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**SALT SPRING ISLAND TRANSPORTATION COMMISSION**  
Notice of Meeting on Tuesday, September 16, 2014 at 4:00 PM  
145 Vesuvius Bay Road, Salt Spring Island, BC

Wayne McIntyre  
Ross Simpson

Andrew Haigh  
Nigel Denyer

Robin Williams  
Sheryl Taylor-Munro

Dennis Fortin  
Kevin Bell

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**AGENDA**

1. **Approval of Agenda**
2. **Election of the Chair**
3. **Adoption of Minutes** of June 17, 2014 and August 19, 2014
4. **Presentations/Delegations**
5. **Reports-Chair and Director**
6. **Outstanding Business**
  - 6.1 **Rainbow Road Drainage Study**  
-Transportation planning and design priorities
  - 6.2 **Transportation Referendum question and bylaw amendment**
7. **New Business**
  - 7.1 **2015 Transit and Transportation Budget**
  - 7.2 **BC Transit Ridership**
8. **Next Meeting-October 21, 2014**
9. **Motion to Close Meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1)**

(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
10. **Adjournment**

**Communications and Information only items-see appendix A**

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*To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.*



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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**

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**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/DELEGATIONS**

**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 Multi-Family 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, 20214 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**

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**CHAIR**

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**SENIOR MANAGER**



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held August 19, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

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**DRAFT**

**Present:** **Director:** Wayne McIntyre  
**Commission Members:** Robin Williams (Vice Chair); Andrew Haigh; Nigel Denyer; Kevin Bell; Ross Simpson  
**Staff:** Keith Wahlstrom, Contract Engineer; Tracey Shaver, Recording Secretary  
**Absent:** Dennis Fortin, Sheryl Taylor-Munro

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

**1. APPROVAL OF AGENDA**

**MOVED** by Commissioner Denyer, **SECONDED** by Commissioner Bell,  
That the agenda be approved with the addition of item 6.2 Cycling Safety.

**CARRIED**

**2. ADOPTION OF MINUTES**

Commissioner Bell requested additional review of the June 17, 2014 meeting minutes stating they are not reflective of decisions made. Commissioner Denyer supported minutes as submitted. Vice Chair Williams agreed to discuss wording with Senior Manager and requested that the minutes be brought forward for approval at the next meeting.

**MOVED** by Commissioner Bell, **SECONDED** by Commissioner Denyer,  
That the minutes of June 17, 2014 be reviewed, revised and brought forward to the next meeting for adoption.

**CARRIED**

Commissioner Denyer requested that under item 5.1 of the July 22, 2014 meeting minutes, the word privacy be replaced with the word security.

**MOVED** by Commissioner Bell, **SECONDED** by Commissioner Denyer,  
That the minutes of July 22, 2014 be adopted with the replacement of the word "security" for "privacy" under item 5.1.

**CARRIED**

**3. PRESENTATIONS/DELEGATIONS**

**3.1 Tania Wegwitz, BC Transit, Manager Operational Planning and Elicia Elliott, BC Transit, Senior Transit Planner re: Service Review Supporting Options and Next Steps**

The Commission received a presentation on the 2014 BC Transit Service Review. Commission feedback from the July 29, 2014 special meeting has been included in the August 14, 2014 draft plan. The next steps will be to obtain input

from stakeholder groups and then the general public with online surveys and open houses scheduled this fall.

Service standards and performance guidelines are expected to be in draft form shortly. Definitions describing the decisions made behind how this rural service is operating will help focus future planning.

The Capital Regional District has recently completed a regional transportation feasibility study which will be consulted during the drafting process to see where and how BC Transit services on Salt Spring fit in.

### **3.2 Harold Swierenga, FAC Chair re: Salt Spring Island Ferry Advisory**

Mr. Swierenga provided a brief verbal report describing the new replacement vessels that are currently under construction. Key points: they will be double ended with open decks, able to handle rougher waters and will carry 245 cars.

Further presentation surrounded the overhaul of all routes and the rational for service cuts.

The improvement project for the Fulford ferry terminal is expected to begin in early January 2015.

## **4. REPORTS CHAIR AND DIRECTOR**

Director McIntyre briefly reported on some of the community issues he is involved with.

