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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held June 17, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
 Commission Members: Donald McLennan (Chair); Robin Williams; Andrew Haigh; Nigel Denyer; Kevin Bell; Sheryl Taylor-Munro; Ross Simpson, Dennis Fortin
 Staff: Karla Campbell, Senior Manager; Keith Wahlstrom, Contract Engineer; Henry Kamphof, Senior Manager, Housing Secretariat (via Skype), Michele Akerman, Recording Secretary

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

1. APPROVAL OF AGENDA

MOVED by Commissioner Bell, **SECONDED** by Commissioner Fortin,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Bell, **SECONDED** by Commissioner Denyer,
That the minutes of May 20, 2014 be adopted with the following amendment:
Item 5.2 Bus Shelter, the motion should read as follows: That the Salt Spring Island Transportation Commission accept the Bellavance bid with a budget ceiling of \$12,000 and a glass budget up to \$3,000.

CARRIED

3. PRESENTATIONS/DELGATIONS

3.1 Henry Kamphof, Senior Manager, Capital Regional District Housing Secretariat and Janis Gauthier JG Consulting Services re: 161 Drake Road

MOVED by Commissioner Taylor-Munro, **SECONDED** by Commissioner Bell
That item agenda item 6.2 [Islands Trust Referral ZZ-RZ-2013.9 Rezoning for Multifamily Affordable Housing Complex at 161 Drake Road] be moved up as item 3.1.

CARRIED

MOVED by Commissioner McLennan, **SECONDED** by Commissioner Taylor-Munro

- The Salt Spring Island Transportation Commission supports the recommendation of Islands Trust staff that the applicant provide evidence-based rationale to support the significant decrease of 60% required automobile parking; and
- that the Salt Spring Island Transportation Commission recommends that the applicant obtain a “traffic analysis and recommendation” pertaining to the possible need for a left-turn lane onto Drake Road from Fulford-Ganges Road; and

- recommends that the applicant construct a pedestrian pathway along the entire frontage of the property along Drake Road at their cost and that the pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- the Capital Regional District assume the maintenance and liability upon acceptance of the completed works; and
- further supports the concept of a pilot project that may include electric vehicle charging stations and/or a car sharing program.

MOVED by Director McIntyre, **SECONDED** by Commissioner Williams,
That the motion be amended by removing the second bullet which reads: The Salt Spring Island Transportation Commission recommends that the applicant obtain a “traffic analysis and recommendation” pertaining to the possible need for a left-turn lane onto Drake Road from Fulford Ganges Road.

CARRIED

Commissioner Bell and Denyer voted against the amendment.

The main motion as amended with the final wording being as follows:

- The Salt Spring Island Transportation Commission supports the recommendation of Islands Trust staff that the applicant provide evidence-based rationale to support the significant decrease of 60% required automobile parking; and
- that the Salt Spring Island Transportation Commission further recommends that the applicant construct a pedestrian pathway along the entire frontage of the property along Drake Road at their cost and that the pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- the Capital Regional District assume the maintenance and liability upon acceptance of the completed works;
- and further supports the concept of a pilot project that may include electric vehicle charging stations and/or a car sharing program.

CARRIED

4. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Williams, **SECONDED** by Commissioner Taylor-Munro,
That Salt Spring Island Transportation Commission meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

CARRIED

The Commission convened to a closed meeting at 4:30 pm and rose without report at 5:45 pm.

5. REPORTS CHAIR AND DIRECTOR

Chair McLennan provided a written report to the Commission.

