in 2009.

This Review will build on work previously undertaken in early 2013, which looked at immediate issues and opportunities within the system and proposed a number of service options, most of which were implemented in June and September 2013. That study also outlined a number of service opportunities that should be further explored as part of a larger review. While the review will aim to be comprehensive, these specific opportunities to be evaluated include:

- Service options and feasibility for providing service specifically to meet the needs of people with a disability
- Expanded service to the Long Harbour and Cusheon Lake Road areas
- Introductory services to new areas, particularly the Beddis Road and Cedar Lane areas
- Summer service to Ruckle Park
- Enhanced evening service
- A synopsis of the current fleet and facilities for the system and an outlook on future options / requirements.

A number of other developments make the review timely. Salt Spring Island 's demographics including overall population size, average age, and other socioeconomic indicators have continued to change, impacting the needs of transit customers and potential transit customers. Additionally, policy directions contained in the new CRD Salt Spring Island Pedestrian and Cyclist Master Plan may introduce new considerations for future transit service. Finally, ridership growth of the system since its inception in 2008 has been substantial and it is useful to evaluate all services to target where further growth or changes are needed.

2.0 Objectives

To conduct a Service Review process and complete a resulting report document which:

- Builds awareness of and support for the Salt Spring Island Transit System through the Review's public participation and communication strategy;
- Analyzes and reports on the performance of the existing Salt Spring Island Transit System, including how Salt Spring Island Transit compares to its peers, its current strengths and opportunities for improvement;
- Examines future transit requirements based on community plans, demographic trends, proposed land development and road network changes, and citizen priorities expressed through consultation;

- Outlines and recommends service options for consideration by the Salt Spring Island Transportation Commission and the Capital Regional District over the short- and longer-term periods to improve transit system performance and/or cost effectiveness;
- Makes recommendations on supporting strategies and outlines the path towards implementation.

The above analysis will be conducted while remaining cognizant of the objectives contained in:

- The Islands Trust Policy Statement
- The Salt Spring Island Official Community Plan
- The CRD Salt Spring Island Pedestrian/Cycling Master Plan
- The CRD Pedestrian/Cycling Master Plan Pilot
- Any other relevant local plans

3.0 Scope

The Salt Spring Island Transit Service Review will examine the following:

Topic	Description
Context & Analysis	<ul style="list-style-type: none"> • Background to the existing transit service, including: <ul style="list-style-type: none"> ○ Implementation history ○ Historical ridership data • Current and future community needs, including: <ul style="list-style-type: none"> ○ Demographic statistics ○ Regional and local planning and transit policy and guidance ○ Current and future development, transportation network and growth patterns • Current service and market analysis, including: <ul style="list-style-type: none"> ○ Ridership and productivity (rides per hour) by service type (conventional/handyDART) ○ Ridership and productivity (rides per hour) by time and day ○ Trip origins and destinations ○ Passenger types (e.g. senior, adult, student, or college student; ambulatory, or mobility aids required) ○ Service reliability and operating issues <p>This data will be supplemented by information from:</p> <ul style="list-style-type: none"> ○ Data from system ridership sheets ○ Onboard ride checks ○ Onboard driver and passenger surveys ○ Web surveys ○ Conversations with staff members of the CRD, Islands Trust, Ganges Faerie Minishuttle, and other community Stakeholders • Vehicle fleet and infrastructure review • Comparative analysis of Salt Spring Island Transit with other similar-sized transit systems in order to identify best practices
Option Analysis	<ul style="list-style-type: none"> • Service change options for consideration in the short and longer-term futures • Additional resource requirements (if any) and applicable cost increase (or savings) • Other considerations and supporting strategies, including fare reviews, infrastructure changes and marketing

Topic	Description
Consultation	<p>Phase 1 Public Engagement: May 2014</p> <ul style="list-style-type: none"> • Project website linked to BC Transit, Capital Regional District, Islands Trust and Salt Spring Island Transit Commission (SSITC) • Key stakeholder workshops and round-tables and public open houses • Recommendations received from the SSITC Board, SSITC staff, Ganges Faerie Minishuttle staff, drivers, and other community stakeholders • Onboard and website passenger survey responses on travel habits, transportation needs, and preferred options for service changes • Supporting news releases and advertising on local media and on local transit vehicles <p>Phase 2 Public Engagement: Early September 2014</p> <ul style="list-style-type: none"> • Public open houses • Local resident surveys on preferred options for service changes
Final Report	<ul style="list-style-type: none"> • Final recommendations • Implementation process and next steps

3.0 Deliverables

The key deliverables of the Service Review will be:

- A. Draft Salt Spring Island Service Review
 - Community Profile, Transit Service Background, Present Market Analysis, Service Reliability, Vehicle Review
 - Phase 1 Public Engagement results
 - Recommendations for Service Change Options;
 - Each option will include projected revenue, total costs (or savings), and municipal share of these
- B. Amended Service Change Options, based on feedback from Islands Trust, SSITC, CRD and Ganges Faerie Minishuttle to be used for Phase 2 public engagement events; and,
- C. Final Salt Spring Island Transit Service Review, including outline of implementation process and next steps.

4.0 Approach

The service review will be conducted via a collaborative approach between the Capital Regional District, the SSITC, BC Transit and the operating company (Ganges Faerie Minishuttle) and other key community stakeholders, led by BC Transit. The key contacts are as follows:

Service Review Partners:

Capital Regional District:	Karla Campbell, Manager, Salt Spring Island Electoral Area
SSITC:	John Wakefield, Chair
BC Transit:	Myrna Moore, – Senior Regional Transit Manager Adriana McMullen – Transportation Planner Tania Wegwitz – Manager of Operational Planning
Ganges Faerie Minishuttle:	Ineke de Jong

Ongoing communication with the CRD and SSITC will be valuable at key junctures of the process in order to receive their input and endorsement on the approach, proposed service options and the final service review, prior to implementing recommendations.

BC Transit will conduct key stakeholder and public consultation in collaboration with our partners that incorporates several strategies from the spectrum of engagement, including:

- **Collaborating** – BC Transit, the CRD, SSITC, and Ganges Faerie Minishuttle are considered partners in the service review process, including collaboration on analyzing issues, developing options, identifying preferred solutions and making recommendations. Recommendations are presented to the City for approval;
- **Consulting** – public feedback is obtained through consultation to analyze issues and build alternatives and thereby make contributions to the decision making process;
- **Listening and learning** – BC Transit, partners, key stakeholders and public listen to and learn about each other's views, plans, concerns and expectations; and,
- **Informing** – providing information that will assist key stakeholders and public in understanding issues, problems, alternatives, and/or solutions.

Community stakeholders will include but not be limited to¹:

- To be completed in collaboration with SSITC and the CRD.
-

¹ BC Transit relies on our municipal partners to inform of any additional stakeholders that should be involved.
Salt Spring Island Transit Service Review Terms of Reference – DRAFT October 2013

5.0 Timeline

Date	Deliverable	Owner/Lead
October 2013	Terms of Reference Developed	BC Transit CRD, SSITC
<i>October 22, 2013</i>	<i>Terms of Reference presented to the SSITC for consideration</i>	
March-April 2014	Data Collection <ul style="list-style-type: none"> • Background <ul style="list-style-type: none"> ○ Implementation history ○ Historic ridership data • Policy Review <ul style="list-style-type: none"> ○ Policy Directions at regional and local scale, as well as transit ○ Anticipated land use and change • Data: passenger counts, stop usage, running times Preparation for public engagement <ul style="list-style-type: none"> • Develop driver and passenger surveys • Develop website and open house materials 	
May 2014	Public Engagement Phase 1 <ul style="list-style-type: none"> • Driver and passenger surveys • Open house • Web (passenger and local resident) survey “live” Additional Data <ul style="list-style-type: none"> • Current Ridership Counts • Onboard collection of ride check 	
<i>April 2014</i>	<i>Update/Roundtable to discuss preliminary results with SSITC, CRD, and Ganges Faerie Minishuttle staff and get approval for Stakeholder participants and proposed workshop format</i>	
April 2014	<ul style="list-style-type: none"> • Community Stakeholder Workshop • Additional Consultation with Islands Trust staff and on development, road network changes 	
May 2014	<ul style="list-style-type: none"> • Analysis of Engagement and Stakeholder Data • Option Development and creation of draft report outline • Identification / confirmation of quick win service options for consideration for implementation in September 	
June 2014	Draft Report to Islands Trust, CRD, SSITC (working group)	
<i>July 2014</i>	<i>Workshop to discuss Draft report, proposed options and plan for phase 2 public engagement</i>	
August 2014	Phase 2 Public Engagement materials developed with assistance from technical group and approved by working group	
September 2014 <i>visible phase</i>	<ul style="list-style-type: none"> • Phase 2 Public Engagement on proposed service options and report <ul style="list-style-type: none"> ○ Public open houses ○ Online survey • Community Stakeholder meeting on proposed service options and report 	
November 2014	<ul style="list-style-type: none"> • Analysis of Phase 2 Public Engagement and Stakeholder Consultation; incorporation of changes into the final draft report 	
<i>January 2015</i>	<i>Presentation of Final Draft Service Review Document</i>	



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held September 24, 2013 in the Portlock Park Meeting Room, Salt Spring Island, BC**

DRAFT

PRESENT: **Director:** Wayne McIntyre

Commission Members: John Wakefield (Chair), Donald McLennan (Vice Chair), Andrew Haigh, Harold Swierenga, Jean Taylor, Kees Visser, Robin Williams

Staff: Karla Campbell, Senior Manager; Ralf Waters, Manager of Engineering; Joshua Fredricks, Manager of Engineering (via web conferencing); Peggy Dayton, Senior Financial Analyst (via web conferencing); Sarah Shugar, Recording Secretary

Delegation: Janis Gauthier, JG Consulting Services Ltd.

ABSENT: **Commissioner:** Nomi Lyonns

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

1. APPROVAL OF AGENDA

MOVED by H. Swierenga, **SECONDED** by J. Taylor,
That the agenda be adopted with the following addition:
Item 8.2 December meeting date J. Taylor

CARRIED

2. DELEGATIONS

2.1 Janis Gauthier, JG Consulting Services Ltd. Re: Drake Road Affordable Housing proposal

Janis Gauthier provided an update on the project. The proposal includes 50-80 units of mixed rental/home ownership, ranging from 400 -1000 sq. ft. The proposal will include a reduced parking requirement, options are being considered such as a car-sharing pilot project, incentives for not owning a car etc. There was discussion regarding the turn to Fulford-Ganges Road and pathway options to Ganges.

Janis Gauthier left the meeting at 4:20 pm.

3. ADOPTION OF MINUTES OF AUGUST 20, 2013

MOVED by R. Williams, **SECONDED** by H. Swierenga,
That the minutes of the meeting of August 20, 2013 be adopted.

CARRIED

4. OUTSTANDING BUSINESS

4.1 NGTP Phase One – Project Status Update

Joshua Frederick provided an update on the project. Phase one is near completion. The topsoil, landscaping and hydro seeding are expected to be complete in two weeks. Quality assurance testing requires a short section of pavement to be rerolled. Three trees will be planted in front of Heritage Place to replace three trees that were removed. A railing will be installed on top of the retaining wall at the bus shelter.

The following lessons learned during Phase one:

- Streamline permitting approvals
- Workingstrip agreements
- To prequalify the bidders
- Asphalt gravel on island has different specifications

It was noted that there is a pavement seam in the south side bike lane. MOT has indicated that Mainroad would be contacted to patch the seam. MOT is scheduled to do complete pavement overlay in three years. It was noted that Mainroad is responsible for sweeping the roadway once per year.

Peggy Dayton left the meeting at 5:00 pm.

Joshua Fredricks left the meeting at 5:10 pm.

4.2 Report dated September 24, 2013, re: SSI Cycling Master Plan

The draft SSI Cycling Master Plan was provided for review. It was noted the draft SSI Cycling Master Plan on the website is not the current draft and does not reflect the recommended amendments to the advisory bike lanes in Fulford.

MOVED by W. McIntyre, **SECONDED** by K. Visser,

That the Salt Spring Island Transportation Commission defer receiving the Salt Spring Island Cycling Master Plan to the next meeting.

CARRIED

Staff will email draft SSI CMP to Commissioners please send feedback to Chair.

4.3 Letter dated June 6, 2013 from Chamber of Commerce re: Beautification of Visitor Centre Bus Shelter

It was agreed to have Commissioner Lyonns continue discussions with the Chamber.

4.4 Bus Shelter Construction project – South side of Lower Ganges Road

Manager Waters reported Mr. Brain has sent an estimate for design drawings and engineering. A general discussion was held concerning costs and it was agreed to explore the option of Mr. Brain donating the concept design and to determine the cost of engineering designs and construction drawings.

4.5 Planning Meeting Follow up

Chair Wakefield advised request to schedule a meeting with JE Anderson regarding North Ganges Transportation Plan. Manager Campbell advised timeline for meeting is expected to be late November, early December.

5. REPORTS

5.1 Chair Report

Chair Wakefield reported:

- Kings Lane bylaw amendment referral is expected soon.

- Terms of reference for the BC Transit Service Review will be received in the next two weeks, will circulate for review. BC Transit will attend the October regular meeting.

5.2 Electoral Area Director

Director McIntyre reported:

- Attended Union of BC Municipalities Convention last week. Met with the Transportation Minister.
- Attended BC Transit Partnership in Action workshop.

5.3 Financial Reports

The SSI Transportation Operating Report and the Capital Funds Report were circulated via email prior to the meeting.

5.4 Project Status Report

The Project Status Report as of September 17, 2013 was provided for information.

6. NEW BUSINESS

6.1 Bus Shelter Design Panel re: Draft Terms of Reference
This item was deferred to the next meeting.

7. CORRESPONDENCE AND INFORMATION ITEMS

7.1 BC Transit Monthly Statistical Summary
7.2 BC Transit Performance Summary
7.3 Letter – August 26, 2013 Plant Farm, Glyphosate Spray
Correspondence Items were received for information.

8. NEXT MEETING

8.1 The next Regular Meeting is scheduled on October 22, 2013 4:00 – 6:00 pm.

Priority Items to include for the October 2013 Regular Meeting:

- BC Ferries Open House
- Cycling Master Plan
- Bus Shelter Design Panel
- Bus Shelter Construction Project
- BC Transit delegation
- Speed Limit Working Group

8.2 December 2013 Meeting Date – December 17, 2013

9. ADJOURNMENT

MOVED by D. McLennan, **SECONDED** by H. Swierenga,
That the meeting be adjourned at 6:05 pm.

CARRIED



**REPORT TO SALT SPRING ISLAND TRANSPORTATION COMMISSION
MEETING OF TUESDAY, SEPTEMBER 24, 2013**

SUBJECT SALT SPRING ISLAND CYCLING MASTER PLAN

PURPOSE

The completion of the Salt Spring Island Cycling Master Plan.

BACKGROUND

The process to develop the Salt Spring Island Cycling Master Plan (CMP) was initiated in April 2012 after completion of the Capital Regional District (CRD) Pedestrian and Cycling Master Plan. The purpose was to further refine and update Salt Spring Island's existing cycling network plan as well as identify and prioritize infrastructure investments for both short and long term.

An associated community compendium within the CMP was developed to offer an overview of ways in which the CRD and community at large can educate cyclists and other road users; empower those who already choose to cycle or who would like to get started; enforce best practices with respect to cycling infrastructure and active transportation; and finally, evaluate the state of cycling on the Island.

A technical advisory committee was established through the Salt Spring Island Transportation Commission to guide the process, provide critical background information, and lead community engagement with stakeholders. The draft plan was completed in May 2013 with stakeholder consultation completed over the summer.

The CMP is designed to complement the CRD Pedestrian and Cycling Master Plan and applies the same principles, typologies and design guidelines in a unique rural gulf island context. Similarly, the CMP aligns with desired outcomes identified in the CRD Regional Transportation Plan, currently in final stages of development, and is identified as an action to create exceptional environments for cycling and walking.

ALTERNATIVES

That the Salt Spring Island Transportation Commission:

1. Receive the Salt Spring Island Cycling Master Plan for information and forward to the CRD Electoral Area Services Committee with recommendation for adoption.
2. Refer the Salt Spring Island Cycling Master Plan back to staff for further information.

IMPLICATIONS

Social Implications

Increased cycling activity has been demonstrated to improve the health of both individuals and communities. The CMP identifies a continuous Primary Inter-Community bikeway network that, when fully constructed, will meet the needs of cyclists of all ages and abilities. There is a specific focus on investments that will enhance safety, increase connectivity between critical community destinations and support the tourism industry. Cycling amenities and infrastructure, in addition to educational activities and capacity building initiatives, will support residents and visitors alike.

Environmental Implications

Transportation comprises nearly 60% of annual greenhouse gas emissions in the capital region. Implementation of the CMP directly contributes to the CRD's goal of reducing fossil fuels and associated greenhouse gas emissions by 33% below 2007 levels by 2020.

Economic Implications

The CMP has been designed to support economic development through enhanced cycle tourism and improved travel for residents and businesses. A variety of actions including speed limit reductions, way-finding, and traffic calming have been recommended to support increased safety for all road users.

Intergovernmental Implications

Partnerships between the CRD, the Ministry of Transportation and Infrastructure, Islands Trust and local non-profit agencies will be critical to achieve the goals and objectives of the CMP. Implementation will require combined efforts over time in order to improve the existing condition and achieve the vision.

Growth Management Implications

Representatives from the Islands Trust were actively involved in the CMP process. The cycling routes proposed in the master plan are in compliance with, and complimentary to, the Official Community Plan (OCP). In the short term, the CMP will be used by Islands Trust staff as a resource to support development and land use decisions. Further, the CMP will serve as a critical input towards formal updates of the OCP.

Financial Implications

The CMP includes a list of recommended priorities and associated cost estimates for implementation. All facility and network improvements are comprehensive in nature but can be phased in order to construct facilities when funding and partnership opportunities arise and in a rational way that provide immediate benefits in terms of safety, activity, and connectivity.

The Salt Spring Island Transportation Commission is encouraged to seek partnerships to implement priorities identified in the CMP through agencies, such as the Ministry of Transportation and Infrastructure, as well as funding programs such as the UBCM Gas Tax Fund Transfer Agreement or those associated with the Regional Transportation Plan.

SUMMARY

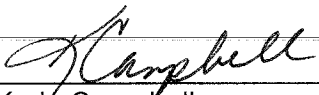
The Salt Spring Island CMP was developed with guidance from representatives from the Transportation Commission, community members, Islands Trust and CRD staff. The cycling facilities proposed in this plan are consistent with the rural nature of Salt Spring and support both local and regional priorities of improving safety, increasing economic activity and getting the most out of existing roads and transportation infrastructure.

RECOMMENDATION

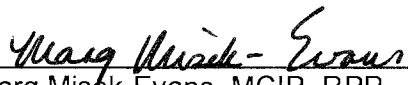
That the Salt Spring Island Transportation Commission receive report PPS/RSP 2013-18 titled the Salt Spring Island Cycling Master Plan for information and forward to the CRD Electoral Area Services Committee with recommendation for adoption.




Sarah Webb
Research Planner
Regional and Strategic Planning



Karla Campbell
Senior Manager
Salt Spring Island Administration
Concurrence



Marg Misek-Evans, MCIP, RPP
General Manager
Planning and Protective Services
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

Attachments: 2

Salt Spring Island Transportation Commission
Agenda October 22, 2103
Item 4.1 Attachment 1



Salt Spring Island Cycling Master Plan

October 2013

PREPARED BY:

Alta Planning + Design



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EXECUTIVE SUMMARY

A master plan is defined as a document 'giving comprehensive guidance or instruction'. The Salt Spring Island Cycling Master Plan (SSI-CMP) builds off the 2011 CRD Pedestrian and Cycling Master Plan (PCMP) by extending the 775 km Primary Inter-Community (PIC) bikeway network to include an additional 25 km on the island. The 25 km of on-island PIC is inclusive of 'location of interest for a Proposed Regional Trail' also identified in the Regional Parks Strategic Plan (RPSP). The SSI-CMP also applies the PCMP's principles, typologies and design guidelines to the unique rural gulf island context and establishes short- and long-term visions for upgrading the cycling infrastructure to meet the safety and comfort needs of "everyday" cyclists.

The SSI-CMP process involved the harmonization of some 30 years of community visioning and cycling advocacy on the island with the broader regional approach to active transportation established in the PCMP. The SSI-CMP takes a decidedly pragmatic, practical, and realistic approach to making Salt Spring Island safer and more cycling friendly by working with existing partners to implement improvements now.

While providing a detailed consideration of pedestrian improvements was outside the scope of this planning process, improvements in the rural cycling infrastructure (e.g., new shoulder bikeways and traffic calming) will also benefit pedestrians using the same roadways by slowing traffic and providing safer places to walk. Development of a formal pedestrian master plan following the format of the SSI-CMP is a logical next step for fostering continued improvement in pedestrian conditions on Salt Spring Island.

The SSI-CMP recommends a series of priority measures, which can be undertaken in partnership to significant effect. By working primarily within the existing road right-of-way, the recommendations focus on widening the shoulderway so as to meet current best practices in cycling facilities, and reducing traffic speeds so as to create a calmer, safer travel environment for all modes. In addition to these key infrastructure changes, the following areas were identified as priority focus areas:

- Upgrade of safety conditions in Fulford Village and the ferry terminal approach
- Completion of Phases 2 – 5 of the North Ganges Transportation Plan
- Upgrade of safety conditions on Ganges Hill
- Traffic calming of Ganges Village
- Wayfinding signage which links the PIC bikeway to local routes and major destinations.

In the long-term, the plan acknowledges that "ideal" cycling facilities call for multi-use trails, where pedestrians and cyclists are separated from moving vehicles to maximize user safety and comfort. Such a facility would be a significant asset, drawing visitors to the island to enjoy an exceptional and remarkable cycling environment, and would make "utility and transport" cycling trips for locals simply "irresistible."¹ It is important to articulate and record the ideal vision by way of a "shelf-ready" master planning document, in the event funding opportunities or grants become available.

The primary focus of this master plan is on cycling infrastructure improvements (engineering), but it also draws attention to the critical importance of nurturing the "soft e's" of sustainable transportation – namely

¹ Making Cycling Irresistible: Lessons from The Netherlands, Denmark and Germany, Bloustein School of Planning, Rutgers University, 2007, John Pucher, Ralph Buehler.

education, encouragement, evaluation and enforcement. A made-for-Salt Spring Island approach is articulated in the Community Compendium².

The underlying message of the SSI-CMP (and its parent document, the PCMP) is the crucial importance of sending the right message that cycling is valued and citizens are encouraged to take their everyday trips by bicycle. This message is reinforced through the thoughtful installation of bike facilities that focus on the rider's needs for comfort and safety as well as programming and policy support. This master plan provides leaders, policy makers, citizens, and advocates with the tools to work collaboratively towards the common goal of making cycling safe, fun and an everyday activity on Salt Spring Island.

² The Community Compendium focuses on programs that are supportive of engineering efforts to improve bicycling. This document, which is summarized on Page 8, was published as a companion to this report.

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Acknowledgements

The Capital Regional District (CRD) appreciates the efforts of the many individuals who contributed to the development of this master plan. Their enthusiasm, energy and commitment to the future of active transportation on Salt Spring Island comprised the driving force behind this planning effort.

Technical Advisory Committee

At the request of the CRD, a group of community volunteers came together to act as a Technical Advisory Committee (TAC) to provide feedback on the evolution of the Salt Spring Island Cycling Master Plan (SSI-CMP). The following individuals were willingly recruited to the task based on their individual or organizational experience and expertise related to the cycling environment on Salt Spring Island:

- Brenda Guiled: Chair of Island Pathways and its affiliate Bicycle Working Group (BWG); organizer of the 2010 Cycling Forum; instigator of the 2011 Cycling Survey Report;
- Donald McLennan, Vice Chair, Salt Spring Island Transportation Commission
- John Wakefield, Chair, Salt Spring Island Transportation Commission
- John Rowlandson, Director of Island Pathways Velo Village Bike Festival and International Cycling Conference
- Kees Ruurs, Senior Manager, Transportation, Capital Regional District (CRD) Salt Spring
- Kristin Aasen, Planner, Islands Trust and Chris Larson, Planner, Islands Trust
- Claire Heffernen, past President of Island Pathways and longtime regional cycling advocate
- Torill Gillespie, M.Sc. (Planning) Candidate, School of Community and Regional Planning, UBC - project intern

Building on many professional studies, on many years of community activism and on many years of community consultation, the TAC met regularly with CRD and its consultants throughout the drafting phase and provided a broad community voice on all aspects of the master plan.

CRD Project Team

- Sue Hallatt, Research Planner, Regional Planning
- Sarah Webb, Active Transportation Program Manager, Regional Planning
- Corey Burger, Bicycle Count Coordinator, Regional Planning

Support

- Marg Misk-Evans, Senior Manager, Strategic and Regional Planning

Alta Planning + Design

- Gavin Davidson, Associate
- Kim Voros, Planner

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Introduction

As the Salish Sea Statements on Cycling and Rural Mobility state, rural bicycling can have a significant, positive impact on Canada's rural communities. Increased cycling activity is shown to increase well-being, improve the health of both individuals and communities, reduce carbon emissions, and contribute to vibrant communities and a sense of place. Despite the long list of associated benefits, a significant amount of work is necessary to make roadways in places like Salt Spring Island safe and comfortable for users of all ages and abilities.



In March 2012 the Capital Regional District (CRD) released its Pedestrian and Cycling Master Plan (PCMP).³ The PCMP identified extensive regional bicycle and pedestrian networks throughout the CRD in an effort to (a) provide on-road linkages to and in support of the CRD Regional Trail network (Galloping Goose,



Lochside Trail, E and N Humpback Connector); (b) produce a mutually agreeable implementation plan; (c) define clear and consistent criteria, designs, standards and protocols for municipalities to consult when upgrading the portion of the identified network that falls within each jurisdiction, and (d) achieve agreement on priority projects for the region. The purpose of this study is to refine and update Salt Spring Island's (SSI) Bicycle Network plan based on the design guidelines and best practices established through the PCMP.

Purpose of this plan

The purpose of this plan is to update Salt Spring's bicycle network plan based on best practices in CRD's 2011 Regional Pedestrian and Cycling Master Plan (PCMP).

In May 2012, CRD Regional Planning and the Salt Spring Island Transportation Commission (SSITC) contracted with Alta Planning + Design (the lead consultants on the Regional 2011 PCMP) to undertake the development of the Salt Spring Island Cycling Master Plan (SSI-CMP). The SSITC was created by the Capital Regional District Board under bylaw to provide community input into the delivery of transportation services on

³ The 2011 Regional PCMP adheres to the boundaries of the Growth Management Planning Area (GMPA) of the CRD which includes 13 municipalities and the Juan de Fuca Electoral Area, but does not include the Southern Gulf Islands.

the island. The Commission is responsible for a number of projects each year and has established priorities including cycling infrastructure, amenities, and facilities that are also recommended in this plan. A Technical Advisory Committee (TAC) was formed to help guide the process, provide critical background information, and lead the community engagement with stakeholders. Members of the TAC represented key agencies that have played an integral role in bicycle planning and advocacy on the Island. A complete list of the TAC membership can be found on the inside cover.

The SSI-CMP recognizes the area's unique character as well as current and desired level of development and is consistent with the methodology and vision used to develop the network for the Regional PCMP and previous bicycle planning efforts on Salt Spring Island.



This report is primarily focused on cycling infrastructure and identifies a network of facilities that can be improved in both the short and long-term. Short-term

recommendations focus on making improvements to existing roadways and spot safety improvements, while long-term recommendations consider development of a separated multi-use trail connecting the island's ferry terminals and village centres. These engineering recommendations are representative of only one of the E's that comprises a comprehensive approach to bicycle planning. The other four E's – Education, Encouragement/Empowerment, Evaluation and Enforcement – should be considered with as much interest and care as these engineering recommendations. A review of existing efforts and recommended actions authored by Torill Gillespie, UBC School of Community and Regional Planning Masters Candidate and Project Intern, is published as a separate document entitled "SSI-CMP Community Compendium". The following is a summary of that document.

Community Compendium Summary

The Community Compendium is an overview of the ways in which the Salt Spring community helps to

- Educate cyclists and other road users
- Empower those people who already choose to cycle, or would like to get started
- Enforce best practices with respect to cycling infrastructure and the prioritization of active transportation through policies, guidelines, and other mechanisms
- Evaluate the current state of cycling on the island.

The 5 E's of Sustainable Transportation

This master plan focuses on needed cycling infrastructure improvements while taking a comprehensive approach to bicycle planning by following the themes of: Engineering, Education, Encouragement, Evaluation and Enforcement.

The current status of each of these topics is summarized and recommendations for future actions are also included. The recommendations included in the Community Compendium are based on those made in the PCMP, but have been tailored to fit the unique context and conditions on Salt Spring Island.

There are, broadly, two groups of cyclists on Salt Spring Island – residents and visitors. These groups have differing needs and expectations with respect to cycling on the Island. The Community Compendium is designed to address these differences and encourage support for both groups, as well as a wide range of cyclists with differing needs within these groups.

There are a great many dedicated and creative people and organizations on Salt Spring Island who contribute to making the island a safer and more enjoyable place to cycle by educating, empowering, enforcing norms and rules, and evaluating cycling conditions and programs. The Community Compendium is intended to celebrate the amazing work that has been done by people and organizations from across the community, inspire and enable these and similar efforts to continue, and draw in new people and new ideas too. The range of accomplishments with respect to cycling education, empowerment, enforcement, and evaluation on Salt Spring Island is already remarkable, and can only get better as more and more people support cycling, get out on their bikes, and work together as a community to make cycling safe and fun.

On the shoulders of giants

The range of accomplishments with respect to cycling promotion and education on Salt Spring Island is already remarkable, and can only get better as more and more people support cycling, get out on their bikes and work together as a community to make cycling safe and fun.



Summary of Existing Conditions on Salt Spring Island

Salt Spring Island, the most populous of the Gulf Islands, is home to about 10,500 people. Salt Spring Island's rural character makes it well known as a centre for arts, farming, and outdoor recreation activities that include cycling, boating, hiking, and scuba diving. The island is served by nearly 120 kilometres of paved roadways⁴ and posted speed limits range from 30 km/h to 80 km/h. Cyclists are permitted to use all roadways on the island, yet much of the bicycle traffic on the island is concentrated on the Primary Inter-Community (PIC) bikeway network, shown on Map 1, and linking the ferry terminals and main activity centres on the Island.

Some roadways on the PIC have shoulders that can be used for cycling and walking. Though shoulders exist, they are often narrow (less than 1.2 metres) and intermittent, which restricts their function as safe active travel facilities. Because of these conditions, keeping the shoulders well maintained is particularly important. To this end, Map 2 and Appendix A outline road maintenance classifications and requirements and identify how road users can report deficiencies, hazards, and other concerns for redress.

In the last several years there have been several reported crashes that involved pedestrians or cyclists, including one pedestrian fatality. In addition, Vancouver Island Health Authority (VIHA) hospital admission/discharge data shows that between April 2007 and March 2011, eighteen Salt Spring Island residents were treated at regional facilities following bicycle accidents.