- Meeting requested by Nomi Davis regarding Speed Watch Program was held with representatives from MoT, RCMP, CRD, local MLA and area residence was held on August 11, 2014.
- CRD Board is now allowing mail in ballots for Salt Spring Island Electoral Area.
- CRD recently completed a transportation service feasibility study- the complete report is available on the CRD website.
- Bylaw 3956 is being prepared for fall referendum to increase the maximum annual requisition for the Salt Spring Island transportation service over the period of 2015 to 2018.

Vice Chair Williams briefly reported that the bus shelter project is under construction and an official opening is being planned for by the end of September. The Fall Fair would be ideal to promote this event and the upcoming vote on the requisition increase. Vice Chair Williams is coordinating with CRD staff in Corporate Communications to prepare promotional material.

### **4.1 BC Transit Monthly Revenue Report and Ridership** Received for information.

## **5. Outstanding Business**

### **5.1 Ganges Hill Biking and Walking Trail Feasibility Study**

The Commission agreed to accept the study for information after a general discussion regarding the need for maintenance of the road and the investigation and repair of the drainage issues.



**5.2 Pathway Update**

Commissioner Denyer reported that work on the pathway from Churchill to Leisure Lane is underway and expected to be complete in three weeks. The section referenced as Harbours End is in design and permit phase and staff are working out some technical issues with Ministry of Transportation.

**5.3 Rainbow Road Drainage Study and CIPP Grant**

Commissioners reviewed the drainage study in detail and note that it presented some alternative designs to consider in the future should this project proceed.

**5.4 Commission Vacancy**

No candidates have come forward for appointment.

**6. New Business**

**6.1 BC Transit re: Implementation Plan Memorandum of Understanding**

**MOVED** by Commissioner Denyer, **SECONDED** by Commissioner Simpson  
That the Salt Spring Island Transportation Commission recommends the Capital Regional District approve the BC Transit Implementation Plan Memorandum of Understanding dated August 22, 2014.

**CARRIED**

**6.2 Cycling Safety**

Commissioner Denyer provided a picture of a hazard sign in place along the new cycling lanes down Lower Ganges Road. The general discussion focused on promoting safety and fixing hazards instead of additional signage. Common sense must be used by drivers and cyclists and bad habits such as passing cyclists along blind corners must stop.

**7. NEXT MEETING September 16, 2014**

**8. ADJOURNMENT**

It was **MOVED** by Commissioner Haigh, **SECONDED** by Commissioner Bell that the meeting be adjourned at 6:00 pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**



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**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, SEPTEMBER 10, 2014**

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**SUBJECT**      **Salt Spring Island (SSI) Transportation Service Assent Voting for Bylaw No. 3956 – Documentation Corrections**

**ISSUE**

To correct errors in the documents required for the SSI Transportation Service Assent Voting Process, including: Section 5(3)(b) of Bylaw 3956; the wording of the referendum ballot question; and the wording of the bylaw synopsis. Additionally, implementing these corrections offers the opportunity to describe the bylaw purpose more accurately in its title.

**BACKGROUND**

At its meeting of August 13, 2014, the Capital Regional District (CRD) Board gave third reading to Bylaw No. 3956, and approved the referendum process elements by appointing the Chief Election Officer, establishing the ballot question, establishing the general and advance voting opportunities, and approving the bylaw synopsis for advertising purposes.

Subsequently, a financial error was discovered in the bylaw regarding the property value tax rate. As such, the bylaw will require amending, as will the wording of the referendum question and the bylaw synopsis. The recommended corrections are annotated in the attached bylaw (Appendix A), the referendum question wording provided herein, and the attached bylaw synopsis (Appendix B).

**IMPLICATIONS**

The correction to the property value tax rate is from \$1.346 to \$0.1346 /\$1,000 of net taxable value of land and improvements within the Local Service Area. This relates to a rate of \$4.29/\$1,000 or \$20.33 per average household assessed at 2014 rates. This is in contrast to the rates of \$7.97/\$1,000 or \$37.80 per average household previously reported to the Board on July 9, 2014.

