



Making a difference...together

SALT SPRING ISLAND TRANSPORTATION COMMISSION
Notice of Meeting on **Monday, October 26, 2015 at 4:00 PM**
Salt Spring Island Public Library, 129 McPhillips Ave, Salt Spring Island, BC

Wayne McIntyre
Ross Simpson

Nigel Denyer
Seth Wright

Robin Williams
Rod Martens

Gregg Dow
Scott Simmons

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes of September 28, 2015**
- 3. Presentations/Delegations**
 - 3.1 Myrna Moore and Elicia Elliot, BC Transit Re: Ruckle Park Feedback and Route #1**
 - 3.2 Salt Spring Island Health Advancement Coalition- Barb Aust**
 - 3.3 Jennifer McClean Re: Pathway Maintenance**
- 4. Reports-Chair and Director**
- 5. Outstanding Business**
 - 5.1 Bus Shelters**
 - 5.2 Speed Limits**
 - 5.3 Parking Study**
- 6. New Business**
 - 6.1 Monthly Revenue Report-Salt Spring Island Community Transit**
 - 6.2 Proposed Ganges Parking Lot-Commissioner Simmons**
 - 6.3 Final Report for Rainbow Road West Pathway Project**
 - 6.4 2016-2020 Transit and Transportation Operating and Capital Budget**

That the Salt Spring Island Transit and Transportation Commission recommend to the Capital Regional District Board approve the 2016 Operating and Capital budgets for the Salt Spring Island Transit and Transportation as presented; and transfer any surplus revenue to reserves.
- 7. Request to change meeting to November 24, 2015 – Location TBA**
- 8. Adjournment**

To ensure a quorum, please contact Tracey Shaver if you are not able to attend



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission
Held September 28, 2015, Public Library Meeting Room, 129 McPhillips Avenue, Salt
Spring**

DRAFT

Present: **Director:** Wayne McIntyre (4:02 pm)
Commission Members: Robin Williams (Chair), Rod Martens (via phone), Nigel Denyer, Scott Simmons, Ross Simpson, Gregg Dow, Seth Wright
Staff: Karla Campbell, Senior Manager, Erin Jory, Recording Secretary

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

1. Approval of Agenda

MOVED by Commissioner Wright, **SECONDED** by Commissioner Simpson,
That the Salt Spring Island Transportation Commission agenda of September 28, 2015 be
approved.

CARRIED

2. Adoption of Minutes of July 27, 2015

MOVED by Commissioner Simpson, **SECONDED** by Commissioner Dow,
That the Salt Spring Island Transportation Commission minutes of July 27, 2015 be
approved.

CARRIED

3. Presentations/Delegations

None.

4. Reports

4.1. Commissioner Denyer – Project Updates

- Partners Creating Pathways ("PCP) Rainbow West Project: completed in time for Fall Fair, bench installed, flowerpots arranged along path.
- Harbours End: pathway and information kiosk completed – waiting for information panels Official opening in October.
- PCP looking for public input into process for next phase(s) and process for public input, with Commission, in order to create priorities.
- Island Pathways newsletter presented.
- 2016 – PCP will concentrate on CRD-led projects, i.e. to complete pathway down Rainbow Road and Upper Ganges Road; PCP-led projects will return in 2017.

4.2. Director

- CRD has emergency services requisition – mass communication system to provide necessary method of communicating with the public. Many changes forthcoming.
- SSI Governance Study – www.ssiincorporationstudy.com – draft of the costing study is now complete, presented to public in near future.
- Met with CEDC, SSITC, and Islands Trust on Ganges Review
- Attended opening of National Art Show sponsored partly by CRD.

- Attended meeting with Southern Gulf Islands and San Juan Islands - presentations from CRD and ETGI, presentations on transportation, affordable housing, broadband, and oil spill recovery.
- Land-based whale viewing area on Saturna Island – prevents disruption of natural habitat.
- Premier Clark's Rural Dividend program revealed at UBCM conference, offering \$75 million for BC rural communities. More information at a future meeting.

4.3. Chair

- Public engagement session is due jointly with PCP, Island Pathways and Islands Trust.
- Reported on Montreal's bike-sharing program.
- Toronto – tunnel built between Billy Bishop airport under Lake Ontario at a cost of \$52 million.
- Meeting with BC Transit supervisor and manager on September 29th.
- Participated with Jean Gelwicks on a 'scoot about' and learned difficulties experienced by users with ingress/egress of downtown core and within.

4.4. Monthly Revenue Report – Salt Spring Island Community Transit

- Revenue report reviewed.
- Recent bus accident discussed; use of seatbelts suggested for riders.
- Transit staff will attend next meeting (October 26) to discuss revenues.

5. Outstanding Business

5.1. Speed Limits

- Kees Visser's 2012 speed limit report discussed. A professional study warranted in order to create priorities within the Capital Plan.
- Suggested that Ganges traffic calming be separate from overall speed limits for Salt Spring.
- Suggested that overhead gateway be erected entering village from both directions.

5.2. Manson Road Update

- Staff is continuing to work with MoTI on the particulars; once an update is ready, it will be brought to a future meeting.

5.3. Bus Shelters

- Original concept of moon snail shelter, created by Matt Brain, was awarded via a contest. Matt has not received any remuneration; an honorarium was suggested. His name is etched into the back of the glass, and it was generally agreed an honorarium would not be offered.
- More bus shelters required – specifically on Lower Ganges Road across from moon snail shelter. Discussion on whether an artistic design will be sought, or just a standard shelter, and whether BC Transit has data on most-used sites.

6. New Business

6.1. Gasoline Alley Sidewalk

- Discussion on previous presentation made by D. Grayson re: support for sidewalk construction.

6.2. Lower Ganges Road – Presentation by Ross Simpson

- Commissioner Simpson presented a small engineering concept, supervised by PCP, of basic gravel path along western side of Lower Ganges Road.

6.3. Fulford Ganges Hill

- Next priority project after completion of Lower Ganges Road. Detailed study done by CRD PARC for upgrades, presented at Open House session, ranging from \$700,000 to \$3,000,000.
- Earliest Referendum date would be in 2017.
- Suggestion that MoTI be contacted to request Ganges Hill is an immediate priority.

7. Next Meeting: October 26, 2015, 4-6 pm, Salt Spring Public Library

8. Adjournment

The meeting adjourned at 6:07 pm.

CHAIR

SENIOR MANAGER



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**RULES GOVERNING THE HEARING OF INDIVIDUALS OR DELEGATIONS
BY THE CAPITAL REGIONAL DISTRICT COMMISSIONS**

- Under the CRD Procedural Bylaw, the Commission may, by *resolution*; allow an individual or a delegation to address the meeting **on the subject of an agenda item**, provided written application has been received by the Salt Spring Island Administration Office no later than 4:30pm two (2) calendar days prior to the meeting.
- If you miss this deadline, you may still submit this form; however such requests will require *unanimous* approval of the Commission members at the intended meeting.
- Each address should be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.
- Each delegation should provide the number of copies of their written submission, as determined by the Salt Spring Administration Staff.

Submit form to Salt Spring Island Administration

E-mail: saltspring@crd.bc.ca

Fax: (250) 537-4456

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the:

Parks and Recreation Commission Transportation Commission

Community Economic Development Commission

AT THE MEETING OF October 26, 201 5 at 4:00 AM/PM
ON AGENDA ITEM Transportation concerns for Seniors

NAME Barb Aust

ADDRESS Saltspring Way

I REPRESENT S.S. Health Advancement Coalition

AS Chairperson
(Name of Organization if applicable)
(Capacity/Position)

TELEPHONE _____ FAX _____

E-MAIL _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

To present results of our research and community engagement sessions with regards to Age-friendly transportation.

(If more space is required, please attach an additional page to this form.)

Sept. 23, 2015
Date

Barbara Aust
Signature

Seniors and Transportation

Presentation by Salt Spring Health Advancement Coalition with additional support and comments from SS Senior Services Society, Lions and Better at Home Barb Aust, SSHAC,

Transportation is an important social determinant of health in rural communities. The availability of reliable transportation impacts a person's ability to access appropriate and well-coordinated healthcare, purchase nutritious food, and otherwise care for him or herself. The rural populations most likely to need transportation services to maintain their health and well-being include:

- the elderly
- people with disabilities
- low-income individuals and families
- people with special healthcare needs

The focus today is on seniors. Access to transportation allows seniors to participate in social, cultural, volunteer and recreational activities, as well as enabling them to carry out the daily tasks mentioned above.

You will see on the continuum that is attached to this presentation, that since the Elder Plan study undertaken by the CRD and VIHA in 2002, transportation for seniors has remained on the list of needs for our island.

Our community needs transportation as a community-based service that allows the elderly and people with disabilities to live independently in a successful manner rather than either having to enter a long-term care facility or leave the community.