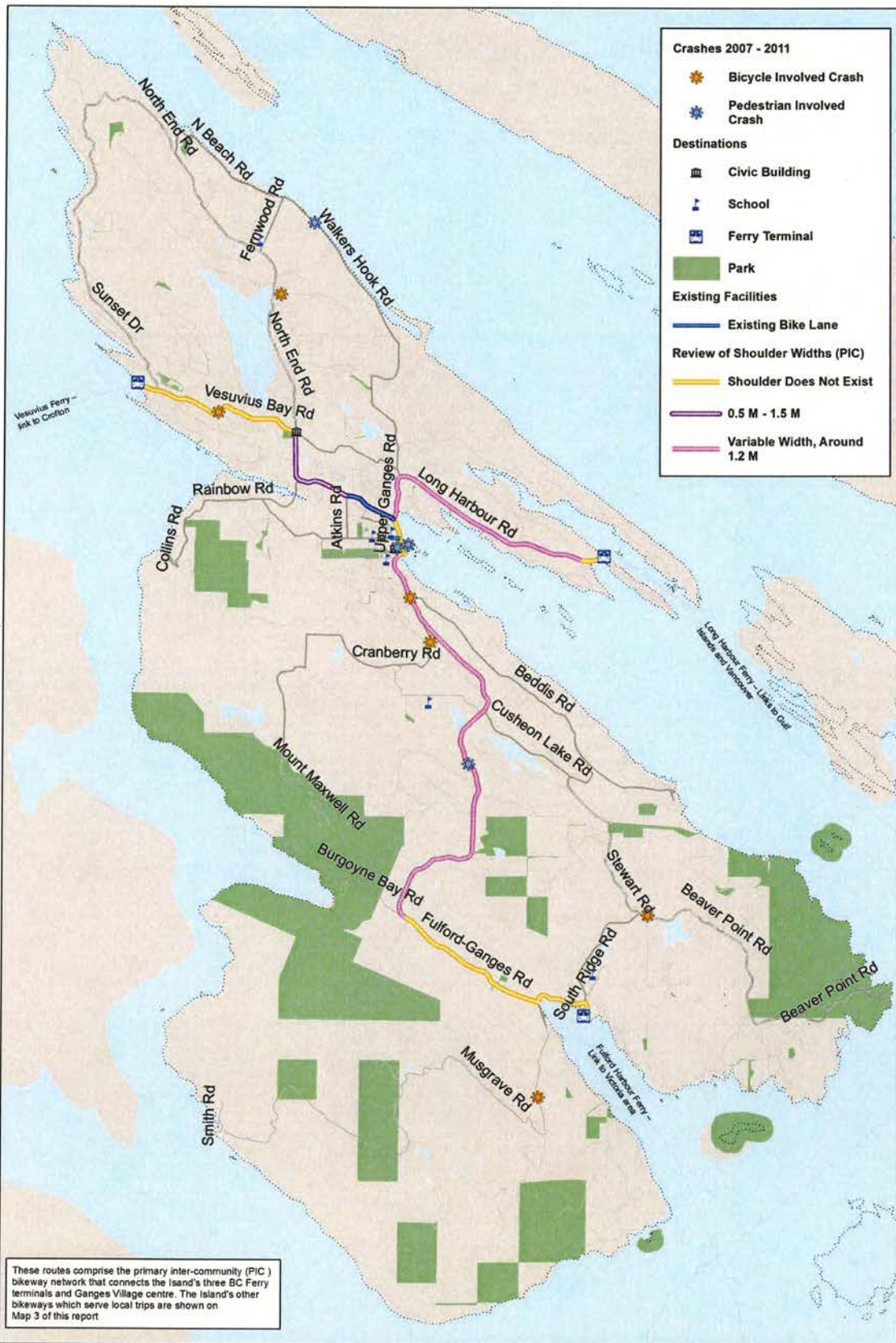
“
Cycling is a viable alternative to the car on Salt Spring but the route is less well used because of real safety risks involved in using the present substandard roads.
”

1999 Salt Spring Island Cycle Route Inventory Study, R. James & Assoc.

Primary Inter-community Network (PIC)

This plan has a regional focus and therefore identifies a primary bikeway (PIC) network that connects the island with its neighbouring jurisdictions by way of the three ferry terminals and Ganges Village.

⁴ This excludes local roadways not shown on OCP Map 3.



Map 1. Review of Existing Conditions (PIC Only)

Capital Regional District
 Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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The Need for Cycling Improvements

In the summer of 2010, Island Pathway's Bicycle Working Group conducted a survey of cycling on Salt Spring Island that was funded by the Salt Spring Island Transportation Commission, to determine how best to help local, regional, and provincial authorities increase cycling safety and participation on Salt Spring Island. 292 Salt Spring Island residents who had cycled at least once on the island completed the residents' version of the survey and 140 visitors to Salt Spring who had cycled while on the island completed a second version of the survey, for 432 surveys completed. The survey results highlight many concerns regarding cycling conditions on Salt Spring, and it shows a preference for the main bikeway route to follow Fulford-Ganges Road. The final report includes a "Brief History of Cycling Initiatives on Salt Spring Island, 1985 to Present," which is updated periodically and available online through Island Pathways' Bicycle Working Group blog: <http://www.ssi-bicycleworkinggroup.blogspot.ca/>.

Scan of Existing Policy and Planning Framework

Residents of Salt Spring Island have been working to improve bicycling conditions for more than 30 years. Led by efforts of Island Pathways, the community, the Islands Trust, the Ministry of Transportation and Infrastructure (MOTI), and the CRD, planning on the island has produced several key documents over the years that establish a framework for ongoing bicycle and pedestrian planning:

Ministry of Transportation and Islands Trust Agreement (1992): This agreement between MOTI and the Islands Trust outlined a framework of roadway functional classifications and bikeway facility types. Based on this agreement, roadways classified as Minor Rural, Main Rural, or Major Rural require bicycle facilities when a roadway upgrade occurs. Width requirements are shown in Table 1⁵ and road maintenance requirements are described in Appendix B. Minimum bicycle facility widths described in this Letter of Agreement are lower than bicycle facility widths recommended by the Transportation Association of Canada (TAC) and current best practices. This agreement also seeks to establish a regular consultative process to facilitate ongoing communication on roadway standards that accommodate motor vehicles, bicycle routes, and Scenic/Heritage route designations.

A community priority

A 1999 Parks and Recreation Commission Public Survey ranked bikeways #1 in terms of needed amenities on Salt Spring

Road Maintenance Standards

Just as proper bicycle maintenance is an important key to safe cycling, so too is proper road maintenance. Private contractors who enter into performance-based agreements for, at present, ten-year terms, maintain British Columbia roads. Maintenance standards are spelled out in MOTI's "Schedule '21' Highway Maintenance Specifications, 2003-2004 Maintenance Contracts." Map 2 shows the road classifications used by MOTI's privately contracted road maintenance companies, based on average daily traffic counts in summer and winter, using a number-letter system. Appendix A explains the number-letter system and gives details of maintenance specifications relevant to cyclists, although of value to all road users.

⁵ Bicycle facilities are only required on minor rural roadways when they are designated as part of an official bike plan.

Table 1. Salt Spring Island Roadway Classification Standards

MOTI Roadway Functional Classification	R/W Width (M)	Design Speed km/h	Cleared Width (M)	Driving Lanes (M)	Constructed (Top) Width (M)	Surfaced Shoulder Standard (M)	Gravel Shoulder (M)	Bicycle Facility Type	Bike Facility Width (M)	Notes
Residential Rural/Local	20	50	13.9	5.5	6.7	not required	0.6	Not Required	-	
Minor Rural	20	50	14.5	6.1	7.3	not required	0.6	Shoulder bikeway (Not Required)	0 - 1.2	Constructed top width for each bicycle shoulder lane can range from 0 - 1.2 meters on both sides for each section as designated in an Island Specific Cycle Route Plan.
Main Rural	20	60	15.6	6.7	9.1	0.6	0.6	Shoulder bikeway	0.6 - 1.2	Constructed top width for each bicycle shoulder lane can range from 0.6 - 1.2 meters on both sides for each section as designated in an Island Specific Cycle Route Plan.
Major Rural	25	80	18.1	6.7	10.3	1.2	0.6	Shoulder bikeway	1.2	

Salt Spring Island Cycle Route Inventory (1999): Authored by Richard James & Associates, this report describes roadway upgrades for the Vesuvius Bay/Fulford Ganges Road corridor, which connects Salt Spring Island to Vancouver Island via ferry boat service at Crofton and Schwartz Bay. This route inventory was updated in 2005 by consultant John Luton and provides photo documentation of inconsistent roadway conditions between Fulford and Ganges as well as recommended short- and long-term improvements. Short term recommendations include bicycle and pedestrian access at ferry terminals, bike lanes on Lower Ganges Road, intersection improvements, installation of driveway aprons to prevent migration of debris onto roadway shoulders and cyclist wayfinding kiosks across the Island.

Official Community Plan Update (2008): The 2008 update to the Official Community Plan (OCP) recognizes bicycle and pedestrian travel as important transportation options on Salt Spring Island. It states that bicycle and pedestrian connections are important throughout the island, but stresses that facilities in and around population centres be prioritized. The OCP reiterates the need to liaise between MOTI and the Salt Spring Island Transportation Commission and recommends MOTI develop a pathway system that is part of an Inter-Regional Trail Network informally called the Salish Sea Trail.

North Ganges Village Transportation Management Plan (2007): This report was initiated by the CRD to confirm the feasibility of constructing bicycle and pedestrian facilities on Lower Ganges Road and Rainbow Road north and west of downtown Ganges in response to a 2004 pedestrian fatality. The study confirmed the feasibility of bicycle and pedestrian facilities on both roadway sections, generally within the existing right-of-way. The report recommends bike lanes on Lower Ganges Road and Rainbow Road in combination with sidewalks and crossing improvements at major intersections.

CRD Regional Transportation Plan (anticipated 2014): The CRD Regional Transportation Plan (RTP) is currently under development and is expected to be completed in early 2014. The RTP aims to identify immediate priorities and long term strategies to guide development of a multi-modal regional transportation system throughout the region that meets future growth demands and is focused on sustainability. Actions and strategies were identified through an extensive stakeholder engagement process that included consultation with the Salt Spring Island Transportation Commission. The RTP builds on existing plans, including the Pedestrian and Cycling Master Plan, and identifies the Primary Inter-Community Network (PIC) as part of the Regional Multi-Modal Network. The report is expected to recommend prioritising the rapid implementation of recommended cycling facilities and conducting a service review of transportation needs in the Southern Gulf Islands (including the identification of alternate water based links and associated infrastructure requirements), as well as identifying, developing, and marketing circle routes to increase cycle tourism.

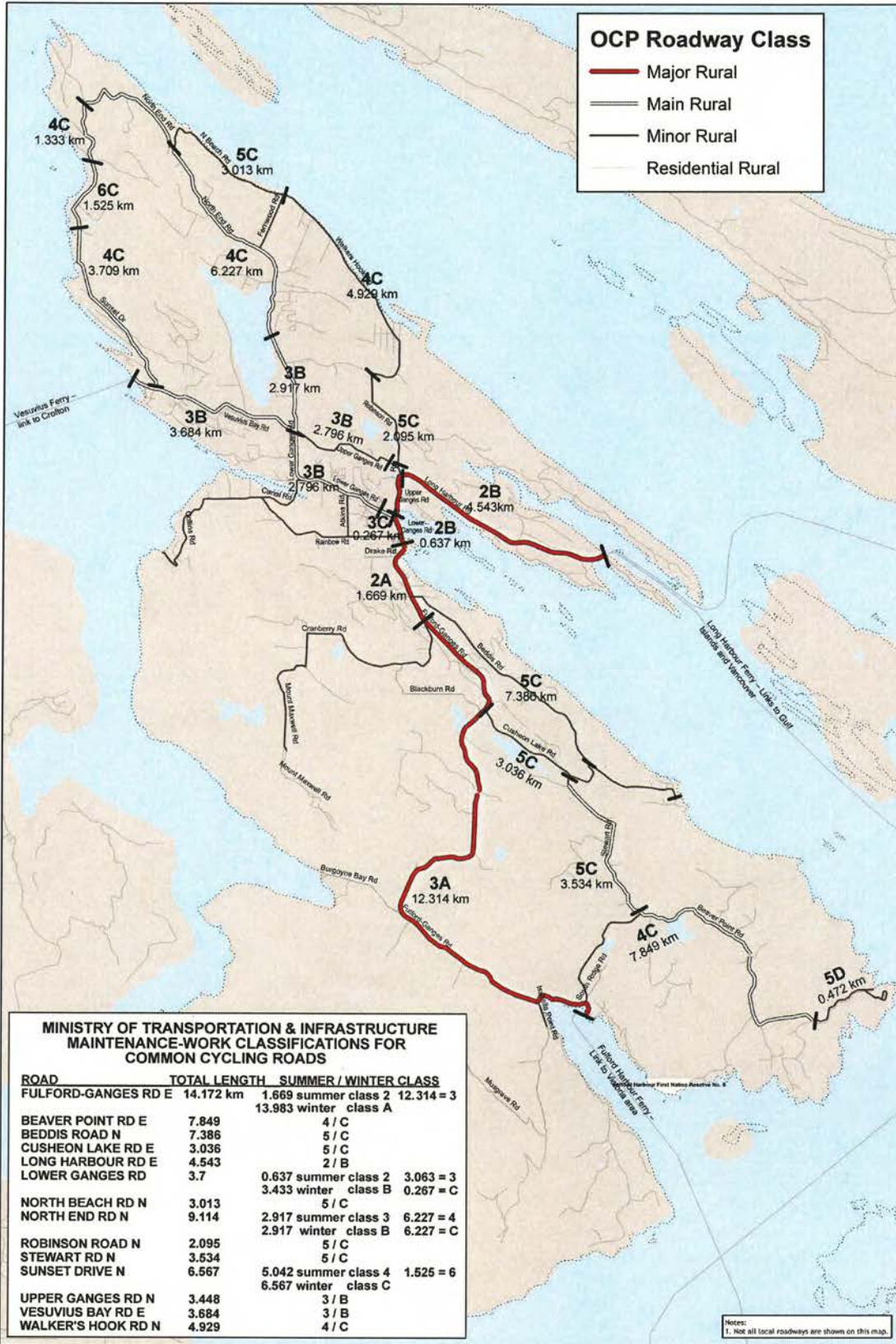
JE Anderson & Associates Detailed Design for Transportation Upgrade, North Ganges Village (2012): This report further developed the concept-level designs proposed for Ganges Village and provided final detailed design intended to facilitate construction. The upgrades included in this design brief comprise Phase One of five implementation phases outlined in the North Ganges Village Transportation Management Plan. Key features of Phase One include bike lanes on Lower Ganges and Rainbow Road.

Between 2005 and 2008, Salt Spring's CRD Director and CRD Parks Manager spearheaded meetings with local groups and individuals interested in forwarding a trail/bikeway on Salt Spring, to link to the Cowichan Valley Regional District's trails from Crofton to Lake Cowichan to the Kinsol Trestle and on to Shawnigan Lake. With further trail development an Inter-Regional Trail Network will create a circle route. See www.islandpathways.ca and click on the link to the Bicycle Working Group blog.

In 2008, the CRD Board set aside funds for work, to be determined, forwarding some aspect of the Salt Spring portion of the CRD Regional Trail (see inset below). Island Pathways continues, in various ways, to promote the Inter-Regional Trail Network, with an eye to completing the Salt Spring portion.



Proposed Inter-Regional trail network (conceptual)



Map 2. Salt Spring Island OCP and MOTI Road Classifications

Capital Regional District
Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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Development and Refining of the Salt Spring Island Bicycling Network

Cycling Network Development

The SSI-CMP identifies a continuous Primary Inter-Community (PIC) bikeway network that, when fully constructed, will meet the needs of cyclists of all ages and abilities (Map 3). The PIC network provides connections between the island's three major ferry terminals and Ganges Village centre. Other roadways are designated as major and minor local bikeways. These routes provide important links on and around Salt Spring Island, and connect into the PIC.

Salt Spring OCP

The cycling routes proposed in this master plan are in compliance with, and complimentary to, Salt Spring's Official Community Plan.

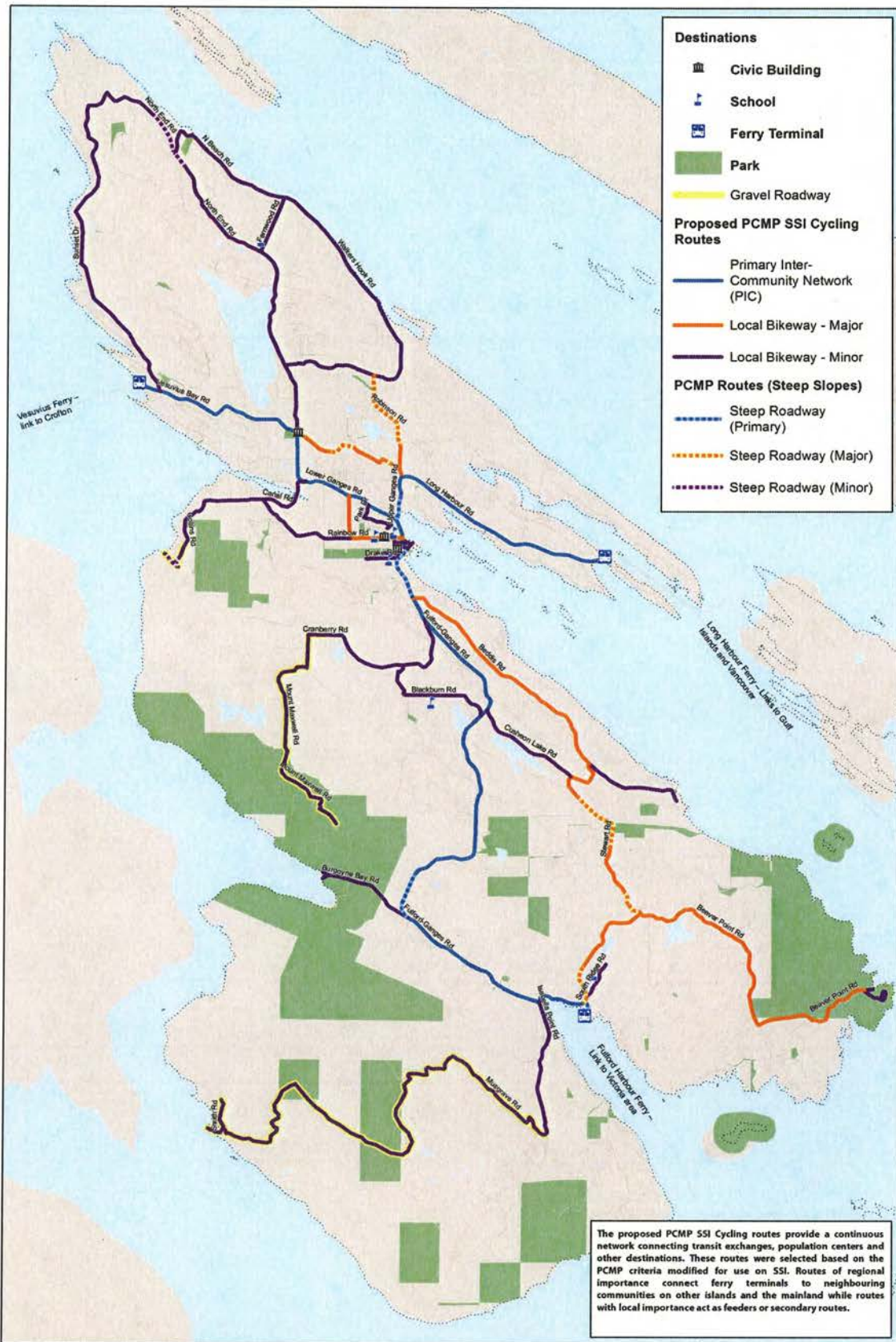
The proposed routes are a subset of bicycle routes proposed in the OCP and do not replace the OCP recommendations; rather, they prioritize routes that enhance regional travel opportunities and serve schools as well as other local destinations that are important to both residents and visitors.

To identify whether routes were of regional or local importance, the project team used criteria similar to those used to designate PCMP routes, refined to reflect the island's more rural character. Criteria used to identify routes of local and regional significance for transportation, recreation, and touring on Salt Spring Island are presented in Table 2. These routes were selected and vetted in consultation with the SSI Technical Advisory Committee.

Table 2. Network Selection and Classification Criteria

Criterion	Consideration
Identified in a previous planning process	Roadway is designated as a bicycle facility on OCP Map 4.
Closes a critical gap	To what degree does the corridor fill a missing gap in the bicycle network?
Serves an immediate safety need	Can the project improve bicycling and walking at locations with perceived or documented safety issues? Are roadways designated as either freight or transit routes?
Serves key origins and destinations	How many user generators and attractors does the corridor connect within reasonable bicycling distance, such as schools, village centres, etc.
Right-of-way available	Is the corridor currently in public jurisdiction or private ownership?
Serves tourism	Does the corridor serve an existing or potential tourist destination?

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Map 3. Proposed PCMP SSI Cycling Routes

Capital Regional District
Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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Recommended Facility Types

The recommended facility types are a subset of the full range of facilities recommended by the PCMP. The recommendations shown in Table 3 are consistent with Salt Spring Island's desired level of development. Additional design details are available in the PCMP design guidelines⁶.

Table 3. Recommended Bicycle Facility Types

Facility Description	Example
<p>Shoulder Bikeways</p> <p>Shoulder bikeways, or paved shoulders, include roadways that provide adequate shoulder width for safe bicycling. Located on streets without curb and gutters, shoulder bikeways include signing and striping, but do not always include bicycle stencils. Shoulders are typically used for bicyclists and pedestrians and may serve as a break down lane for motor vehicles. Regular motor vehicle parking should be discouraged to allow unimpeded bicycle and pedestrian use.</p>	
<p>Bicycle Lanes</p> <p>Bicycle lanes provide separated designated roadway space for bicyclists. Bicycle lane treatments include conventional bicycle lanes and coloured bicycle lanes. Bicycle lanes always include pavement markings to denote that they are for the exclusive use of bicyclists.</p>	
<p>Signed Routes/Neighbourhood Bikeways</p> <p>Neighbourhood bikeways include a range of treatments for bikeways, from relatively basic facilities consisting of signage and pavement markings to bikeways with varying degrees of traffic calming implemented to improve safety for cyclists and other road users. The signed route terminology may be used to describe basic treatments and the term neighbourhood bikeway to describe more intense treatments involving added pavement markings and traffic calming.</p>	

⁶ <http://www.crd.bc.ca/transportation/plans/pedcyc-plan.htm>

Facility Description	Example
<p>Multi-use Trails</p> <p>Multi-use trails are physically separated from motor vehicles and provide sufficient width and supporting facilities to be used by cyclists, pedestrians, and other non-motorized users. The Galloping Goose Trail, E&N Rail Trail, and Lochside Trail are regional multi-use trails.</p>	
<p>Advisory Lanes</p> <p>Advisory lanes include a single bi-directional travel lane for motor vehicles bordered by shoulders or bike lanes. The shoulders are separated from the vehicle travel lanes by dashed lane lines. This facility type better accommodates active transportation users within constrained roadways. No examples of such facilities exist in the Capital Regional District and installation would require education efforts for both cyclists and motorists to encourage proper use. Education would be the responsibility of the implementing agency. Examples of such facilities exist elsewhere in North America and Europe.</p>	

While many roadway factors impact the experience of cycling and contribute to the context of a bikeway – automobile speeds and volumes, presence of heavy vehicles, trucks, or transit vehicles, roadway width, visibility, adjacent land uses, and urban or rural setting – the major context indicators are automobile speed and volume. In addition, urban or rural context affects engineering treatments appropriate on a particular roadway. Roadway classification, from local to arterial, indicates many of these context issues and provides guidance for what types of bikeway facilities are appropriate.

Proposed bicycle facility types were assigned to all proposed cycling network links based on roadway classification and posted speed. As posted speeds increase so does the recommended shoulder width. These recommended widths are greater than the minimums outlined in the MOTI/Island Trust agreement and are more consistent with current state of the practice. A summary of recommended bicycle facility types and their relationship to the current roadway classification scheme is shown in Table 4. Additional information on the relationship between roadway classification and user type is included in Appendix C.

Low stress bikeways

The greater the speed and volume of vehicles on a roadway, the greater the level of separation an 'everyday cyclist' needs to feel safe and comfortable on a bikeway.

Table 4. Relationship of PCMP Bikeway and SSI Roadway Classification

Reconciliation of PCMP Bikeway Type and SSI Functional Classification			
Bikeway Type	Use MOTI Functional Classification	SSI CMP Recommendation	Previous/Other Recommendations & Notes
Standard Bike Lane	Major Rural/Main Rural (When curb and gutter is present)	1.5 m minimum	MOTI 0.6m
		Additional width as speeds, truck or overall motor vehicle volume increases	PCMP 1.2 m PCMP 1.5 m if speed, trucks or overall traffic increases TAC 1.2m; 1.5 if speed truck or overall traffic increases
Shoulder Bikeway	Main Rural/Major Rural/Minor Rural	1.5 m minimum	MOTI 0.6m
		Additional width as speeds, truck or overall motor vehicle volume increases	PCMP 1.2 m PCMP 1.5 m if speed, trucks or overall traffic increases TAC 1.2m; 1.5 if speed truck or overall traffic increases Shoulder bikeway if curb/gutter not present.
Shared Roadway	Residential Rural	4 m or less	MOTI 2.75 Pavement markings indicate the likely presence and positioning of bicycles on the roadway.
Neighbourhood Bikeway	Residential Rural	4 m or less	MOTI 2.75 The PCMP assumes roadside parking is permitted and no centreline is present. Posted maximum speed recommendations - MOTI 50 km/h, PCMP 30 km/h.

Notes

1. MOTI standards recommend bicycle shoulder lanes for all functional classifications
2. Bikeway facility recommendations in the PCMP do not always include travel lane width, posted speed, or associated ADT recommendations
3. MOTI standards do not include a standard for on-street parking.
4. MOTI standards do not reference a maximum design ADT.

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Infrastructure Recommendations

This report recommends short- and long-term bicycle network improvements and makes system-wide recommendations that would improve safety and comfort for roadway users.

System-wide Recommendations

Speed reduction on Main Rural and Major Rural Roadways

Several roadways on Salt Spring Island could accommodate bicycle travel on shared roadways if the speed limit were reduced. Speed is a significant factor in determining whether a pedestrian or cyclist will survive a crash. As illustrated in Figure 1, studies show that cyclists and pedestrian crash fatalities increase with speed.⁷ Reductions in speed limits are thus justified as a means to save lives, and reduce serious injuries. The following speed reductions are recommended:

- Major Rural roadways signed at 80 km/h should be posted in the range of 60 km/h – 80 km/h while maintaining minimum sight distances⁸.
- Residential Rural roadways with neighbourhood bikeways, still to be determined, currently signed at 50 km/h should be reduced to 30 km/h. Neighbourhood bikeways may only be designated on Residential Rural roadways.
- All corners with sight restrictions should be signed at a lower speed limit in accordance with accepted stopping sight distance limits⁹.

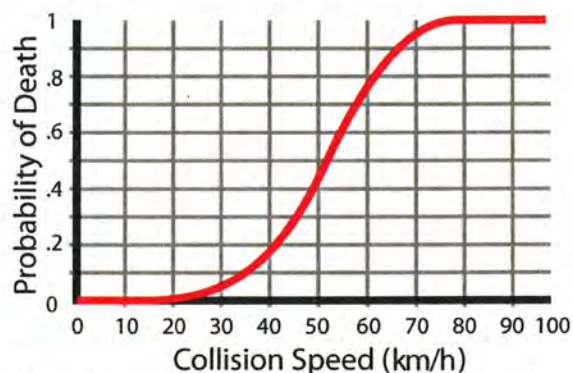


Figure 1: Probability of Increasing pedestrian fatality with speed

If roadway speed limits are reduced and traffic speeds remain at above the posted limit, traffic calming should be considered as a means to encourage motorists to drive at the posted speed.

Speed and Safety

80 km/h to 60 km/h = 20% chance of survival from a crash

60 km/h to 50 km/h = 60% chance of survival from a crash

50 km/h to 30 km/h = 95% chance of survival from a crash

⁷ SafetyNet (2009) Pedestrians & Cyclists. Originally in Pasanen, E. (1991) Alonopeudet ja jalankulkijan turvallisuus [Driving speeds and pedestrian safety]. Dissertation, Helsinki University of Technology, Teknillinen Korkeakoulu, 752.

⁸ The following minimum decision sight distances are recommended for rural roadways. For stopping on rural roads 60 km/h is 95m and 80km/h is 155m. For speed/path/direction change on rural roads the minimum distance for 60 km/h is 175m and for 80 km/h is 230m (AASHTO Green Book).

⁹ US Department of Transportation: Federal Highway Administration, "Speed Concept Informational Guide", September 2009 (http://safety.fhwa.dot.gov/speedmgmt/ref_mats/fhwasa10001/#app)

Modifications to recommended shoulder bikeway standards

The current minimum width recommended for roadway shoulders in the 1992 MOTI Islands Trust Agreement is 1.2 metres or less. Since these standards were set, best practices have changed. It is now recommended that 1.5 metres be used as a minimum, with further width added to improve user comfort and increase usage. This plan recommends establishing a practice of building shoulders wider than the minimums identified in the 1992 MOTI / Island Trust agreement. The recommended shoulder widths are:

- Roads posted at 80 km/h (1.8m – 2.1m shoulder)
- Roads posted at 60 km/h (1.6m – 1.8m shoulder)
- Roads posted at 50 km/h (1.5m – 1.6m shoulder)

Wayfinding

Bicycle wayfinding signs help users identify the best cycling routes to key destinations. They also visually cue motorists that they are driving along a bicycle route. The PCMP Design Guidelines provide an overview of signage requirements based on TAC and the Canadian Manual on Uniform Traffic Control Devices (MUTCD-C), as well as recommendations based on best practices for sign colour, placement, frequency, and content. On Salt Spring Island, key locations for wayfinding signs and information kiosks include all ferry terminals, Ganges Village, and key decision points along recommended routes. Salt Spring Island may choose to use the wayfinding signage proposed by the PCMP or develop a unique standard. If a unique design is selected it should include elements that make it recognizable as part of the regional cycling network (see Figure 2).



Figure 2: Wayfinding signage proposed by the PCMP

Traffic Calming

The Islands Trust and residents of Salt Spring Island have indicated a desire to maintain the rural character of their roads by retaining narrow traffic lanes, and by allowing island roadways to meander. Yet, some motor vehicles tend to travel faster than the posted speed limit, and even those that travel at or below the posted speed can intimidate, particularly if those vehicles are trucks and other large motor vehicles.

Traffic calming

Physical measures to slow traffic should be utilized if compliance to reduced posted speeds is not achieved.

Traffic calming measures that reduce the speed and volume of motor vehicle traffic can result in a substantial reduction in collisions. The highest reductions recorded have been those involving motorists and vulnerable road users¹⁰. Traffic calming measures are thus justified in order to make roads safer and more attractive to cyclists and pedestrians. A list of traffic calming devices that are appropriate in a village setting are included in Appendix C.

¹⁰ 2009 US Federal Highway Administration (FHWA) publication *Traffic Calming on Main Roads Through Rural Communities*

Goals of Speed Transition in Rural Areas

Over time, development on Salt Spring Island has grown around major roads. As a result, the "main street" of communities like Ganges form part of the highway network. Within these developed areas, the road needs to accommodate local circulation and access in addition to higher volumes of through traffic. These competing needs present potential conflicts for residents, drivers, and visitors.

High speed travel creates conditions incompatible with the demands of communities and developed areas. As speeds increase, a driver's area of focus is significantly decreased, resulting in a smaller area of awareness and reduced ability to react to the surrounding environment.

Rural context

The cycling facilities proposed in this master plan are consistent with the rural nature of Salt Spring Island.

High-to-low speed transition tools exist to help roadway users adjust their travel speed and attention in advance of a developed area. Slower travel speeds are typically more appropriate within the small communities where pedestrian and bicycle activity is expected. These tools have been applied and evaluated extensively in the United States and Canada in urban areas, particularly on low-speed local streets, although their application is still relatively new in some areas. Rural roads serve higher-volume, higher speed traffic, and guidelines on appropriate traffic calming tools and speed reduction is an emerging area of research and practice. Much of the content in this memo is guided by the 2009 U.S. Federal Highway Administration (FHWA) publication *Traffic Calming on Main Roads Through Rural Communities*, and the 2011 NCHRP Synthesis 412 *Speed Reduction Techniques for Rural High-to-Low Speed Transitions*.

High-to-Low Speed Transition Tools

The toolkit presents techniques and tools, and discusses the general considerations for appropriate implementation on Salt Spring Island. The selection of appropriate techniques and tools should be accomplished in consultation with MOTI and the community, and installation will require additional engineering study.

Appendix C describes the expected speed, volume, and maintenance impacts of various tools, as determined by use in other communities. Tools are also classified as appropriate for use in one or more of the transition areas, illustrated in Figure 3 – the approach zone, the transition zone, the entrance, or the developed area within the community.