**RECOMMENDATIONS**

1. That third reading of Bylaw No. 3956, Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 3, 2014, be rescinded;
2. That Bylaw No. 3956 be amended (as annotated) by:
  - Correcting the descriptive portion of the bylaw title by specifying "for the purpose of funding further improvements to the North Ganges Village Transportation Management Plan";
  - Modifying citation B under WHEREAS;
  - Replacing Section 5(3)(b) with the following:  
"an amount equal to the amount that could be raised by a property value tax rate of \$0.1346 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area."
3. That Bylaw No. 3956, as amended, be read a third time;


4. That the wording of the bylaw question for the purposes of the ballot shall be as follows:

*Are you in favour of the Capital Regional District Board adopting Bylaw No. 3956, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 3, 2014" authorizing the CRD to increase the maximum annual requisition for the transportation service until 2018 so that it will be the greater of THREE HUNDRED NINETY-SIX THOUSAND TWO HUNDRED FIFTY DOLLARS (\$396,250) or \$0.1346 per ONE THOUSAND DOLLARS (\$1,000.00) of taxable land and improvements for the purpose of funding the capital and operating costs of the transportation service, including further improvements to the North Ganges Village Transportation Management Plan. YES or NO?;*

5. That the amended synopsis of Bylaw No. 3956, attached as Appendix B, be approved for advertising purposes.



Rajat Sharma, MBA, CPA, CMA  
Senior Manager, Financial Services



Diana E. Lokken, CPA, CMA  
General Manager, Finance and Technology Dept.  
Concurrence



Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence

RS:sb

Attachments: A – Bylaw No. 3956 (amendments highlighted)  
B – Synopsis of Bylaw No. 3956 (amendments highlighted)

## CAPITAL REGIONAL DISTRICT

## BYLAW NO. 3956

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**A BYLAW TO AMEND BYLAW NO. 3438  
TO AMEND THE MAXIMUM REQUISITION FOR THE TRANSPORTATION SERVICE  
FOR THE ~~ACTIVE TRANSPORTATION SAFETY UPGRADE OF RAINBOW ROAD~~  
~~AND LOWER AND UPPER GANGES ROAD- FOR THE PURPOSE OF FUNDING FURTHER~~  
IMPROVEMENTS TO THE NORTH GANGES VILLAGE TRANSPORTATION MANAGEMENT  
PLAN**

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**WHEREAS:**

- A. Under Bylaw No. 3438, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007", the Board of the Capital Regional District established a service for the purpose of a community transit and transportation service on Salt Spring Island;
- B. The Regional Board wishes to increase the maximum amount that may be requisitioned for the Transportation Service, for the years 2015 through and including 2018, for the purpose of funding further improvements to the North Ganges Village Transportation Management Plan (NGVTMP)-Phase 2 implementation;
- C. Participating area approval by assent of the electors is required under Section 801.2 of the *Local Government Act*;
- D. The approval of the Inspector of Municipalities is required under Section 802(3) of the *Local Government Act*.

**NOW THEREFORE** the Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 3438, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007", is amended as follows:

By adding the following as Sections 5(3) and 5(4):

"(3) In accordance with section 800.1(1)(e) of the *Local Government Act*, and despite the provisions of Section 5(2), for the years 2015 through and including 2018, the maximum amount that may be requisitioned for the cost of the Transportation Service is the greater of:

(a) Three Hundred Ninety-Six Thousand Two Hundred Fifty Dollars (\$396,250); or

(b) an amount equal to the amount that could be raised by a property value tax rate of ~~\$1.346~~ \$0.1346 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area.

(4) For greater certainty, for the year 2019 and following, the maximum amount that

may be requisitioned for the cost of the Transportation Service shall again be as provided under Section 5(2)."

2. This Bylaw may be cited as the "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 3, 2014".

READ A FIRST TIME THIS	9 <sup>th</sup>	day of	July	2014
READ A SECOND TIME THIS	9 <sup>th</sup>	day of	July	2014
READ A THIRD TIME THIS	9 <sup>th</sup>	day of	July	2014
RESCINDED THIRD READING THIS	13 <sup>th</sup>	day of	August	2014
READ A THIRD TIME, AS AMENDED, THIS	13 <sup>th</sup>	day of	August	2014
RESCINDED THIRD READING THIS	<sup>th</sup>	day of		2014
READ A THIRD TIME, AS AMENDED, THIS	<sup>th</sup>	day of		2014

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS <sup>th</sup> day of 2014

RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 801.2 OF  
THE *LOCAL GOVERNMENT ACT* THIS <sup>th</sup> day of 2014

ADOPTED THIS <sup>th</sup> day of 2014

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS <sup>th</sup> day of 2014

SYNOPSIS OF BYLAW NO. 3956

This synopsis is not an interpretation of the bylaw.