Research done in 2014 by the United Way as part of the work done to ascertain if there was a need for Better at Home on this island, showed that by 2030 the Salt Spring population of those over 75 would increase by 156%. That is a staggering number. At the same time, it is important to note that the Ministry of Health and Island Health, formerly VIHA, are supporting a philosophy of Closer to Home, keeping seniors in their own homes as long as possible. A laudible idea since most people wish to stay in their own homes if health permits and there is someone to care for them. However, to be able to do that, there has to be community infrastructure to support the concept and one of those key areas is transportation.

What happens when there isn't appropriate transportation?

- People drive longer than they ought to.
- They give up driving and become socially isolated and then mental health issues become a problem.
- Health issues increase
- Caregivers are isolated and fall ill themselves leaving their vulnerable partner in dire need

At the moment, people who are relatively mobile can catch the public transport and that is awesome. The public bus has made a huge difference throughout the community. But, the minute a cane is necessary, the public bus becomes less of an option.

Why?

You can walk with a cane and get up and down from the bus, but, it is mighty hard to walk with a cane, carry a grocery bag or two and make it up the hill from Thrifty's to the bus stop. Try going to the pharmacy, making it down to Thrifty's to get your groceries and then make it up the hill to the bus stop. Close to impossible! Walkers? We've been told that they are not allowed on the public bus.

The Better at Home 2014 report stated that:

“Transportation was the main need cited by respondents (126 out of 141 selected transportation as a needed service.) Although seniors make up a significant proportion of the population, there are limited transportation options for them to access health care services on Salt Spring Island, and fewer to assist with accessing off-island health services. “

Paid Services Currently Available:

- **Public Bus** – Affordable transportation. Seniors discounts. Monthly trips for Extended Care residents.
- **Taxi Services - Private Pay**
- **Delivery Service** –
Sendail from Thrifty's
Meals on Wheels
Chef on the Runc
Pharmasave – delivery is free
Pure Integrated Pharmacy – delivery is free
Red Cross Medical Supplies

Currently Available by Volunteers:

- **SS Seniors Society Driving Program** (Jean Elder to speak)– on island trips for seniors who no longer drive to medical appointments. Occasional off island medical trips for those who are mobile.
- **Lions Club Wheelchair Van** (Gail LeBlanc to speak) – Transfers in and out of wheelchairs and scooters. On and off island trips, only for wheelchair bound to medical appt's only and no pick up from Greenwoods or the hospital. Volunteer run, free of charge.
- **Greenwoods Van** (Barb Aust to speak) – pick up for Adult Day Program and bathing program if close proximity to town.
- **Better at Home Van** (Shellyce Szakacs to speak) - on-going activities are: seniors lunch, pick up and dropping off a group of seniors; Music and Munch over the spring and summer. We do one-offs by request, such as taking 18 seniors in three vans over to Chemainus; some grocery shopping when resources available, friendly visitor program
- **Car stops and Rideshares**

Our request?

Our population of volunteers is aging and the number of drivers available is diminishing. The free services offered are no longer sustainable in our community.

We would like to request that the Transportation Commission of the CRD investigate and initiate some form of point to point transportation service for vulnerable populations on Salt Spring Island.

Our numbers are growing, our need is there and has been since the 2002 Elder Care Plan and the demographic information from both Island Health and Stats Canada warn us that the gray tsunami is about to hit our shores.

Continuum of Identified Gaps in Support for Seniors on Salt Spring Island from 2002 to 2015

2002 Elder Plan done by City Spaces Consultants at the request of VIHA and CRD Hospital

Have a comprehensive elder plan that is closely monitored by the community and the health authority.

Advocate for Low Income Housing for seniors.

Assisted Living alternatives so that seniors can get supportive care without having to go into residential care. (None existed at the time.)

Transportation Plan that supports seniors.

Provide for more services to support seniors in the change of mandate to “closer to home.”

Conduct a comprehensive study for new residential care beds.

2010 VIHA Salt Spring Island Health Review

Meadowbrook, Braehaven, Heritage Place have been built since 2002. Built with private money or not for profit societies, no increase in beds by VIHA. VIHA (IH) subsidizing 40 of these units.

Increase and enhance home care services to enable seniors to stay independent.

Start planning for future residential care beds. Planning Target 95-100 per 1000 so should now have 110-120. Have 81.

Human Resource Issues Starting to show up. Retirements, young people leaving. Shortage of nurses and RCAs.

2015 SS Health Advancement Coalition Reports and Community Engagement Findings

A strategic plan with names/dates/accountabilities needs to be established for Elder Support on Salt Spring.

Housing needed for low income seniors.

IH (VIHA) has decreased its financial support. Had funded 40 assisted living beds but when the 10 at MB no longer have the same resident living in the apt, it will no longer be subsidized.

Transportation Plan for on and off island – point to point. Beyond the transit service.

Need a navigator to help seniors find the right services, OT, Physio, Client Centred day programs, Recreational services, Professional Support and Supervision, Respite and Support for the Caregivers!

We have 81 beds still and head of Residential Care says IH (VIHA) will not fund any more. (Said in phone conversation July 2015).

There are not enough RCAs and RNs and the shortage is expected to grow.

There is no systemic, strategic Elder Plan for Salt Spring.



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- Each speaker is required to complete this form and submit it to the Salt Spring Island Transportation Commission secretary not less than two working days prior to the meeting.
- If you miss this deadline, you may still submit this form, however such requests will require *unanimous* approval.
- Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.

Submit form to Salt Spring Island Transportation Commission

E-mail: ssitc@crd.bc.ca

Fax: (250) 537-4448

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the: Salt Spring Island Transportation Commission
 AT THE MEETING OF Oct. 26, 201 15 at 4-6 AM/PM
 ON AGENDA ITEM Pathway Maintenance

NAME Jennifer M'Clean
 ADDRESS Atkins Road

I REPRESENT residents of Rainbow & Atkins Rd.
(Name of Organization if applicable)

AS _____
(Capacity/Office)

TELEPHONE 250- _____ FAX _____

E-MAIL _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

I wish to present about ~~the~~ the weed growth
allowed along the 2013 RBR path and
ask who is in charge of maintenance.
~~As a~~ My presentation will be under 5 minutes.

(If more space is required, please attach an additional page to this form.)

October 21, 2015.
 Date

Jenny M'Clean
 Signature

Parking Study

Ganges & Fulford Harbour

Scott Iverson, Ph.D



Transportation and Systems Engineering

siverson@uniserve.com

Tel: (250) 537-8963

20 June 2005

Final Report

Ganges & Fulford Harbour Commercial Parking Study

Scott Iverson

20 June 2005

Salt Spring Island has a very high quality of life for its residents and visitors. This attribute encourages the island's growth, which in turn creates stress on its transportation infrastructure. One of the symptoms of stress revolves around the issue of parking, especially during periods of peak demand. There is a strong perception that the island's current demand for parking has exceeded its capacity and that this will continue at an increasing frequency. The purpose of this study was to document the current status of parking supply and demand and to identify and prioritise measures that can be implemented to improve the parking situation within Ganges and Fulford Harbour. The results indicate that there are promising alternatives for both villages.

The first part of the study determined the characteristics of the parking inventories for these commercial cores and how they meet the summer demand. To evaluate the hourly and daily characteristics of the parking inventory, volunteers received a schedule of dates and times for which they would try to find a parking space as close as possible to a predetermined destination. The location of the parking place selected as well as the time required finding this place was recorded for each observation time.

From the data obtained, parking places were identified by "service zones" (based upon criteria such as sight and walking distance to the destination) and then adjusted according to the time required for the search. If the search lasted longer than one minute, 0.5 was added to each service level. In this manner, every parking attempt was identified within one of four levels of service; level one being the best service and level four being the worst. When compared to an average day at Victoria's Mayfair Mall, the level of service one criteria used in this study was approximately one-third that of a typical walk from a vehicle to a shop within that complex. Observation times were randomly selected during peak times of parking demand in the summer months. Each observation

established the parking availability and the commensurate level of service for the particular time it was assessed. Volunteers completed 723 visits to 10 locations in Ganges and 126 visits to Fulford.

For Ganges, the data confirmed that Saturday Market days always present difficulties for parking. Problems were consistently experienced between 11:00 a.m. and 3:00 p.m. Other than Saturdays, in 87% of trips into Ganges, parking is available within the best level of service. Additionally, the parking difficulty experienced was generally not widespread, but localised around the particular destination (most often the parking area between Thrifty's and the Post Office). Problems that were experienced were typically between 12:00 and 2:30 p.m. Sundays were never cited as having a problem and the trips that required parking outside the best level of service were evenly spread throughout the days Monday to Friday.

For Fulford Harbour, results indicate that 63 % of the time a driver would be unable to achieve service level one and that 51 % of the time a driver would be unable to achieve service level two. When the relationship of the day of the week to level of service is considered, a daily report illustrates that 32 out of 59 days (54%) have at least one parking attempt at the worst level of service (level 4). Generally, Tuesday, Wednesday and Thursday are the days experiencing the fewest parking difficulties, and those that do occur are often associated with ferry arrival and departure times. Saturdays and Sundays experienced nearly double the number of times when a driver is unable to achieve the best level of service.