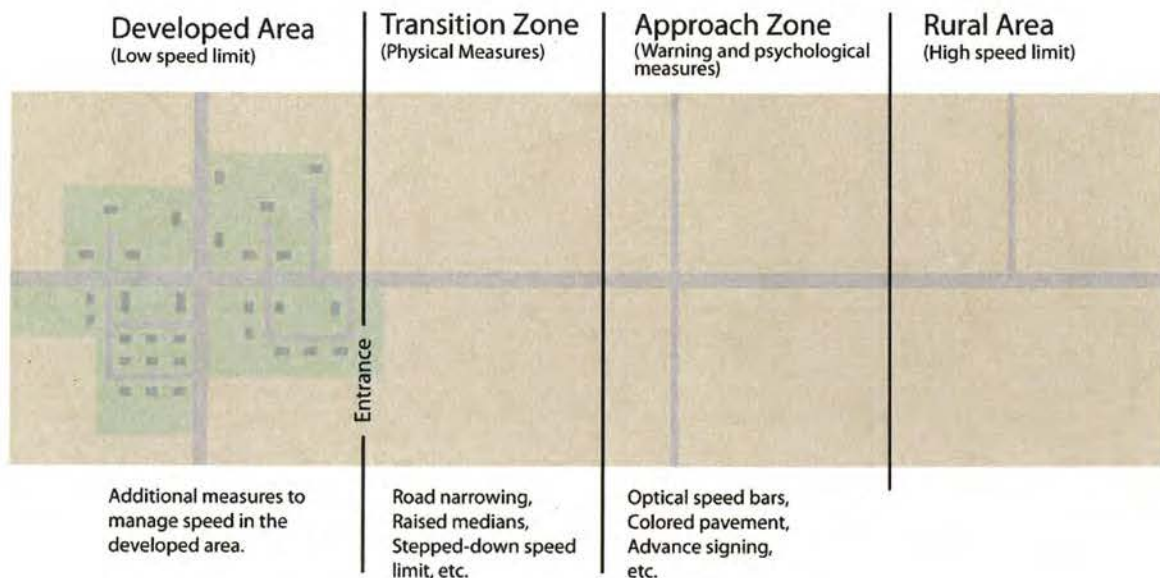


Figure 3: Transition area concepts

Speed Limit Reduction in Transition Zones

In order to allow motorists to successfully slow down when entering a developed area, consider measures that are appropriate to the Approach and Transition zones. Speed limit signs should not abruptly jump from highway speed to village speed, but should be reduced gradually, potentially in combination with other speed transition tools. Consider the use of speed reduction warning signs to alert users of upcoming changes. Do not transition too early, however, or drivers may not recognize the need to slow down. Upon leaving the developed area, speed limits and design details should gradually transition back to higher speed conditions.

Speed limit lowering alone is often not enough to influence driver behaviour, and is not an adequate technique to address perceived speeding problems. Incorrectly set speed limits may lead to disregard of posted speeds and animosity toward law enforcement.

Transition Zones

SSI conditions are optimal for high to low speed transition tools – as a way to help alert drivers they are entering a village.

Horizontal deflection measures, such as neighbourhood traffic circles, median islands, or curb extensions, are effective at speed reduction and may be necessary to achieve the speed environment that rural communities often desire.

Traffic Calming Recommendations: Traffic calming is recommended for Ganges Village transition areas and the village centre, as well as ferry terminal approaches. Examples of traffic calming that could be implemented in Ganges Village include:

- Curb extensions at key intersections and crosswalks
- A raised and landscaped median island located in front of the Visitor Centre/Chamber of Commerce
- A roundabout at the intersection of Upper and Lower Ganges as recommended in the 2010 JE Anderson & Associates design brief to upgrade transportation infrastructure in Ganges Village

- A reduced speed limit in the Village to 30 km/h on all residential rural roads which have neighbourhood bikeways
- A reduced speed limit of 30 km/h within the Ganges Village centre

Traffic calming measures in Ganges Village should be developed in close consultation with MOTI. Both Lower Ganges Road and Fulford Ganges Road are classified as Major Rural Roads, which are considered highways, and current MOTI policy may not be supportive of some traffic calming techniques on highways.

Bicycle Network Recommendations

Bicycle facility recommendations for each roadway in the designated bicycle network were developed to consider both a short-term solution that can be implemented immediately with minimal expense or controversy, as well as a highest quality or 'world class' recommendation that can be implemented in the longer term. This phasing strategy provides maximum flexibility in achieving safer and more comfortable facilities in the short term and the safest and most comfortable facilities in the long run. Short term recommendations are shown on Map 4 and long-term recommendations are shown on Map 5.

Recommendations for Major and Minor Local Bikeways

The network of Major and Minor Local Bikeways is comprised primarily of Main Rural, Minor Rural and Rural Residential roads. These proposed recommendations call for signed shared roadway, neighbourhood bikeway, or designated shoulder bikeways. General descriptions of these facility types are found in Tables 3 and 4 and additional design guidance is found in the 2011 Regional PCMP Design Guideline document.

Priority actions - infrastructure

Priority recommendations include:

- speed reductions on main arterial roads,
- modified shoulder bikeway standard ,
- wayfinding signage for cyclists.

Long-term recommendations call for shoulder bikeways on all Main Rural routes and Minor Rural routes where room in the right-of-way exists, roadway curvature suggests restricted sightlines exist or highly rural land use indicates that motorists may be more inclined to speed because of minimal traffic on the roadway. The current MOTI standards are:

- Major Rural signed at 80km/h 1.2m
- Main Rural signed at 60 km/h 0.6m – 1.2m
- Minor Rural signed at 50 km/h 0m – 1.2m

Recognizing that reduced speeds and greater separation help to better accommodate pedestrians and cyclists, this plan recommends wider shoulders be constructed and that MOTI consider reductions in posted speeds, as follows:

- Major Rural signed at 60km/h 1.6m – 1.8m
- Main Rural signed at 50 km/h 1.5m – 1.6m
- Minor Rural signed at 30 km/h 1.2m – 1.5m

If reductions in speeds are not achieved, the following shoulder widths are proposed:

- Major Rural signed at 80km/h 1.8m – 2.1m
- Major Rural signed at 60km/h 1.6m – 1.8m

- Main Rural signed at 60km/h 1.6m – 1.8m
- Minor Rural signed at 50 km/h 1.5m – 1.6m.

These recommended shoulder widths are consistent with current best practices and will provide increased comfort for cyclists of varying ages and ability.

Recommendations for the Primary Inter-Community Bikeway Network

Network recommendations for the PIC bikeway are based on the previously published Salt Spring Island Cycle Route Inventory conducted by Richard James & Associates, which considers the feasibility of adding a shoulder bikeway to the route connecting Fulford Harbour and the Vesuvius Ferry. The short term recommendations in this report are largely consistent with the recommendation to add or improve existing shoulder bikeways to the route and build to a higher standard to increase cyclist comfort. Recommended changes or updates include the following:

- Addressing the need to safely accommodate cyclists and pedestrians at the Fulford Harbour Ferry Terminal by installing traffic calming measures, wayfinding signage and pavement markings on the approach to the terminal. A range of options was presented to BC Ferries in November 2012 (updated in May 2013). These options may be viewed in detail at www.crd.bc.ca/saltspring/transportation. This project is prioritized because construction on Fulford Ganges Road is imminent. The other ferry terminals were surveyed and circulation recommendations are presented here that can be developed to a higher level of detail.
- Increasing the width of shoulders on roadways with restricted sightlines in conjunction with signs to slow motor vehicles to 30 km/h.
- **Short term:** Adding shared roadway markings and designations on Vesuvius Bay Road near the ferry terminal where the roadway is signed at 50 km/h and right-of-way acquisition would likely be required to add shoulders, as the existing right-of-way is only 12 metres. Right-of-way acquisition is the recommended **long term** solution.
- Installing shoulder bikeways on Long Harbour Road and extension of the shoulder westbound from Long Harbour Ferry Terminal to the shoulder that starts approximately 300 metres west of the terminal
- Improving the intersection of Fulford-Ganges Road and Seaview Road to provide improved sightlines toward the south for those travelling westbound on Seaview through the intersection, and a wider shoulder on the east side of Fulford-Ganges at that intersection to better accommodate cyclists and other vulnerable road users.
- Long-term recommendations for the PIC network include constructing a shared use path completely separated from the roadway, where feasible. A preliminary review conducted for the corridor suggests that that a two-way three metre multi-use trail may be feasible where the right-of-way is 20 metres wide and land is not developed directly

Priority actions - network

Priority recommendations include:

- Upgrade of safety conditions in Fulford Village and the ferry terminal approach
- Bike lane on Ganges Hill

Priority actions –traffic calming

Ganges Village was identified as a priority location for traffic calming measures to be installed on Salt Spring Island.

adjacent to the roadway on both sides. This review is preliminary in nature and would likely require property acquisition or easements in several locations, realignment of the roadway at spot locations so that the path can be continuous on one side of the road, and relocation of power poles. Development of this trail would be most important in areas with a history of collisions, restricted sightlines, heavy bicycle and pedestrian traffic, or highest speeds. If construction of this pathway is to move ahead, a more comprehensive feasibility study would need to be conducted to provide a better understanding of potential costs, opportunities, and constraints. Table 5 describes the proposed short and long-term improvements for the PIC network in greater detail and retains detail added by the 1999 Salt Spring Island Cycle Route Inventory. These recommendations are the basis for more detailed engineering studies.

Recommended Improvement Phasing

The improvements recommended by this plan are comprehensive in nature but can be phased in order to help construct facilities in a rational way that will provide immediate benefits in terms of safety, activity, and connectivity. While a recommended phasing scheme exists, it is necessary to remember that network development is opportunistic and subject to change based on many factors (e.g., roadway reconstruction projects, changes in community priorities) and should be considered only as an implementation guide. Map 6 shows three levels or tiers of priority projects, while Table 5 summarizes PIC bikeway phasing recommendations. Phase One projects make immediate safety improvements, while Phase Two and Phase Three represent improvements that may provide a smaller benefit or may be costly to implement. This strategy reflects the following principles:

- All PIC recommended bikeways are Phase One or Two.
- Within the PIC bikeway network, areas designated as Phase One have restricted sightlines, steep hills, are within the Ganges Village core, have posted speeds greater than 50 km/h, or have a history of bicycle-related crashes.
- Minor and Local bikeways are Phase Two or Three, but these improvements can be implemented at any time as desired or opportunities arise.
- Minor and Local Bikeways within the Ganges Village area are Phase Two.

Short term vision

Recommendations in this report endeavour to increase the comfort and safety for the everyday cyclist by calling for a bikeway that is built to a higher standard. This extraordinary vision can be achieved through ordinary means – by focusing on the addition or improvement of existing shoulder ways.

Long term vision

Recommendations in this report envision the construction of a shared use path, completely separated from the roadway, where feasible.

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Table 5. Recommended PIC Facility Improvements and Recommended Phasing

Priority (Short Term)	Length (m)	Roadway Name	From	To	Short Term Rec.	Cost (Short Term)*	Long Term Rec.	Existing Shoulders Condition	Alta Comment	Road Class.	Section Num**	Pipe Required**	Rock Blasting Required**	Cut / Fill Required**	Clearing / Grubbing Required**	Notes**
1	301	Fulford-Ganges Rd	Fulford Terminal	W of intersection with Beaver Pt Road	6.7 m wide bi-directional roadway, 3m vehicle holding lane in SB direction and a paved shoulder of up to 2.5m but no less than 1.5 m.	\$211,000 added costs to accommodate the shoulder widening	Further widen roadway to accommodate a 1.5m bike lane SB and a 2.5 m shoulder NB	Less than 1 m	Reduce speed limit through this section of roadway to 20km/h and add traffic calming (such as speed humps) should drivers fail to comply	Major Rural	1a	Poss/Yes	No/No	C/F	Yes/Yes	Landscaping
1	148	Fulford-Ganges Rd	Seaview	Lower Ganges Rd	Bike Lane	\$2,960	Bike Lane	Do not exist	Traffic calming recommended. Assumes restriping only, if parking or left turn bays removed.	Major Rural	18a	N/A	N/A	N/A	N/A	Crosswalk, Gas Stn Entrance
1	1477	Fulford-Ganges Rd	Cranberry Ave.	Seaview	Shoulder Bikeway	\$620,340	Shared Use Path	Variable width, around 1.2 m	Traffic calming recommended	Major Rural	11b	No/Yes	No/No	F/Unk	Some/Yes	Ravine and creek/watermain in shoulder
1	819	Fulford-Ganges Rd	Cusheon lake	Salt Spring Way	Shoulder Bikeway (1.6 - 1.8 m)	\$343,980	Shared Use Path	Variable width, around 1.2 m	Treat curves with sightline restrictions	Major Rural	10	No/Yes	No/No	F/Unk	Unk/Yes	None
1	923	Fulford-Ganges Rd	Burgoyne Bay Road	Lee Road (top of hill)	Shoulder Bikeway (1.6 - 1.8 m)	\$387,660	Shared Use Path	Variable width, around 1.2 m	Treat curves with sightline restrictions	Major Rural	5	Unk/Poss	No/No	F/Unk	Yes/Unk	Hill section
1	27	Long Harbour Rd	Scott Pt	Terminal	Shoulder Bikeway (1.6 - 1.8 m)	\$14,580	Shoulder Bikeway (1.6 - 1.8 m)	Do not exist		Residential		N/A	N/A	N/A	N/A	Not surveyed as part of 1999 / 2005 Survey
1	466	Long Harbour Rd	Welbury	Scott Pt	Shoulder Bikeway (1.6 - 1.8 m)	\$9,320	Shared Use Path	Do not exist		Major Rural		N/A	N/A	N/A	N/A	Not surveyed as part of 1999 / 2005 Survey
1	406	Lower Ganges Rd	Upper Ganges	Rainbow	Bike Lane	\$300,440	Bike Lane	Do not exist	Traffic calming recommended. Assumes shoulder construction	Major Rural	18 f/g					
1	57	Lower Ganges Rd	Fulford-Ganges Rd.	McPhillips	Bike Lane	\$1,140	Bike Lane	Do not exist	Traffic calming recommended. Assumes restriping only, if parking or left turn bays removed.	Major Rural	18c	N/A	N/A	N/A	N/A	remove parking S/B
1	96	Lower Ganges Rd	McPhillips	Hereford (NIB)	Bike Lane	\$1,920	Bike Lane	Do not exist	Traffic calming recommended. Assumes restriping only, if parking or left turn bays removed.	Major Rural	18d	N/A	N/A	N/A	N/A	Reduce pavement width
1	97	Lower Ganges Rd	Hereford	Rainbow	Bike Lane	\$1,940	Bike Lane	Do not exist	Traffic calming recommended. Assumes restriping only, if parking or left turn bays removed.	Major Rural	18e	N/A	N/A	N/A	N/A	

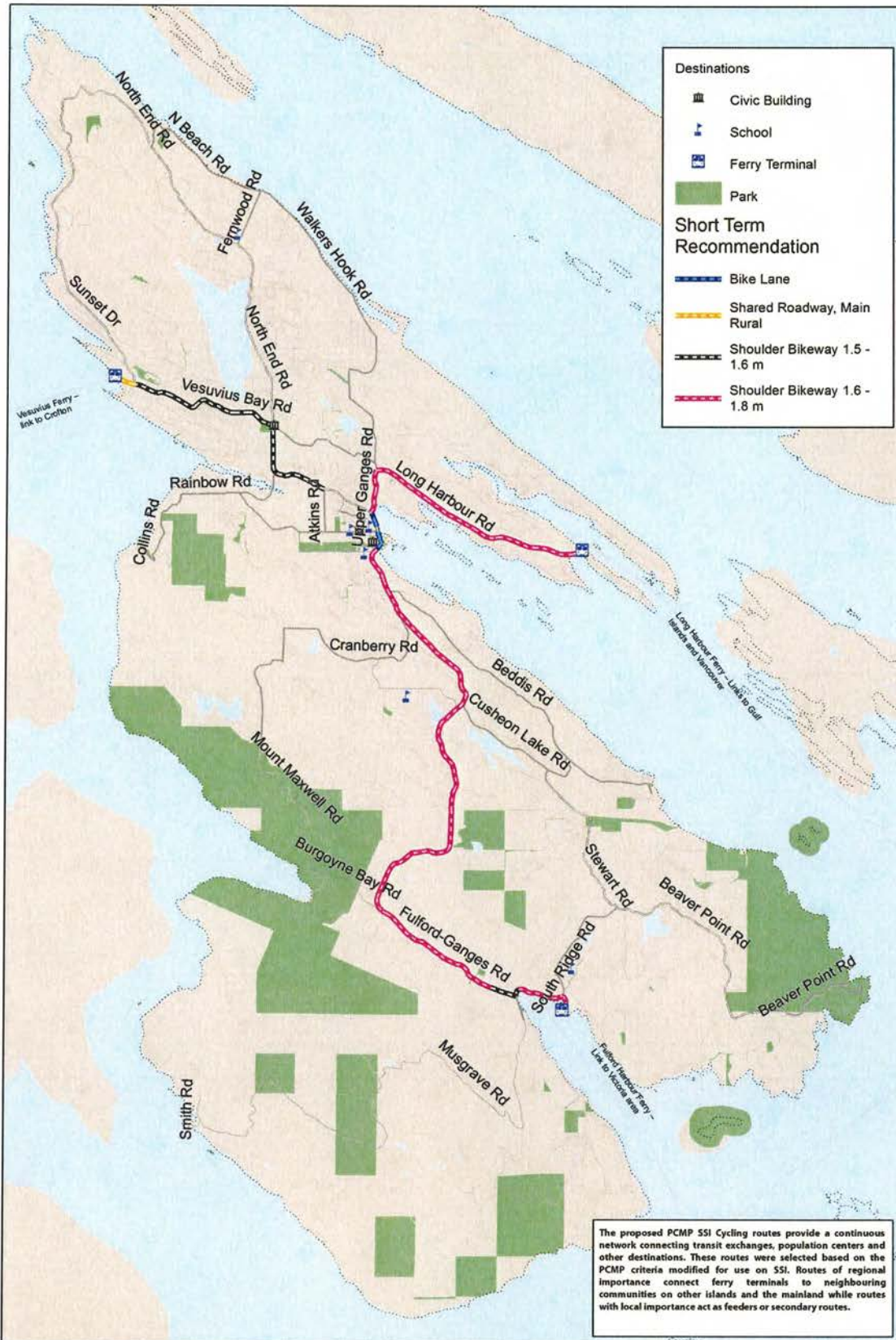
Priority (Short Term)	Length (m)	Roadway Name	From	To	Short Term Rec.	Cost (Short Term)*	Long Term Rec.	Existing Shoulders Condition	Allia Comment	Road Class.	Section Num**	Pipe Required**	Rock Blasting Required**	Cut / Fill Required**	Clearing / Grubbing Required**	Notes**
1	807	Upper Ganges Rd	Lower Ganges	Leisure	Shoulder Bikeway (1.6 - 1.8 m)	\$338,940	Shared Use Path	Variable width, around 1.2 m	Traffic calming recommended	Major Rural		N/A	N/A	N/A	N/A	Not surveyed as part of 1999 / 2005 Survey
1	425	Vesuvius Bay Rd	Bayview	Ferry Terminal	Shared Roadway	\$4,250	Shared Roadway	Do not exist		Main Rural	17b	Yes/Unk	Unk/Unk	Unk/C&F	Yes/Yes	1 only at 100m north of Bayview to Terminal
1	776	Vesuvius Bay Rd	150m S off Tripp Rd	Mobray	Shoulder Bikeway (1.5 - 1.6 m)	\$325,920	Shared Use Path	Do not exist	Treat curves with sightline restrictions	Main Rural	16a	Unk/Yes	No/No	F/C	Yes/Yes	Major Fill/B2 at S curves, B3 remaining
1	846	Vesuvius Bay Rd	Mobray	Chu-an Drive	Shoulder Bikeway (1.5 - 1.6 m)	\$355,320	Shared Use Path	Do not exist	Treat curves with sightline restrictions	Main Rural	16b	Unk/Yes	No/No	F/C	Yes/Yes	Major Fill/B2 at S curves, B3 remaining
2	148	Fulford-Ganges Rd	Fulford Creek	Start 80kph	Shoulder Bikeway (1.6 - 1.8 m)	\$79,920	Shoulder Bikeway (1.6 - 1.8 m)	Do not exist		Main Rural	3	Unk/Yes	No/No	Unk/Unk	No/No	NB Mailbox, Creek crossing
2	894	Fulford-Ganges Rd	100m N of Beaver F	Fulford Creek Bridge	Shoulder Bikeway (1.6 - 1.8 m)	\$482,760	Shoulder Bikeway (1.6 - 1.8 m)	Do not exist		Major Rural	2	Yes/Unk	Yes/No	C/F	Some/Yes	SB Mailbox
2	520	Fulford-Ganges Rd	Fulford Creek	Start 80kph	Shoulder Bikeway (1.5 - 1.6 m)	\$218,400	Shared Use Path	Do not exist		Main Rural	3	Unk/Yes	No/No	Unk/Unk	No/No	NB Mailbox, Creek crossing
2	489	Fulford-Ganges Rd	Saltspring Way	Cranberry Ave.	Shoulder Bikeway (1.6 - 1.8 m)	\$205,380	Shared Use Path	Variable width, around 1.2 m		Major Rural	11a	No/Yes	No/No	F/Unk	Some/Yes	Ravine and Creek/watermain on shoulder
2	1021	Fulford-Ganges Rd	Saltspring Way	Cranberry Ave.	Shoulder Bikeway (1.6 - 1.8 m)	\$428,820	Shared Use Path	Variable width, around 1.2 m		Major Rural	11a	No/Yes	No/No	F/Unk	Some/Yes	Ravine and Creek/watermain on shoulder
2	2698	Fulford-Ganges Rd	Start 80kph	Burgoyne Bay Road	Shoulder Bikeway (1.6 - 1.8 m)	\$1,133,160	Shared Use Path	Do not exist		Major Rural	4	Unk/Yes	No/No	F/Unk	No/Yes	Creek Crossing
2	1368	Fulford-Ganges Rd	Lee Road	Mereside	Shoulder Bikeway (1.6 - 1.8 m)	\$574,560	Shared Use Path	Variable width, around 1.2 m		Major Rural	6	No/Yes	Yes/No	F(35m)/Unk	Yes/Yes	Curves, grades, SD problems
2	1222	Fulford-Ganges Rd	Mereside	Kitchen	Shoulder Bikeway (1.6 - 1.8 m)	\$513,240	Shared Use Path	Variable width, around 1.2 m		Major Rural	7	Unk/Yes	Some/Yes	F/F	Unk/Unk	Culvert at Kitchen
2	1369	Fulford-Ganges Rd	Kitchen	Mitchell Lake	Shoulder Bikeway (1.6 - 1.8 m)	\$574,980	Shared Use Path	Variable width, around 1.2 m		Major Rural	8	Minor/No	Yes/No	C&F/F	Unk/Unk	Ford Creek drainage
2	555	Fulford-Ganges Rd	Mitchell Lake	Cusheon Lake Rd	Shoulder Bikeway (1.6 - 1.8 m)	\$233,100	Shared Use Path	Variable width, around 1.2 m		Major Rural	9	Unk/No	No/No	F/F	Unk/Unk	
2	4071	Long Harbour Rd	Upper Ganges	Welbury	Shoulder Bikeway (1.6 - 1.8 m)	\$1,709,820	Shared Use Path	Variable width, around 1.2 m		Major Rural		N/A	N/A	N/A	N/A	Not surveyed as part of 1999 / 2005 Survey
2	568	Lower Ganges Rd	Blain Road	Wildwood Cres	Shoulder Bikeway (1.5 - 1.6 m)	\$238,560	Shared Use Path	0.5 - 1.5 m	Traffic calming recommended	Main Rural	13	Yes/Some	Unk/Unk	No/No	Yes/Unk	

Priority (Short Term)	Length (m)	Roadway Name	From	To	Short Term Rec.	Cost (Short Term)*	Long Term Rec.	Existing Shoulders Condition	Alfa Comment	Road Class.	Section Num**	Pipe Required**	Rock Blasting Required**	Cut / Fill Required**	Clearing / Grabbing Required**	Notes**
2	560	Lower Ganges Rd	Wildwood Crest	200m N of Canal	Shoulder Bikeway (1.5 - 1.6 m)	\$235,200	Shared Use Path	0.5 - 1.5 m		Main Rural	14a	40m/Maybe	Yes/No	C/F	Unk/Yes	
2	872	Lower Ganges Rd	200m N of Canal	"Central"	Shoulder Bikeway (1.5 - 1.6 m)	\$366,240	Shared Use Path	0.5 - 1.5 m		Main Rural	14b	40m/Maybe	Yes/No	C/F	Unk/Yes	
2	67	Upper Ganges Rd	Leisure	Long Harbour	Shoulder Bikeway (1.6 - 1.8 m)	\$28,140	Shared Use Path	Variable width, around 1.2 m		Major Rural		N/A	N/A	N/A	N/A	Not surveyed as part of 1999 / 2005 Survey
2	56	Vesuvius Bay Rd	Chu-an Drive	Bayview	Shared Roadway	\$560	Shared Roadway	Do not exist		Main Rural	17a	Yes/Unk	Unk/Unk	Unk/C&F	Yes/Yes	1 only at 100m north of Bayview to Terminal
2	848	Vesuvius Bay Rd	"Central"	150m S of Tripp	Shoulder Bikeway (1.5 - 1.6 m)	\$356,160	Shared Use Path	Do not exist		Main Rural	15	Yes/Yes	No/No	Unk/Unk	Yes/Yes	Mailbox
2	557	Vesuvius Bay Rd	Chu-an Drive	Bayview	Shoulder Bikeway (1.5 - 1.6 m)	\$233,940	Shared Use Path	Do not exist		Main Rural	17a	Yes/Unk	Unk/Unk	Unk/C&F	Yes/Yes	1 only at 100m north of Bayview to Terminal

* Short term costs were estimated using per metre costs supplied for the PCMP, which estimate shoulder construction at \$420 metres per linear foot. Cost estimates developed for the 1999 Salt Spring Island Cycle Route Inventory by Richard James are lower and typically do not exceed \$300 per linear metre. Costs are shown in PCMP units for consistency, but the Richard James study should be consulted for additional detail.

- ** James, 1999
- *** Abbreviations are defined as follows
- Unk = unknown
- Yes/unk = Indicates condition is true on a given side of the roadway when traveling along the study corridor
- C-Cut
- F-Fill
- Poss=Possible

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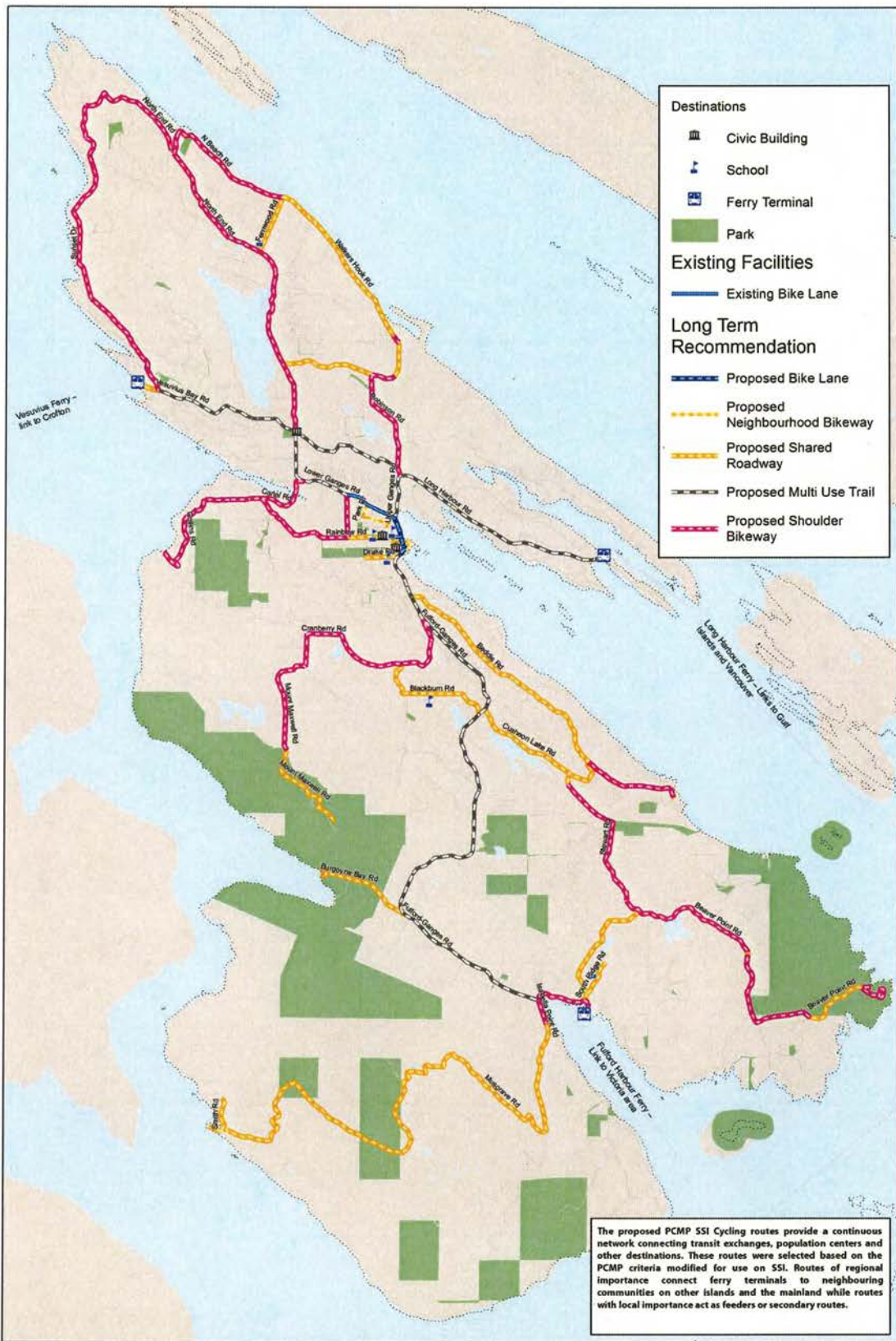


Map 4. Proposed PCMP SSI - Short Term Facility Recommendations

Capital Regional District
Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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Map 5. Proposed PCMP SSI - Long Term Facility Recommendations

Capital Regional District
Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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Map 6. Proposed PCMP SSI - Recommended Project Phasing

Capital Regional District
Salt Spring Island Cycling Master Plan - Part of the CRD Pedestrian and Cycling Master Plan



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APPENDIX A. Ministry of Transportation & Infrastructure Road Maintenance Specifications – Basics Relevant to Cycling

This appendix supports Map 2: Salt Spring Island Road Classifications, p. 9, and “Road Maintenance”, pp. 69-70. It provides links to web documents, background information, and selected tables of road maintenance specifications of interest to cyclists.

To access maintenance contractors’ agreements with MoT, either web search “bc mot maintenance agreements” or go to

<http://www.th.gov.bc.ca/BCHighways/contracts/contract.htm>

To access maintenance contractors’ specifications for road maintenance; either web search “bc mot schedule 21” or go to

[http://www.th.gov.bc.ca/BCHighways/contracts/maintenance/Schedule_21 Maintenance Specifications.pdf](http://www.th.gov.bc.ca/BCHighways/contracts/maintenance/Schedule_21_Maintenance_Specifications.pdf)

This is an overview document. Other schedules spell out specification requirements in detail.

Roads are classified according to their average daily traffic (ADT) count. Maintenance contractors use these classifications to monitor and service roads in summer and winter seasons. Roadway deficiencies are to be fixed within specified times, depending on road class and season.

SUMMER CLASSIFICATION

- [1] over 10,000
- [2] 5,000–10,000
- [3] 1,000–5,000
- [4] 500–1,000
- [5] 100–500
- [6] 10–100
- [7] 1–10

WINTER CLASSIFICATION

- [A] 2,500 – 5,000+
- [B] 1,000-2,500; all truck & main routes not in A
- [C] all school bus routes not in Classes A & B
- [D] all other regularly maintained routes

The majority of respondents in the 2010 SSI Cycling Survey preferred a bikeway route following Salt Spring’s main roads connecting the ferry terminals. This is also practical in terms of road maintenance to minimum specifications of pavement and shoulder ways used by cyclists. Quieter arterial routes have lower maintenance standards, where problems can persist for longer.

Contractors follow a monitoring schedule, and they rely on reports of road problems from the public. Contractors must have 24/7 toll free telephone service to receive and respond to reports and requests regarding deficiencies, hazards, and other concerns. Contractors are to act on these inputs according to the times given in the maintenance specifications. They are to submit, on a regular basis, all reports and requests received to MoT’s quality assurance office. If reported problems aren’t addressed in the required ways and times, and if second and third reports meet

with continuing inaction, the public may contact MoT's quality assurance office to see if the record of reports and requests was duly passed on.

The "Schedule '21' table of contents is given below, showing the scope of maintenance requirements. Highlighted sections indicate that tables from them are given in this appendix.