The intent of Bylaw No. 3956, *Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 3, 2014*, is to amend Bylaw No. 3438 by increasing the maximum amount that may be requisitioned annually for the Salt Spring Island Transportation Service until December 31, 2018 to be the greater of:

- (a) Three Hundred Ninety-Six Thousand Two Hundred Fifty Dollars (\$396,250), or
  - (b) an amount equal to the amount that could be raised by a property value tax rate of ~~\$1.346~~ \$0.1346 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area,
- for the purpose of funding further improvements to the North Ganges Village Transportation Management Plan Phase 2 implementation.

SALT SPRING ISLAND COMMUNITY TRANSIT	2014		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015		2016	2017	2018	2019
<u>OPERATING COSTS:</u>										
Gross Municipal Obligation	293,180	191,810	331,540	-	331,540		335,760	342,480	349,330	356,320
Allocations	21,170	19,570	21,640	-	21,640		21,970	22,310	22,660	23,010
Other Operating Expenses	7,760	1,000	7,800	-	7,800		7,940	8,080	8,230	8,380
Transfer to Internal Reserve	-	62,390	-	-	-		-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>322,110</b>	<b>274,770</b>	<b>360,980</b>	<b>-</b>	<b>360,980</b>		<b>365,670</b>	<b>372,870</b>	<b>380,220</b>	<b>387,710</b>
*Percentage Increase over prior year					12.1%		1.3%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	7,000	7,000	7,000	-	7,000		7,000	7,000	7,000	7,000
<b>TOTAL CAPITAL / RESERVES</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>7,000</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>TOTAL COSTS</b>	<b>329,110</b>	<b>281,770</b>	<b>367,980</b>	<b>-</b>	<b>367,980</b>		<b>372,670</b>	<b>379,870</b>	<b>387,220</b>	<b>394,710</b>
<b>OPERATING COSTS</b>	<b>329,110</b>	<b>281,770</b>	<b>367,980</b>	<b>-</b>	<b>367,980</b>		<b>372,670</b>	<b>379,870</b>	<b>387,220</b>	<b>394,710</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transit Pass Revenue	(194,440)	(165,840)	(194,380)	-	(194,380)		(194,380)	(194,380)	(194,360)	(194,380)
Other Income	(500)	(860)	(500)	-	(500)		(500)	(500)	(500)	(500)
Grants in Lieu of Taxes	(80)	(70)	(50)	-	(50)		(50)	(50)	(50)	(50)
Transfer from Internal Reserve	(19,090)	-	-	-	-		-	-	-	-
<b>TOTAL REVENUE</b>	<b>(214,110)</b>	<b>(166,770)</b>	<b>(194,930)</b>	<b>-</b>	<b>(194,930)</b>		<b>(194,930)</b>	<b>(194,930)</b>	<b>(194,930)</b>	<b>(194,930)</b>
<b>REQUISITION</b>	<b>(115,000)</b>	<b>(115,000)</b>	<b>(173,050)</b>	<b>-</b>	<b>(173,050)</b>		<b>(177,740)</b>	<b>(184,940)</b>	<b>(192,290)</b>	<b>(199,780)</b>
*Percentage increase over prior year requisition					50.5%		2.7%	4.1%	4.0%	3.9%
Equipment Replacement Fund Balance	23,241	23,241			30,241		37,241	44,241	51,241	58,241
Internal Reserve Account Balance	218,173	218,173			218,173		218,173	218,173	218,173	218,173