A brief survey was also administered to a random sample of drivers waiting in line for the ferry. This survey was structured to establish levels of latent demand for parking in Fulford Harbour from drivers who would consider walking onto the ferry and then using a bus, taxi or shared ride on the other side if ample, secure, well lit, free parking were made available adjacent to Fulford. The survey was administered in late September after the peak tourist season was over. It was only given to Salt Spring Islanders and, therefore, only pertains to the potential latent demand generated by our residents.

The results indicate that only about 4% of our island residents would make use of increased parking facilities at Fulford for their trips to Vancouver Island. There was no correlation between the number of respondents stating that they would use the service or consider its use, with the day of the week or the hour of the connection. It is not likely that this latent demand will absorb new parking spaces made available (especially if there is a time limitation placed on them). On the other hand, a larger parking area could satisfy both the short duration parking and this relatively small latent demand generated by our potential mode changes.

Details concerning these summer characteristics can be found in the Progress Report of November '04 which is attached to this report.

The results of these inventory surveys provided a context for the generation of alternative parking areas for both Ganges and Fulford Harbour along with an estimate of the added inventory provided by each proposed lot or change in geometry. The study proponents (the CRD, Islands Trust, BC Ferries and the Chamber of Commerce) considered measures to best expand and manage the parking inventory.

Cost Effectiveness of Alternatives

For improvements in Ganges, the study indicated that we need to address the maintenance of an adequate supply as the island's growth places more demand on parking. The Saturday Market parking congestion was examined and addressed, but is likely to continue. Allocating large amounts of space and resources for peak demands is normally not cost effective for transportation infrastructure decisions. Market Saturdays are definitely an inconvenience for some shoppers but the congestion needs to be considered as adding to the general atmosphere of festivity and sense of holiday vital to a successful tourist destination. Fulford, on the other hand, is a challenge. It is geographically constrained and is in urgent need of an intervention.

scenario-specific preferences of Salt Spring Islanders. Although these modelling activities are beyond the scope of this study, we can classify alternatives into short term and long-term strategies as a function of their interaction with other community initiatives, cost and influences on parking demand, and their perceived level of service.

Measurement Scale:

To gauge progress being made toward improving the level of service for parking in the future, the analysis included the following:

- Proximity of parking space to principal destination
- Number of transfers required to reach the principal destination (from automobile to shuttle to walk etc)
- Search time required to locate a space
- Potential increased congestion due to the new alternative
- Cost of parking space itself (construction, maintenance and removal of revenue generating land from the tax base)
- User impedance (fees, fares, time limits, crowding, time to destination, confusion)
- Safety of vehicle while parked
- Safety of persons while going from parking space to their destinations
- Ease and enjoyment in walking from one amenity to another

Improved effectiveness will be measured by a scale of 0.0 to 3.5 where the highest numbers are assigned to the alternatives that are most likely to raise the level of service and 0.0 the least. For example, if a target destination currently has a poor level of service of 4.5 at peak periods and the intervention will bring it up to the best level of service of 1.0, the improved effectiveness measurement assigned to it will be the maximum of 3.5 points. The evaluation takes into consideration the additional spaces' proximity to the principal trip destinations in the Ganges commercial core. The score also considers the improvements it will create for the zone within which it is located and the demand in that zone. If the location of the additional space is a greater distance from the centre of the core but can be combined with an option that has less perceived impedance for the

Rising numbers of tourists and Salt Spring Island's "build-out" of approximately double today's population will produce dramatic demands on the island's parking infrastructure. Many variables influence when "build-out" will likely occur. As the cost per acre of land increases (assume 1.4 to 2% per year), our current rate of growth will be dampened. Nevertheless, Salt Spring will remain an attractive market since the rising popularity of telecommuting allows access to our island lifestyle. A complex set of dynamic economic, social, and environmental variables will cause a cyclic growth to "build-out". As land use changes (more houses and amenities built) on the island, trip generation activity will increase. Transportation planning literature confirms this as an obvious prime determinant for increased demand for parking facilities since durations of the visits will remain approximately the same. As we increase the parking infrastructure we will also increase land values which will result in further changes in land use. This in turn continues the cycle in which alteration in any one element causes changes to the other elements. Another determinant of parking demand is the number of tourist visits to the island. Any variable that influences tourism (ferry pricing and access, gasoline prices, changes in mobility, exchange rates, air travel characteristics, border crossings) will also have an impact on parking, especially during the summer months. Because Salt Spring Island is not an isolated system, increasing traffic and its commensurate parking demand will arise from a combination of a number of local, regional and national variables that influence its growth.

Addressing the various forecasts and demand statistics available from the CRD, BC Ferries, and the Chamber of Commerce, and in discussions concerning the various demands on parking stimulated by visitors, doubling of demand will not likely occur for another 30 to 40 years. In transportation studies, planning for five to ten years is usually considered a short-term planning effort. Planning for ten to twenty-year demand increases is medium term and anything over twenty years is long term planning. Therefore, Salt Spring's doubling of demand falls into the long-term category. Long term transportation models normally include sophisticated population models, economic activity models, a land use model, trip generation and trip distribution models, a modal split model and a traffic assignment model, which would require more information on the unique

overall trip, the score will increase. However, if the proposed additional spaces would primarily serve a tangential area that does not require more capacity, the alternative will receive a low score.

An alternative's expected costs include a rough estimate of its implementation and maintenance costs. They are then categorised according to the following scale:

- Minimal cost = something that can be done with volunteers or where some revenue from the alternative can off-set the project costs
- Low cost = around \$3,000
- Modest cost = around \$50,000
- Moderate cost = around \$150,000
- Considerable cost = around \$300,000
- High cost = around \$1,000,000

In similar fashion, a letter (A, B, C or D) is assigned to each alternative's level of cost effectiveness in accordance to the following categories:

- A = highest level of cost effectiveness. These alternatives are very beneficial in raising the parking infrastructures' level of service when associated with the investment required and are therefore normally given high priority for early implementation.
- B = good level of cost effectiveness. Alternatives in this category are normally considered as excellent candidates for implementation if money is available for the capital improvements.
- C = marginal cost effectiveness. Although these alternatives have lower cost-effectiveness ratios, they can be considered for implementation when long term improvements in parking are prioritised within a framework of minimising lost opportunities due to rising real estate prices, labour costs and the price of construction materials.
- D = not cost effective. These alternatives are likely to have higher costs (construction, maintenance, administrative) and disbenefits to the community (traffic flow, aesthetics, island ambience, tourism) than improvements to the parking infrastructure's level of service.

The following alternatives were generated for the purpose of stimulating discussion as to what types of options are available for Salt Spring Island to improve the level of service for its parking infrastructure. It is intended to provide direction for the planning process. More detailed analysis can yield further refinements by addressing the exact geometry of additional spaces in order to be more accurate in predicting added inventory to the parking infrastructure, assessing the exact costs of each option and through the construction of a gravity model to generate figures indicating changing demand. However, since there are large differences in cost and service improvements between the alternatives, a sensitivity analysis indicated that the marginal improvements to our predicted values that would be gained from further study are not likely to support different decisions.

The alternatives that were generated during the focus group sessions for Ganges and Fulford Harbour have been categorised into groups regarding their approximate implementation and maintenance costs and their expected effectiveness. In many cases, individual options have been combined to create alternatives, which maximise a cost-effectiveness analysis when considered together. Alternatives which are designed to encourage people to change their behaviour such as through car pooling or enlisting the One Tonne Challenge, without specific means to do so (although campaigns of this nature can be effective, they normally require long term initiatives), as well as the acquisition of property that is unlikely to be available or that would add an insignificant number of spaces, are not listed.

"A" level of Cost Effectiveness for Ganges:

(Descending order of prioritisation)

- Employee incentives to park at satellite sites. An example would be the use of a periodic lottery for employees parking in appropriate areas with the prize coming from a donated meal at a local restaurant. There is minimal cost if volunteers run it. This will free up a significant number of spaces in the village core and receives a 2.0 score. The only disutility is that to the employees who park close to their place of work and will then have a significant distance to walk.

- Create a Parking Authority (in conjunction with the CRD and Island Trust) to enforce time limits in the core with a computerised system to insure that employees and other long-term parkers do not shift their vehicles. Chits could be made available for people in long public meetings. A modest cost will be required for two persons for four months of enforcement. This expense will be partially offset by its revenue generating structure and the additional economic vitality of Ganges. The effectiveness score is 2.0 points.
- Create a well-laid out parking lot from behind Pharmasave to behind Sports Traders with no fences or barriers. Concrete curbs will define angles and spaces for parking. This will significantly increase the number of vehicles accommodated in the area and it will attain an effectiveness level of 1.3 for a modest cost.
- Implementing "No Parking 5 AM to 6 AM" to ensure no long term overnight parking for those using seaplanes or carpooling on trips away from Salt Spring. Although this would only free up a few spaces, the locations are in the heart of the core and every new space contributes to the small inventory currently available. The signage cost is minimal but it would have to be done in conjunction with the creation of a Parking Authority. The score would be 0.5 because it would only add a few additional spaces to the pool but would serve as a deterrent to future abuses as the population grows.