Chapter

1-100: Pavement Patching & Crack Sealing

1-110: Highway Surface Treatment

1-130: Gravel Surface Grading and Re-Shaping

1-140: Dust Control and Base Stabilization

1-150: Highway Surface & Shoulder Gravelling

1-160: Highway Shoulder Maintenance

1-170: Road Base Maintenance

1-180: Pavement Surface Cleaning

1-190: Debris Removal

1-200: Highway Structures Maintenance

1-220: Curb, Island, and Barrier Maintenance

1-230: Railway Crossing Maintenance

2-250: Ditch and Watercourse Maintenance

2-260: Drainage Appliance Maintenance

2-270: Shore, Bank & Watercourse Maintenance

2-280: Engineered Wetland & Water Quality Pond

3-300: Highway Snow Removal

3-310: Winter Abrasive, Chemical Snow/Ice Control

3-320: Roadside Snow and Ice Control

Chapter

3-340: Highway Condition Reporting

4-350: Roadside Vegetation Control

4-370: Litter Collection and Graffiti Removal

4-380: Rest Area and Roadside Facility Maintenance

4-400: Roadside Fence Maintenance

5-440: Sign System Maintenance

5-450: Temporary Line Marking and Eradication

5-470: Highway Traffic Control

6: bridge and other structures maintenance

Of interest to cyclists:

6-660: Retaining Structure Maintenance

6-740: Debris Torrent Structure Maintenance

7: responses to floods, slides, vandalism, avalanches, structural damage, etc.

8-830: Highway Inspection

8-840: Highway Patrol

8-850: Bridge and Structure Inspection

Definitions

Quantified Maintenance Services

These tables show the maximum times, from the time the deficiency was detected by or reported to the contractor, within which the contractor must complete repairs of the listed deficiencies to specified standards.

Note: min = minutes; h = hours; d = days; m = months.

Chapter 1–100: Highway Pavement Patching and Crack Sealing

To ensure paved Highway surfaces are safe, smooth, stable, and sealed; and, to prevent moisture from penetrating the pavement surface.

3.1.1 Performance Time Frames

[Page 16/223 in “Schedule ‘21’”]

Pavement Deficiency	Severity	Summer Highway Classification				
		1 & 2	3	4	5	6 & 7
Pot-hole on Travelled Lane or inner Shoulder of curved Highway sections	high	24 h	2 d	3 d	7 d	14 d
Pot-hole on outside Shoulder of curved Highway sections and tangents	high	3 d	7 d	10 d	21 d	45 d
Pot-hole on right edge of divided Highway in the direction of travel	high	24 h	2 d	3 d	7 d	14 d
Pot-hole on left edge of divided Highway in the direction of travel	high	3 d	7 d	10 d	21 d	45 d
Bleeding on Travelled Lane, or inside Shoulder of curved Highway sections	high	24 h	2 d	3 d	7 d	14 d
Distortions presenting a safety hazard	high	24 h	2 d	3 d	7 d	14 d

3.2.1 Quantified Maintenance Services

[Page 17/223 in “Schedule ‘21’”]

Pavement Deficiency	Severity	Density	Summer Highway Classification				
			1 & 2	3	4	5	6
Shoving	high	frequent	21 d	21 d	21 d	21 d	1 m
Distortion	high	frequent	21 d	21 d	1 m	3 m	6 m
Aligatored areas without Distortion	moderate	frequent	21 d	1 m	3 m	6 m	1 y
Aligatored areas with Distortion, broken or missing materials	high	frequent	21 d	21 d	1 m	3 m	6 m
Pot-holes	low	through out	21 d	21 d	1 m	3 m	6 m
Bleeding	moderate	frequent	21 d	21 d	1 m	3 m	6 m
Ravelling	high	extensive	21 d	1 m	3 m	6 m	1 y
Rutting	moderate	extensive	21 d	21 d	1 m	3 m	6 m
all Longitudinal Cracking	moderate	frequent	1 y	1 y	1 y	1 y	1 y
Pavement Edge Cracking	moderate	frequent	1 y	1 y	1 y	1 y	1 y
Transverse Cracking	moderate	any	1 y	1 y	1 y	1 y	1 y

Chapter 1-130: Gravel Surface Grading and Re-Shaping

[Page 23/223 in "Schedule '21'"]

To maintain Dirt and Gravel Highway surfaces in a safe and stable condition and to promote efficient drainage.

Gravel Surface Deficiencies	Summer Highway Classification			
	3 & 4	5	6	7
i) Pot-hole (average more than 1 per 25 metres of road), Rutting, Ponding and Wash-boarding (exceeding 30 mm depth)	2 d	3 d	6 d	15 d
ii) loss of aggregates (needs reclaimed material)	4 d	5 d	15 d	30 d
iii) 1) lack of uniform Shoulder edge 2) loose material (exceeding 50 mm depth)	5 d	15 d	1 m	2 m

Chapter 1-150: Highway Surface and Shoulder Graveling

[Page 31/223 in "Schedule '21'"]

To provide a uniform, smooth gravel surface to protect Highway Users from unsafe conditions and to strengthen roads.

Gravel Surface Deficiency	Summer Highway Classification				
	3	4	5	6	7
i) Pot-holes	2 d	2 d	3 d	6 d	15 d
ii) surface soft and/or muddy	24 h	2 d	3 d	6 d	15 d
iii) loss of traction	24 h	2 d	3 d	6 d	15 d
iv) surface softening when wetted	30 d	2 m	6 m	9 m	1 y
v) insufficient surfacing aggregate	30 d	2 m	6 m	9 m	1 y

Shoulder Surface Deficiency	Summer Highway Classification				
	1 & 2	3	4	5	6 & 7
i) loose or soft Shoulders	14 d	30 d	45 d	3 m	6 m
ii) loss of line, grade, and crossfall	3 m	6 m	9 m	1 y	1 y

Chapter 1-160: Highway Shoulder Maintenance

[Page 35/223 in "Schedule '21'"]

To provide a smooth and safe stopping rea with free-flowing drainage off the Travelled Lanes and through the Road Base.

Shoulder Surface Deficiency	Summer Highway Classification				
	1&2	3	4	5	6&7
i) pavement edge drop-off 5 cm or more in depth on the inside edge of curving Highways	24 h	24 h	3 d	7 d	14 d
ii) pavement edge drop-off 5 cm or more in depth other than a) above	3 d	3 d	6 d	14 d	14 d
iii) settled and eroded sections more than 5 cm in depth presenting a safety hazard	3 d	3 d	6 d	14 d	14 d
iv) loose or soft Shoulders presenting a safety hazard	3 d	3 d	6 d	14 d	14 d
v) loss of line, grade, and crossfall presenting a safety hazard	3 d	3 d	6 d	14 d	14 d
vi) removal of vegetation presenting a safety hazard	3 d	3 d	6 d	14 d	14 d
vii) loss of line, grade and crossfall not presenting a safety hazard but requiring gravelling	3 m	3 m	9 m	1 y	1 y
viii) removal of turf, Sod and other vegetation	6 m	6 m	6 m	1 y	1 y
ix) prevent vegetation growth	1 y	1 y	---	---	---

Chapter 1-180: Pavement Surface Cleaning

[Page 40/223 in "Schedule '21'"]

To protect Highway Users from unsafe pavement surface conditions and to facilitate drainage.

Routine Maintenance Services

The Contractor must:

- a. clean Hard Surfaced Highways by removing accumulations of dirt, Debris, sand and/or gravel from the Travelled Lanes, centrelines, Shoulders, curbs, intersections traffic islands and along Medians and/or Roadside barriers throughout the year to provide a safe, clean, free-draining condition;
- b) clean paved bicycle and pedestrian paths; and
- c) ensure that traffic control is implemented in accordance with the Manual for Traffic Control and Work on Roadways during pavement cleaning operations so that hazardous conditions are not created for Highway Users.

The Contractor must:

- a) clean Hard Surfaced Highways [on the following schedule]:

Routes and Highway Classification	Minimum Pavement Surface Cleaning Frequency
(i) all four lane and Urban Highways	every 120 days
(ii) all other Hard Surfaced Highways	once annually

- b) program for major pavement marking, for which the Province will provide a general painting schedule in the spring of each year and a detailed schedule at least one week in advance of line marking;
- c) complete spring surface leaning of Hard Surfaced Highways within 1 month of the last winter abrasive application or when the application of Winter Abrasives is no longer anticipated;
- d) notwithstanding the above, within 7 days from the time the accumulation was detected by or reported to the Contractor, clean Hard Surfaced Highways where dirt, Debris, sand and/or gravel have accumulated and:
 - i) obscures line visibility, or;
 - ii) creates a visibility problem for Highway Users, or;
 - iii) creates an air quality problem that conflicts with local by-laws;
- e) notwithstanding the above, perform cleaning work where sand and silt have accumulated adjacent to curbing or barriers which impairs the free flow of drainage paths in accordance with the Performance Time Frames in the Maintenance Specification for Curb, Island and Barrier Maintenance, with no credit for such work under the Maintenance Specification for Curb, Island and Barrier Maintenance;
- f) notwithstanding the above, immediately, upon detection by or notification to the Contractor, remove any dirt, Debris, sand and/or gravel on paved surfaces which pose a hazard to Highway Users; and
- g) clean paved bicycle and pedestrian paths in accordance with the Performance Time Frames and other applicable conditions as per the adjacent or nearest Highway.

Chapter 1-190: Debris Removal

[Page 43/223 in "Schedule '21'"]

To protect Highway Users from situations that are unsafe or have the potential to become unsafe.

The following table establishes the maximum time, from the time the Debris was detected by or reported to the Contractor, within which the Contractor must start removal of Debris:

Obstruction	Summer Highway Classification				
	1&2	3	4	5	6&7
a) Debris or spilled material over 1000 cc on the Travelled Lanes and sidewalks	60 min	60 min	3 h	5 h	24 h
b) Debris or spilled material equal to or less than 1000 cc on the Travelled Lanes and sidewalks	60 min	3 h	5 h	24 h	2 d
c) dead animals on the Shoulders and sidewalks	60 min	3 h	5 h	24 h	2 d
d) dead animals on the Right-of-way, excluding Travelled Lanes, Shoulders and sidewalks	3 h	5 h	24 h	2 d	3 d
e) Debris or spilled material more than 1000 cc on the Shoulders	5 h	24 h	2 d	3 d	7 d
f) Debris or spilled material equal to or less than 1000 cc on the Shoulders	24 h	2 d	3 d	7 d	14 d

Chapter 2-250: Ditch and Watercourse Maintenance

[Page 56/223 in "Schedule '21'"]

To provide safe, unobstructed drainage for all Highway surface runoff, natural Roadside runoffs and ditches, and to create a collection area for Debris and ice and snow.

	Summer Highway Classification				
	1&2	3	4	5	6&7
during high water flow	60 min	90 min	2 h	3 h	4 h
other times	2 m	3 m	4 m	6 m	6 m

Chapter 3-300: Highway Snow Removal

[Page 71/223 in "Schedule '21'"]

To remove loose snow, slush and compact snow; to protect Highway Users from situations that are unsafe, to ensure the safe and efficient movement of traffic and to ensure that the Contractor utilizes and deploys, those resources that are required to comply with this Specification, in a manner which anticipates and responds in advance of a snowfall.

Winter Highway Classification	Maximum Allowable Accumulation		
	One Lane Each Direction	Second Lanes	All Other Lanes
A	4.0 cm	8.0 cm	12.0 cm
B	6.0 cm	10.0 cm	16.0 cm
C	10.0 cm	n/a	20.0 cm
D	15.0 cm	n/a	n/a
E	25.0 cm	n/a	n/a

The

Winter Highway Classification			
A	B	C	D
90 min	2 hours	6 hours	n/a

following two tables establish, respectively, (a) the time from end of the last measurable snowfall and snow removal operations on the Travelled Lanes have been completed, within which the Contractor must remove compacted snow or ice from all Travelled Lanes with paved Highway surfaces and (b) the time from end of the last measurable snowfall within which the Contractor must push snow and ice beyond the Shoulder edge. [p.72/223 in "Schedule '21'"]:

Winter Highway Classification			
A	B	C	D
2 d	3 d	7 d	21 d

Winter Highway Classification			
A	B	C	D
4 d	6 d	10 d	24 d

Map 2 showing the Salt Spring Island road classifications used for road maintenance purposes were taken from the following list. These, in turn, were copied from the B.C. Ministry of Transportation & Infrastructure's classification scheme for all SSI roads, now available to the public by a Freedom of Information request by Island Pathways.

		Winter Class, by RFI Description+Direction							
	Length	A	B	C	D	E	F	A-F	A-E
BEAVER POINT RD E	8.321	0	0	7.849	0.472	0	0	8.321	8.321
BEDDIS ROAD N	7.386	0	0	7.386	0	0	0	7.386	7.386
CUSHEON LAKE RD E	3.036	0	0	0	3.036	0	0	0	3.036
FULFORD-GANGES RD E	14.172	13.983	0.189	0	0	0	0	14.172	14.172
LONG HARBOUR RD E	4.543	0	0	4.543	0	0	0	0	4.543
LOWER GANGES RD E	3.7	0	0	3.433	0.267	0	0	0	3.7
NORTH BEACH RD N	3.013	0	0	0	3.013	0	0	0	3.013
NORTH END RD N	9.144	0	2.917	6.227	0	0	0	9.144	9.144
ROBINSON ROAD N	2.095	0	0	2.095	0	0	2.095	2.095	
STEWART RD N	3.534	0	0	0	3.534	0	0	0	3.534
SUNSET DRIVE N	6.567	0	0	6.567	0	0	0	6.567	6.567
UPPER GANGES RD N	3.448	0	0	3.448	0	0	0	0	3.448
VESUVIUS BAY RD E	3.684	0	0	3.684	0	0	0	0	3.684
WALKER'S HOOK RD N	4.929	0	0	0	4.929	0	0	0	4.929

		Summer Class – by RFI Description+Direction									
	Length	1	2	3	4	5	6	7	Cl	Cl-7	
BEAVER POINT RD E	8.321	0	0	0	7.849	0.472	0	0	8.321	8.321	
BEDDIS RD N	7.386	0	0	0	0	7.386	0	0	0	7.386	
CUSHEON LK RD E	3.036	0	0	0	3.036	0	0	0	3.036	3.036	
FULFORD-GANGES E	14.172	0	1.669	12.503	0	0	0	0	14.172	14.172	
LONG HARBOUR RD E	4.543	0	4.543	0	0	0	0	0	0	4.543	
LOWER GANGES RD E	3.7	0	0.637	3.063	0	0	0	0	0	3.7	
NORTH BEACH RD N	3.013	0	0	0	3.013	0	0	0	3.013	3.013	
NORTH END RD N	9.144	0	0	2.917	6.227	0	0	0	9.144	9.144	
ROBINSON ROAD N	2.095	0	0	0	2.095	0	0	0	2.095	2.095	
STEWART RD N	3.534	0	0	0	0	3.534	0	0	0	3.534	
SUNSET DRIVE N	6.567	0	0	0	5.042	1.525	0	0	6.567	6.567	
UPPER GANGES RD N	3.448	0	0	3.448	0	0	0	0	0	3.448	
VESUVIUS BAY RD E	3.684	0	0	3.684	0	0	0	0	0	3.684	
WALKER'S HOOK RD N	4.929	0	0	0	4.929	0	0	0	0	4.929	

APPENDIX B. Bicycle Facility Selection Class and Context

Facility Class and Context

The PCMP uses the following typology for assigning on-street bikeway facilities to specific roads:

1. **User Classification:** Bikeway class indicates what types of users might feel comfortable on a particular bikeway facility.
2. **Levels of Facility Separation:** Bikeway facilities are designated by Canadian guidelines and best practices for cycle tracks, bicycle lanes, shared lanes, and other facilities.
3. **Roadway Context:** The volume and speed of motor vehicle traffic, as well as presence of trucks, transit, on-street parking, and large numbers of turning vehicles impact the user experience of different types of bikeway facilities.

In combination, these elements can provide guidance for bikeway facility selection as shown in <http://cyclingincities.spph.ubc.ca/opinion-survey/>

User Type Classification

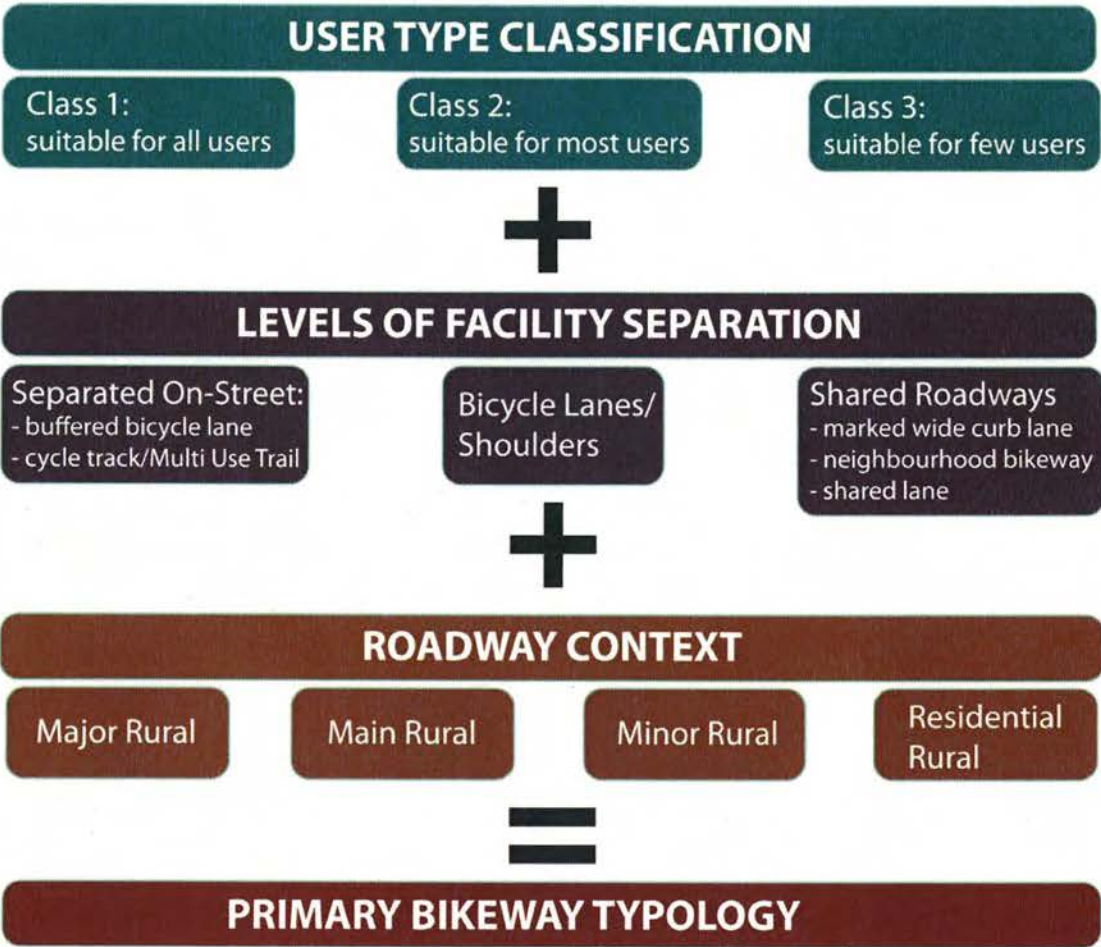
Bikeway class indicates what types of users might feel comfortable on a particular bikeway facility. The Cycling in Cities Program at the University of British Columbia found that the most significant factors influencing bicycle use are motor vehicle traffic volumes and speeds.¹¹ The study also found that most cyclists have a preference for facilities that are separated from motor vehicle traffic or that are located on local roads with low motor vehicle traffic speeds and volumes.

Levels of Facility Separation

Standards for classifying bikeway types are provided in the Transportation Association of Canada (TAC) *Bikeway Traffic Control Guidelines for Canada* (2012), *Geometric Design Guide for Canadian Roads*, and *MUTCD-Canada*. Bicycle facility types available for use in the CRD and member municipalities are listed in Table 2.




The classifications identified in Table 2 are common regional classifications that describe bicycle facilities by engineering treatment. This classification system integrates the various municipal classifications and does not preclude the municipalities from continuing to use existing user classification systems. Facility type information is useful at the planning and engineering level and is helpful in identifying appropriate dimensions and design treatments. System users, on the other hand, are more concerned about finding a route that serves their travel needs and on which they feel comfortable riding. It is therefore recommended that municipalities use the terms defined in the PCMP at the engineering and planning level to be clear and precise about bicycle facility planning, while user designations can be used for mapping and sharing the network with the public


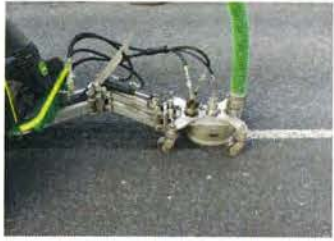



¹¹ <http://www.cher.ubc.ca/cyclingincities/survey.html>






APPENDIX C. Summary of Traffic Calming Treatments

The following is a list of traffic calming measures that are appropriate for use on rural roads. The analysis considers their potential impact on travel behaviour, ongoing maintenance needs, appropriate locations for their application, and design details that should be considered, particularly with regard to their impact on vulnerable road users.

	Treatment	Change in 85 th percentile speed (km/h) and volume	Maintenance	Application	Appropriate for Salt Spring
Low cost measures – under \$2,500					
	Standard signage (information, regulatory, warning)	Varies, minimal	Minimal	Everywhere	Yes
	Pavement markings - Lane narrowing using painted centre island and edge marking	+ to -5, minimal	Regular painting	Entrance or within community	In village areas
	Pavement markings - "Slow" pavement legend	+ to -3, minimal	Regular painting	Within community	At entrance or within community

	Pavement markings - "35 mph" pavement legend w/ red background	0 to -14, minimal	Accelerated painting cycle	Entrance or within community	As needed
Medium cost measures - \$2,500 to \$5,000					
	Removal of all signage and pavement markings	Varies, minor	Significant cost reduction	Along a specified roadway or in a particular area	Minimal
	Surface treatment (those that produce a sound or vibration or both)	Varies, minimal	Minimal maintenance depending on material used	At the approach to an area of caution	Some potential - consultation is needed
	Surface treatment - Speed hump	-6 to -8, minor	Regular painting	Within community	Within village, near schools, parks or in residential areas
Higher cost measures - \$5,000 to \$12,000					
	Electronic speed feedback sign	Up to -11	Troubleshooting electronics	Entrance or within community	Within village, near schools, parks or in residential areas

	Gateways	-8 average minimal impact on volume	Gateway features can be struck, causing injury and requiring repairs to gateway	Entrance to a village or residential area	Strong potential
	Road narrowing (chicanes, central islands, curb build outs, reduced pavement width)	Up to -19, minimal, significant reduction in collisions	Dependent upon design elements	Most effective in areas with higher levels of active travel	Strong potential
	Access restrictions (gated roads, physical closures)	High impact on volume, varying impact on speed	Prone to vandalism	Access to a neighbourhood or special management area such as a park	Minimal

Prepared by Alta Planning + Design for:
CRD Regional Planning and Salt Spring Island Transportation Commission
October, 2013





Community Compendium

**Cycling Master Plan
Salt Spring Island**

Executive Summary

This document was written as a companion document to the Salt Spring Island Cycling Master Plan (SSI – CMP). Whereas the SSI – CMP is focused on creating a network of safe cycling infrastructure, this document turns its attention to other, non-engineering, ways of supporting cyclists. Together, these two documents are designed to address what is commonly known as the five E's of bicycle-friendly planning:

1. Engineering
2. Education
3. Empowerment
4. Enforcement
5. Evaluation

The Community Compendium is intended to show the ways in which the Salt Spring Island community currently works to encourage safe, convenient, and enjoyable cycling – and how community members might consider building on these efforts.

In recognition of the sometimes differing needs of resident cyclists and cyclists visiting the island, ways in which both of these groups can be helped to feel safe and comfortable while cycling on Salt Spring Island have been included in this document.

In the Education and Empowerment sections, examples of past and present programs and events put together by a variety of community organizations are presented, followed by a brief set of recommendations for the future. The Education section highlights programs such as Helmets for Life and Bike Rodeos, and Salt Spring Island-specific material that is available to help educate cyclists and motorists, such as the Natural History & Heritage Map and Share the Road Brochure. Included in the Empowerment section are summaries of events and happenings that promote and encourage cycling, such as Bike to Work Week, the Fulford Bike Fest, and Velo Village. Suggestions for future ways of providing cycling education and empowerment have been adapted from the Capital Regional District Pedestrian and Cycling Master Plan (PCMP) to fit the unique community and conditions on Salt Spring Island. These recommendations include educational programs such as a professional development program and the use of a coordinated media strategy, and empowering events such as an annual cycling celebration and bicycle-friendly business awards.

The Enforcement section addresses three ways in which bylaws on Salt Spring Island can help to promote cycling and improve the experiences of cyclists: through policies that direct the provision of Trip Enhancement Facilities, strategies for promotion of active transportation, and ways of ensuring that cycling is accessible to everyone. The guidelines and policies on these topics that are included in local bylaws are evaluated in comparison to best practices from comparable jurisdictions. In several instances, bylaws on Salt Spring Island compare favourably to best practices from elsewhere, but there is room for improvement. A summary of the existing state of road maintenance is also included in this section.

In order to demonstrate the positive impact of investments in cycling programs and infrastructure, accurate and consistent measurement of the status of cycling on Salt Spring Island

is required. In the last section, Evaluation of the success of bicycle-friendly planning is discussed, namely, the standardized bicycle counting exercises that started on Salt Spring Island in 2012.

There are a great many dedicated and creative people and organizations on Salt Spring Island who use a variety ways of educating, empowering, enforcing norms and rules, and evaluating cycling to contribute to making the island a safer and more enjoyable place to cycle. The Community Compendium is intended to celebrate the amazing work that has been done by people and organizations from across the community, inspire and enable these and similar efforts to continue, and draw in new people and ideas too.

Photo Credits:

Cover: David Borrowman

Page 1: Brenda Guiled

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Pages 5, 12: Island Pathways

Page 6: Brydone Dewar

Page 12: Salt Spring Island Community Energy Strategy

Page 13: Both photos by Ron Watts <www.ronwattsphoto.com>

All other pictures are by the author



Introduction

When planning for more and better cycling, it's important to remember that although excellent linear, physical infrastructure is essential, it's not the whole story. There is much that can be done in the non-engineering realm to improve the cycling experience and promote the shift from less sustainable forms of transportation to increased cycling. Included in this report is a summary of the ways in which **E**ducation, **E**mpowerment, **E**nforcement, and **E**valuation have been, and could be, used on Salt Spring Island to promote safe, seamless cycling for everyone. It is hoped that by getting all these **E**'s together – plus the Engineering **E** – that cycling on Salt Spring Island will continue to move in the direction of increased safety, practicality, and fun for as many people as possible.

Acknowledgements

This report builds on the efforts of many great people and organizations on Salt Spring Island who have been working for decades to improve cycling on the island. Many thanks to this strong community of cyclists and cycling enthusiasts!

Thank you to the Salt Spring Island Cycling Master Plan Technical Advisory Committee:

- Brenda Guiled: Chair of both Island Pathways and its affiliate Bicycle Working Group (BWG), organizer of the 2010 Cycling Forum, instigator of the 2011 Cycling Survey Report
- Donald McLennan: Commissioner, Salt Spring Island Transportation Commission
- John Wakefield: Chair, Salt Spring Island Transportation Commission;
- John Rowlandson: Director of Island Pathways Velo Village Bike Festival and International Cycling Conference
- Kees Ruurs: Senior Manager, Capital Regional District Salt Spring
- Kristin Aasen: Planner, Islands Trust
- Claire Heffernen: past President of Island Pathways and long time regional cycling advocate

Thanks also to Sue Hallat, Regional Planner with the Capital Regional District, and Gavin Davidson from Alta Planning + Design for their support and review of this document.

Torill Gillespie (project intern)

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Education

Education and Empowerment go hand-in-hand in ensuring that all cyclists and potential cyclists have the information, skills, confidence, and support they need in order to cycle safely and happily on Salt Spring Island.

Cyclists on Salt Spring Island can be broadly grouped as either local residents or visitors to the island. The needs of these groups may differ with respect to education; these differing needs will be addressed in the following sections.

As shown in a recent survey of cyclists on Salt Spring Island, cyclist safety on island is a major concern of both visiting cyclists and Salt Spring Island residents who cycle¹. The provision of educational programs and events aimed at both cyclists and motorists can help to improve real and perceived safety of cyclists. Educational programs and events can also help to increase understanding of the environmental, community, and personal benefits of cycling. When cycling is seen as a safe, enjoyable, and predictable mode of transportation, cycling mode share is likely to increase.

It is important that all road users, including cyclists and motorists, have access to the information they need in order to cycle safely and/or to drive safely in the presence of cyclists. Cyclists and motorists should understand their rights and responsibilities, and should have access to information about new and improved facilities. Education should also be available for cyclists and potential cyclists of all ages to learn about the benefits of cycling, and the skills they need to cycle safely and confidently. Education for government staff and related professionals regarding best practices with respect to provision and maintenance of cycling facilities should also be available.

Efforts aimed at increasing cycling education should meet some of the criteria discussed above and summarized at right. No one program or event can cover all of these different aspects, but together, the programs and events available in the community should address each of these components of education. Whether efforts are best offered as one-time-only events, or on a more on-going basis should also be considered. In addition, cycling education efforts on Salt Spring Island should be designed to reach out to either visitors or residents, or both groups together.

Summary - Components of Education

Educational events and programs should address one or more of the following:

- Benefits of cycling
- Legal rights and responsibilities of cyclists
- Legal rights and responsibilities of motorists
- Information about facilities
- Cycling skills – kids
- Cycling skills – adults
- Information for government staff and related professionals

¹ Island Pathways, Bicycle Working Group. (2011). *Salt Spring Island Cycling Survey*. <http://www.islandpathways.ca/bicycle.html>.

It is important to remember that although both cyclists and motorists have a need to stay up-to-date on road safety education and changes to cycling infrastructure, cyclists and motorists are not discrete groups of individuals – most cyclists are also motorists and many motorists also cycle. Not only do motorists and cyclists have very similar educational needs and interests, by working together and avoiding the trap of seeing cyclists and motorists as opponents, everyone benefits from safer transportation and community-wide health and environmental improvements.

Existing and Past Efforts

The following is a summary of past and present programs, and recommendations for specific future programs on Salt Spring Island. Several programs and events aimed at educating residents and visitors to Salt Spring Island about cycling on the island have been held in the past, and many are on-going. The ‘Components of Education’ addressed by each effort are then assessed and recommendations follow.

Inside Out Art Project (Fulford Elementary School)

In 2011, a grade 3/4 class at Fulford Elementary School participated in the global Inside Out Art Project. Under the mentorship of artist-in-the-classroom Jane MacKenzie, and with the support of their teacher, principal, and parent volunteers, the students put together a public art installation consisting of large-scale posters with photos of themselves combined with write-ups describing their collective wish for safe biking paths on which they could ride to school by themselves. The project was intended to fuel discussion of the need for better cycling infrastructure, and to encourage action on this issue. The project brought attention to the wishes of children on Salt Spring Island, educating residents on what kids need when it comes to cycling.



Helmets for Life Program (Island Pathways)

For more than 12 years, Island Pathways has run Helmets for Life, lead by Margaretha Nordine. In this program, students at Salt Spring Island elementary schools are taught about safe cycling rules and practices, and the importance of cycling with a well-fitting helmet. After listening to a ‘how to wear your helmet’ talk, students have their helmets properly fitted and have the option of purchasing a helmet in their choice of style and colour at the heavily discounted price of \$10. Helmets sold under this program are purchased at cost from Fort St. Cycle in Victoria and matching funds from local groups are used to keep the cost of new, properly fitted helmets for

children affordable. Since the program began, more than 500 helmets have been fitted on Salt Spring Island kids. The Helmets for Life program is sometimes held in conjunction with a bike rodeo (see below).



Bike Rodeos (RCMP)

Bike rodeos, in which RCMP officers teach elementary school students how to maintain a safe bicycle and practice safe cycling habits in a fun and active way are periodically held in conjunction with the Helmets for Life Program.