SALT SPRING ISLAND COMMUNITY TRANSPORTATION	2014		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015		2016	2017	2018	2019
<u>OPERATING COSTS:</u>										
Contract for Services - Admin Support	1,410	1,460	1,420	-	1,420		12,480	12,730	12,980	13,240
Auxiliary Wages	12,000	2,320	12,240	-	12,240		69,450	70,920	72,410	73,940
Allocations	68,070	70,320	68,320	-	68,320		6,600	6,730	6,860	7,070
Other Operating Expenses	13,060	8,890	5,120	-	5,120					
<b>TOTAL OPERATING COSTS</b>	<b>94,540</b>	<b>82,990</b>	<b>87,100</b>	<b>-</b>	<b>87,100</b>		<b>88,530</b>	<b>90,380</b>	<b>92,250</b>	<b>94,260</b>
*Percentage Increase over prior year					-7.9%		1.6%	2.1%	2.1%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	52,000	63,530	59,420	250,000	309,420		307,990	306,140	304,270	302,270
<b>TOTAL CAPITAL / RESERVES</b>	<b>52,000</b>	<b>63,530</b>	<b>59,420</b>	<b>250,000</b>	<b>309,420</b>		<b>307,990</b>	<b>306,140</b>	<b>304,270</b>	<b>302,270</b>
<b>TOTAL COSTS</b>	<b>146,540</b>	<b>146,520</b>	<b>146,520</b>	<b>250,000</b>	<b>396,520</b>		<b>396,520</b>	<b>396,520</b>	<b>396,520</b>	<b>396,520</b>
<b>OPERATING COSTS</b>	<b>146,540</b>	<b>146,520</b>	<b>146,520</b>	<b>250,000</b>	<b>396,520</b>		<b>396,520</b>	<b>396,520</b>	<b>396,520</b>	<b>396,520</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(150)	(150)	(150)	-	(150)		(150)	(150)	(150)	(150)
Grants in Lieu of Taxes	(140)	(120)	(120)	-	(120)		(120)	(120)	(120)	(120)
<b>TOTAL REVENUE</b>	<b>(290)</b>	<b>(270)</b>	<b>(270)</b>	<b>-</b>	<b>(270)</b>		<b>(270)</b>	<b>(270)</b>	<b>(270)</b>	<b>(270)</b>
<b>REQUISITION</b>	<b>(146,250)</b>	<b>(146,250)</b>	<b>(146,250)</b>	<b>(250,000)</b>	<b>(396,250)</b>		<b>(396,250)</b>	<b>(396,250)</b>	<b>(396,250)</b>	<b>(396,250)</b>
*Percentage increase over prior year requisition					170.94%		0.00%	0.00%	0.00%	0.00%
Capital Reserve Fund Balance		360,000			66,140		415,450	127,910	251,380	251,380



SSI Transportation Capital Project Funding Worksheet  
 NGVTMP Expenditures and Funding  
 2014 - 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Beginning Balance</b>	165,800	334,600	35,340	379,650	65,820
<b>New Funding:</b>					
Operations	27,480	309,420	307,990	264,850	22,820
Community Works Funds	171,320	171,320	171,320	171,320	-
<b>Total New Funding</b>	198,800	480,740	479,310	436,170	22,820
<b>To be spent:</b>					
Rainbow Rd Multi use pathway from LGR to pool	(20,000)	(520,000)	-	-	-
Sidewalks at LGR/UGR Roundabout	-	-	(90,000)	-	-
Sidewalk/bike lanes LGR from rd to Rainbow Rd	-	-	-	(500,000)	-
<b>Soft costs, taxes &amp; contingencies - 50%</b>	(10,000)	(260,000)	(45,000)	(250,000)	-
<b>Total Spending</b>	(30,000)	(780,000)	(135,000)	(750,000)	-
<b>Ending Balance</b>	334,600	35,340	379,650	65,820	88,640

SSI Transportation Capital Project Funding Worksheet  
 Pathways Projects Expenditures and Funding  
 2014 - 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Beginning Balance in Capital Reserve	-	-	5,000	10,000	-
Funding:					
Operations	30,000	-	-	5,000	25,000
PCMP	75,000	-	-	-	-
PCP	35,000	25,000	25,000	25,000	25,000
Total New Funding	140,000	25,000	25,000	30,000	50,000
Expenditures					
Booth Canal Project	-	-	-	-	-
Pathway from Indoor Pool to Atkins Rd	-	-	-	-	-
2 pathways on UGR feeding the core	(65,000)	-	-	-	-
Ganges Village pathways network	(75,000)	-	-	-	-
PCP new pathway	-	(20,000)	(20,000)	(40,000)	(50,000)
Total Expenditures	(140,000)	(20,000)	(20,000)	(40,000)	(50,000)
Ending Balance in Capital Reserve	-	5,000	10,000	-	-

SSI Transportation Capital Project Funding Worksheet  
Sidewalks Projects  
2014 - 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Beginning Balance in Capital Reserve</b>	25,800	25,800	25,800	25,800	25,800
<b>Funding:</b>					
Operations	-	-	-	-	100,000
<b>Total New Funding</b>	-	-	-	-	100,000
<b>Spending:</b>					
Rainbow Rd southside pathway	-	-	-	-	(125,800)
<b>Ending Balance in Capital Reserve</b>	25,800	25,800	25,800	25,800	-