"B" level of Cost Effectiveness for Ganges:

(Descending order of prioritisation)

- Review the feasibility of splitting the Saturday Market into several smaller venues throughout the village has the potential to distribute the demand for spaces over a larger portion of Ganges and thereby expand the top level of service for parking. This would require new easements and a trail network to link the separate areas. An attractive, well lighted promenade with flower boxes and kiosks would give depth to the village and expand its core. This

involves moderate costs including planning, construction of amenities, and easements and would score 3.0 points on the effectiveness scale.

- Connecting current and proposed parking areas with a pleasant walking circuit of trails that are well marked and aesthetic (trees, flowers, & kiosks). This option by itself will entail moderate costs and improve the level of service throughout the village by 1.5 by decreasing the impedance associated with the walk.
- Acquire sufficient property adjacent to core for a building for future civic offices and parking. This will reduce the parking demand in the core and create new spaces (greater than the need for the building tenants) plus spread the zone to a greater grid and therefore have a high level of service for the shifted demand. A high cost is associated with this alternative and effectiveness score of 2.0 points.
- The use of the School Board and Mahon Hall lots with signage to direct the public to this satellite area. There would be a low cost for approximately fifteen signs. It is available during peak periods but its effectiveness is 1.3, due to its distance from the core.
- Maximise use of angled parking on Seaview, Hereford, Jackson and McPhillips. Its cost will be low for reconfiguration and it will create a small amount of additional capacity. The score is 0.8 points.
- Paint spaces on all side streets. At a low cost this achieves a score of 0.8 due to its ability to add a few additional spaces within each area.
- Create a fixed loop and reconfigure the parking spaces directly behind Pharmasave/Admirals. This entails a low cost and a few additional spaces can be added to the parking area. The alternative achieves an effectiveness of 0.8 points.

- The use of the upper ArtSpring parking area by removing the gates and adding several street lights for improved security during the evening. This will significantly improve the level of service to that area but not improve the level of service for the busiest portions of the commercial parking area. During the Saturday Market it will not improve the situation since it is already used by the vendors of the market. There will be a low cost associated with the added lighting and the effectiveness is only 0.7 due to its distance from the core.
- Designated bus-parking area. This will have a low cost for signage. A few parking spaces would be freed up and traffic flow would improve. Score is 0.5 points.
- Add a designated zone in the core for permit parking and charge around \$150 per month for long-term parking. This will create some revenue. Since it will remove parking from the general pool, it is only useful in countering the negative aspects associated with professionals who must enter and leave the core on a frequent and irregular basis. Regardless of whether time limits are enforced or congestion is allowed to increase, this zone will be important to employees who need constant access to their autos (such as real estate agents). The fees charged would take care of its creation and management. As such, this has minimal cost and only minimal but important benefit. The benefit is to a small number of people so it does not receive a high score, although, if it were not added, a large disbenefit would occur to this same group. The score is 0.2 points.
- Encourage scooters, motorcycles and bicycles with free, unlimited time, safe, convenient parking with the design and construction of bicycle lock-ups and motorcycle spots to free up car places. This will have a low cost and the effectiveness is = 0.2 points.

"C" level of Cost Effectiveness for Ganges:

(Descending order of prioritisation)

- Sidewalks with curbs on Rainbow Rd from the village to the community recreation centre (Highways and School District to support) to increase safety and ease of walking to satellite parking. Since it will increase the number of people willing to walk (by a small number), it does have some effectiveness for parking = 0.3 points.
- Implement summer shuttle service into the core from the High School lot, from the Farmers Institute and from the BC Hydro sub-station on Atkins. This will require signage built onto current posts, 3 vans and drivers. Operating only during peak periods would cost involve modest cost and would significantly add parking inventory for Ganges without a long walk. However, the transfer from a personal vehicle to a van and its commensurate wait time decreases its effectiveness from 2.0 to 1.0 points. A pilot project this summer for the high school lot will better address the scenario-specific ridership potential. This lot is often at or near capacity when there are sporting events or other activities at the high school, which occurs during the Saturdays of three-day weekends and others of highest demand for the village. It therefore would not be a dependable alternative.

"D" level of Cost Effectiveness for Ganges:

- Pool of bikes for employees to/from satellite sites. Bicycle lanes would be a necessary requirement for this to achieve an overall level of service improvement. Since the current level of service for bicycling along these corridors is low due to safety issues, the loss of service for the employees would outweigh the gains to the patrons. Fully separate bicycle lanes would be required, which is a highway infrastructure concern of significant cost.
- Add slips in Ganges harbour to encourage more boaters (SSI Harbour Authority). This will only serve a small socio-economic group and requires a

modal choice decision. Marine traffic studies indicate that boaters are not likely to avoid harbours that are crowded since they are not adverse to tying up adjacent to another boat (double parking). We cannot therefore assume that less demand on the current parking inventory will occur due to people driving boats rather than cars. Increasing gas prices may lesson people's enthusiasm toward boating for the transition group that does not currently own boats.

- Passenger only ferries with bicycle racks (Victoria to Ganges, or passenger ferry into Fulford with shuttle into Ganges). This could increase parking demand in satellite areas from islanders going to Victoria for the day. It is questionable whether this service could pay for itself and would therefore require a continuous subsidy.
- Bicycle cabs (pedicabs) for transport of passengers from satellite areas to the central core. This will create major congestion since only a few alternate routes are available through the village. Streets of one lane in each direction do not allow passing of these very slow three wheeled cycles unless parking is removed from the streets which will decrease the inventory. This alternative could be useful, but traffic planning issues will negate its positive contributions unless new auto restricted zones (and commensurate decrease to parking inventory) are created for its use along with other bicycles, roller bladders, and pedestrians. This is again a highway infrastructure issue.
- Parking meters in core. The level of service goes way down but space availability will increase significantly. This alternative fails for the measurement criteria concerning user impedance due to the fees. Salt Spring residents and tourists are likely to strongly object (reflected by Driftwood letters to the editor concerning other initiatives that are perceived to be urban amenities or hated characteristics of a metropolitan area). Although unpopular, enforcing time limits with a Parking Authority is normally preferable to meters. The revenue meters generate could easily be off set by the decrease in the tax base from less business in the core.

- Construction of a two level parking facility out of the core increases the cost per space by 80% with an effectiveness rating of 1.3 due to its location. The cost effectiveness would then be negative.

Long Term for Ganges:

- Public transit (then allow parking to deteriorate to encourage use of transit) is a risky alternative since a secondary impact could be the decrease in patronage to the village core. Public transit on its own is more likely to increase the economic vitality of the village for people who desire travel to the island without a vehicle and should then be considered not as a cost effective alternative to this parking study but within a public transportation analysis. A modal choice and gravity model would need to be constructed to ascertain if current transit proposals should be expanded to a service with sufficient route coverage and frequency to make an impact on reducing traffic and parking in Ganges. Due to the low density of residences (trip origins) on the island, transportation literature would indicate a low likelihood of an economically successful transit system. However, Salt Spring does not conform to the average characteristics of a rural community so scenario specific variables should be generated prior to making a decision concerning this option. Though it is beyond the scope of this study, it is worth stating that a bus system with hourly service running up the major arterials and transfer points in Ganges and Fulford would be within a reasonable walk of one kilometre for many of our residents. With increasing gas prices working in our favour, this could become the modal choice of a large number of trips and thereby reduce parking demand.
- Ganges by-pass road (possibly 20 years away). For the long term, this will create a major change in traffic patterns and make possible additional satellite parking areas and shuttle opportunities.

Summary

Each of the alternatives listed in the "A" level of cost effectiveness should be seriously considered for implementation. Employee incentives to park at satellite sites, the creation of a Parking Authority (to enforce new time limits in the core and restrictions on overnight parking) and reconfiguring the parking areas in the corridor between Pharmasave and Sports Traders, will all make significant contributions to improving the parking situation in Ganges. If they can all be done together, the benefits will be greater than the sum of the individual benefits.

However, the most powerful overall strategy for Ganges is one that broadens the distribution of destinations. Any alternative that relocates a destination out of the very concentrated core into the outlying areas has the effect of reducing the demand for parking in the core while increasing the dynamics of the outlying areas making them more desirable for walking. When this is combined with improvements to the walk, making the infrastructure more of a promenade, we generate a very cost-effective way to increase the parking level of service for the entire village. The bonus to this planning effort is that we also have the opportunity to shape the development of Ganges in a very desirable fashion in order to enhance its overall aesthetics.

To accommodate this opportunity, we need to look beyond the "A" category cost-effectiveness analysis that is biased towards moderate benefits at small costs (short term planning). In the case for Ganges, town planning guidelines would encourage us to address what we envision for the village in the long term with its expected growth to "build-out". In consideration of these criteria, we should also look at the "B" category items to see if we can generate the political and financial support to implement the alternatives that have the highest benefits at higher cost.