Natural History & Heritage Map (Island Pathways)

Since 2000, Island Pathways has published a heritage map that includes bicycle routes. The map is currently in its third edition, most recently revised in 2012. It is currently the only map with cycling information available on Salt Spring Island. Each bicycle route on the map is rated for difficulty, and elevation profiles are provided. Locations of camping areas, washrooms, drinking water, beach and lake public accesses, and more are also included. The Natural History & Heritage Map is on public display on ferries to Salt Spring Island and at a kiosk located outside the Salt Spring Island Visitor Info Centre on Lower Ganges Road. The map can also be purchased online (<http://www.islandpathways.ca/>) and at several locations on Salt Spring Island and Vancouver Island.



The Cycling Forum (Island Pathways and the Salt Spring Island Transportation Commission)

In November 2010, Island Pathway's Bicycle Working Group and the Salt Spring Island Transportation Commission hosted a well-attended cycling forum at Fulford Hall. The forum marked the launch of both the Salt Spring Cycling Survey and the "Share the Road" brochure. The event was designed to be a celebration of cycling on Salt Spring Island, the objective of which was to bring together a diverse group of cyclists and cycling supporters on the island as a way to build connections within this community. Participants and displays included:

- Island Pathways, Bicycle Working Group – A series of history panels outlining past cycling initiatives on Salt Spring Island.
- Island Pathways - Helmets for Life Program, Natural History & Heritage Map, Ganges pathways.

- Salt Spring Island Transportation Commission - Cycling mandate, recent news, and information on the North Ganges Village Transportation Management Plan.
- Salt Spring Island Parks and Recreation Commission - Trail work and cycling-related documents.
- Island Pathways - Elevation profiles for various Salt Spring Island roads.
- Island Adventures and Fort Street Cycle - Cycling equipment and accessories.
- Capital Regional District and Cowichan Valley Regional District – Cycling plans and initiatives in their respective regions.



Share the Road Brochure (Island Pathways & Mainroad Contracting)

In 2010, Salt Spring Island’s “Share the Road” brochure was produced by Island Pathways and Mainroad Contracting. In this brochure, drivers and cyclists are instructed to obey the rules of the road in order to increase the safety of all road users. Key rights and responsibilities of drivers and cyclists are highlighted, and tips are provided for each mode of transport. All of the information provided in the brochure is tailored to the unique transportation conditions on Salt Spring Island. Also included in the brochure is a section for cyclists on where further Salt Spring Island cycling resources can be found. The “Share the Road” brochure has been handed out at community events, and is available on ferries to Salt Spring Island, from the Visitor Info Centre in Ganges, and online.



Cycling and Rural Mobility Conference (Island Pathways)

At this international gathering, an official pre-conference event to the 2012 Velo-City Global conference held the following week in Vancouver, participants focused on “safe, seamless cycling for rural and urban riders”. More than a dozen speakers addressed topics ranging from the impact of cycling on population health to cycling tourism to cycling safety instruction. Sixty people registered for this conference, held June 22, 2012 as part of the larger Velo Village celebration of rural cycling (please see Encouragement section for more information about Velo Village, pages 12-14).



Table 1. Components of cycling education met by existing and past efforts.

		Programs/Events						
		Inside Out Art Project	Helmets for Life	Bike Rodeo	Natural History & Heritage Map	Cycling Forum	Share the Road Brochure	Cycling and Rural Mobility Conference
Components of Education	Benefits of cycling	✓				✓		✓
	Legal rights and responsibilities of cyclists		✓	✓		✓	✓	
	Legal rights and responsibilities of motorists						✓	
	Information about facilities				✓	✓	✓	
	Cycling skills – kids		✓	✓				
	Cycling skills – adults						✓	
	Information for government staff and related professionals							✓
Is the Program/Event On-going?			✓	✓	✓		✓	
Who is the Program/Event Primarily Intended for?		Visitors & Residents	Residents	Residents	Visitors & Residents	Residents	Visitors & Residents	Visitors & Residents

Recommendations

The following recommendations for future action with respect to cycling education on Salt Spring Island are based on the content of past and on-going efforts, with the goal of filling in gaps and reaching out broadly to the community, to both Salt Spring Island residents and visitors to the island.

It is recommended that the on-going efforts described above (Helmets for Life, Bike Rodeos, Natural History & Heritage Map, and the Share the Road brochure) be continued as they contribute significantly to cycling education for Salt Spring Island residents and visitors alike. Where these efforts are not regularly scheduled, such as with Bike Rodeos that are hosted periodically at local elementary schools, it is recommended that effort be made to offer such programs regularly, perhaps as annual events. Each of the one-time events described above (Inside Out Art Project, the Cycling Forum, and the Cycling and Rural Mobility Conference) were important in contributing to cycling education on Salt Spring Island and could be held again.

In addition to these on-going efforts, the following programs are recommended for Salt Spring Island. These programs have been selected based on their applicability and perceived usefulness in the local context, as well as how they address different components of cycling education. Where possible, the specific agency that might be best positioned to take responsibility for funding and/or organizing of these programs is provided, but most have been left open as a reflection of the preliminary nature of this report in providing possible future direction for cycling education on Salt Spring Island. Similarly, the estimated cost and potential reach of each of these recommendations is not included here, but should be determined and included as factors in determining the overall effectiveness of each strategy.

Overlap between these recommendations and objectives and strategies in the CRD Regional Pedestrian and Cycling Master Plan (PCMP) is noted with an asterisk*.

Professional Development Programs*

According to the PCMP, the CRD should “Sponsor on-going training and professional development in best practices of facility design for (local government) staff and other related professionals”. In addition to this important focus on facilities, professional development programs could be expanded to include topics such as those covered in this report – education, encouragement, enforcement, and evaluation. Professional development programs such as conferences, workshops, and courses, would be beneficial to staff at Islands Trust, members of the Salt Spring Island Transportation Commission, volunteers at Island Pathways, and numerous other actors on Salt Spring Island.

Cycling Skills Courses for Adults and Children

Although the Helmets for Life Program and Bike Rodeos do an excellent job of educating elementary school-aged kids about the importance of safety equipment and skills for cycling on Salt Spring Island, it is recommended that more safe cycling education be available for those kids who might like more instruction (or who might have missed these programs in school) and

* From the CRD Regional Pedestrian and Cycling Master Plan (PCMP).

for adults who are interested in learning how to cycle safely and comfortably, or build on the skills they already have.

The Canadian Cycling Association's CAN-BIKE Program is one example of the type of courses that would be appropriate on Salt Spring Island. The CAN-BIKE Program offers nationally standardized courses for kids and adults. Adult courses are available for new cyclists, and for experienced cyclists who are looking to build skills and increase their confidence. The two-day CAN-BIKE Rural Cycling course may be particularly well-suited to cycling conditions on Salt Spring Island.

The Ministry of Transportation and Infrastructure and/or the Insurance Corporation of BC are well positioned to carry all or part of the responsibility for the delivery of skills courses, and have in the past made commitments to supporting cycling education.

Family Cycling Program*

The CRD should, as described in the PCMP, "Create family bicycling programs to help parents figure out how to safely transport children by bicycle and help children learn bicycling skills". The availability of family-oriented bicycling programs on Salt Spring Island would compliment cycling skills courses and help families to choose cycling as a viable and practical transportation option. Family bicycling programs adapted to meet the requirements of families cycling in rural conditions would be particularly valuable on Salt Spring Island.

Media Strategy

Development of a comprehensive strategy for effectively using media on Salt Spring Island to disseminate information about cycling is recommended. Making the most of existing print and new media would help to keep Salt Spring Island residents up-to-date on facility upgrades, and could be used to promote safety and comfort for all road users. Furthermore, a carefully coordinated and sensitive approach to provision of information in media could help to avoid the 'us versus them' scenario that sometimes develops between cyclists and motorists, particularly in anonymous online settings.

Media on Salt Spring Island has been successfully used to promote cycling initiatives and events. For example, the Gulf Islands Driftwood has recently featured several articles and published many opinion pieces related to cycling on Salt Spring Island³. Building on this success in a coordinated manner, such as through a regular column or moderated on-line discussions, would help to get important cycling-related messages out to a wide range of community members.

³ For example: Nolan, E., "Ganges cycling lanes awarded \$1.4 million in funding", 29 March 2012; Howcroft, M., "Live & Learn – Great time to get on the cycling bandwagon", 7 September 2011; "Letter – Cycling support", 14 September 2011.

Table 2. Components of cycling education met by recommended programs.

		Programs/Events			
		Professional Development Programs	Cycling Skills Courses	Family Bicycling Program	Media Strategy
Components of Education	Benefits of cycling		✓	✓	✓
	Legal rights and responsibilities of cyclists		✓	✓	✓
	Legal rights and responsibilities of motorists				✓
	Information about facilities				✓
	Cycling skills – kids		✓	✓	
	Cycling skills – adults		✓	✓	
	Information for government staff and related professionals	✓			
Is the Program/Event On-going?	✓	✓	✓	✓	
Who is the Program/Event Primarily Intended for?	Residents	Residents	Residents	Visitors & Residents	

Empowerment

In addition to education, it is important to generate enthusiasm and wide public support for cycling. To do this, empowerment should be provided to those people who currently cycle, those who would like to cycle more, those for whom cycling might be a new activity, and those people who may not cycle but who appreciate the health and environmental benefits that cycling provides to the community at-large. Events and programs that empower cyclists and their supporters draw attention to the environmental, individual, and community-wide benefits of cycling, and provide cyclists with the accolades they deserve for choosing a sustainable form of transportation. Efforts aimed at increasing enthusiasm and support for cycling should include both visitors to Salt Spring Island (who may benefit from a more enjoyable cycling experience) and local residents (who may either directly benefit as cyclists, or help to create a welcoming environment for all cyclists).

Access to equipment is an obvious prerequisite to cycling. A bicycle and an approved helmet are minimally required, as well as front and rear lights and a rear reflector for cycling between dusk and dawn. Lack of access to appropriate equipment may preclude cycling and should be a consideration when it comes to encouraging cycling on Salt Spring Island.

As with education, efforts aimed at empowering cycling on Salt Spring Island should meet some criteria as discussed above and summarized below for quick reference. Again, no one program or event can cover all of these different aspects, but together, the programs and events available in the community should address each of these components of empowerment. Like efforts aimed at education, decisions as to whether efforts should be put together as one-time-only events, or on a more on-going basis also need to be made. Whether efforts should be directed for the benefit of visitors or local residents, or if both groups are the intended beneficiaries, should also be considered.

Existing and Past Efforts

For several decades, organizations on Salt Spring Island have put together events aimed at empowering cyclists. Some of the larger and more recent events are summarized below. Events for either residents or visitors to Salt Spring Island, or both groups, have been held in the past, and many are on-going. The 'Components of Empowerment' addressed by each effort are then assessed and recommendations are made based on this assessment.

Bike to Work Week

Bike to Work BC is a registered non-profit society whose mission is to encourage people to commute by bicycle. The province's first Bike to Work Week was held in Greater Victoria in 1995. In 2011, more than 15,000 cyclists from 18 communities took part in Bike to Work Week.

Summary - Components of Empowerment

Efforts aimed at empowering cyclists on Salt Spring Island should address one or more of the following criteria:

- Generates enthusiasm and public support
- Empowers people who currently cycle
- Encourages people to cycle more
- Encourages non-cyclists to take up cycling
- Draws attention to the benefits of cycling
- Improves access to necessary equipment

In June 2012 (timed to coincide with Velo Village), Salt Spring Island participated for the first time in Bike to Work BC's Bike to Work Week. Twenty-three individuals and five teams registered and participated. They cycled more than 1,260 km over the course of the week, for an average commute distance of approximately 11 km return, the second highest average in BC. More than half of the registered participants are female, and four new cyclists took part.

Easter Bicycle Parade (Island Pathways)

On April 23, 2011, Island Pathways hosted a "wheely fun" parade of decorated bicycles and other self-propelled transportation and costumed riders. The event was sponsored by the Salt Spring Parks and Recreation Commission. Approximately 100 participants gathered at the Kanaka Road Skatepark before parading through downtown Ganges on temporarily closed roads. The event ended in Centennial Park where prizes were given to all participants. Other attractions at this event included a power-spinning bicycle set-up to run the P.A. system and a display showing the history of cycling on Salt Spring Island from 1985 to present. A 'bicycle doctor' from Island Adventures was also on hand to check out bicycles, make minor repairs, and advise on larger repair needs.



Critical Mass

Critical Mass is a cycling event that, in its most recent incarnation, started in San Francisco in 1992 and is now held monthly in over 300 cities worldwide. Critical Mass rides tend to be loosely organized, but generally share the goal of creating car-free space for cyclists by riding together as a group. Critical Mass rides are seen by some as protest events with various political motivations in which public road space is taken over by cyclists, as somewhat spontaneous celebrations of cycling and cycling culture.



Salt Spring Island's first Critical Mass ride was held on June 16 2007, as part of a transportation options fair. An estimated 150 people took part in the first Critical Mass ride. Following this successful start, monthly rides were held over the summers of 2007 and 2008; attendance at these events varied and was at least in part weather dependent. Although regular Critical Mass rides

are not currently held on Salt Spring Island, mass rides have been held periodically in conjunction with other events.

Velo Village (Island Pathways)

The weekend before Velo-city Global 2012 was held for the first time in Vancouver, Salt Spring Island hosted Velo Village - a celebration of rural cycling. The aim of Velo Village was to “connect city cyclists with their country cousins”, and to work together to build “safe, seamless cycling capacity within, between and beyond municipal, regional and provincial boundaries”. It is estimated that at its height, 400 to 500 cyclists were in Ganges taking part in Velo Village events. More than 225 volunteers helped with Velo Village, and more than 100 small businesses supported the event.

Events held during Velo Village included:

- Salt Spring Island’s first Bike to Work Week.
- Beautiful Bikes - painted bikes displayed by more than 40 local businesses
- ArtSpring Cycl-OH!-rama and SRAM pART Project - a display of vintage bikes, bike photography, and a juried Bicycle Art Show and Auction with proceeds going to World Bicycle Relief. More than 1000 people came to ArtSpring to see this show.
- Velo Village Vibrations – a community celebration of long-time local cyclists and a volunteer briefing with emergency services and logistics personnel.
- Canadian premiere of the film Reveal the Path.
- Cycling and Rural Mobility Conference (see Education section, pages 7-8).
- Spoke ‘N Song Gala – a variety show supported by on- and off-island speakers and performers, featuring Colin and Julie Angus.
- The Bike Ferry and Fun Ride – nearly 300 cyclists sailed from Swartz Bay to Fulford on BC’s first-ever bicycle-only vessel. In Fulford, they were joined by approximately 100 others for a 14 km fun ride along a dedicated bike lane, ending in Ganges. In Ganges, bicycle valet service was available, and numerous workshops were offered for Velo Village participants.
- Activities in Centennial Park including yoga for cyclists, a power-generating stationary cycle, a smoothie making cycle, and live music.



A significant legacy of Velo Village is the Salish Sea Statements on Cycling and Rural Mobility, a policy framework for improving cycling safety and connectivity. The Statements have been adopted by several BC municipalities, School District 64, and have been translated into at least five different languages, ensuring their adoption across BC and around the world.

Velo Village Merchant Coupons and Support Certificates (Island Pathways)



Nearly 30 Salt Spring Island merchants offered discount coupons to registered participants at Velo Village. Discounts ranged from percentages off of purchases, to special reduced-price or give-away items, to offers of free shipping. These coupons were appreciated by Velo Village participants and were viewed as a success by many participating merchants.

As a thank you to participating merchants, and with the hope that cyclists will continue to patronize the cycling-friendly businesses that offered coupons, Island Pathways offered award certificates for merchants to display in their shops. Each business's logo was placed in the upper left corner.

"I think you guys did a tremendous job of organizing this event – and I hope you do it next year! I'm sure that you can only build on the success you made of it this first time! We had really good redemption on the coupons we put in the bags - I'm sure there are a few still out there, but we did definitely generate some store visits. Loved all the bikes!"

Pharmasave's Linda Ramsey to Velo Village organizers.

Fulford Bike Fest (Spokespeople Bicycle Repair)

When owner Darcy Green opened his new bicycle repair shop in Fulford, he organized a village bike festival that involved several local businesses. The event took place in August 2011, during a one-year hiatus of the Fulford Days festival. Events included kids' bike decoration, live music, and a discussion of the potential for safer cycling infrastructure on Salt Spring Island.

Fulford Spokespeople Cycling Club (Spokespeople Bicycle Repair)

Since the summer of 2011, the owner of Spokespeople has organized weekly group bicycle rides that are open for the public to attend. Rides start in either Fulford or Ganges.

Bicycle Rentals (Salt Spring Adventure Co.)

Salt Spring Adventure Co. offers bicycle rentals from their shop at the Salt Spring Marina on Upper Ganges Road. Cycling maps and advice on the best routes to take according to skill level are provided with rentals.



Guided Bicycle Tours (Full Cycle Tours)

Full Cycle Tours offers one and two day long guided tours on Salt Spring Island. Scheduled tours of different distances and difficulties are available throughout the summer. Tour participants either bring their own bikes, or can have rental bikes organized for them through Salt Spring Adventure Co.

Table 3. Components of empowerment met by existing and past efforts.

		Programs/Events								
		Bike to Work Week	Easter Bicycle Parade	Critical Mass	Velo Village	Velo Village Coupons & Support Certificates	Fulford Bike Fest	Fulford Spokespeople Cycling Club	Bicycle Rentals	Guided Bicycle Tours
Components of Empowerment	Generates enthusiasm and public support	✓	✓		✓	✓	✓			
	Empowers people who currently cycle	✓	✓	✓	✓	✓	✓	✓		
	Encourages people to cycle more	✓	✓	✓	✓		✓	✓		✓
	Encourages non-cyclists to take up cycling	✓	✓		✓		✓		✓	✓
	Draws attention to the benefits of cycling	✓			✓					
	Improves access to necessary equipment								✓	
Is the Program/Event On-going?	✓						✓	✓	✓	
Who is the Program/Event Primarily Intended for?	Residents	Residents	Residents	Visitors & Residents	Visitors & Residents	Visitors & Residents	Residents	Visitors	Visitors	

Recommendations

The on-going efforts described above (Bike to Work Week, Fulford Spokespeople Cycling Club, bicycle rentals, and guided bicycle tours) all contribute in different ways toward the empowerment of cyclists and cycling supporters on Salt Spring Island, and their continuation is recommended. The one-time initiatives and events summarized above (Easter Bicycle Parade, Critical Mass, Velo Village, Velo Village coupons and support certificates, and Fulford Bike Fest) have also been instrumental in empowering cyclists, and in creating a sense of ‘cycling community’ on Salt Spring Island. Repetition of any or all of these events is encouraged.

The following recommendations for additional ways to empower cyclists Salt Spring Island are based on the success of past and on-going efforts, and are intended to meet a variety of different components of empowerment. The following recommendations are designed to empower both Salt Spring Island residents and visitors to the island.

As in the recommendations above for cycling education, the specific agency that might be best positioned to take responsibility for funding and/or organizing of these programs is provided where possible, but most have been left open as a reflection of the preliminary nature of this

report in providing possible future direction for cycling empowerment on Salt Spring Island. The estimated cost of each of these recommendations is also not included here, but should be determined and included as a factor in determining the overall effectiveness of each strategy.

Overlap between these recommendations with objectives and strategies in the CRD Regional Pedestrian and Cycling Master Plan (PCMP) is noted with an asterisk*.

Sunday Parkways*

In communities all over the world, roadways are closed to vehicle traffic for a few hours at a time, creating a safe and celebratory environment that attracts families and new and seasoned cyclists alike. These events, called different names in different places (ex. Sunday Streets - San Francisco; Cyclovia – Winnipeg, Brussels; Open Streets – Waterloo; Sunday Parkways – San Francisco) are sometimes combined with street sales and events hosted by local businesses and organizations, and are usually open to pedestrians as well as cyclists. This type of event is not common in rural communities, but was successful in nearby Shelbourne (District of Saanich), and if it could be adapted and scaled specifically for Salt Spring Island, might be a creative way to encourage cycling for residents and visitors.

Bike Share System*

As written in the PCMP, “no bikeshare system has been launched and operated without subsidy from the host community”. For this reason, and because Salt Spring Island is more rural and less-centralized than most existing bike share systems, it is recommended that a feasibility study precede the establishment of a bike share system on Salt Spring Island. Should a bike share system prove to be viable on Salt Spring Island, it would likely be used primarily by visitors (as has been the experience in Golden, BC), but could also be designed to increase the availability of bicycles for Salt Spring Island residents.

Annual Event

As part of Velo Village, one lane of traffic between Fulford and Ganges was closed to motorized traffic, and hundreds of cyclists enjoyed a fun and celebratory 14 km ride. Months of organization and a great many volunteers were key in the success of this ride, which pushed the boundary of what had been done on Salt Spring Island in the past and proved the viability of this type of event. An annual cycling event could be central in the encouragement of cycling on Salt Spring Island.

Examples of events that have been successful in other areas and might work on Salt Spring Island include the following:

- Tour de Lopez, Lopez Island Chamber of Commerce. Tour de Lopez is an annual non-competitive road tour. Participants can choose between routes of varying distances, all on rural routes designed to avoid busy roads because traffic is not closed for this event. Registration fees in 2012 were \$35 for adults, \$25 for kids, and \$100 for families of four. For the past few years, the event has been limited to 900 participants and has sold out each year.
- Slow Food Cycle Sunday, Pemberton, BC. Since its first year in 2005, this event has grown to now host more than 4000 cyclists on a one-day slow food tour of the Pemberton

* From the CRD Regional Pedestrian and Cycling Master Plan (PCMP).

Valley. Participants register day-of for this free, self-guided event. The route is quiet but is not closed to motor vehicle traffic. Fourteen official stops, most at local farms, are located along the route. Dozens of vendors sell food at these stops. Live music, various demonstrations, bicycle assistance, and crafts for sale are also featured along the route.

- Ryder Hesjedal's Tour de Victoria. This annual mass participation event started in 2011 and is now offered in three different distances, 50 km, 100 km, and 140 km. Although the event is timed, it is not a race and is open to all cyclists capable of completing the challenging long-distance courses. Tour de Victoria features a traffic-controlled course in which the routes have either one lane closed to vehicle traffic (with oncoming traffic allowed) or full road closure. The registration price in 2012 ranged from \$99 for the 50 km circuit to \$159 for the 140 km circuit, with additional costs for extras such as meals, clothes, and VIP access. In 2012, more than 1700 cyclists rode in the Tour de Victoria.

Bicycle Friendly Business Awards

Bicycle friendly businesses can empower cyclists in a few different ways: for example, they can provide incentives and services to employees to cycle to work, and/or they can cater to clients and customers who cycle. This second type of bike friendliness was demonstrated by the numerous Salt Spring Island businesses that participated in the coupon program for participants at Velo Village in 2012, and were awarded recognition for this participation from Island Pathways (see pages 13-14). Future programs aimed at celebrating businesses that encourage cycling in a variety of ways could be timed to coincide with Bike to Work Week, in order to capitalize on the momentum of this business-related event.

Bicycle friendly business awards are given out in several communities, and have proven to be good incentives for encouraging cycling and promoting businesses. Toronto, for example, has held annual awards for more than a decade, with awards given in six different categories to businesses and organizations that “demonstrate leadership in encouraging cycling by employees and/or customers”⁵. Another useful model for future development of a bicycle friendly business award on Salt Spring Island is the League of American Bicyclists Bicycle Friendly Business recognition⁶, which is based on the extent to which a business meets a set of criteria in a variety of areas related to bicycle friendliness. They offer recognition at bronze, silver, gold, and platinum levels. Businesses that apply and meet the criteria are rewarded with recognition in a national press release, decals to put up in the workplace, and promotion in League online and print publications.

⁵ City of Toronto. “Bicycle Friendly Business Awards”. <http://www.toronto.ca/cycling/bfba/index.htm>

⁶ League of American Bicyclists. “Bicycle Friendly Business”.

<http://www.bikeleague.org/programs/bicyclefriendlyamerica/bicyclefriendlybusiness/about.php>

Table 4. Components of empowerment met by recommended programs and events.

		Programs/Events			
		Sunday Parkways	Bike Share System	Annual Event	Bike-Friendly Business Awards
Components of Empowerment	Generates enthusiasm and public support	✓	✓	✓	✓
	Empowers people who currently cycle	✓	✓	✓	✓
	Encourages people to cycle more	✓	✓	✓	✓
	Encourages non-cyclists to take up cycling	✓	✓	✓	✓
	Draws attention to the benefits of cycling				✓
	Improves access to necessary equipment		✓		
Is the Program/Event On-going?		✓	✓	✓	✓
Who is the Program/Event Primarily Intended for?		Visitors & Residents	Visitors	Visitors & Residents	Residents

Enforcement

In the first part of this section, a summary of existing bylaws on Salt Spring Island related to bicycling is provided. This is followed by a review of best practices from within the Capital Regional District (CRD) and beyond, and then recommendations.

For a summary of existing bylaws throughout the Capital Regional District, please see Appendix F – Enforcement of the CRD’s 2011 Pedestrian & Cycling Master Plan (available at <http://www.crd.bc.ca>).

In the second part of this section, there is some information on road maintenance on Salt Spring Island, how this relates to cyclists, and how the current maintenance contract is enforced.

Existing Bylaws

Although no bylaws have been enacted on Salt Spring Island that address only cycling, both the *Official Community Plan (Islands Trust Bylaw No. 434)* and the *Land Use Bylaw (Salt Spring Island Local Trust Committee Bylaw No. 355)* contain a number of guidelines, objectives, and policies related to community objectives for bicycle parking, health and sustainability, and bikeways. The sections of these bylaws related to cycling are listed below in Table 5.

Several bylaws in the documents reviewed pertain to pedestrians. These bylaws are not included in the following summary; however, because of the occasionally overlapping nature of amenities for pedestrians and cyclists, it should be noted that some of the policies intended to benefit pedestrians, are also beneficial for cyclists. For example, the provision of public seating in villages may be useful to both pedestrians and cyclists: “Along pedestrian routes, attractive public seating and resting areas should be incorporated into project designs” (*OCP Bylaw No. 434*, Section E.4.1.7).

Many of the existing Salt Spring Island bylaw statements related to cycling take the form of objectives, rather than specific policy requirements, guidelines, or regulations. Although these objectives should be followed in spirit, they do not carry the same weight as policies. In Table 5, policies, guidelines, and regulations are shown in bold text, and objectives in regular.

Relative to many of the municipalities in the Capital Regional District (CRD), cycling provisions in the Islands Trust bylaws are substantial. Regulations for bicycle parking, bikeway location and standards, land use patterns that encourage transportation by means other than private vehicle, objectives for promotion of active transportation, support and encouragement of other organizations such as the Ministry of Transportation and Infrastructure and the Salt Spring Island Transportation Commission in building and promoting cycling infrastructure, and objectives for transportation systems that accommodate all community members are included in the bylaws reviewed and listed above in Table 5. These regulations are summarized below, by category, and compared to best practices.

Table 5. Existing bylaws that address cycling on Salt Spring Island.

Category	Source	Policy	Policy Language
Trip enhancement facilities	OCP Bylaw No. 434	C.2.3 Automobile and Bicycle Parking	C.2.3.2.10 The Local Trust Committee should encourage the Ministry of Transportation and Infrastructure and Salt Spring Island Transportation Commission to replace some on-street parking spaces in villages to allow for public transit stops, or to provide facilities for pedestrians or bicyclists and traffic calming measures.
	OCP Bylaw No. 434	E.1 Development Permit Area 1 – Island Villages, General Guidelines	E.1.4.6 Commercial developments should provide structures for the convenient and secure parking and locking of bicycles, close to and visible from the adjacent streets. Such structures should not obstruct pedestrian movement on the site.
	OCP Bylaw No. 434	E.1.7 Guidelines for Landscaping and Parking Surfaces	E.1.7.7 All hard and soft landscaping and paving, including sidewalks, pedestrian amenities, street furniture, cycle racks and parking lot lines on major new developments should be installed prior to issuance of any building occupancy permit.
	Land Use Bylaw No. 355	7.1 Requirements for Parking and Loading Spaces	7.1.1 The owner or occupier of land must provide and maintain off-street loading spaces and off-street parking spaces for automobiles and bicycles as determined by the use or occupancy of a lot or building according to Table 3.
	Land Use Bylaw No. 355	7.1 Requirements for Parking and Loading Spaces	Table 3 – Minimum number of parking spaces for automobiles, disabled parking and bicycles.
	Land Use Bylaw No. 355	7.5 Standards for Bicycle Parking Spaces	7.5.1 Each bicycle parking space must be accessible to a highway or vehicle parking lot via an access aisle that is not less than 1.2 m in width.
	Land Use Bylaw No. 355	7.5 Standards for Bicycle Parking Spaces	7.5.2 Bicycle parking spaces must be at least 0.8 m in width and 1.8 m in length with a minimum overhead clearance of 1.2 m.
	Land Use Bylaw No. 355	7.5 Standards for Bicycle Parking Spaces	7.5.3 Bicycle parking spaces must include a fixed structure that supports the bicycle frame in a stable position without damage to the wheels, frame or components and that enables the frame and both wheels to be locked to the structure by the cyclist's own locking device. Protection from precipitation must be provided for 50 per cent of all spaces required.
	Land Use Bylaw No. 355	7.5 Standards for Bicycle Parking Spaces	7.5.4 Bicycle parking spaces are to be located at the primary entrance to the building or use being served.
	OCP Bylaw No. 434	A.4.5 Community Health and Safety – Objectives	A.4.5.2 To encourage multiple modes of healthy, active transportation among residents of all ages, such as walking and bicycling.
	OCP Bylaw No. 434	B.2.3 Settlement Patterns – Objectives	B.2.3.1.3 To create future settlement patterns that reduce dependency on private automobiles and encourage other forms of transportation such as walking, cycling and public transit.
	OCP Bylaw No. 434	B.5 Village Land Use Objectives and Policies – Objectives	B.5.1.1.8 To support multiple modes of travel in and between villages, particularly bicycling, walking and public transit.
	OCP Bylaw No. 434	B.5.3 Fulford Village Designation	B.5.3.2.14 The Local Trust Committee supports strategies that emphasize improved traffic management on roads and incentives for non-automotive travel.
	OCP Bylaw No. 434	B.5.4 Channel Ridge Village Designation – Objectives	B.5.4.1.3 To promote non-vehicular connections and pedestrian-friendly amenities throughout Channel Ridge and the surrounding residential area to reduce the need for individual automobile use.
OCP Bylaw No. 434	C.2 Transportation Servicing Objectives	C.2.1.1.1 To plan land use in a way that encourages those forms of transportation that consume the fewest resources and least land; to encourage settlement patterns that make walking, bicycling and	

Category	Source	Policy	Policy Language
Promotion of active transportation/ reduction of dependency on private automobiles	<i>OCP Bylaw No. 434</i>	And Policies C.2.2 Land Transportation – Objectives	public transit become viable, convenient and natural alternatives to automotive transportation. C.2.2.1.1 To encourage responsible agencies to create and maintain land transportation networks, consisting of both roads and off-road trails that serve a broad range of transportation, social, environmental and aesthetic purposes.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation – Objectives	C.2.2.1.8 To support the initiatives of the Salt Spring Island Transportation Commission to provide and promote multiple modes of transportation (including parking and transportation demand management strategies) to reduce the use of private automobiles.
	<i>OCP Bylaw No. 434</i>	C.2.4 Water Transportation	C.2.4.2.4 The B.C. Ferry Services Inc. is strongly urged to consider community objectives in its decisions related to Salt Spring Island ferry service. The Corporation is especially encouraged to consider the following recommendations in support of community objectives: ferry traffic and to develop strategies to manage automotive traffic demand and diversify traffic loads rather than expand vessels or parking and staging areas, especially in Fulford Harbour. to give the priority of convenience to public transit, non-automotive and high occupancy vehicle traffic in schedules, fares and in land and vessel facilities. Special effort should be made to provide bus stopping areas, priority loading for high occupancy vehicles, bicycle racks and paths, and pedestrian lounges and paths. Consideration of pedestrian-only ferries is strongly encouraged.
	<i>OCP Bylaw No. 434</i>	A.6 Climate Change and Energy Efficiency	A.6.2.27 The Salt Spring Island Transportation Commission is encouraged to provide and promote Transportation Demand Management infrastructure and programs such as public transit, bicycling, walking, ridesharing, car-sharing, and parking management strategies as means of reducing reliance on private vehicles.
	<i>OCP Bylaw No. 434</i>	C.2.3 Automobile and Bicycle Parking – Objectives	C.2.3.1.2 To encourage, through parking policies, environmentally-friendly transportation forms such as public transit, walking, bicycling and small automobiles.
	<i>OCP Bylaw No. 434</i>	C.2 Transportation Servicing Objectives and Policies	C.2.1.1.5 To support transportation systems that are designed to the highest standards, and that accommodate all members of the community.
	<i>OCP Bylaw No. 434</i>	B.4.2 Educational and Childcare Land Uses	B.4.2.2.8 The Ministry of Transportation and Infrastructure and the Salt Spring Island Transportation Commission are requested to consider the objectives of this Section in their decisions regarding roads next to or within the Educational Designation, and especially is (sic) encouraged to consider means to safely accommodate pedestrians and bicyclists on such roads.
	<i>OCP Bylaw No. 434</i>	B.5 Village Land Use Objectives and Policies	B.5.1.2.14 The Ministry of Transportation and Infrastructure is urged to develop specific policies for the development of the sidewalks and roadside walkways, shown on Maps 17 and 18, and bicycling facilities. The Ministry is further urged, in cooperation with the Salt Spring Island Transportation Commission, to consider “traffic calming” on the roads in Village Designations.
	<i>OCP Bylaw No. 434</i>	B.5.2 Ganges Village Designation – Objectives	B.5.2.1.3 To encourage pedestrian and bicycle trail connections and amenities throughout Ganges.
	<i>OCP Bylaw No. 434</i>	B.7.2 Acquisition of Public Recreational Land and Park Land	B.7.2.2.14 The Subdivision Approving Officer is requested to require the dedication and construction of public highway for non-vehicular traffic as well as automobiles.
Accessibility			

Category	Source	Policy	Policy Language
Safe accommodation of cyclists/ provision of bikeways⁷	<i>OCP Bylaw No. 434</i>	B.7.2 Acquisition of Public Recreational Land and Park Land	B.7.2.2.16 The Ministry of Transportation and Infrastructure and the Salt Spring Island Transportation Commission are asked to liaise and cooperate in the development of new public recreational lands by: approving applications by the Salt Spring Island Parks and Recreation Commission for trails or pathways within road rights-of-way. approving community applications to fund and construct bicycle lanes within road rights-of-way. requiring new or upgraded roads to include bicycle lanes as outlined in the protocol agreement between the Ministry of Transportation and Infrastructure and the Islands Trust.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation – Objectives	C.2.2.1.5 To support efforts to ensure that island roads are safe, effective and equally inviting for bicyclists, pedestrians, equestrians, and motorists.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation – Objectives	C.2.2.1.6 To give special attention to the creation of safe pedestrian footpaths and bicycle paths in all areas, particularly in or near village areas. To encourage responsible agencies ensure that roads and high speed traffic do not act as barriers to the social and business functions of villages.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation - Objectives	C.2.2.1.9 To support the development of walking and bicycling facilities that provide direct and efficient on-road and off-road paths that are separate from motorized vehicles.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation	C.2.2.5 The Ministry of Transportation and Infrastructure and the Salt Spring Island Transportation Commission should be encouraged to develop a bicycle and pedestrian network to be developed as part of the Ganges Public Pathway System, the island's public trail system and as part of the CRD's Regional Trail Network. This network should consist of off-road trails as well as on-road bicycle lanes. Roads that should be given priority for the development of bicycle routes are included on Map 4. All other roads on the island should also be considered bicycle routes, although lower traffic speeds mean that separate paths may not be required. The construction of those bicycle lanes that provide a safe route to public schools is identified as a priority in development of island bicycle paths. Bicycle lanes should be developed in consultation with the Salt Spring Island Transportation Commission, in coordination with Salt Spring's overall transportation strategy.
	<i>OCP Bylaw No. 434</i>	C.2.2 Land Transportation	C.2.2.6 The construction of walking and bicycle pathways for transportation or recreation is an eligible community amenity, which could be exchanged for a higher density of development as outlined in Appendix 3. If bicycle and walking pathways are constructed in this way, those parts of the bicycle network and walking pathways that provide safe routes to public schools should be identified as high priority, and should be developed in consultation with the Salt Spring Island Transportation Commission, in coordination with Salt Spring Island's overall transportation strategy.
	<i>OCP Bylaw No. 434</i>	E.1 Development Permit Area 1 – Island Villages, General Guidelines	E.1.4.5 Site access to commercial and multi-family developments should encourage use by pedestrians and cyclists. Internal circulation routes for pedestrians and cyclists should be segregated from vehicular routes, with an emphasis given to pedestrian and cyclist safety over vehicular convenience if necessary.