SSI Transportation Capital Project Funding Worksheet  
Island at Visitor Centre  
2014 - 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Beginning Balance	-	-	-	-	-
New Funding Operations	-	-	-	-	30,000
Total New Funding	-	-	-	-	30,000
To be spent: Island at Visitor Centre	-	-	-	-	(30,000)
Total Spending	-	-	-	-	(30,000)
Ending Balance	-	-	-	-	-

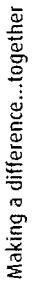
SSI Transportation Capital Project Funding Worksheet  
 Ganges Hill  
 2014 - 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Beginning Balance	-	-	-	-	36,290
New Funding Operations	-	-	-	36,290	126,450
Total New Funding	-	-	-	36,290	126,450
Ending Balance	-	-	-	36,290	162,740



hours or days in advance

[illegible]



## APPENDIX A

[illegible]

## Tracey Shaver

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**From:** Donald McLennan  
**Sent:** Thursday, August 28, 2014 11:50 AM  
**To:** saltspring  
**Subject:** Fwd: Another Vesuvius Bay Rd issue

FYI

Begin forwarded message:

**From:** Curt Firestone <  
**Date:** August 28, 2014 10:22:16 AM PDT  
**To:** Gary Holman <[G.Holman@leg.bc.ca](mailto:G.Holman@leg.bc.ca)>  
**Cc:** "Curt Firestone" <[curt@sssi.crd.bc.ca](mailto:curt@sssi.crd.bc.ca)>; /ayne McIntyre <[directorssi@crd.bc.ca](mailto:directorssi@crd.bc.ca)>  
**Subject:** Another Vesuvius Bay Rd issue

Hi Gary,

As I recently wrote you about signage issues on Vesuvius Bay Rd, here is yet another problem that I believe warrants your or your staff's attention.

As Chu-Ann enters Vesuvius Bay Rd, it is a blind intersection. You can not safely turn left from Chu Ann and go towards the ferry as it is a blind intersection. Cars on Vesuvius Bay travel too fast for this blind spot. Again, no "speed zone" signage. No "no left hand turn" signage. No road mirrors to let Chu Ann drivers to see on coming traffic. Yes, I came close to an accident once again at this intersection.

I appreciate you addressing Grace Islet problems, but the roads of SSI also deserve your office's attention. Please get your staff on to this issue and resolve it with the Transportation Ministry.

Sincerely,  
Curt

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## Karla Campbell

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**From:** Sheryl Taylor-Munro  
**Sent:** Tuesday, September 09, 2014 6:54 AM  
**To:** J or P Flannagan  
**Cc:** Robin Williams; Karla Campbell  
**Subject:** Re: transportation for seniors

Hi Patricia,

Thanks you for sending me your observations on the difficulties seniors face on SSI in getting to fun activities apart from the existing regular bus services.

There has been discussion of introducing a Handy-Dart type of service in future.but no specific date has been set yet.

I am copying Robin Williams, Acting Chair for the Transportation Commission, and Karla Campbell, Senior Manager for CRD on SSI, so they too are aware of your suggestions.

They may have more up-to-date information on where discussion of such a service now stands.

Terry and I look forward to seeing you and John at Trail & Nature Club events.

Best wishes,  
Sheryl

On Mon, Sep 8, 2014 at 9:25 PM, J or P Flannagan

Hi Sheryl,

When I saw your name on the list of the transportation commission, I thought I would try writing to you first. As you well know, it is very difficult for non-driving seniors to get around the island in a timely fashion, even if they are on a bus route.

I heard that you may be considering a handi-dart type service and I wanted to suggest a slight innovation with the idea. As President of the South SS Seniors group (at the south end of Fulford Hall) I can tell you that we have many members who have moved from the South end to Ganges and beyond, and they have difficulty getting to and from meetings or activities independently. It is possible to arrange rides for medical appointments, but there is just not an easy way to go about for activities that are just fun. When you are thinking about transportation, could you please have a small bus or van that could go around even if it were just to Brinkworthy, Braehaven and Meadowbrook and pick up people for arranged activities, like a handi-dart service would do?

Thank you Sheryl and regards to Terry, Patricia

**From:** "Paul Marcano" ·  
**To:**  
**Sent:** Monday, September 8, 2014 5:30:15 PM  
**Subject:** New Transportation Tax Proposal Outrageous!