Since the greatest demand for parking is on Saturday Market days, it is important to concentrate our efforts to that scenario. Alternatives to spread out the Saturday Market into more of the Ganges Village and the creation of an

attractive walking promenade will have the effect of increasing the amount of best level of service parking (1) for the entire core because each destination's acceptable walk distance would increase as its quality increases. Similarly, if funds can be procured, the acquisition of property adjacent to the core for multiple civic use will enhance the distribution strategy by reducing the demand in the core and creating new parking spaces in that area.

Fulford Harbour

The geographical location of Fulford Harbour places a great number of constraints on the types of alternatives available. Most of the options therefore deal with a combination of parking issues along with highway, traffic and land acquisition interventions. Many of the options must be considered in conjunction with what is done in Ganges, such as the creation of a Parking Authority. Others can only be done if they are compatible with future BC Ferry strategic plans.

"A" Level of Cost Effectiveness for Fulford Harbour:

(Descending order of prioritisation)

- Create employee-parking options for the staff and owners (currently 22) of the local businesses by renting residential spaces for staff parking clusters. Appropriateness issues would need to be addressed for access and egress with Highways, for restrictions within land use bylaws and from the ICBC perspective. A limit of 2 or 3 vehicles per location would be required. This option has minimal costs, but security and liability issues need to be addressed. Its acceptability or offensiveness to neighbours must also be considered. A reasonable daily charge could be an adequate catalyst. Its effectiveness would be 0.7 points.

- Enforced parking time limits of 2 hours. This requires parking signage for the redirection of longer term parking to satellite parking areas. It will need to be enforced by towing (creates job & revenue). This necessitates the creation of a Parking Authority. It is of modest cost that would be shared with Ganges and have an effectiveness of 0.8 points.
- Use of parking behind Fulford Inn, the Firehall, St.Paul's church and/or the tennis courts at the Marina. This must be in conjunction with incentives to encourage these private lots to become available to the general public as satellite parking areas. This alternative has low costs but it needs to be coordinated with improvements (eg. walkways, shuttle bus, bike lanes) to get people from these areas to the village and therefore, moves into the considerable cost range. Otherwise, it will not be well utilised and have safety concerns associated with its implementation. Its effectiveness is 0.6 points.

"B" level of Cost Effectiveness for Fulford Harbour:

(Descending order of prioritisation)

- Pedestrian only boardwalks all around the village. Ideally they would connect different parts of the village roads where people can park at Roamer's Landing via a trail network of shortest distance paths if the right-of-ways can be attained. With an aesthetic design it can be very attractive and decrease a patron's perception of inconvenience when required to walk. This will be of moderate cost and have an effectiveness of 0.9 points.
- Bike/Pedestrian paths from Fulford Village to the Fulford Inn. This will be of moderate cost for the acquisition of extended right-of-way assuming a cost partnership with the BC Ferry Corporation and Highways. Secure bike facilities for parking should also be considered within the village. Its effectiveness level is 0.6 points.

- Creation of a one-way loop within the Morningside Road and Sunnyside Drive corridor. This could provide some angle parking in the village and a "Kiss and Sail" turnout for ferry pickup and drop off. This will improve the traffic dynamics significantly and add some additional parking. This will have considerable costs associated with construction and acquisition of right-of-way (land reserve acreage) pushes it into the high cost category. If Sunnyside Drive remains a two-directional road, this will act as a Fulford bypass for traffic going south-east along Morningside to Tahouney and Reginald Hill further reducing traffic in the village. Reduced traffic facilitates angle parking geometry. Overall, this alternative receives 1.2 points for its effectiveness score.
- Road expansion (third lane) from St. Paul's Church to Roamer's Landing. This alternative's high cost should be shared with Highways and BC Ferries. It will facilitate safety to pedestrians, cyclists and motorists. It has an effectiveness of 0.5 for its contribution in allowing the safer movement of people to satellite areas for parking.

"C" level of Cost Effectiveness for Fulford Harbour:

(Descending order of prioritisation)

- Acquire Shell property or other private property for congestion improvement. This will have a high cost with 2.0 points for its effectiveness.
- Pool of bikes for employees' to/from satellite sites. This is only useful in combination with bike lanes and secure bike storage units and therefore has the moderate cost associated with the entire package. Its marginal effectiveness is 0.3 points since its use is aimed at only a portion of a small group of people.

Alternatives that primarily involve BC Ferry Services:

Many alternatives exist which require co-ordination with BC Ferries and Highways. The Ferry master plan and village master plan (15 to 20 years) need to be co-ordinated and done as soon as possible. The following options have

been discussed as having the potential to be highly desirable but their feasibility cannot be determined until a thorough economic cost and fare box recovery study is performed.

- BC Ferries to lease/buy Shell property for parking of Ferry employees (free) and commuters (fee) for a cost effectiveness of 2.0 points.
- BC Ferries to lease the former BC Ferry office parking area (Fulford Marina) for parking of ferry employees (free) and commuters (fee). This can reduce the demand for parking and create less congestion in the area. An elevated pier boardwalk connecting the parking lot with the Government dock would allow boat access to waterfront properties and walking access to the ferry terminal. The effectiveness in moving commuters out of the village provides it a score of 2.0 points with the pier or 0.3 points without the pier (due to the large impedance of having to walk a long distance along the Fulford-Ganges Road).
- Small additional car levy by BC Ferries to fund a public transportation system with locals getting a discount (of the same amount) through commuter books. The impact on tourism will need to be studied (fare elasticity) but a BC Ferry levy could pay a portion of a subsidy for a Saturday Market shuttle as well as a free shuttle (a portion also subsidised by community) from satellite parking areas into Fulford. The latter system would be a 10 min turn-around from Fulford Hall and is likely only to be attractive for those coming in along Fulford-Ganges road as well as some commuters. Others coming from Beaver Point Road will find an impedance to drive past the turn off in the opposite direction and then be required to transfer to the van with its commensurate wait time. Some of the cost will be born by the levy so the overall costs would be modest and the effectiveness for parking in Fulford would be .6 points. However, this alternative does create a highly effective intervention for the beginnings of a public transportation system for Salt Spring Island.

- Improve the Vesuvius ferry route to attract people away from the Fulford ferry.
- For ferry expansion, maintain service to Fulford and add new capacity to SSI from Swartz Bay via Long Harbour service to better distribute the traffic. North-enders might see benefit in scheduling through Long Harbour and therefore reduce Fulford traffic. The duration would be a 1 hour sailing. This is unlikely to be feasible due to its high cost and low fare box recovery.

Summary for Fulford Harbour:

If all three of the alternatives from the "A" level of cost effectiveness were done concurrently (employee parking distributed in clusters, 2-hour time limits, and satellite parking) along with construction of a bike/pedestrian path connecting the satellite parking with the village, the effectiveness would be significant. Costs would be in the moderate category (with a cost partnership) and the combined effectiveness would be 2.5 since a large percentage of the small parking inventory in the village would be freed. If they are not done concurrently, commuters might fill in the spaces that become available from the employees.

It is especially important to consider the alternatives for Fulford in groups. When several complimentary options are implemented together, the overall improvement to the parking infrastructure's level of service will be very high. On the other hand, the fragmentary adoption of alternatives will not be sufficient to reach a threshold where the perception of accessibility and convenience becomes reasonable. Fulford's minimum threshold is high because the interventions need to overcome the area's geographical constraints. On their own, alternatives may be low (less than 1.0) on the effectiveness scale, but their combinations can raise the package's effectiveness to the higher ranges (~3.0) since each improvement provides a high percentage increase to the parking inventory.

Attachment:

Progress Report
November '04

**Details concerning the summer
characteristics of the Ganges &
Fulford Harbour parking
infrastructure**

Scott Iverson, Ph.D

Scott Iverson

Progress Report

Summer Characteristics of the Ganges & Fulford Harbour Commercial Parking Inventory

Scott Iverson

8 November '04

To evaluate the hourly & daily characteristics of the parking inventory for the Ganges & Fulford Harbour commercial cores, volunteers drove a designated route with the goal of parking as close as possible to assigned destinations. They recorded where they parked and indicated whether or not they had to wait for a spot to become available. The methodology was structured to dictate the timing of random observations that took place during peak times of parking demand during the summer months. Each observation established the parking availability and the commensurate level of service for the particular time it was assessed. A summary and interpretation of the survey is provided in section 1.

A brief survey was also administered to a random sample of drivers waiting in line for the ferry. This survey was structured to establish levels of latent demand for parking in Fulford Harbour. An interpretation of that survey is provided in section 2.

Maps of Ganges and Fulford Harbour illustrate the level of service concept. The walking distances depicted in the various demarcation zones were selected to take into consideration potential walk time and sight distance.