⁷ This category is included in Table 5 to show the range of bicycle-related regulations on Salt Spring Island; however, because this category relates to provision of linear infrastructure, it is not addressed in this report.

Category	Source	Policy	Policy Language
	OCP Bylaw No. 434	H.3.2 Eligible Community Amenities	H.3.2.1 The Local Trust Committee could consider Amenity Zoning applications that would provide the following eligible community amenities: the provision and construction of bicycle lanes, pedestrian and bicycle pathways or trails that add to or support links in the island trail network.
	Land Use Bylaw No. 355	5.16 Pathways and Shoulder Bikeways	5.16.1 Highway right-of-way is to be dedicated and developed as a pathway to provide convenient pedestrian and cyclist access as follows: Where a park, public school, public hospital, crown land or a lot zoned for commercial retail services would be more conveniently or quickly accessed from the proposed lots in a subdivision by a pathway than by a highway. Where a road identified as a cycle route or potential transit route on Schedule 4 or Schedule 5 of the Salt Spring Island Official Community Plan would be more conveniently or quickly accessed from new lots by a pathway than by a highway.
	Land Use Bylaw No. 355	5.16 Pathways and Shoulder Bikeways	5.16.2 Where a lot to be subdivided abuts a highway indicated on Schedule 4 of the Salt Spring Island Official Community Plan as a Cycle Route, land sufficient for the construction of shoulder bikeways with a minimum width of 1.5 m is to be dedicated in a manner consistent with the standards set out in the Salt Spring Island Cycle Route Inventory. The Approving Officer may also require the construction of such shoulder bikeways.

A. Trip Enhancement Facilities

The provision of facilities including bicycle parking, changing rooms, showers, washrooms, lockers, and electric charging stations can enhance the experience of cyclists. Conversely, fear of damage or theft, and frustration with inadequate or poorly located bicycle facilities are deterrents to cycling for transportation⁸. Together, facilities that provide convenience and security for cyclists are called trip enhancement facilities (or end-of-trip facilities). Below, the existing regulations on Salt Spring Island with respect to trip enhancement facilities are summarized and then evaluated.

Summary of Existing Bylaws

The minimum number of parking spaces required for automobiles, disabled parking, and bicycles is spelled out in *Land Use Bylaw No. 355*, in Table 3, under section 7.1. The number of bicycle parking spaces required varies according to the use or occupancy of a building or lot. The provisions in *Bylaw No. 355* for bicycle parking only apply to buildings or structures built after *Bylaw Amendment No. 444* was adopted in July 2010, as long as the use does not require more parking spaces than were required before the Bylaw came into effect.

The latest regulations for bicycle parking on Salt Spring Island include standards for highway access via aisles at least 1.2 m in width; parking spaces that are at least 0.8 m wide, 1.8 m long, and with minimum overhead clearance of 1.2 m; location of parking spaces at primary building entrances; and requirements for the design of fixed bicycle racks. The preferred bicycle parking structure specified in *Bylaw No. 355* is shown below in Figures 1a and 1b. In addition, at least 50% of bicycle parking spaces provided must be protected from precipitation.



Figure 1a - above. Example of preferred bicycle parking structure (Land Use Bylaw No. 355).



Figure 1b - right. Bicycle parking structure in Ganges.

In addition to bicycle parking, trip enhancement facilities such as showers, changing rooms, washrooms, lockers, and electric charging stations are recommended as ways to encourage more people to take up cycling⁹. No requirements for trip enhancement facilities specifically for cyclists, other than bicycle parking, are currently included in bylaws on Salt Spring Island.

⁸ Association of Pedestrian and Bicycle Professionals. (2002). *Bicycle Parking Guidelines*. <http://www.apbp.org/link.asp?ymlink=17534>.

⁹ Victoria Transport Policy Institute. (2010). TDM Encyclopedia - Bicycle Parking, Storing and Changing Facilities. Last updated 25 January 2010, <http://www.vtpi.org/tdm/tdm85.htm>.; and Transport Canada. (2010). Bicycle End-of-Trip Facilities, A guide for Canadian municipalities and employers. <http://www.tc.gc.ca/eng/programs/environment-urban-menu-eng-1887.htm>.

Comparison to Best Practices

Four components to bicycle parking are usually included in consideration of best practices for bylaws related to cycling. These are: short-term parking, long-term parking, design specifications, and end-of-trip facilities. As shown in Table 6, only two of the components are directly addressed in regulations on Salt Spring Island.

Table 6. Content of bicycle parking regulations on Salt Spring Island.

	Short-term	Long-term	Design specifications	End-of-trip facilities
Included in <i>Land Use Bylaw No. 355</i> ?	✓		✓	

With the exception of requirements for 6-space racks for some land uses (in addition to other bicycle parking), little distinction is made between short- and long-term bicycle parking in regulations on Salt Spring Island. In many communities, Class I (long-term bicycle parking) and Class II (short-term bicycle parking) are differentiated in regulations. Distinction is made between these two types of parking because cyclists' needs differ depending on length of stay in a parking space. For example definitions of these two different bicycle parking classes, please see the following box.

Bicycle Parking Definitions

(Source: The Corporation of the District of Saanich, Zoning Bylaw 8200)

Bicycle Facility - Class I - means a secure weather protected bicycle parking facility used to accommodate long-term parking, such as for residents or employees, usually within a room or covered, fenced area.

Bicycle Facility - Class II - means a short-term visitor bicycle parking facility which may offer some security and be partially protected from the weather. This is often a rack at a building entrance.

Short-term parking spaces should be located in plain view, as near as possible to destinations. Because the number of users tends to be highest during dry weather, not all short-term bicycle parking needs to be protected from precipitation. The regulations for bicycle parking on Salt Spring Island (see Table 1) meet these requirements for location and weather protection. Long-term bicycle parking is needed where bicycles are left for hours at a time, typically for employees at places of work, at transit hubs for commuters, and in multi-unit residential developments¹⁰. Long-term bicycle parking requires security from theft of the entire bicycle and its components and accessories, and a high degree of weather protection¹¹. Although the

¹⁰ Association of Pedestrian and Bicycle Professionals. (2010). *Bicycle Parking Guidelines, 2nd Edition, Executive Summary*. http://www.apbp.org/resource/resmgr/webinars/bpg_exec_summary_4-21-10.pdf

¹¹ Sustrans and CTC. (2004). Cycle Parking Information Sheet.

http://www.sustrans.org.uk/assets/files/AT/Publications/cycle_parking_info_sheet.pdf

number and size of bicycle parking spaces for different types of development are specified in *Land Use Bylaw No. 355*, given the lack of specification as to amount of security required and the extent of weather protection to be provided, it is not clear whether these regulations are sufficient to meet best practices for long-term bicycle parking.

Island Pathways and Bicycle Racks

Island Pathways has spearheaded the installation of 36 bicycle racks on Salt Spring Island so far (example pictured below at left). The largest bike rack was installed in 2011 in the heart of Ganges, outside Mouat's, thanks to the efforts of Kevin Bell at Mouat's Trading Company (pictured below at right).



The Association of Pedestrian and Bicycle Professionals¹² recommends the following criteria for bicycle parking fixtures:

- Supports the bicycle in at least two places, preventing it from falling over;
- Allows locking of the frame and one or both wheels with a U lock;
- Is securely anchored to ground;
- Resists cutting, rusting and bending or deformation.

The design specifications for fixed structures, including the preferred structure (see Figure 1a, above), included in *Land Use Bylaw No. 355* meet these requirements.

The dimensions of bicycle parking spaces are close to what is recommended in the Oregon Department of Transportation's *Bicycle and Pedestrian Design Guide*¹³, with the exception of height allowance, which is nearly two times higher in Oregon. Figures 2a and 2b show how required dimensions on Salt Spring Island differ from those recommended for use in Oregon State.

¹² Association of Pedestrian and Bicycle Professionals. (2010). *Bicycle Parking Guidelines, 2nd Edition, Executive Summary*.

¹³ Oregon Department of Transportation. (2011). *Bicycle and Pedestrian Design Guide*.

ftp://ftp.odot.state.or.us/techserv/roadway/web_drawings/HDM/Appendix_N_BikePedDesignGuide_Web.pdf.

Figure 2a. Minimum size of bicycle parking spaces required on Salt Spring Island.

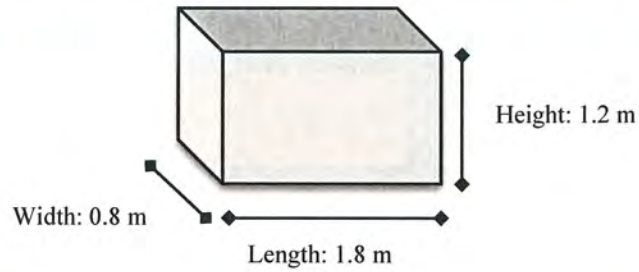
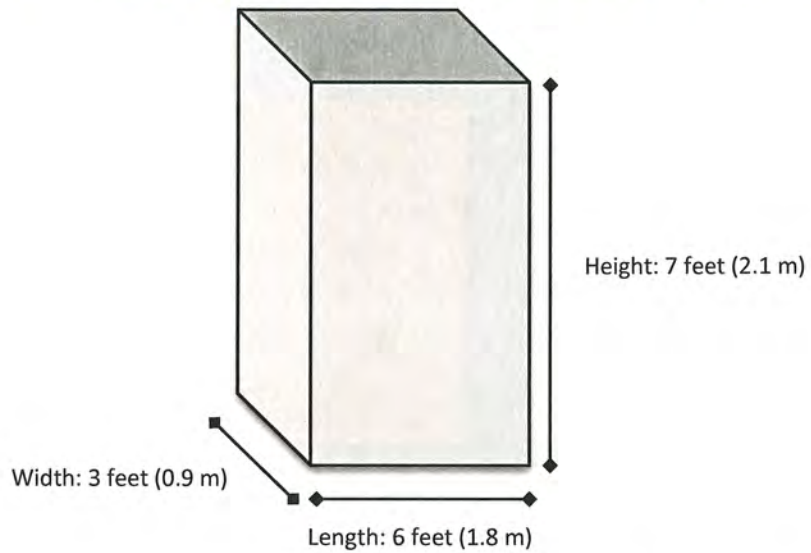


Figure 2b. Minimum size of bicycle parking spaces recommended in Oregon State.



The number of bicycle parking spaces required on Salt Spring Island for different buildings and lots, based on use or occupancy is summarized below in Table 7 (only selected land uses have been included, for ease of comparison), in the first column. Comparison with three other jurisdictions is also provided in this table.

Table 7. Bicycle parking supply requirements from selected jurisdictions.

Use	Salt Spring Island		Vancouver, BC		Sidney, BC		Oregon State (recommended)	
	Class I	Class II	Class I	Class II	Class I	Class II	Class I	Class II
Multi-unit residential	1 per unit without a garage plus a 6-space rack	A minimum of 1.25 spaces for every dwelling unit	A minimum of 6 spaces for any development containing a minimum of 20 dwelling units	0.5 per unit	0.25 per unit	1 per 4 units	2, or 1 per 20 units	
Commercial	1 per 250 m ² floor area	A minimum of 1 space for each 500 m ² of gross floor area	A minimum of 6 spaces for any development containing a minimum of 1,000 m ² of gross floor area	1 per 125 m ² , with a minimum of 2	1 per 125 m ² , for lots in excess of 370 m ²	2, or 1 per 12,000 sq. ft. of floor area	2, or 1 per 5,000 sq. ft. of floor area	
Medical	1 per 500 m ² floor area plus 6- space rack	A minimum of 1 space for every 17 employees on a maximum work shift ¹⁴	A minimum of 6 spaces at each public entrance	1 per 250 m ² , with a minimum of 2	6	2, or 1 per 70,000 sq. ft. of net building area	2, or 1 per 40,000 sq. ft. of net building area	
Schools	Elementary/middle schools: 1 per 10 employees plus 1 per 10 students Senior Schools: 1 per 10 employees plus 1 per 8 students	A minimum of 1 space for every 17 employees and for secondary schools, universities or colleges, 0.4 space for every 10 students on a maximum attendance period	A minimum of 0.6 space for every 10 students on a maximum attendance period except that elementary schools shall provide a minimum of 1 space for every 20 students	1 per 250 m ² , with a minimum of 2	6	Grades 2-5: 1 per classroom Grades 6-12: 2 per classroom	Grades 2-5: 1 per classroom Grades 6-12: 4 school	
Recreation facilities	20% of automobile parking spaces provided	A minimum of 1 space for each 500 m ² of floor area used for assembly purposes ¹⁵	A minimum of 6 spaces for any portion of each 1,500 m ² of floor area used for assembly purposes	-	6	2, or 1 per 10,000 sq. ft. of floor area ¹⁶	2, or 1 per 10,000 sq. ft. of floor area	
Light industry	1 per 10 employees	A minimum of 1 space for each 1,000 m ² of gross floor area in the building or 1 space for every 17 employees on a maximum work shift, whichever is greater	No requirement	-	-	2, or 1 per 15,000 sq. ft. of floor area	None	

¹⁴ Hospital

¹⁵ Community centre

¹⁶ Community service

For many land uses and occupancy types, the number of spaces required on Salt Spring is equal to, or greater than, regulations from the other jurisdictions selected for comparison in Table 7.

For an example of how the regulations on Salt Spring Island compare to the other areas selected, please see Figures 3 and 4, which show the required number of bicycle parking spaces for multi-unit residential and commercial land uses.

Figure 3. Number of bicycle parking spaces required for multi-unit residential land use.

Multi-unit residential

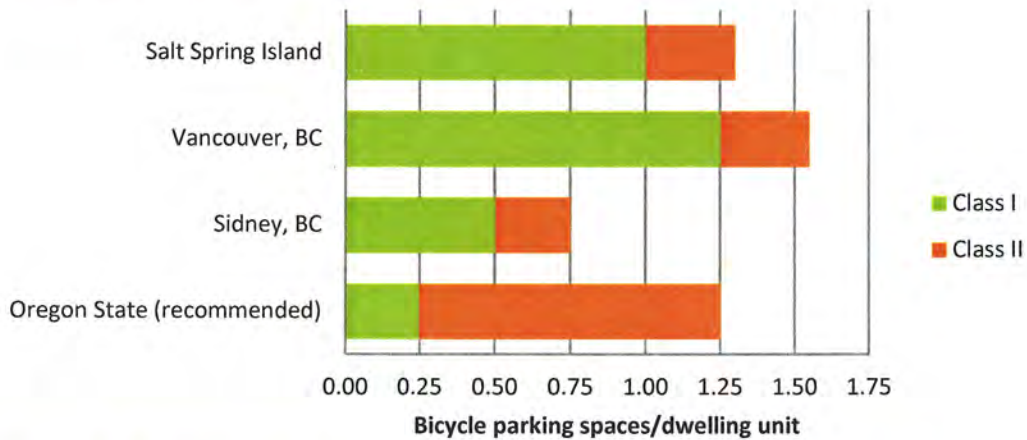
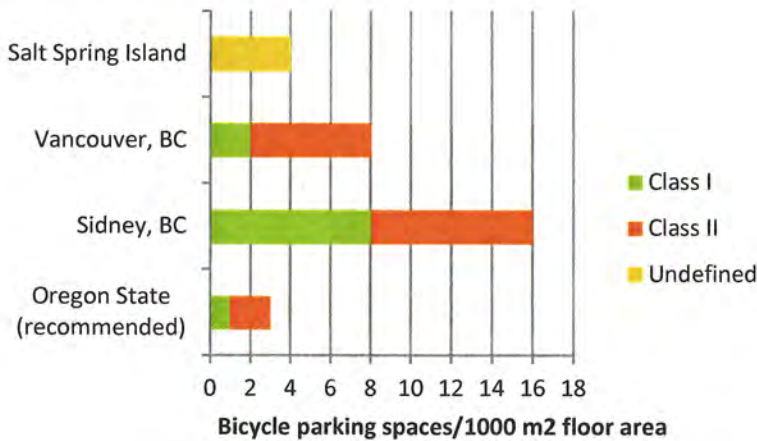


Figure 4. Number of bicycle parking spaces required for commercial land use.

Commercial



Trip enhancement facilities, in addition to Class I and Class II bicycle parking, may include:

- Showers
- Changing rooms
- Washrooms
- Lockers for personal items
- Electric bicycle charging stations

These complimentary facilities are likely to be in demand at land uses that feature employment, such as all types of commercial, industrial, institutional, and cultural and recreational land uses¹⁷. On Salt Spring Island, where many cyclists are visitors, some complimentary trip enhancement facilities may also be particularly useful at tourist destinations and overnight accommodations.

The City of Vancouver recommends trip enhancement facilities to compliment long-term bicycle parking for non-dwelling land uses. These requirements are outlined below in Table 8.

Table 8. Trip enhancement facilities required for long-term bicycle parking in Vancouver, BC.

Number of Long-term spaces	Number of Showers*	Number of toilets*	Number of sinks*	Electrical outlet	Clothing lockers*
0-3	0	0	0		0-2
4-29	1	1	1		3-20
30-64	2	2	1		21-45
65-94	3	3	2	Each 2 long-term bicycle spaces must have an electrical outlet	46-66
95-129	4	4	2		67-90
130-159	5	5	3		91-111
160-194	6	6	3		112-135
>194	+1 for each additional 30 bike spaces or part thereof	+1 for each additional 30 bike spaces or part thereof	+1 for each additional 60 bike spaces or part thereof		>135

*Separate facilities are required for each sex, so double these numbers is actually required.

Recommendations

Although bylaws on Salt Spring Island include more with respect to cycling than many neighbouring municipalities within the CRD, there is always room for improvement. The following recommendations are based on best practices from other jurisdictions and are thought to be relevant on Salt Spring Island.

1. Distinguish between requirements for short- and long-term bicycle parking at new developments and re-developments. Detailed description of requirements for long-term bicycle parking should also be added to the Bylaw. This will ensure that adequate parking of both types will be available and adequate for users.
2. Review the number of bicycle parking spaces required for each land use or occupancy type; establish how many



¹⁷ Transport Canada. (2010). Bicycle End-of-Trip Facilities, A guide for Canadian municipalities and employers. <http://www.tc.gc.ca/eng/programs/environment-urban-menu-eng-1887.htm>

- short-term and long-term bicycle parking spaces are required.
3. Increase the height requirements for some types of bicycle parking spaces. Basic bicycles can be as tall as 1.25 m, so 1.2 m may not be sufficiently high to accommodate all bicycles comfortably. Many bicycle lockers, such as those pictured at right, are 1.2 m high, but this is likely not a comfortable height for other types of long-term bicycle parking, such as bicycle rooms in residences or workplaces.
 4. Consider additions to bylaws that prescribe requirements for complimentary trip enhancement facilities, in addition to bicycle parking. These are not necessary for all land use and occupancy types, but for some, their addition might make cycling more convenient and attractive on Salt Spring Island.
 5. Follow the Capital Regional District Pedestrian and Cycling Master Plan Design Guidelines for advice regarding the development of these recommended policy updates.

Responsibility for Trip Enhancement Facilities

Although this document is about bylaws on Salt Spring Island, it should be noted that because trip enhancement facilities are provided on both public and private land, the responsibility for their provision is shared between the local government and landowners and business operators. Incentives for the development of trip enhancement facilities may differ in some respects between these groups, but they are none-the-less valuable for both (see Table 9).

Table 9. Why should trip enhancement facilities be developed?¹⁸

Reasons for local governments	Reasons for landowners and businesses
<ul style="list-style-type: none"> • Encourages use of bicycles as a mode of transportation, which increases transportation sustainability. • Greater speed and flexibility on short distances is possible for cyclists. • Health benefits for cyclists. • Environmental benefits, particularly reduced energy and fossil fuel use. • Lower cost per users than private automobiles. • Cost of capital and operating infrastructure is less than for automobile transportation. • Can have a positive impact on the image of the community. • Helps to convey image that cycling is a respected and realistic form of transportation, increasing its attractiveness to non-cyclists. 	<ul style="list-style-type: none"> • Increases overall parking capacity at little cost. • Gain competitive advantage by attracting cyclists as customers. • Attract and retain healthy and environmentally conscientious employees. • Reduce hazards such as tree damage, blocking of pedestrian routes, and clutter from unplanned bicycle parking. • Mitigate environmental impact of employee commutes and client/customer visits. • Convey a positive and environmentally friendly image.

¹⁸ Adapted from: Transport Canada. (2010). Bicycle End-of-Trip Facilities, A guide for Canadian municipalities and employers. <http://www.tc.gc.ca/eng/programs/environment-urban-menu-eng-1887.htm>

Transport Canada¹⁹ recommends using both regulations and incentives to drive the development of trip enhancement facilities. In addition to the bylaws discussed above, the following incentives are recommended:

- Promotional materials that highlight the advantages of providing trip enhancement facilities and describe best practices for their installation.
- Awards programs such as contests that recognize organizations and businesses that have put in effort to promote cycling and provide excellent facilities.
- Financial incentives in the form of grants or tax breaks that encourage development of trip enhancement facilities.
- Parking bylaw incentives such as a reduction in the number of required automobile parking spaces in exchange for the provision of trip enhancement facilities.

Use of incentives such as those listed above may compliment bylaws by expanding reach to existing developments (rather than just requiring facilities at new developments and those with changed land uses), shifting some of the responsibility from Islands Trust and toward the private sector, and finding ways for the local government to work in partnership with business to promote mutually beneficial provision of trip enhancement facilities.

B. Promotion of Active Transportation/Reduction of Dependence on Private Automobiles

Transportation planning has shifted in recent years from focusing on motor vehicle travel conditions to include more emphasis on non-automobile modes. This shift has happened in consideration of factors such as environmental impact, mobility for non-drivers, and public health. Transportation planners are increasingly considering demand management strategies designed to decrease private automobile use rather than expanding roadway capacity. A major outcome of this shift is increased priority for active transportation modes such as walking and cycling over private automobile use²⁰.

Land use patterns can also be used to promote active transportation and public transit use. When more people live and work in mixed-use areas located near the services they need day-to-day, and in areas that are suited to travel modes other than private automobiles, more people are likely to use these modes, especially when usual destinations are nearby. For this reason, transportation planning and land use planning on Salt Spring Island should be considered together.

Summary of Existing Bylaws

On Salt Spring Island, several sections of *OCP Bylaw No. 434* encourage support of walking, cycling, and public transit and reduction in reliance on private automobile (see Table 5). For example, Section C.2, Transportation Servicing Objectives And Policies, encourages planning for “land use in a way that encourages those forms of transportation that consume the fewest resources and least land; to encourage settlement patterns that make walking, bicycling and public transit become viable, convenient and natural alternatives to automotive transportation.”

¹⁹ Transport Canada. (2010). Bicycle End-of-Trip Facilities, A guide for Canadian municipalities and employers. <http://www.tc.gc.ca/eng/programs/environment-urban-menu-eng-1887.htm>

²⁰ Litman, Todd. (2011). *Introduction to Multi-Modal Transportation Policy*. Victoria Transport Policy Institute. <http://www.vtppi.org>

This statement corresponds to best practices such as the green transportation hierarchy, described below.

Comparison to Best Practices

The ‘green transportation hierarchy’ favours modes of transportation that are more affordable and efficient in terms of energy, space, and other costs²¹. Figure 5 shows the order of this hierarchy as it is usually discussed. Promotion of this hierarchy includes moving away from level of service measurements that determine the quality of a transportation system based on vehicle speed, flow, and density to more broad measures that include non-motorized modes of transportation²².



Figure 5. Green Transportation Hierarchy

The indicators for level of service for cyclists (and pedestrians) recommended by the Victoria Transport Policy Institute²³ include consideration of the following features:

- Network continuity,
- Road crossing,
- Congestions and user conflicts,
- Sense of security,
- Weather protection,
- Attractiveness,
- Network quality,
- Traffic protection,
- Topography,
- Wayfinding,
- Cleanliness,
- Marketing

Use of the green transportation hierarchy is evident throughout Salt Spring Island’s OCP, as is support for demand management programs, infrastructure, and land use that are intended to shift transportation priority from private vehicles to more sustainable modes.

Recommendations

Continued use of a green transportation hierarchy in bylaws on Salt Spring Island is recommended. In addition to this, greater emphasis could be put on encouraging appropriate agencies to use broad definitions of level of service that include assessment and improvement of conditions for cyclists, such as in the categories listed above. Indicators for each of these categories are available and could be adapted to Salt Spring Island-specific context in order to determine strengths and weaknesses in the quality of different modes of transportation. Although there is some consideration of the links between land use planning and transportation planning in the reviewed bylaws, land use planning on Salt Spring Island, such as that included in *Land Use Bylaw No. 355*, could be further integrated with transportation planning done by Islands Trust and other organizations.

C. Accessibility and Protection of Vulnerable Users

²¹ Ibid.

²² Ibid.

²³ Ibid.

Cycling is a cost effective form of travel, which helps to make it accessible to a wide range of people. The initial cost of equipment can, however, be considerable for those people with limited incomes. The larger issues of accessibility with respect to cycling on Salt Spring Island revolve around the types of facilities available and the level of comfort that different users feel when using these facilities, and the ease with which people can combine modes of transportation. For example, not everyone may be interested in, or able to, cycle between distant destinations on Salt Spring Island, but if a trip can be made that starts out with a walk to a secure bike locker, followed by a short ride on a safe route to a bus with bicycle racks, etc., this may help to make more sustainable forms of travel more accessible for more people.

Summary of Existing Bylaws

Access to mode of transportation highest on the green transportation hierarchy (walking, bicycling, public transit) is implied throughout regulations related to active transportation, discussed above. In addition, *OCP Bylaw No. 434*, Section C.2 Transportation Servicing Objectives and Policies, supports “transportation systems that are designed to the highest standards, and that accommodate all members of the community.”

Comparison to Best Practices

The narrow, winding roads on Salt Spring Island often make it difficult for motorists to safely pass cyclists. This can result in situations where motorists pass too close to cyclists, which can be stressful for both parties. Having vehicles pass too closely can be dangerous for cyclists, and may make cycling less accessible to all but the most seasoned cyclists. To date, there is no legislation in B.C. that requires a minimum amount of clearance for motorists when passing cyclists on the left, but examples to exist in several U.S. states.

Recommendations

Some aspects of accessibility related to cycling on Salt Spring Island might be best addressed through means such as education and encouragement, access to equipment initiatives, and provision of infrastructure that most people feel safe cycling on, but when it comes to making more cyclists feel safe from vehicles passing too closely, support for inclusion of a minimum passing distance in provincial legislation is recommended. Increasing cyclist safety in passing situations may increase real and perceived safety of cycling, making cycling a more accessible form for transportation for more people.

Another consideration regarding accessibility that is somewhat unique to Salt Spring Island involves the touring cyclists who are traveling to the island in increasing numbers every year. It should be noted that touring cyclists often have loaded bicycles that require a little bit extra space to maneuver and for parking. Ways of increasing accessibility for these users might be considered in design of trip enhancement facilities.

D. Road Maintenance

Bicycles are more susceptible to irregularities in road condition than motor vehicles. For example, the sand, gravel, and other debris that often accumulates on road shoulders can present a slipping or falling hazard for cyclists. Debris on roads and shoulders can also force cyclists further from the right side of roads, requiring more use of road space and reducing the passing width available for motor vehicles. Regular road maintenance is required in order to prevent accumulation of debris on bike routes and thereby increase the comfort and safety of cyclists on Salt Spring Island.

Salt Spring Island is located in Ministry of Transportation and Infrastructure Service Area 01. In this area, certain highway maintenance services are performed, by contract, by Mainroad South Island Contracting LP (Mainroad). As part of routine maintenance service, Mainroad is required to “clean Hard Surfaced Highways by removing accumulations of dirt, Debris, sand and/or gravel from the Travelled Lanes, centerlines, Shoulders, curbs, intersections, traffic islands and along Medians and/or Roadside barriers throughout the year to provide a safe, clean, free-draining condition” and “clean paved bicycle and pedestrian paths”.²⁴ According to the maintenance contract, hard surfaced highways are to be cleaned once annually, or upon detection by or notification to Mainroad of dirt, debris, sand, and/or gravel on paved surfaces that pose a hazard to highway users. (Highway users include “any person or persons, regardless of form of transportation, that use any lands or facilities within the jurisdiction of the Ministry of Transportation”²⁵). This requirement, and others specified in the Highway Maintenance Contracts, should help to ensure that roads on Salt Spring Island are free of debris that might be dangerous to cyclists. In order to increase cyclist safety and comfort, it is important that the requirements for road maintenance are enforced. The addition of signs along all routes advertising Mainroad’s contact information and requesting that road users report maintenance issues would help to make sure that Mainroad is aware of any maintenance needs.