11

Mr. Wayne McIntyre

I hope the Transportation Committee after upping their tax take from \$80,000 to over \$250,000 only a year ago through one of those clandestine "Alternative Approval processes", I hope they realize that any attempt to up our taxes at a proposed rate of \$1.35 per \$1000 of property value is completely outrageous and one which our ratepayer group will become completely engaged in fighting tooth and nail.

I watch as the Transportation Committee seems 'too good to even advertise on their bus' to pull in a few dollars revenue to keep this project afloat, preferring rather to dig deeper into ratepayers pockets once again and barely a year later! I have shake my head and ask, when are these disparate groups on the island going to realize that we have been taxed to the max. This service has questionable merit on many routes as it is, given the fact the Vesuvius run is virtually empty of ridership, picks no-one up at the Ferry as is evident each time it drives by my house on Elizabeth empty.

Bad management of this service, not allowing advertising and other promotional drives for funds has caused costs to spiral in the last year and now we see a massive tax referendum that most of us are going to be pretty upset about.

Some clarification and justification is required as well as a detailed analysis of ridership particularly in the off season when the service should probably be retired to save ratepayers some cash.

On behalf of our ratepayer's group [www.SOARatepayers.com](http://www.SOARatepayers.com) , I would like to request the most recent statistics on ridership over the last year for each route

Can you send me that information or give me the name of a contact who can provide this information? If such stats are not available I would hope that a quick study before this referendum be done to determine the viability of some of these routes. Ratepayers cannot keep subsidizing a service that refuses to help itself through advertising and funding drives.

The \$2.25 is hardly to charge. Costs should be more reasonably weighted towards users.

Some feedback would be much appreciated.

Paul Marcano  
Elizabeth Dr.

1 out of 4

**From:** *W. MCINTYRE*  
**Sent:** Monday, September 08, 2014 10:13 PM  
**To:** Paul Marcano  
**Cc:** Karla Campbell  
**Subject:** Re: New Transportation Tax Proposal Outrageous!

2

Dear Mr. Marcano re. the AAP for transit service I take the flack for suggesting that process and having the SSITC and the CRD Board approve it. Out transit service is the most successful rural service in the province and this year I expect it will hit 125,000 rides for a population of 10,000. Transit is funded only about 25% from the SSI taxpayer the rest comes from BC Transit and fare in the box. This is terrific taxpayer value in my view and would debate that with anyone. If it went to a referendum and had failed-the buses have to be replaced- we would have had the cost of the referendum around \$15k and cut back in service say 10% or an estimate of \$30k every year this reduction was in place. The annual 2014 cost increase per average household from the AAP is \$5.20 annually. I am a fan of public transit and the value it brings to both residents and vistors alike. The Vesuvius routes as others are monitored and as this is a new route it will be given time and like other routes they can be changed if traffic doesn't warrant continuance. Stats are presented in public during SSITC meetings on a regular basis as is budget information. Public are welcome at the SSITC meetings and delegations are welcomed.

Sincerely,

Wayne McIntyre

P.S. I prefer business issues to be sent to my CRD email: [directorssi@crd.bc.ca](mailto:directorssi@crd.bc.ca) thank you

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**From:** [kcampbell@crd.bc.ca](mailto:kcampbell@crd.bc.ca)  
**To:**  
**CC:** [directorssi@crd.bc.ca](mailto:directorssi@crd.bc.ca)  
**Date:** Tue, 9 Sep 2014 11:35:21 -0700  
**Subject:** RE: New Transportation Tax Proposal Outrageous!  
Mr. Marcano

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As per your request attached are the ridership numbers for the 2012/2013, 2013/2014 and up to and including this August. With regard for statistics for the ridership per route this was outlined in the 13/14 Annual Performance Reports for the Salt Spring Island Transit System (attached) as a future metric performance indicator to be considered. Ridership statistics are provide to the Commission and are posted publicly in their agenda packages (see <https://www.crd.bc.ca/about/document-library/Documents/committeedocuments/saltspringislandtransportationcommission> ).