When compared to an average day at Victoria's Mayfair Mall (when no complaints are generated), the following observations depict the various level of service definitions:

Salt Spring Island's Level of Service 1 ~ 1/3 the walk at Mayfair Mall

Salt Spring Island's Level of Service 2 ~ 2/3 the walk at Mayfair Mall

Salt Spring Island's Level of Service 3 ~ 3/3 the walk at Mayfair Mall

Salt Spring Island's Level of Service 4 ~ 4/3 the walk at Mayfair Mall

The numbers for the Mall reflect the walk from the middle of parking areas to a destination around the middle of the Mall. On more crowded days, the average walking distance from a person's vehicle to their destination at the mall will be longer.

The level of service demarcation points for Thrifty's were made smaller due to the need for transporting groceries and then returning a cart to the store. They were defined as follows:

Thrifty's Level of Service 1 ~ 1/6 the walk at Mayfair Mall

Thrifty's Level of Service 2 ~ 1/3 the walk at Mayfair Mall

Thrifty's Level of Service 3 ~ 2/3 the walk at Mayfair Mall

Thrifty's Level of Service 4 ~ 4/3 the walk at Mayfair Mall

If a person had to wait until a parking space became available, the level of service was adjusted to account for the waiting time.

SALT SPRING ISLAND PARKING STUDY - Section 1

FULFORD

This study seeks to determine if there are sufficient parking spaces in Fulford Village to meet the demand during the busy summer months. The study period selected was June 30 to Sept 10, the period of the year the Island experiences the highest volume of traffic.

The study requested a total of 159 observations at random times during the day from 9:00 am to 5:00 pm, on 64 of the 73 days during this period. Volunteers completed 126 of the 159 observations, or 79%. All dates selected, except one, had at least one time observed.

Volunteers received a schedule of dates and times for which they would try to find a parking space as close as possible to the predetermined destination. The location of the parking place selected as well as the time required to find this place was recorded for each observation time. From this data, four "level of service" categories were obtained - level of service 1 (highest level), 2, 3, and 4 (lowest level).

The map indicates possible parking spaces in 8 zones of increasing distance from the destination. Because considerable time might be spent in finding a parking space close to the destination, the level of service criteria was adjusted to reflect wait time. For search times over 1 minute in length, 0.5 service level was added, ie:

>1, ≤2 min;	then add 0.5 to service zone
>2, ≤3 min;	1.0
>3, ≤4 min;	1.5
>4, ≤5 min;	2.0
>5, ≤6 min;	2.5
>6, ≤7 min;	3.0
>7, ≤8 min;	3.5
>8, ≤9 min;	4.0
>9, ≤10 min;	4.5
>10, ≤11 min;	5.0

The numbers of observations at each of the four levels of service (reflecting distance from destination and search time) are:

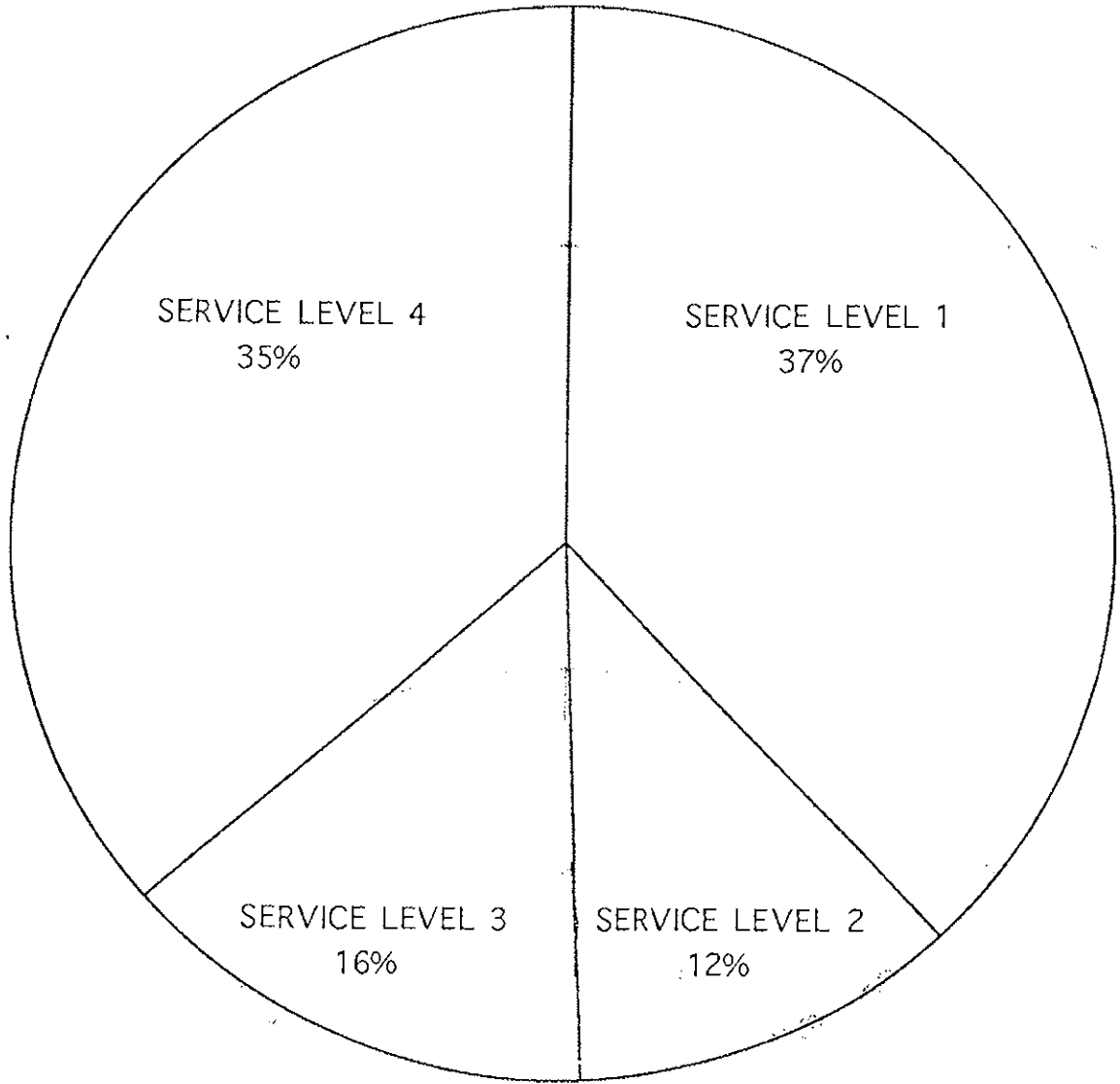
<u>SERVICE LEVEL</u>	<u>#'s OF OBSERVATIONS</u>	<u>% of TOTAL OBSERVATIONS</u>
1 (best)	47	37 %
2	15	12 %
3	20	16 %
4 (worst)	<u>44</u>	<u>35 %</u>
	126	100 %

Service level one -- the ability to park in the yellow zone designated on the map with a search time of less than two minutes-- was observed in 47 of 126 trips to Fulford.

Service level two -- the ability to park in the yellow zone with a search time of less than 4 minutes or in the orange zone with a search time of less than 2 minutes was observed in 15 of 126 trips.

Service level three -- the ability to park in the green zone with a search time of less than 2 minutes or in the orange zone with a search time of less than 4 minutes or in the yellow zone with a search time of less than 6 minutes was observed in 20 of 126 trips.

Service level four -- the ability to park in the blue zone with a search time of less than 2 minutes, or the green zone with a search time of less than 4 minutes, or in the orange zone with a search time of less than 6 minutes, or in the yellow zone with a search time of less than 8 minutes, was observed in 44 of 126 trips.



PERCENT OF OBSERVATIONS AT EACH SERVICE LEVEL

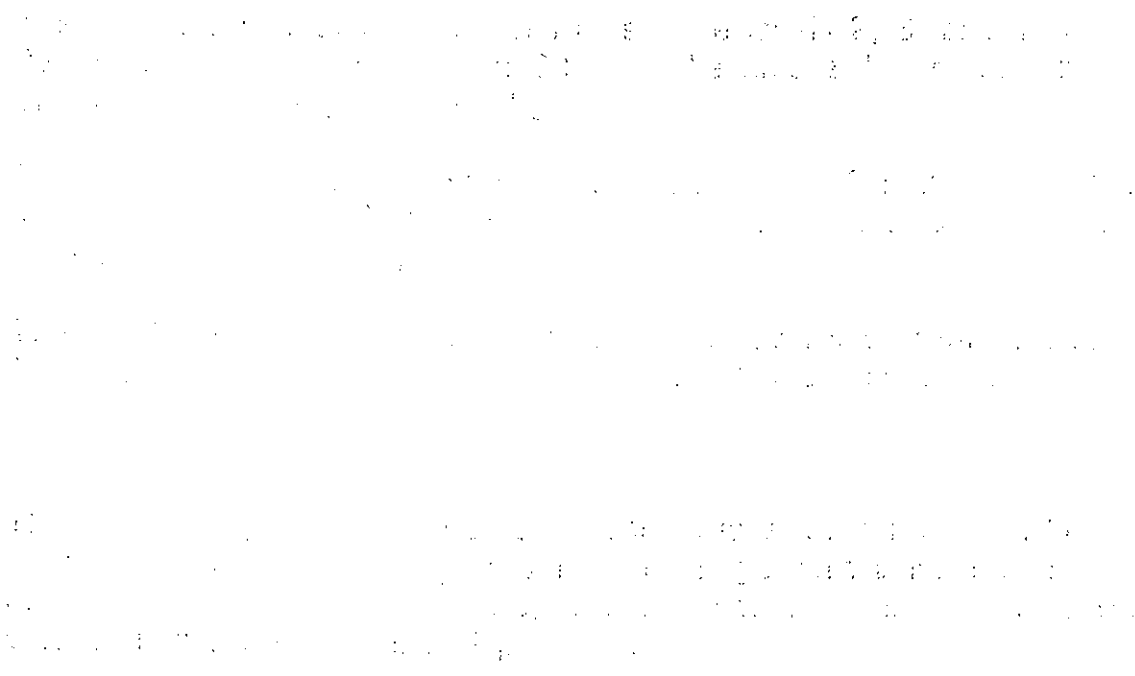
A. Terom

The total number of observations at service levels 2, 3, and 4 was 79 of 126. This indicates that 63 % of the time a driver would be unable to achieve service level one.