Mainroad is also required to conduct stakeholder communication as part of a Quality Management System designed to ensure performance of contracted services. They are required to respond “in a timely and appropriate manner to public complaints and requests” and consult “with local stakeholders including local industries..., the RCMP, local police authorities, local and regional governments, key commuters, transit authorities and school buses in order to take their needs into consideration when planning the delivery of Services”²⁶. It is recommended that road maintenance issues relevant to cyclists on Salt Spring Island be addressed during this stakeholder communication, and as the need arises should conditions not meet requirements for comfortable and safe cycling.

²⁴ BC Ministry of Transportation. (2003). *2003-2004 Highway Maintenance Contracts, Schedule 21 Maintenance Specifications*.
http://www.th.gov.bc.ca/bchighways/contracts/maintenance/Schedule_21_Maintenance_Specifications.pdf

²⁵ Ibid.

²⁶ BC Ministry of Transportation. (2003). *2003-2004 Highway Maintenance Contracts, Schedule 6 Quality Management Systems*.
http://www.th.gov.bc.ca/bchighways/contracts/maintenance/Maintenance_Agreements/SCHEDULE-6_11-Oct-05.pdf

Evaluation

Many components of planning for more and better cycling are included in previous sections of this report. In this section, the focus will be on evaluation of the current cycling situation on Salt Spring Island, in order to improve planning and prove the need for more investment in cycling.

In order to demonstrate the positive impact of investments in cycling programs and infrastructure, accurate and consistent measurement of cycling on Salt Spring Island is required. Data collected on cycling can be used to show the need for greater investment, prove efficacy of investment, and forecast future demand.

In 2012, Salt Spring Island joined the CRD in a thrice-annual cyclist counting exercise. This CRD program started as a pilot in 2011, and has since been expanded to cover 60 locations across the region. Volunteers count the number of cyclists who pass through selected intersections in both directions for two hours in the morning and two hours in the afternoon. Count dates in 2012 were: May 15th -17th, July 3rd – 5th, and October 2nd – 4th. The methods of data collection used in these counts are designed to meet the best practices recommended by the National Bicycle and Pedestrian Documentation Project²⁷.

The bike count exercise on Salt Spring Island serves many purposes, including:

- Establishing a baseline and trend line for future counts,
- Learning the ropes so that today's volunteers can be tomorrow's trainers,
- Cultivating a close working relationship with the CRD,
- Transitioning Salt Spring Island into the CRD bicycle initiative and masterplan process.
- Building support for needed cycling infrastructure on Salt Spring Island, and
- Establishing a solid base of empirical evidence regarding cycling on the island that will be useful in search of funding down the road.

The bike count exercises conducted in 2012 were a great success thanks to the many people who generously volunteered their time and efforts.

It is recommended that these bike count exercises continue, following the same methodology in future years.

Cycling and the TransLink Trip Diary Survey

TransLink, Metro Vancouver's regional transportation authority, recorded a 26% increase in bike-only trips between 2008 and 2011. The share of bike trips in combination with other modes of transit also increased during this time. TransLink uses a trip diary survey, which provides a snapshot of weekday travel patterns for close to 22,000 households across the region, to collect data on percentage mode share for cycling and other information such as age, gender, and purpose of trip. (Source: "The Future on Two Wheels", 29 October 2012, <http://www.translink.ca/en/About-Us/Media/2012/October/The-Future-on-Two-Wheels.aspx>)

Regardless of how this data is collected, it is necessary that is collected regularly and in a methodologically sound manner in order to show improvements in cycling uptake and to demonstrate the value of providing excellent cycling infrastructure, events, and programs. Imagine one day having proof of a 26% increase in cycling on Salt Spring Island – with the counting exercise currently in place, this is something that the people of Salt Spring Island can strive for!

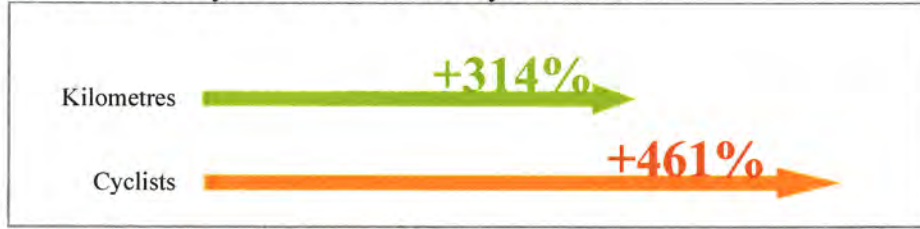
²⁷ Alta Planning + Design, Institute of Transportation Engineers Pedestrian and Bicycle Council. "National Bicycle and Pedestrian Documentation Project". <http://bikepeddocumentation.org/>

Salt Spring Island Selected Bicycling Indicators

Evaluating existing numbers of cyclists requires a multi-faceted approach, with no one indicator telling the whole picture. However, a snapshot of selected bicycle indicators shows that interest in cycling and numbers on the Fulford-Swartz Bay Ferry are growing, while the bicycle counts show common seasonal and daily variations up and down.

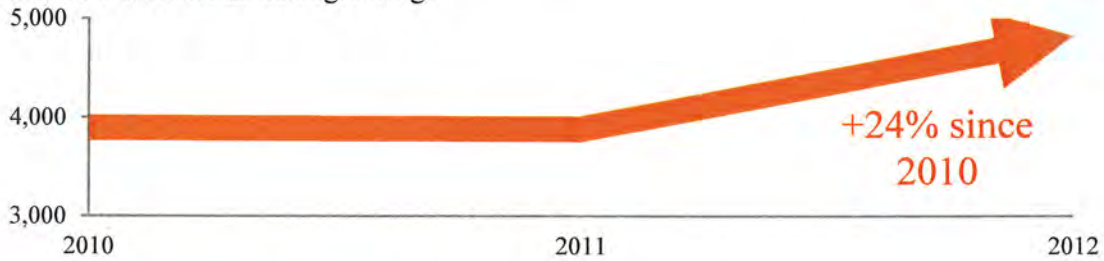
Bike to Work Week

Salt Spring Island started participating in Bike to Work Week in 2012 and saw spectacular gains in both numbers of cyclist and kilometres cycled in 2013.



Bicycles on the Fulford-Swartz Bay Ferry

The Fulford-Swartz Bay Ferry is the main entry point to Salt Spring Island and the numbers of cyclists that carries has been growing.



Regional Bicycle Count Program

The Regional Bicycle Count program has been running since 2011 and counts are conducted on Salt Spring Island in May, July and October.

Figure 3: Afternoon Bicycle Volume Change - October 2011 to 2012



**Notice of Motion - SSITC Meeting 22Oct13
Cycling Master Plan**

Motion for Discussion

Whereas

- the SSI Cycling Master Plan (CMP) builds on the CRD Pedestrian and Cycling Masterplan (PCMP 2011) by applying the PCMP principles and design guidelines to the unique rural Gulf Island environment
- the CMP provides leaders, policy-makers, citizens and advocates with the tools to work collaboratively towards a common goal of making cycling safe, fun and an everyday activity for residents and visitors alike on Salt Spring Island
- the SSI-CMP process involved the harmonization of some 30 years of community visioning and cycling advocacy on Salt Spring with the broader regional approach to active transportation established in the PCMP
- the CMP is synchronized with the Salt Spring Island Official Community Plan

It is moved that the SSITC

- receive the SSI Cycling Master Plan
- recommend that the CRD Director take the Plan to the Electoral Area Services Committee for adoption
- request that the Chair take the CMP to the Local Trust Committee for support in principle
- recommend that CRD take the CMP into account in the preparation of the Regional Transportation Plan
- seek partnerships to implement priorities identified in the CMP as recommended in the CRD Staff Report of September 24, 2013

Donald McLennan
October 10, 2013

From: Nieke en Kees Visser
Sent: Sunday, October 13, 2013 3:43 PM
To: 'John Wakefield'
Cc: Karla Campbell; Ralf Waters; 'Jean Taylor'; 'Robin Williams'; 'Nomi Lyonns'; 'harold swierenga'; 'Donald McLennan'; directorssi
Subject: Amendment to the CMP motion (22-10-2013)

Amendment proposal for Motion on Cycling Master Plan (Donald McLennan)

Background

Reading this motion again a few times, I am getting very uncomfortable ,especially since it calls for adaptation by the SSTIC and for a recommendation to the CRD Director, the Regional Transportation Plan as well as to the Local Trust Committee for support.

Although I thank Donald and John for the opportunity to talk to the CMP authors and the inclusion of 60 to 80km/hr for the two major rural roads in the CMP, instead of just 60km/hr, there are many statements made on the effect of high speed limits ,which are simply incorrect. The CMP is a document prepared by an cycling action group, and they should limit themselves to a plan for cyclists and they should stay away from speed limits.

The speed limits which are quoted in the plan are from the viewpoint of the cyclists and do likely not reflect the opinion of the majority of the community.

Amendment:

Therefore I would like to see the following amendment, in the last paragraph on page 2:

It is moved that the SSTIC

“Adopt the SSI Cycling Master Plan, recognizing that the statements and recommendations on speed limits reflect the views of the cycling community and not necessarily of SSTIC”

(if you can improve the wording, great)

Also the earlier changes (from the September meeting) in the **key recommendations** on the first page should be amended:

- **Deletion of the first sentence**
- **“amending” instead of “reducing”**

Rationale:

The SSTIC should take the final recommendations from the SSTIC Speed limit workgroup, when that group has done their work, reflecting the ideas of the whole community and not just become the mouthpiece of a minority action group, however vocal. Having said that, I am myself an avid cyclist and applaud the work the cycling gurus are doing in this car addicted society.

We have to realize that over 50% of the SS population is older than 55 years, and very few of this group cycles. As a matter of fact, SS is very cycle unfriendly due to the steep hills, which also many younger people are not able to negotiate. Narrow roads, curves, difficult intersections etc. are not the issue (many other jurisdictions have these) ; these could be solved by proper driver and cyclist education :difficult but not impossible in this car culture.

As SSTIC we should be working for a proper transportation plan for the whole community and that should not include unrealistic speed limits, imposed by the cycling community. The majority of the community likely will ignore unrealistic speed limits. The US Ministry of Transportation, in a recent study has seen that too low speed limits will increase the number of accidents significantly, mainly because about 20% of law abiding citizens will abide and often have a false

sense of security, but 80% will not, and as a result you have 30 to 40 km speed differences which creates accidents. MOTI in BC has also recognized this; on the other hand somewhat higher speed limits, and I am not advocating this, even decreases the number of accident because of higher driver awareness.

I would not like to saddle our Director with a recommendation for unrealistic speed limits or make these recommendations to the Regional Transportation plan.

Kees Visser

SSITC BUS SHELTER DESIGN COMMITTEE
Meeting Notes - DRAFT

Oct 11, 2013 11:00 am
Salt Spring Library – Room 103

In Attendance:

Nomi Lyonns – Meeting Chair
Phillip Van Horn - Designer
Donald McLennan – SSITC Vice Chair
John Wakefield - SSITC Chair

Regrets: Dexter Nash – Student

Delegation: Janet Coulston, SSCC and Ken Barnes, Lions Club

Meeting called to order at 11am.

1. **Introductions** - fact and desire finding for Tourist Info Bus Shelter
Janet reported the Salt Spring Chamber are working on improvements on the stop in front of the Visitor Info Shelter. The stop is one of the busiest on the island and the Chamber are working on developing design and functional improvements as part of the improvements made to the Chamber building. It is a relatively modest project that has a modest budget. Some of the concerns expressed about the current shelter included lack of seating, garbage, lighting and heat in the summer.
The Lions Club are the owner of the shelter and the Chamber would like to work with the Lion's club, the property owner (Mouat's) , The Transportation Commission and the public to plan appropriate improvements. There is little room to work with, and the structure will remain in place. There may be an opportunity to install an exterior bench. Specific ideas on updating the look were discussed. The objective is a beautiful and functional structure.
Action – SSITC to investigate garbage and recycling issues related to the stop.
Action - The Chamber, Lions and SSITC will bring this information to their respective groups and report back in November or December to discuss next steps.
2. **Minutes adopted from last meeting**
No corrections suggested.
3. **Country Grocer advertising**
Donald had follow-up meeting with Rick McKinnon.
Country Grocer will submit a proposal for sponsoring the South side shelter and to erect temporary shelters while the permanent shelter is being constructed.
These proposals will be sent to the transportation commission for consideration.
4. **Update on design changes for South Side Shelter**
John reported on the status of the project. To be discussed at the October 22 commission

meeting. Clarification will be sought on the details on engineering approvals and building inspection.

5. Designer feedback on publishing designs

Nomi reported that many (but not all) designers who submitted to the contest have given an OK for their concepts to be published.

Action – Donald to email digital copies to Nomi.

6. Committee feedback Future Design/Art Selection Criteria - TOR

The draft terms of reference were discussed for the bus shelter selection panel.

Action – feedback to be sent to John in preparation for the SSITC meeting on November 19.

7. New business

None.

8. Adjourn

Meeting adjourned at 1pm

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Operating Period ending September 30, 2013

AGENDA ITEM 5.3

SSI TRANSIT	2013	2013
	Y-T-D	Budget
Sources of Income		
Transit Passes	128,085	165,000
Transfer from Operating Reserve		77,800
Requisition	79,550	79,550
Other	633	560
	<u>208,268</u>	<u>322,910</u>
Expenses		
BC Transit	132,473	280,710
Advertising		3,500
CRD Allocations	11,453	28,270
General Administration	434	3,780
	<u>144,360</u>	<u>316,260</u>
Transfer to Internal Reserve		
Transfer to Equipment Replacement Fund (Bus Shelters)	4,987	6,650
	<u>149,347</u>	<u>322,910</u>
Surplus/(Deficit)	<u>58,921</u>	<u>0</u>

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Operating Period ending September 30, 2013

SSI TRANSPORTATION

	2013 Y-T-D	2013 Budget
Sources of Income		
Requisition	146,250	146,250
Other	214	120
	<u>146,464</u>	<u>146,370</u>
Expenses		
Salaries - SSI Electoral Area Staff	4,248	5,650
Engineering	7,802	33,900
Maintenance	484	3,500
General Administration	1,148	9,800
CRD Allocations	5,978	7,970
	<u>19,659</u>	<u>60,820</u>
Transfer to Reserve Funds		
NGVTMP	52,912	70,550
Pathways	11,250	15,000
	<u>64,162</u>	<u>85,550</u>
	<u>83,821</u>	<u>146,370</u>
	<u>62,643</u>	<u>0</u>

Surplus/(Deficit)

Salt Spring Island Transportation Commission
Capital Funds at September 30 2013

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
SSI Transit Operating Reserve													
Carry Forward	152,067	152,067	152,067	152,067	152,067	152,067	152,067	152,067	154,134				152,067
Transfer from Operating													-
Interest Income								2,067					2,067
Ending	152,067	152,067	152,067	152,067	152,067	152,067	152,067	154,134	154,134	-	-	-	154,134
Rainbow Road Pathway Pool-Atkins													
Carry Forward	-	1,250	2,500	3,750	5,000	6,250	7,500	8,017	9,253				-
Transfer from Operating	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250				11,250
Interest Income													-
Contributions									5,000				5,000
Expenditures							(733)	(14)	(26,167)				(26,914)
CRD Engineer/Real Estate													-
Ending	1,250	2,500	3,750	5,000	6,250	7,500	8,017	9,253	(10,664)	-	-	-	(10,664)
SSI Transportation Pathways Fund													
Carry Forward	25,800	25,800	25,800	25,800	25,800	25,800	25,800	25,800	25,800				25,800
Transfer from Operating													-
Interest Income													-
Contributions													-
Ending	25,800	25,800	25,800	25,800	25,800	25,800	25,800	25,800	25,800	-	-	-	25,800
SSI Transportation NGVTMP Fund													
Carry Forward	1,538,753	1,539,921	1,341,830	1,342,317	1,132,642	901,918	916,170	1,021,756	934,646				1,538,753
Transfer from Operating	5,879	5,879	5,879	5,879	5,879	5,879	5,879	5,879	5,879				52,911
Grants - Other							100,000						100,000
Contributions													-
Interest Income						9,410	1,423						10,833
Expenditures	(470)	(200,010)	(1,471)	(213,280)	(233,595)		(69)	(92,187)	(98,290)				(839,372)
CRD Engineer/Real Estate	(4,240)	(3,961)	(3,921)	(2,274)	(3,008)	(1,038)	(1,646)	(802)	(373)				(21,263)
Ending	1,539,921	1,341,830	1,342,317	1,132,642	901,918	916,170	1,021,756	934,646	841,862	-	-	-	841,862
SSI Transit Bus Shelter Fund													
Carry Forward	18,084	18,638	19,192	19,747	20,301	20,855	21,409	21,963	22,517				18,084
Transfer from Operating	554	554	554	554	554	554	554	554	554				4,987
Interest Income													-
Ending	18,638	19,192	19,747	20,301	20,855	21,409	21,963	22,517	23,071	-	-	-	23,071
Total Capital Funds	1,737,676	1,541,389	1,543,681	1,335,809	1,106,890	1,122,945	1,229,603	1,120,549	1,008,403	-	-	-	1,034,203

Contributions for Specific Projects

16,000 Murikami Gardens - Rainbow Rd
4900 Ogilvie - Rainbow Rd
4900 Tottman - Rainbow Rd
25,800

Contributions for Specific Projects

5000 Salt Spring Foundation
5,000

Project	COMMENTS	Budget (B) Contributions (C) Actual (A)
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ITALICS - new information

1. TRANSPORTATION		
1.1. Partners Creating Pathways	<p>2013 project (Rainbow Road). <i>Project complete. Final costs TBA.</i></p>	<p>\$25,000 (B) \$ 5,000 (C) \$ TBA (A)</p>
1.2. Ganges Hill/Regional Trail to Beddis Road Turn-Off	<p>Plans for the use of \$50,000 from Regional Parks for Ganges Hill cycling lanes have been discussed with the CRD Manager of Park Planning. It has been determined that a feasibility study and detailed design drawings can be prepared for that amount. Contracts signed for survey and pre-design work. Report reviewed by Commission at 4/23/2013 meeting. CRD Manager of Park Planning will attend July Commission meeting for further discussion.</p> <p><i>Regional Parks presented three options with estimated costs. These options will be presented to public for consultation.</i></p>	
1.3. Yellow curb painting	<p>Initial inventory carried out of all yellow curbs in Ganges. (1,200 meters).</p> <p><i>Staff exploring options with MOT undertake project with Commission funding.</i></p>	<p>\$3,500 (B)</p>
1.4. NGVTP 1 st Phase	<p>On August 8th the CRD Board approved the contract in the amount of +/- \$1.2 million for the development of bike lanes and pedestrian pathways along approx. 1 km of Lower Ganges Road. Landscape contract completed. Notice to proceed with main contract was issued in November. Completion date estimated at late April for main section and late May for Blain to Atkins section.</p> <p><i>Project complete. Final costs TBA.</i></p>	<p>\$1,778,152 (B) \$ TBA (A)</p>
1.5. NGVTP Phase 2	<p>Clarification being sought from MOTI re: extend of second phase. Land acquisition requirement identified by JE Anderson.</p> <p><i>Once Phase 1 is complete staff will be reviewing project and budget with MOT.</i></p> <p><i>Design workshop with Commission and engineers to review options for the next phases – planned for in Fall 2013.</i></p>	
1.6. Rainbow path completion / Grant Application	<p>A timeline has been established to develop the pathway along the southern side of Rainbow Road. 2013 grant application for drainage study as well as completion of study. 2014: in house design of pathway. 2015 construction of pathway</p>	<p>\$25,800 (C)</p>
1.7. Speed Limits	<p>Working group met with Cycling Master Plan Advisory Committee. <i>Summary report written presented at the July 23, 2013 Commission meeting to be discussed with MOTI and RCMP.</i></p>	
1.8. Bus Shelters	<p>Staff obtaining quotes for engineer designs and construction cost for the shelter on south side of Lower Ganges Road (adjacent to Country Grocer)</p> <p>• <i>July 23, 2013 received \$5,000 from local structural engineer to produce engineered drawings and final sign-</i></p>	<p>\$20,000 (B) \$ TBA (C)</p>

Project	COMMENTS	Budget (B) Contributions (C) Actual (A)
<i>ITALICS - new information</i>		
	<p><i>off of the bus shelter;</i></p> <ul style="list-style-type: none"> • <i>July 24, 2013 requested designer to provide a cost proposal for a design-build shelter;</i> • <i>September 19, 2013 received \$12,825 estimate from designer for materials and labour and \$2,000 for engineered drawings;</i> • <i>September 24, 2013 reported to TC estimated costs for a design-build contract. Staff to obtain fee proposals for the engineering design only;</i> • <i>September 26, 2013 - issued RFQ for engineering designs</i> 	
<p>1.9. Pathway damage on Lower Ganges Road just west of Sharp Road</p>	<p>A claim has been forwarded to MoTI for the damage caused to the new pathway by the overflowing ditch on the north side of Lower Ganges Road. Estimated damage to the pathway is \$5,500.</p> <p>Claim denied by MoTI. Staff reviewing budget and</p>	
2. TRANSIT		
<p>2.1. Park N Ride Fulford Inn</p>	<p>The matter has been put on a back burner until real estate matters have been settled.</p>	
<p>2.2. Handy-Dart</p>	<p>BCT hopes to schedule a study to commence in 2013. It will take 6-12 months to complete and will be 100% funded by BCT.</p>	

Abbreviations:

- CRD Capital Regional District
- MoT Ministry of Transportation (Provincial)
- NGVTP North Ganges Village Transportation Plan
- RoW Right-of-Way
- SROW Statutory Right-of-Way



Making a difference...together
September 26, 2013

Capital Regional District
625 Fisgard Street, PO Box 1000
Victoria, BC, Canada V8W 2S6

Salt Spring Island Transportation Commission
Agenda October 22, 2103
Item 6.1

T: 250.360.3000
F: 250.360.3234
www.crd.bc.ca

Mr. John Wakefield, Chair
Salt Spring Island Transportation Commission
145 Vesuvius Bay Rd
Salt Spring Island, BC V8K 1K3

Dear Mr. Wakefield:

RE: INVITATION TO PARTICIPATE IN THE PEDESTRIAN AND CYCLING MASTER PLAN PROJECT ADVISORY COMMITTEE & PROJECT ADJUDICATION WORKING GROUP

In 2013 the Capital Regional District (CRD) received \$780,000 in funding for the **Pedestrian and Cycling Master Plan Pilot Project** through the Regional Strategic Priorities Fund under Canada's Gas Tax Fund transfer agreement.

The Pedestrian and Cycling Master Plan (PCMP) was completed in 2011 and identifies a strategic approach for accelerating active transportation in the region. There are three goals and eighteen objectives identified within the plan to achieve increased mode share for pedestrian and cycling travel, particularly in densely populated areas, by 2038.

Working collaboratively with municipalities and electoral areas, and partnering with community agencies, these funds will be applied to projects and initiatives over the next two years that align with the PCMP objectives.

On behalf of the CRD, I would like to invite a representative from the Salt Spring Island Transportation Commission to nominate a staff person to participate on a **Pedestrian and Cycling Master Plan Project Advisory Committee**. The terms of reference for this committee are attached.

With the guidance of the advisory committee, the CRD will roll out a series of initiatives over the next two years including a funding program for local governments to deploy innovative cycling and pedestrian infrastructure solutions. The advisory committee will be kept apprised of regional initiatives, campaigns and projects as well as contribute to finalizing design templates for on-street way finding.

In addition, we have also enclosed a terms of reference and expression of interest form for the associated **PCMP Project Adjudication Working Group**. This group, representing each of the sub-regions, will work directly with CRD to adjudicate community and municipal funding applications received during the pilot project.

We look forward to a response indicating whether you wish to add a representative to the PCMP Project Advisory Committee and/or the PCMP Project Adjudication Committee for a term from October 2013 until March 2015.

Please complete the sign-back form below by **Friday, October 11, 2013.**

Yours truly,

Marg Misek-Evans, MCIP, RPP
General Manager
Planning and Protective Services

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that resembles a stylized landscape or a wave.

PCMP Project Advisory Committee

PREAMBLE

The Pedestrian and Cycling Master Plan (PCMP) was completed in 2011 and identifies a strategic approach for accelerating active transportation in the region. There are three goals and eighteen objectives identified within the plan to achieve increased mode share for pedestrian and cycling travel, particularly in densely populated areas, by 2038.

The PCMP was selected for an implementation pilot project (the project) through the Regional Strategic Priorities Fund under Canada's Gas Tax Fund transfer agreement. A contribution agreement with the Union of BC Municipalities (UBCM) was signed in June 2013 and implementation is now underway.

The PCMP Project Advisory Committee will provide representatives from municipalities and electoral areas with an opportunity to offer guidance and shape implementation of active transportation initiatives over the next two years.

The Committee's official name is to be:

PCMP Project Advisory Committee

Or,

PCMP – AC.

1.0 PURPOSE

This committee is advisory to CRD Regional & Strategic Planning Division.

The purposes of this committee are:

- To provide advice and guidance on PCMP initiatives approved by the UBCM under the Pilot Program. Members will subsequently communicate relevant opportunities back to applicable departments, organizations, residents and businesses in their communities.
- To provide input towards the application process, schedule of granting, and evaluation approach for the *PCMP Innovative Engineering Funding Program*. A total of \$550,000 over two years is available to local governments and electoral areas to implement new cycling-related technologies and engineering solutions which making cycling safer, more convenient and attractive to users of all abilities. The PCMP Adjudication Working Group will adjudicate funding applications for this component of the project.
- To contribute to development and local placement of on-street way finding signs that identify local destinations, commercial centres and places of interest. A limited number of signs will be manufactured and paid for under the PCMP Pilot Project for each community.

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that resembles a stylized landscape or a map.

- To provide a forum for exchange of ideas and best practices regarding pedestrian and cycling education, engagement and encouragement at the local and regional levels.
- To provide a platform for discussion related to seeking new funding sources to further implement the PCMP.

2.0 COMPOSITION

Members

There are seventeen (17) members representing the following agencies.

- All incorporated municipalities (13)
- Juan De Fuca Electoral Area (1)
- Salt Spring Island Transportation Commission (1)
- Southern Gulf Island Economic Development Commission (1)
- Ministry of Transportation and Infrastructure (1)

3.0 ORGANIZATION AND SUPPORT

The CRD will Chair the PCMP-AC.

- The PCMP-AC will be appointed for the duration of the project, concluding on March 31, 2015.
- CRD staff will carry out administrative duties for meetings including:
- Book and prepare the meeting room
- Notifications to all members with materials sent out two weeks (10 business days) in advance
- Take and prepare action notes

4.0 PROCEDURES

- There will be three (3) meetings per year, starting in October 2013 and running through March 2015.
- All meetings will be held at CRD head office at 625 Fisgard Street in Victoria BC. Digital participation (conference call) is possible.
- The specific timing and dates of meetings will be scheduled using on-line meeting software and based on the majority availability of the members.
- Records of all PCMP-AC meetings will be circulated to the CRD Planning, Transportation and Protective Services Committee for information.

Terms of Reference

The logo for the CRD (Central Region Development) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that tapers to the right.

5.0 BUDGETS

- Any administrative costs associated with PCMP-AC meetings will be covered by the CRD Regional and Strategic Planning Division. No other budget is allocated to the Committee.

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that resembles a stylized landscape or a map.

PCMP Adjudication Working Group

PREAMBLE

The Pedestrian and Cycling Master Plan Implementation Pilot Project (the project), approved by the Union of BC Municipalities in June 2013, includes a number of activities designed to accelerate active transportation in the capital region.

The PCMP Adjudication Working Group will work directly with CRD staff to review, evaluate and adjudicate funding contributions for specific initiatives under the project over the next two years.

The official name is to be:

PCMP Adjudication Working Group

Or,

PCMP – AWG.

1.0 PURPOSE

This working group is advisory to CRD Regional & Strategic Planning Division.

The purposes of this working group are:

- To collaboratively review, evaluate and recommend to the CRD the award of funding for specific initiatives under the PCMP pilot project including, but not limited to,:
- PCMP Innovative Engineering Funding Program
- Active Transportation Special Event Funding Program
- To receive and review final reports from successful organizations regarding implementation of funds.

2.0 COMPOSITION

There are five (5) members of the Working Group, representing each of the four sub regions and the region as a whole.

- Core (1)
- West Shore (1)
- Saanich Peninsula (1)
- Southern Gulf Islands and Salt Spring (1)
- CRD Regional Planning Division (1)
- Members will be selected by the CRD Regional and Strategic Planning Division from a list of interested staff/representatives put forward by municipalities and electoral areas.

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that resembles a stylized landscape or water.

- Five (5) alternate members will also be selected to ensure that funding applications can be processed in a timely manner.

3.0 ORGANIZATION AND SUPPORT

The CRD will Chair the PCMP-AWG

- The PCMP- AWG will be appointed for the duration of the project, concluding on March 31, 2015.
- The CRD will prepare the distribution of all applications to members ten (10) days in advance of all meetings.
- The PCMP-AWG will adjudicate applications in accordance with criteria established by the CRD which aligns with the parameters of the UBCM contribution agreement

4.0 PROCEDURES

- There will be a maximum of six (6) meetings per year. Meetings will be coordinated based on the flow of applications associated with funding initiatives.
- Quorum for the working group shall be three (3) representatives.
- No representative shall review, comment or vote on funding applications from their own agency or municipality, with exception of the CRD representative.
- No representative shall review, comment or vote on funding applications from community organizations where he/she has a direct conflict of interest. Conflict of interest is described where the representative is a member of or acts in an official capacity (voluntary or paid) for such organization.
- Should a member or alternate of the Working Group resign, the CRD will find a replacement through the PCMP Project Advisory Committee.
- Meetings will be held at CRD head office at 625 Fisgard Street in Victoria BC. Meetings may also be hosted digitally using conference calls or skype.
- The specific timing and dates of meetings will be scheduled using on-line meeting software and based on the majority availability of the members.
- Records of all PCMP-AWG meetings will be circulated to the CRD PCMP Project Advisory Committee for information.

Terms of Reference

The logo for the CRD (Central Regional District) is located in the top right corner of the page. It consists of the letters 'CRD' in a bold, sans-serif font, set against a dark, textured background that appears to be a stylized landscape or map.

5.0 BUDGETS

- Any administrative costs associated with PCMP-AWG meetings will be covered by the CRD Regional and Strategic Planning Division.
- Budgets for each of the initiatives identified in 1.1 above will be communicated to the PCMP-AWG for purposes of adjudication.



Making a difference...together

Planning and Protective Services
625 Fisgard St., PO Box 1000
Victoria, B.C., V8W 2S6

T: 250.360-3160
F: 250.360-3159
www.crd.bc.ca

NOMINATION OF REPRESENTATIVE

for PCMP Project Advisory Committee

Name

Title/Position

(Please date)

Organization

E-mail: _____

Phone: _____

NOMINATION OF REPRESENTATIVE

For PCMP Adjudication Working Group

Please provide contact information for nominee:

Name

Phone: _____

E-mail: _____

Title/Position

Address

SEPTEMBER 2013 RECOMMENDATION

As Andrew Haigh mentioned, our report on speed limits and traffic calming devices recommendations is maybe rather confrontational to MOTI. Although we still believe that our recommendations are valid and should be delivered upon, it will certainly not fly.

Therefore I recommend the following:

- To accept our report at Committee level, but fully recognize that we can do only one step at a time.
- To focus on two areas in the report, which MOTI hopefully is willing to support:

1. Ganges Town, Vesuvius Bay and Fulford. (RCMP supported)

The speed limit should be 30km.

Ganges town speed zone area should be defined to :

- a/ Rainbow Road to north end of Winsor Plywood
- b/Lower Ganges Road to Park Drive
- c/Fulford Ganges Road at Seaview Road

The Vesuvius Bay 30km zone area should be defined from the Sunset Drive intersection
Fulford speed zone area should be defined from Beaver Point Road intersection.

At all these five points, we should consider a speed platform

2. Speed platforms or cushions on Cusheon Lake Road

Since the 1980's these are very common in western Europe; there are tens of thousands of them. Every village has them at all entries or near higher density zones, playgrounds, school zones etc. These are usually 5 to 7 m long and about 10 cm high, and usually painted with yellow stripes (France) or bright red (Spain). I have seen them now as well at Victoria airport.