This year BC Transit initiated a service review of existing transit services on Salt Spring for the Transportation Commission's consideration. The first phase of public consultation or engagement took place from April 2 to May 1, 2014 and included open house materials at the Saturday Market, an on-board survey of passengers, an online survey, and a stakeholder workshop; a second phase of public consultation will be this September, with an online survey, and open house booths at the Visitor Centre and the Saturday Market, or Library in case of rain (Sept 26 -27). We hope you attend the open houses planned by BC Transit, as well, you are welcome to attend the Transportation Commission meetings to hear the status of this review and how the Commission provides their recommendations on the level of transit service based on public feedback. At their next meeting the Commission will be working with BC Transit focusing on refining accessible transit options, service standards and performance guidelines.

With regard to your concern with the requisition, as Director McIntyre pointed out that the 2014 Transit requisition cost per average residential assessment increased only \$5.27, the total requisition increase was \$35,450 over the 2013 budget.

Karla Campbell  
Senior Manager, Salt Spring Island Electoral Area  
CRD Capital Regional District

2 out of 4

**From:** Paul Marcano [mailto:  
**Sent:** Tuesday, September 09, 2014 12:37 PM  
**To:** Karla Campbell; directorssi  
**Subject:** RE: New Transportation Tax Proposal Outrageous!

4

Karla Campbell and Wayne McIntyre

Thanks of getting back to me, that information is very helpful in clarifying the current situation but neither of you referenced my main concern. If you look at the last Driftwood you will see a notice of a Transportation referendum on November 15th 2014 proposing adding a tax of \$1.346 per \$1000 of property value. By my calculation that is a far cry from \$5.27

Please, if you would explain exactly what that notice of a referendum is about on Page 10 of last week's Driftwood lower left?

Thank you very much for the other data and stats. While I personally appreciate the Elizabeth Dr. route, it is highly under-utilized and despite it's convenience on occasions that I have used it, I would not be willing to subsidize it through any further taxation on local ratepayers. It is however good news that 125,000 people over the year have contributed over \$250,000 to the coffers, Everyone is a 'fan' of public transit, it just makes sense, but in all fairness to ratepayers it has to make every effort to help pay for itself, even if that means increased fares and advertising as key revenue sources to show the effort is being made.

Paul Marcano  
Vesuvius

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**From:** kcampbell@crd.bc.ca  
**To:** directorssi@crd.bc.ca  
**Date:** Tue, 9 Sep 2014 14:37:16 -0700  
**Subject:** RE: New Transportation Tax Proposal Outrageous!

5

Paul,

Ok now I understand where you are coming from. I thought you were inquiring about the increase in the 'Transit' requisition based on the results from Alternative Approval Process held last year at around the same time for bus services (the \$5.27 on this year's tax notice).

The ad you are looking at in the Driftwood is a referendum question for 'Transportation' – a requisition for improving active transportation networks on SSI. The Transportation Commission improves works in the Ministry of Transportation right of ways by building pathways, cycling lanes, and pedestrian safety upgrades, through a small tax requisition, grants, volunteer labour, and donations. These types of works are not within MOTI's mandate nor budget for SSI.

You are absolutely correct with your calculation. Attached is a report that is on the CRD Board agenda of September 10 correcting this calculation. There was a clerical error on the amount per one thousand. It should have read \$0.1346/\$1000 not \$ 1.346/\$1000. As a result the proposed tax requisition or ask will be approximately \$20.33 per average household assessed at 2014 rates (a significant drop from our previous calculation \$37.80). Something you should be aware of that is very different from other requisition requests is the Transportation Commission was very careful to only ask for an annual increase for the next four years; at the end of four years the proposed requisition falls off the property owner's tax notice.

I hope this helps. If there is anything else let me know.

Karla Campbell  
Senior Manager, Salt Spring Island Electoral Area  
CRD Capital Regional District

3 out of 4

## Karla Campbell

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**From:** Paul Marcano  
**Sent:** Tuesday, September 09, 2014 3:34 PM  
**To:** Karla Campbell; directorssi  
**Subject:** RE: New Transportation Tax Proposal... More Reasonable!

6

Karla Campbell and Wayne McIntyre

Alright, thank you for that significant correction, my tax calculation goes down to approx. \$53.84 from what I assumed might be \$538.40 !!

Decimal points obviously count in this case.

It might be interesting to offer ratepayers bus tickets equal to their tax or a special offer of some kind, get them riding the bus! And let the majority visitors pay the rider's fee.

Your time explaining all this and the data is much appreciated.

Good job too, as the mechanics of it sound somewhat more complex than I would have thought.

Paul Marcano  
Vesuvius

4 out of 4