The total number of observations at service levels 3 and 4 was 64 of 126. This indicates that 51 % of the time a driver would be unable to achieve service level two.

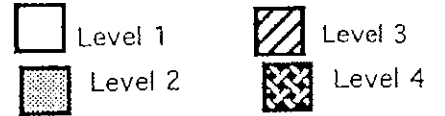
The total number of observations at service level 4 was 44 of 126. This indicates that 35 % of the time a driver would be unable to achieve service level three.

The relationship of the day of the week to level of service can be illustrated by the following daily report. Days with a least one observation at service level two, three, and four are indicated by the various indicated shades and patterns.



Level Of Service Daily Report

Fulford Harbour



Sunday Mon. Tues. Wed. Thurs. Friday Saturday

June →				30	1	2	3
	4	5			8	9	10
	11	12		14	15	16	17
July ↗	18	19	20		22	23	24
↘	25	26		28	29	30	31 *
	1		3	4	5	6	7 *
	8 *	9	10		12 *	13	14
August ↗	15	16	17	18		20	21
↘	22	23	24	25	26	27	28
	29	30		1	2	3	4
September ↗	5	6	7	8	9	10 *	

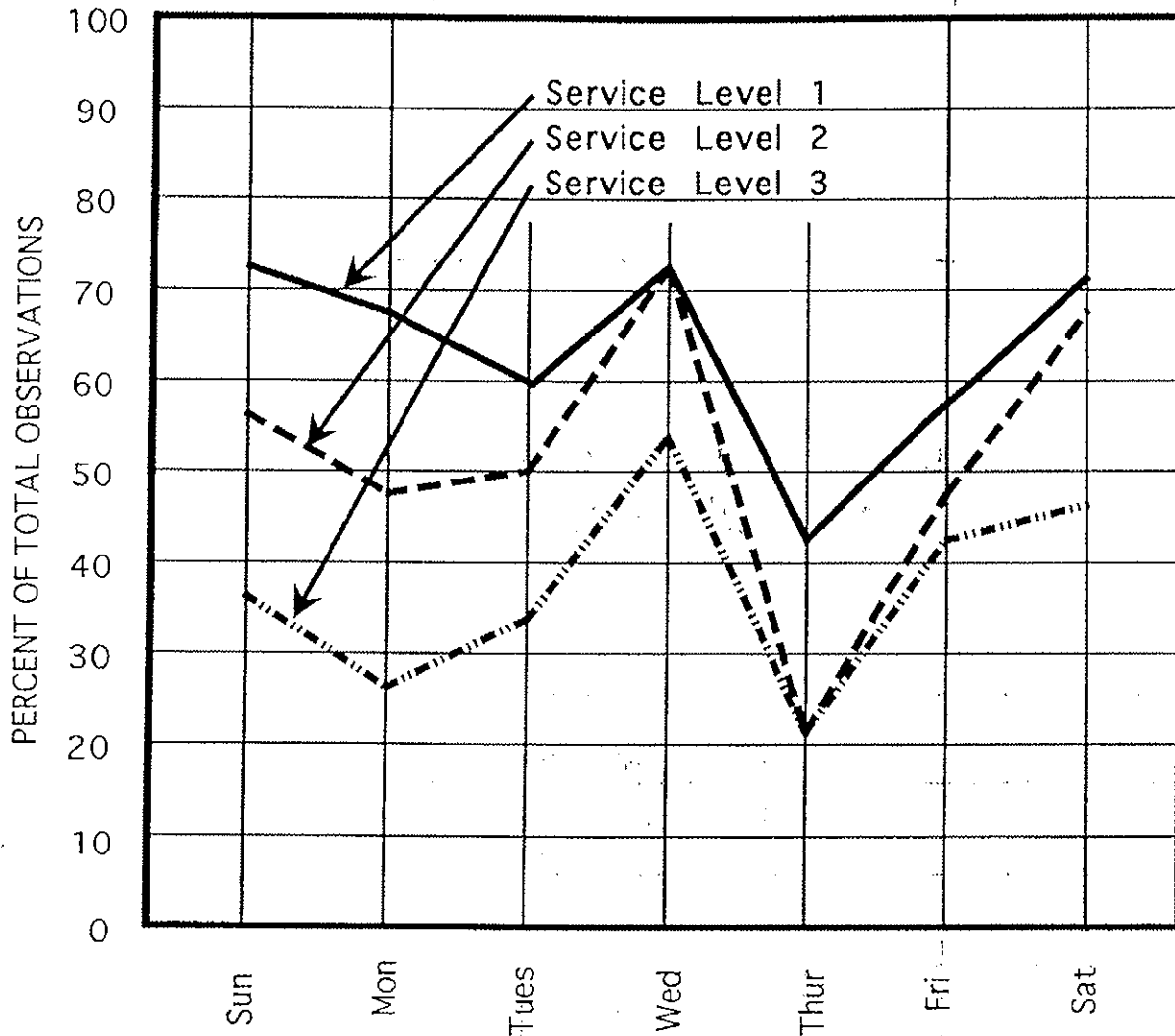
* = Missing Data

St. Dawson

Generally, Tuesday, Wednesday and Thursday are the days experiencing the fewest parking difficulties. Saturday and Sundays experienced nearly double the number of times observed when level of service one is unable to be achieved. Monday and Friday fall in between, as seen in the following table.

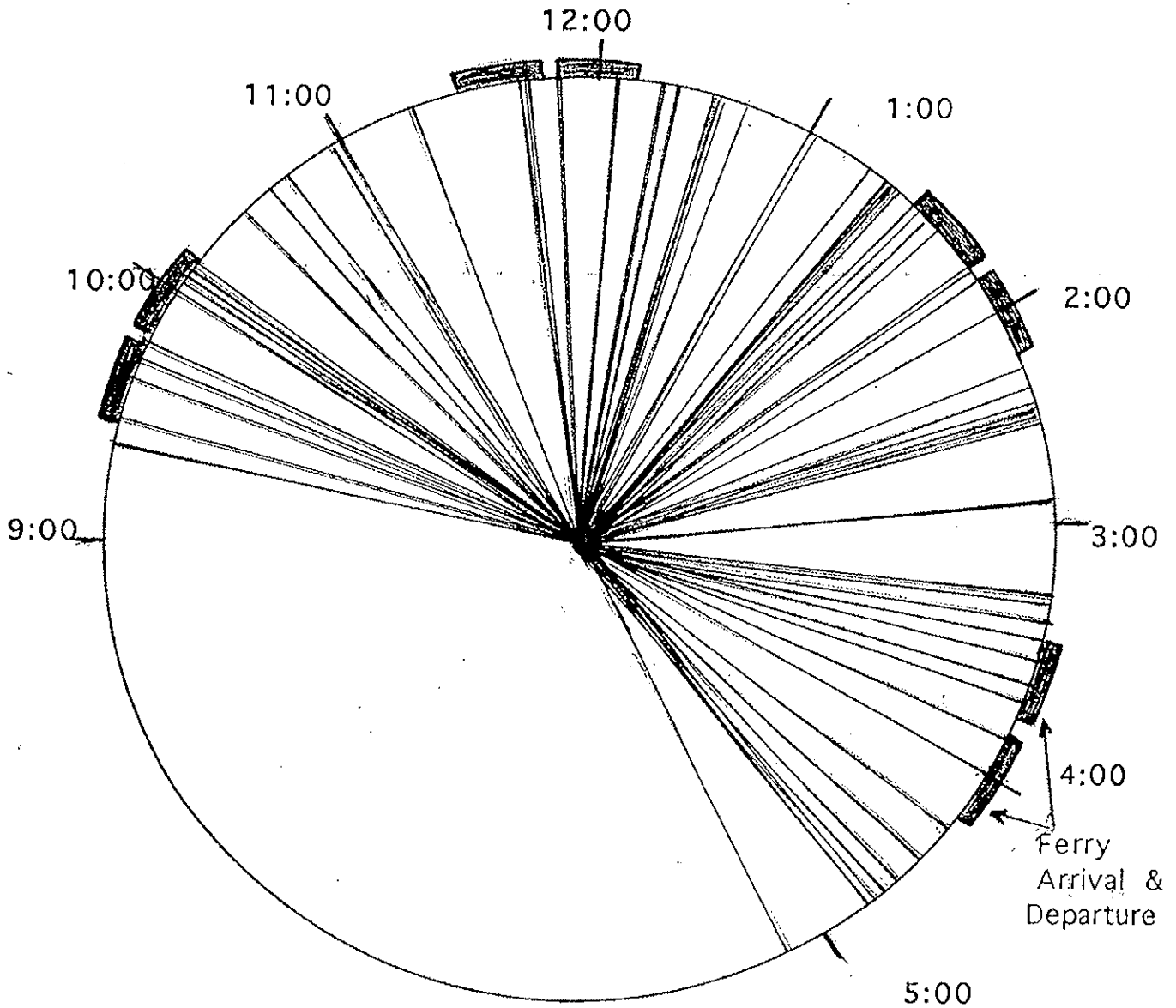
	<u>Total outside level 1</u>	<u>Outside level 2</u>	<u>Outside level 3</u>
Sunday	18 = 72%	14 = 56%	9 = 36%
Monday	13 = 68%	9 = 47%	5 = 26%
Tuesday	6 = 60%	5 = 50%	3 = 33%
Wednesday	8 = 73%	8 = 73%	6 = 54%
Thursday	6 = 43%	3 = 21%	3 = 21%
Friday	11 = 58%	9 = 47%	8 = 42%
Saturday	17 = 71%	16 = 67%	11 = 46%