- They should be constructed at Cusheon Lake Road. The community there is rightly concerned about the traffic in their area. The build up area is unique on Salt Spring, the houses are backing up right into the road, with many blind corners and nooks. Accidents have happened regularly and will continue to happen, if nothing is done. Moreover, the road is next to Cusheon Lake, which is a drinking water reservoir. Signs of any kind have been tried, and although working for a short time, speeding continues. It is clear only physical impediments will work here, and speed tables are probably the answer. At least three tables, possibly more are needed, two on either end of the build up area and one or more in the middle. These should be well indicated by signs, preferably painted and a 30 km zone should be indicated from beginning to end.

Kees Visser

February 2013 Speed Limit Working Group Report

After my presentation of the report of the Speed limit working group, I was asked to condense the report, prioritize and to list a few achievable objectives. We have also to take into consideration that the money is tight, and to consider the capital budgets in the coming years.

I like to reiterate that Sergeant Jenkins, RCMP, did agree with most if not all our recommendations.

First of all we like to stress that speed will only work when they make sense; if they do not make sense . these limits will not be adhered to and will pose an enforcement challenge for police. The main focus should be on traffic calming/ smoothing and attention devices.

Secondly, to low speeds can be as dangerous as to high speeds; in addition cars are not designed to drive slower than 40km/hr for extensive periods of time, and consequently will create higher carbon emissions.

[REDACTED] we like to propose the following: (for more information, I refer to the first report):

1. General speed limits

To keep it simple we recommend only three different speed limits: 30- 50-70 km/hr., with warning signs (the square yellow signs) in appropriate zones.

2. Island speed limit

Except for special zones, such as school zones, playground zones, high density areas, we recommend 50km/hr (as it is at present), but we also recommend a minimum speed of 40km/hr. There should be signs indicating this at the three ferry terminals (**50 km maximum and 40km minimum, or as otherwise posted**).

3. End School zone/playground zone signs

As in most other jurisdictions, there should be end school zone and end playground signs, so you don't have to guess where these zones end. On salt Spring Island this is lacking.

4. Fulford Ganges Road should be 70 km/hr and the RCMP recommended 80km/h for the Long Harbour Road.

5. Ganges Town, Vesuvius Bay and Fulford. (RCMP recommendations)

The speed limit should be 30km.

Ganges town speed zone area should be defined to :

a/ Rainbow Road to northend of Winsor Plywood

b/ Lower Ganges Road to Park Drive

c/ Fulford Ganges Road at Seaview

The Vesuvius Bay 30km zone area should be defined from the Sunset Drive intersection

Fulford speed zone area should be defined from Beaver Point Road intersection.

At all these five points , we should consider a speed platform

[REDACTED]

Although all our recommendations should be looked at, we like to prioritize as follows:

For more information, I like to refer to our first report.

1. Orange flashing lights.

These are used extensively in the USA and more locally also in Duncan (Lakes Road) and are low cost options (**\$4000, North Cowichan source**)

Potentially difficult intersections should have a 4 way orange flashing light hanging over the intersection. Prime examples should be Beddis Road/Fulford-Ganges Road, North End Road/Fernwood Road, Beaver Point Road/Stewart Road and there are undoubtedly more examples.

.Other jurisdictions have shown that these lights work and make the intersections safer.

2. Speed platforms or cushions on Cusheon Lake Road

Since the 1980's these are very common in western Europe; there are tens of thousands of them. Every village has them at all entries or near higher density zones, playgrounds, school zones etc. These are usually 5 to 7 m long and about 10 cm high, and usually painted with yellow stripes (France) or bright red (Spain). I have seen them now as well at Victoria airport.

- They should be constructed at Cusheon Lake Road. The community there is rightly concerned about the traffic in their area. The build up area is unique on Salt Spring, the houses are backing up right into the road, with many blind corners and nooks. Accidents have happened regularly and will continue to happen, if nothing is done. Moreover, the road is next to Cusheon Lake, which is a drinking water reservoir. Signs of any kind have been tried, and although working for a short time, speeding continues. It is clear only physical impediments will work here, and speed tables are probably the answer. At least three tables, possibly more are needed, two on either end of the build up area and one or more in the middle. These should be well indicated by signs, preferably painted and a 30 km zone should be indicated from beginning to end.

- They could be constructed at the 4 entries of Ganges Town, Vesuvius Bay, Fulford at the points where the 30km zones begin..

3. Traffic circles

Again there are tens of thousands of these in western Europe, but closer to home, there are 12 in North Cowichan. The engineering Department mentioned that there was a lot of resistance at the first one, but at present there are petitions for more!, Traffic circles are safe and green; they prevent T-bone collisions, lower speed and prevent the stop and go traffic as in 4-way stops (which create higher carbon emissions). These traffic circles should be two level ones, an outside one for normal vehicle traffic, and an inner slightly raised circle (usually with bricks) to allow large semi trailers to pass. The Central intersection, where a 4-way stop was introduced in early 2012, is a prime candidate. Another candidate is the Upper Ganges/Lower Ganges Road (which is in the NGTP), and there are probably others.

North Cowichan reported that the cost for these 12 traffic circles ranged from \$250,000 to \$400,000. Traffic circles at Central or U/L Ganges would fall in the same size range and would have similar traffic densities as the ones North Cowichan has. In Salt Spring we could have a typical island design, such as modern art and/or flower beds in the small inner circle (as they actually have in Spain).

Next steps:

- 1/ More discussion at SSTC or RCMP, as needed.
- 2/ Discussion with appropriate MoT staff
- 3/ Public input? I am not sure how to do this, website?
- 4/ Recommendation to Director/CRD

From: Harold Swierenga
Date: 15 October, 2013 5:47:36 AM PDT
To: John Wakefield _____
Subject: Fulford Project - Comments to SSITC

At the semi-annual SSIFAC/BCF meeting on October 9th it was confirmed that the anticipated start date for construction of the road improvements has been deferred to an uncertain future date. As a result of more detailed design work and road design regulatory requirements, estimated cost for this project have increased significantly - by a multiple factor. Dave Hendry stated that BCF is re-evaluating the project to ensure it is an efficient and effective use of resources before continuing further. The project has turned out to be far more complex than anticipated with issues regarding property transfers, old water lines, impact on adjacent property owners, cost sharing with MOTI and others; all of which need to be resolved before the project can actually start.

At this point BCF does not want to set a firm start date, given all the complexities. However, there is no question the work will not be done before the 2014 tourist season. The SSIFAC has asked that additional traffic control be provided on critical weekends to alleviate the pinchpoint problem as an interim measure.

This project has been in the works for some years and was initiated to resolve the real dangers of the pinchpoint and pedestrian safety. I am confident that this issue remains a priority for BCF and that, although the project may be somewhat modified, the above safety issues will be resolved.

Harold Swierenga

Chair, SSIFAC



Mailing & delivery address

Polaris Land Surveying Inc.:
Box 324, #110 -174 Wilson St.
Victoria, BC, V9A 7N7
Toll free: 877-603-7398
Duncan: 250-746-0775
Fax: 888-448-7356
info@plsi.ca

Polaris Reference: 0098/KINGS-001

October 17, 2013

Capital Regional District
Salt Spring Island

Attention: Karla Campbell

VIA EMAIL: kcampbell@crd.bc.ca

Re: Trail fronting 154 Kings Lane

Thank you for meeting with Myles Wilson and myself this afternoon. Myles and 2 partners are the owners of 154 Kings Lane. Recently this property has been rezoned to allow the development of a wellness center and over the past few months we have been working with the Islands Trust to obtain a development permit to allow the construction of 2 new buildings on the property.

Through discussions with the Trustees, planning staff and the Advisory Planning Commission it has become evident that there is a community desire to include a public pathway fronting the proposed buildings. Unfortunately due to the location of a ditch, a power pole and the property line it is not practical to construct a public path on public property.

Myles and his partners are prepared to build a public path on the front portion of their property if a public agency will take responsibility for future maintenance and liability. Up until about 3PM this afternoon we were under the impression that the Islands Trust was prepared to hold a Statutory Right of Way over the path and to cover maintenance and liability. We now understand that the Trust is not prepared to be a party to a Statutory Right of Way and that they feel that the CRD is the appropriate agency for such an agreement.



We request that the CRD confirm that they are willing to enter into such an agreement and under what conditions. The Trustees will be considering the Development Permit at the Local Trust Committee meeting on October 24th and we are anticipating that they will require confirmation that the CRD is willing to enter into an SRW with us before they will issue a Development Permit. If possible we would appreciate receiving a conditional commitment from the CRD prior to the 24th.

To assist you in your decision making process we have attached a copy of our landscape plan which shows the approximate location of the proposed pathway and a topographic plan that shows the relationship of the ditch to the property line.

Thank you in advance for considering this request and for your prompt action. We apologize for not being able to provide you with more notice. We look forward to your reply.

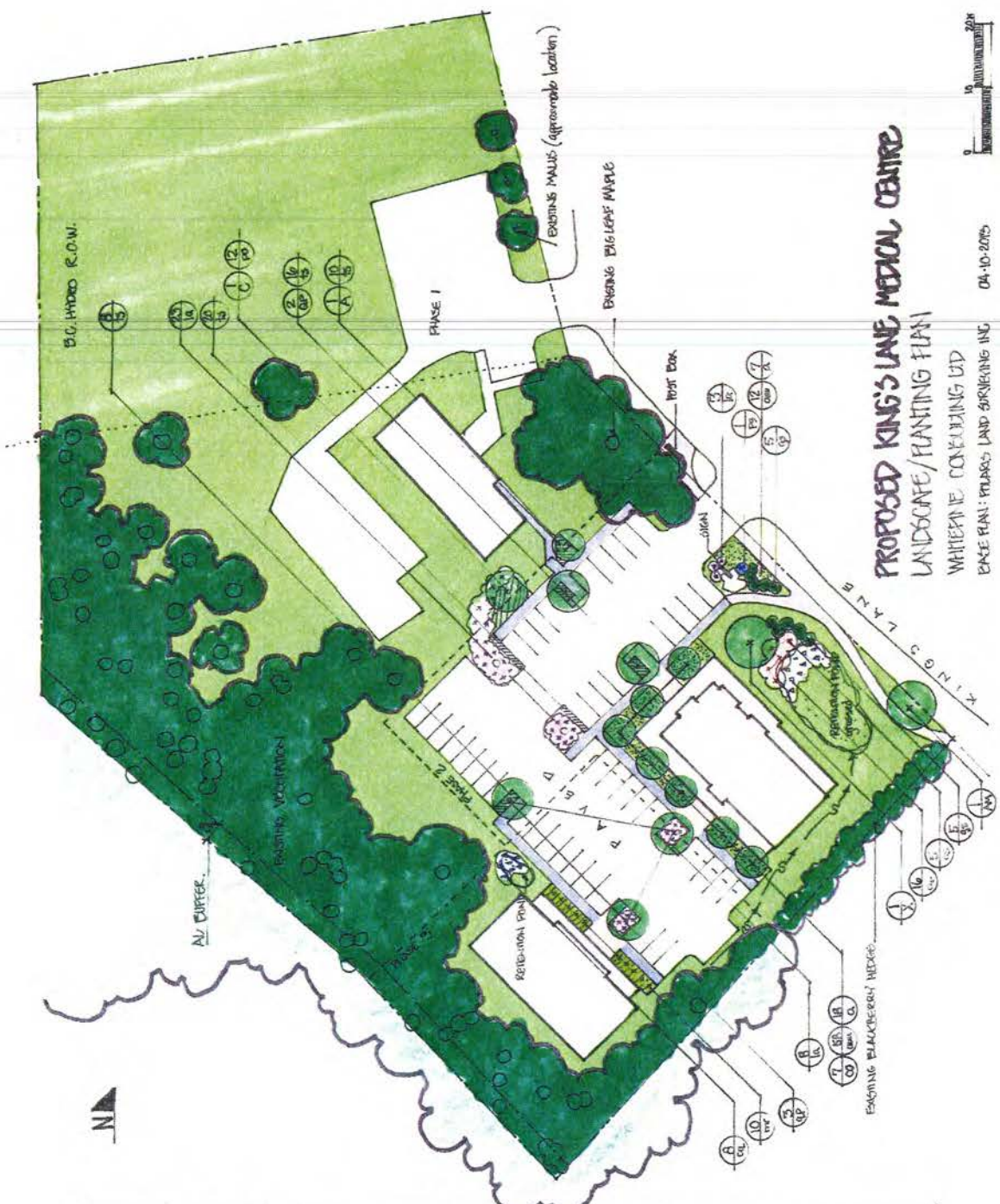
Yours truly,
Polaris Land Surveying Inc.

Digitally signed
by Brent Taylor
USF64J

Brent Taylor, BCLS, CLS

CODE	PLANT NAME	SCALE
X	MONIA OXYSPERMA (<i>Chamaecyparis noltii</i>)	2.25
G	DOUGLAS FIR (<i>Conium Edgii</i>)	2
MM	BIG LEAF MAPLE (<i>Acer macrophyllum</i>)	3.5
OP	PINK OAK (<i>Quercus pedunculata</i>)	1.5
OO	RED BUD (<i>Cercis canadensis</i>)	1.5
A	NINE MAPLE (<i>Acer circinnatum</i>)	1.5
CS	RED TIGER DREWYD (<i>Conium setacea</i>)	1
PA	WEST PALM TREE (<i>Persea nana</i>)	7.5
LA	SAFRANER LAUREL (<i>Laurus nobilis</i>)	1.5
GE	10 SHUB (<i>Geum sp.</i>)	1.5
PO	10 KREWEING MATRINA (<i>Malva repens</i>)	1.5
PO	12 PORTULAK GRASS (<i>Portulaca oleraceae</i>)	1.5
SA	14 WOOD SP. (<i>Thymus serpyllifolius</i>)	1.5
CO	14 KANUK KANUK (<i>Prostranthus kanuk</i>)	1.5
PA	14 PALM - var.	1.5
OP	24 GREAT CANVAS (<i>Conium arctifolium</i>)	1.5

- CONCRETE PAVES TO MATCH PHASE 1
- ASPHALT WALK WITH PAVEMENT EDGING
- GRASS/WALKWAYS
- PROVIDE PAVEMENT UNDER CONCRETE AS PER PHASE 1



**PROPOSED KING'S LANE MEDICAL CENTRE
LANDSCAPE/PLANTING PLAN**

WHITEPINE CONSULTING LTD
DATE PLAN: PHASE 1 LAND SCAPING INC. 04-10-2015

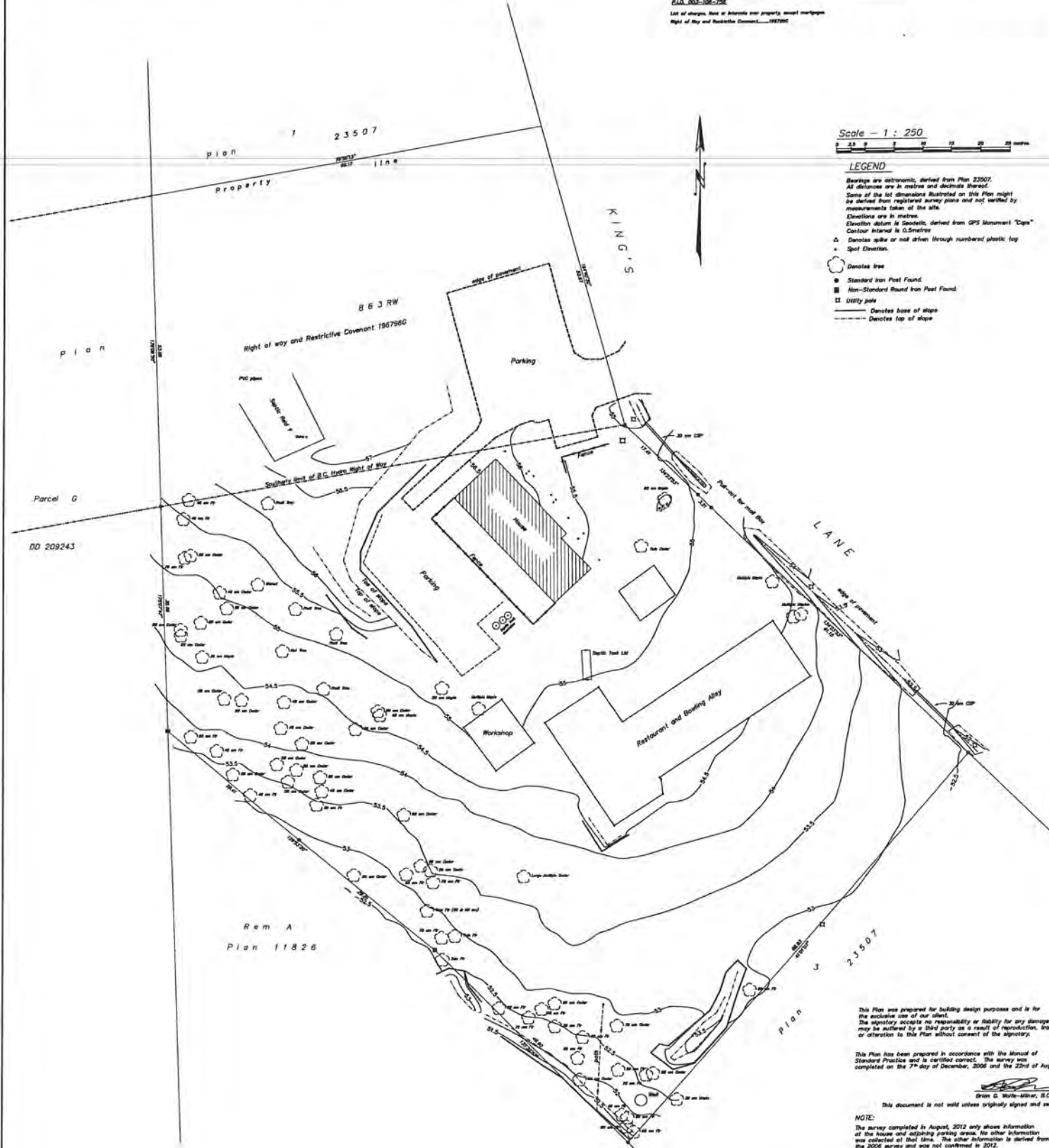


**TOPOGRAPHIC PLAN ON PART OF LOT 2, SECTION 4,
RANGE 3 EAST, NORTH SALT SPRING ISLAND,
COWICHAN DISTRICT, PLAN 23507.**

P.L.O. 2002-108-750
 List of changes, lines or interests over property, annual mortgages,
 Right of Way and Restrictive Covenant. — 1987/88

Scale - 1 : 250

- LEGEND**
- Boundaries are astronomical, derived from Plan 23507.
 - All distances are in metres and decimals thereof.
 - Some of the lot dimensions illustrated on this Plan might be derived from registered survey plans and not verified by measurements taken of the site.
 - Elevations are in metres.
 - Elevation datum is Geoidetic, derived from GPS Monument "Caps"
 - Contour Interval is 0.5metres
 - △ Denotes spike or nail driven through numbered plastic bag
 - Spot Elevation.
 - Denotes tree
 - Standard Iron Post Found
 - Non-Standard Round Iron Post Found
 - Utility pole
 - Denotes base of slope
 - - - Denotes top of slope



This Plan was prepared for building design purposes and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this Plan without consent of the signatory.

This Plan has been prepared in accordance with the Manual of Standard Practice and is certified correct. The survey was completed on the 7th day of December, 2008 and the 22nd of August, 2012.

Brian G. Wainwright, B.C.L.S.

NOTE:
 The survey completed in August, 2012 only shows information of the house and adjoining parking areas. No other information was collected at that time. This other information is derived from the 2008 survey and was not confirmed in 2012.

/

----- Original Message -----

Subject:RE: Walking trailing--Churchill to Leisure lane

Date:Thu, 26 Sep 2013 11:38:08 -0700

From:directorssi <directorssi@crd.bc.ca>

To:Jo McIlvenna

Dear Ms. McIvenna,
Thank you for your input., it will be valuable in our planning.
Regards,
Wayne McIntyre

From: Jo McIlvenna
Sent: Thursday, September 26, 2013 11:34 AM
To: directorssi; cjohnw@; Jean Gelwicks

Subject: Walking trailing--Churchill to Leisure lane

We are property owners at Upper Ganges Road and we would welcome a walking trail by the highway. We walk on the side of the highway to downtown almost every day and over the past year or so we have had many near misses.

For unknown reason to us the car traffic is faster and more careless than in previous year. There is a bigger number of pedestrian along this stretch of road from tourist, locals and school kids and also gym class runs along there. We and our neighbours would more then welcome a pathway along that stretch of road. The most dangerous part is the incline with the curve followed by the downhill towards Long Harbour road. Please consider this stretch of road a priority on your long schedule of trail building.

Thanks

Ross & Jo Mcilvenna

19 September, 2013

Jordan Wagner
Ministry of Transportation and Infrastructure
District Development Technician, MOTI
3rd Floor - 2100 Labieux Road,
Nanaimo, B.C. V9T 6E9

Dear Mr. Wagner:

Recently, my husband and I moved to Bayside, a townhouse located at the corner of Upper and Lower Ganges Road on Salt Spring Island. One of the reasons for this move was the proximity to the Village of Ganges and the opportunity to walk practically anywhere. However, walking here has turned out to be a dangerous exercise. The road between Upper and Lower Ganges into the Village is very dangerous for pedestrians..... there is barely enough room for motorists, cyclists, pedestrians and on the weekends vehicles parked all along this stretch of road - often beyond the aforementioned corner. And recently, even more space has been taken up with a roadside eatery named T&A!! I have noted more than once people walking with one or two children with cars and cyclists zooming by too close for comfort. I fear that this stretch of road is an "accident waiting to happen"

All of the above aside, another very dangerous point is the uneven and broken pavement. I am a "walker" and recently, much to my chagrin, suffered a fall around the area where Rainbow Road meets Lower Ganges

19 September, 2013

Road. Unfortunately, it was a very bad fall and I ended up on crutches for some days.

On a positive note, improvements made to Lower Ganges Road going North are Absolutely Wonderful. I have taken to walking to Country Grocers to buy groceries rather than to Thrifty's..... it is an absolute treat to walk on a proper sidewalk and to have a proper crosswalk when I reach my destination.

This letter is to ask you if and when these necessary improvements are planned for the remaining stretch of road to the Village. Improvements for residents who walk on this stretch of highway as well as for the many tourists and boaters who also walk this same path would be so welcome.

Many thanks for your consideration...

Sincerely,

A handwritten signature in cursive script that reads "Dennice Stambuck". The signature is written in black ink and is positioned above the printed name.

Dennice Stambuck
115 Upper Ganges Road
Salt Spring Island, B.C. V8K 2Y3

c.c. Wayne McIntyre SSI CRD Director
c.c. Gary Holman, MLA Saanich North and the Islands
c.c. Jean Gelwicks, Partners Creating Pathways

Karla Campbell

From: John Wakefield
Sent: Monday, October 14, 2013 9:29 PM
To: Gregory Ast
Cc: Karla Campbell; directorssi
Subject: Re: Sidewalks and Bicycle Paths

Dear Gregory,

Thank you for the copy on your letter.

It is great to hear your active lifestyle will improve your health, our environment, and lesson the need for parking etc.

The Transportation Commission is working hard to improve the safety of all road users. We are making progress, though these infrastructure projects do not come quickly or cheaply.

Regardless, I highly recommend you do invest in reflective clothing and a flashlight or flashing light. Although they are another item to carry around, they can and do save lives.

If you have any questions about the project or the CRD Transportation Commission please do not hesitate to contact me,

Regards,
John

John Wakefield
Chair
Salt Spring Island Transportation Commission
ssitc@crd.bc.ca
250-537-4624

This e-mail and any attachments are for the use of the intended recipient only and must not be distributed, disclosed, used or copied by or to anyone else. This e-mail and any attachments may be confidential, privileged and/or subject to the Freedom of Information and Protection of Privacy Act. If you receive this message in error, please delete all copies and contact the sender.

Thank you.

Please consider the environment before printing this email.

On 2013-10-14, at 7:29 PM, Gregory Ast wrote:

Dear Jordan:

I am writing to support plans for improved pedestrian and bicycling routes into Ganges.

I live in the Bayside Townhouses which are on the corner of Lower Ganges Road and Upper Ganges Road. We chose this location so that we could feel part of the village and being at Bayside allows us to walk and to bike into the Ganges core which we do often each day. On any given trip we can shop for groceries, visit the library, check out the newly arrived boats in the harbour, exercise at our fitness club, mail a letter, have copies of correspondence made quickly or have a coffee with friends. This is the lifestyle we have always wanted – to be free of the need to use our car every time we want to run an errand. We both love living here.

Since September I have been more and more aware of the shorter days. A walk into town for dinner or to take in a show at the ArtSpring requires a walk home in the dark. This is when we both feel most vulnerable as there is little protection from a wayward motorist. It is a bit of a gauntlet once we pass Rainbow Road and the stretch of Lower Ganges that really doesn't have a sidewalk. I'm at the point where I'm considering a visit to Mouat's Hardware to buy those roads crew bibs with florescent Xs on them. Imagine checking those at the coat check in Calvin's Restaurant or at ArtSpring!

Many mornings, I'll hop on the bike to get some exercise on the ride for the newspaper or a litre of milk. If I head towards Country Grocers on the bike I feel much more confident that the passing traffic knows that I have a well marked bike lane to protect me – I can relax and enjoy the journey. I would really like to feel the same way about a similar trip to Thrifty's or Embe's Bakery. I have seen the plans for extending the bike lanes from our corner into town and I am very pleased with the concept.

Please know that you have my support to make that extension happen as soon as possible .

Yours truly

Gregory Ast
Upper Ganges Road
Salt Spring Island, BC
V8K 2Y3

Karla Campbell

From: John Wakefield
Sent: Monday, October 14, 2013 1:27 PM
To: Karen Wright
Cc: jordan.wagner@gov.bc.ca; directorssi; gary.holman.mla@leg.bc.ca; Karla Campbell; SSI Transportation Commission
Subject: Re: Ganges Walkways
Attachments: Ganges Transportation Plan.pdf; North Ganges Handout.pdf

Hi Karen,

Thank you for your thoughtful letter.

The CRD SSI Transportation Commission (SSITC) are proud to partner with MOTI to complete projects like the North Ganges Transportation Plan (NGTP). The a five phase project to improve transportation infrastructure in the Ganges core and to make it safer for pedestrians, cyclists and motorists alike.

We are very proud of the work done as part of phase one from Atkins to the Kingfisher complex.

The NGTP includes future phases to connect phase one down Lower Ganges Road and along Rainbow Road to the Pool as per the attached sketch.

Further information can be found in the attached information sheet, and at http://www.crd.bc.ca/saltspring/transportation/ganges_plan.htm

We will be sure to include your letter as part of the commission's meeting agenda on October 22.

Please do not hesitate to contact me should you have any questions or concerns.

Kindest Regards,
John

Chair, Salt Spring Island Transportation Commission

On 2013-10-14, at 12:36 PM, Karen Wright wrote:

Dear Jordan:

I would like to add my voice to those who are asking for help in making our streets safer for pedestrians in Ganges.

My husband and I live on the corner of Lower Ganges Road and Upper Ganges Road, the busiest intersection on the island, located about three blocks from town. We chose this location specifically because of its proximity that allows us to leave our car untouched in the garage for days on end and are thrilled to be able to walk to wherever we need to go.

The other day, I exited our townhouse complex and as I was walking to the corner to cross the road, I observed an older couple standing at the corner, looking longingly across to the other side, but confused and rooted in place. I approached them and started to pass them as I headed out across the road, mindful of the oncoming traffic. Immediately, the man said, "Oh, good, we'll cross with you. You look like you know what you're doing and we didn't know if we could cross here."

I then learned they were from off-island and were searching out a pharmacy, and I thought how sad it was that this was their introduction to our beautiful community. Of course, crossing the road was only their first challenge. They then had to navigate their way along the street full of traffic in order to make their way to the pharmacy in town because we have no sidewalk or, for part of the distance, even a decent-width shoulder to use instead.

It also brought to mind the nerve-racking walks into town that my husband and I have had. On two occasions this summer, Greg, who's blessed with height, has been nearly taken out by passing trucks which have cargo sticking out of the sides of their truck beds at an angle that has almost collided with his head. Only his quick reflexes have saved him from either a nasty gash, or worse.

We also have a daughter and new grandson who visit from Vancouver. When we walk with the stroller into town, I deliberately position myself on the outside of the stroller so that if a car veers astray, it will have to hit me before it makes contact with the stroller, in the hopes that this may provide enough cushion for our grandson to escape injury. I'm quite serious that I do this and that this is my rationale. Heaven forbid, I ever need to test my theory.

Greg and I have recently moved to Salt Spring Island and feel that we're the most fortunate people to have landed here. We thank you for taking seriously your responsibility for providing us with roadways and sidewalks that help us to go about our daily lives in safety, to allow us to continue to enjoy this wonderful experience.

Yours truly

Karen Wright

· 115 Upper Ganges Road
Salt Spring Island, BC
V8K 2Y3

Karla Campbell

From: John Wakefield
Sent: Thursday, October 17, 2013 12:16 PM
To: Karla Campbell
Cc: directorssi
Subject: Fwd: Sidewalks and Bicycle Paths

FYI

Begin forwarded message:

From: "Wagner, Jordan TRAN:EX" <Jordan.Wagner@gov.bc.ca>
Date: 17 October, 2013 12:04:48 PM PDT
To: "Gregory Ast" "Karen Wright"
Cc: "John Wakefield"
Subject: RE: Sidewalks and Bicycle Paths

Dear Karen and Gregory,

Thank you for your letters to the Ministry of Transportation and Infrastructure (MOT). I appreciate you taking the time to bring your safety concerns forward.

Province wide, the MOT does not generally implement or maintain trails, sidewalks, or other like structures. That said, we do work with local municipalities, regional districts, and community groups who wish to install sidewalks or trails within Ministry of Transportation road right of way. Our Ministry is aware of the unique set of conditions leading up to and within the Ganges Village area of Salt Spring Island. Thus, as summarized in John Wakefield's e-mail, MOT is in ongoing consultation with the Capital Regional District (CRD) regarding safety improvements. An example of this collaboration is the recently executed first phase of the North Ganges Transportation Plan (NGTP) as seen along Lower Ganges Road including the newly paved sidewalks and bike lanes.

It is important that I reiterate that the NGTP is primarily a CRD and Salt Spring Island Transportation Commission driven initiative. MOT's role is as the road authority and a funding partner. I am unsure of exactly where on the priority list the proposed improvements on Lower Ganges between Upper Ganges and Rainbow lie for the CRD. A logical third phase would be to connect the paths on Lower Ganges and Rainbow Road, however there are many other factors to be considered. Ultimately MOT is not driving this decision-making process.

In the mean time, all road users must continue to employ due care and attention when sharing the road. For clarification, here are two sections from the Motor Vehicle Act:

Crossing at other than crosswalk

180 When a pedestrian is crossing a highway at a point not in a crosswalk, the pedestrian must yield the right of way to a vehicle.

Pedestrian walking along highway

182 (1) If there is a sidewalk that is reasonably passable on either or both sides of a highway, a pedestrian must not walk on a roadway.

(2) If there is no sidewalk, a pedestrian walking along or on a highway must walk only on the extreme left side of the roadway or the shoulder of the highway, facing traffic approaching from the opposite direction.

Finally, a possible alternative route for pedestrians walking to town from north of Upper Ganges (see attached map). The route is from Village Terrace, through a pathway which connects to Park Dr, then south onto Aldous Rd and Kanaka Rd E (which is closed to vehicles). Kanaka connects to Rainbow Road where pedestrians can continue south into town via Jackson Ave or head eastbound back to Lower Ganges Rd. It should be noted that there are no pedestrian facilities on Village Terrace, Park Dr, or Aldous Rd, however these roads have lower vehicles speeds and volumes than Lower Ganges. New crosswalks were recently installed at both Lower Ganges/Village Terrace and Rainbow/Kanaka Rd E to help facilitate safe pedestrian movements at these locations.

I hope this helps in some small way. If you have any further questions or comments, please feel free to contact me.

Jordan Wagner

District Development Technician
Ministry of Transportation and Infrastructure
3rd Floor - 2100 Labieux Road
Nanaimo, B.C. V9T 6E9
Phone 250-751-7090
Fax 250-751-3289