Director McIntyre reported:

- The Chamber of Commerce and Community Economic Development Commission are hosting Minister Yamamoto, Minister of State for Tourism and Small Business at the Harbour House on June 20, 2014.
- The Community Economic Development Commission is hosting a workshop to discuss Salt Spring's economy, consider the CEDC's draft economic development strategy for the island, and explore opportunities for the CEDC and other organizations to partner in pursuing initiatives that will advance the economic resilience of the community

6. OUTSTANDING BUSINESS

6.1 Islands Trust Referral SS-RZ-2103.5 Rezoning and OCP Amendment at Bullock Lake 315 Robinson Road

MOVED by Commissioner Williams, **SECONDED** by Commissioner Bell

That the Salt Spring Island Transportation Commission recommends

- Should the Salt Spring Island Local Trust Committee approve the rezoning and OCP amendment of Bullock Lake Cottages, the Salt Spring Island Transportation Commission recommends that the Islands Trust accept the community amenity offered by the Owner/Applicant to facilitate pedestrian and cycling infrastructure by providing access to four meters of property adjacent to the existing highway allowance along the entire frontage of the property along Robinson Road; and
- the Owner/Applicant construct a separate multi-use pathway along this same frontage at their cost and that the multi-use pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District;
- and further, that the Capital Regional District assume the maintenance and liability upon acceptance of the completed works; and
- a multi-use pathway will be required extending to Leisure Lane to join the pathway currently under construction; and
- a bus pull-out at this location on either side of Robinson Road is likely to be required in due course.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Taylor-Munro

That the motion be amended by removing the bullet that reads:

A multi-use pathway will be required extending to Leisure Lane to join the pathway currently under construction.

CARRIED

Commissioners Denyer, Haigh, McLennan, Williams voted against the amendment

The main motion as amended with the final wording being as follows:

That the Salt Spring Island Transportation Commission recommends:

- Should the Salt Spring Local Trust Committee approve the rezoning and OCP amendment of Bullock Lake Cottages, the Salt Spring Island Transportation Commission recommends that the Islands Trust accept the community amenity offered by the Owner/Applicant to facilitate pedestrian and cycling infrastructure by providing access to four meters of property adjacent to the existing highway allowance along the entire frontage of the property along Robinson Road; and
- the Owner/Applicant construct a separate multi-use pathway along this same frontage at their cost and that the multi-use pathway be built to Capital Regional District specifications; and
- for any areas of the pathway along this same frontage that are contained within private property that a statutory right-of-way be registered in favour of the Capital Regional District and in a form acceptable to the Capital Regional District; and
- further, that the Capital Regional District assume the maintenance and liability upon acceptance of the completed works;
- a bus pull-out at this location on either side of Robinson Road is likely to be required in due course.

CARRIED

Commissioners Denyer, Haigh, McLennan, Williams voted against

6.2 Islands Trust Referral SS-RZ-2013.3 Rezoning and OCP Amendment- 119-150 Ashya Road

Director McIntyre left the meeting at 6:10 pm.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Denyer
That the Salt Spring Island Transportation Commission advise Island's Trust that their interests are unaffected by the application to amend the Official Community Plan and Land Use Bylaw for 119 – 150 Ashya Road.

CARRIED

6.3 Special Group Trips and Special Transit Services

Commissioner Haigh left the meeting at 6:12 pm.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Taylor-Munro
That the Salt Spring Island Transportation Commission delegate authority to the Chair to advise the Capital Regional District with respect to short notice Special Event Service requests made to the Salt Spring Island Transit when the timing makes it impossible to bring the matter before the full Commission for a decision.

CARRIED

7. New Business

7.1 Transit Monthly Revenues Report and Ridership numbers

For information only.

7.2 Transit 5 Year Operating Budget

For information only.

8. CORRESPONDENCE

8.1 Email dated May 27, 2014 from Craig Richenback, Northern Youth Abroad re: Request for two bus passes.

It was generally agreed to by the Commission that the request for two bus passes be denied.

8.2 Clean Air Bylaw No. 2401

The Capital Regional District Board is considering a clean air bylaw banning smoking within the region in all parks, playgrounds, playing fields, public squares and bus stops and extending the current buffer zone for smoking from three metres to seven metres.

9. NEXT MEETING JULY 22, 2014

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 6:25 pm.

CARRIED

CHAIR

SENIOR MANAGER