Percent Observations Outside Service Level Fulford Harbour



John D. Johnson

The relationship of time of day to level of service is illustrated by the following clock diagrams. The total number of observation times with a service level of 2, 3, or 4 are noted by lines radiating from the center to the time noted. The ferry arrival and departure times are indicated on the outside of the clock.



TOTAL OBSERVATIONS OUTSIDE SERVICE LEVEL ONE

Monday - Friday & Sunday

St. J. Johnson

On Tuesday, Wednesday and Thursday, parking insufficiencies are most closely associated with ferry arrival and departure times. 54 % of observations that were outside level one occurred within 10 minutes of the ferry arrival or departure times. This compares with an average correlation of only 33% on the other days of the week.

SALT SPRING ISLAND PARKING STUDY - GANGES

This portion of the study seeks to determine how adequately the current number of parking spaces in the Ganges Village core meets the summer demand for parking. The study requested a total of 220 observations times during the day from 9:00 a.m. to 5:00 p.m. on 72 of 83 days during the period from June 30 to September 20.

At each observations time, volunteers attempted to park as close as possible to each of 3 or 4 destination sites. The location of the parking space was marked on a map as well as the time required for the search for the space. Volunteers completed 218 of 220 observation times and made 723 visits to 10 locations - a return of over 99%.

A map was drawn for each location determining four "level of service" zones based upon criteria such as sight and walking distance, as well as purpose of trip (i.e., carrying groceries from Thrifty's necessitates parking closer). From the data obtained, parking places were identified by service zones and then adjusted according to the time required for the search. If the search lasted longer than one minute, 0.5 was added to each service level. In this manner, every parking attempt was identified within one of four levels of service; level one being the best service and level four being the worst.

This data confirmed that Saturday Market Days always present difficulties for parking. During 38 (of 46) observation times from the 12 Market Saturdays in the study period, at least one location required parking within service level 4. An average of 6 (of 13) locations required parking outside service level one. Problems were experienced most often between 11:00 a.m. and 3:00 p.m.

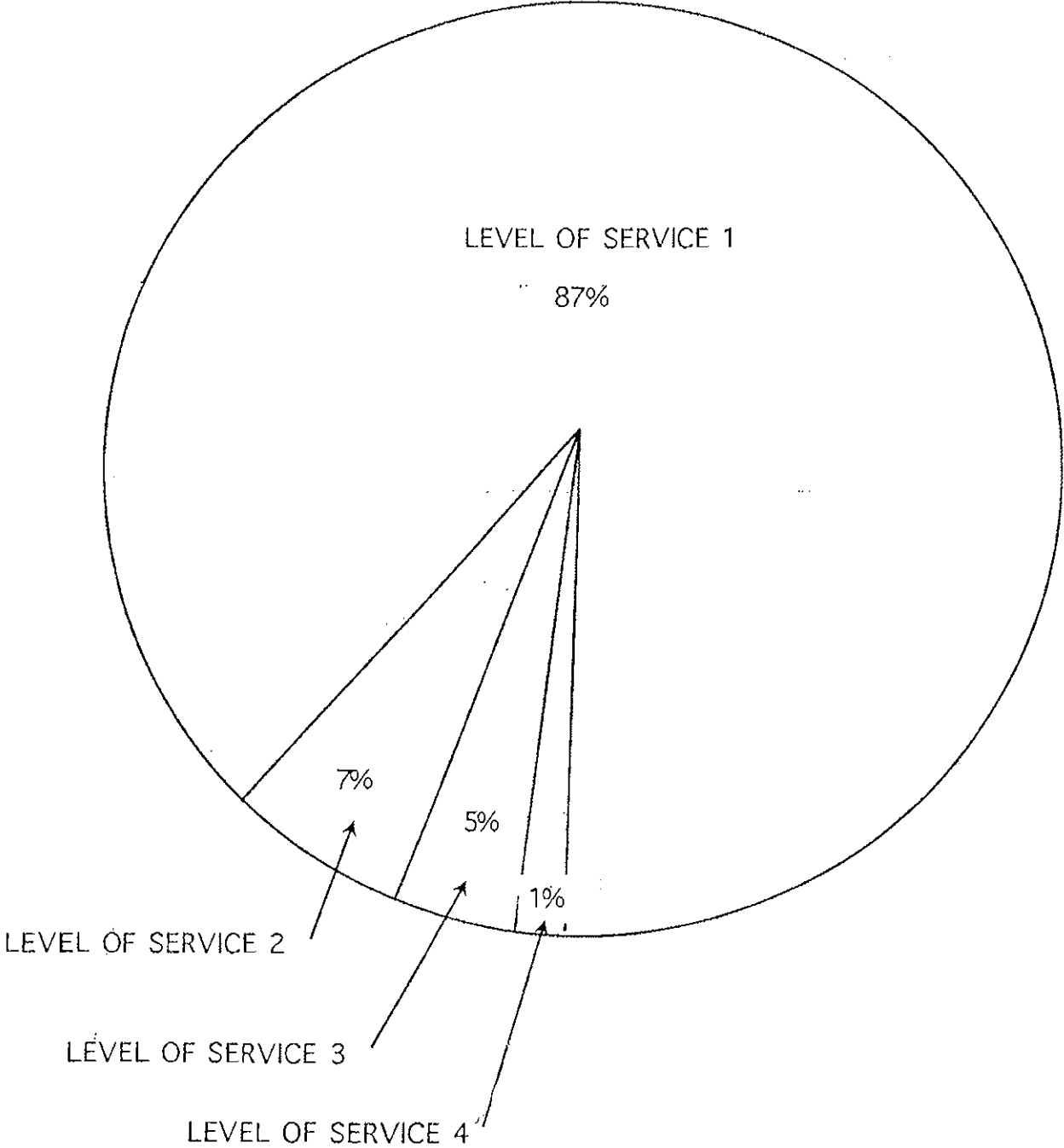
In contrast, only 26 observations during days other than Saturdays required parking outside service level one. Therefore, other than Saturdays, in 87% of trips into Ganges, parking is available within service level one. Additionally, only 33 locations are represented in these 26 observations, indicating that the parking difficulty experienced was generally localized around the particular destination; not widespread. Problems that were experienced were most often between 12:00 and 2:30 p.m.. Sundays were never cited as having a problem and the 26 observations requiring parking

outside service level one were evenly spread throughout the days Monday to Friday.

Of the 26 observations outside service level one (13%), 12 were service level 3 (5%) and 4 were service level 4 (1%). This is illustrated in the following diagram.



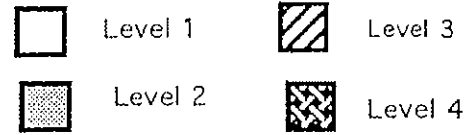
PERCENT OF OBSERVATIONS AT EACH SERVICE LEVEL



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Level Of Service Daily Report

Ganges Village



	Sunday	Mon.	Tues.	Wed.	Thurs.	Friday	Saturday
June →				30	1	2	3
July ↗	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
	1	2	3	4	5	6	7
August ↗	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28

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Level of Service Daily Report - Gangés - Page 2

August →	29	30	31	1	2	3	4
↗	5	6	7	8	9	10	11
September	12	13	14	15	16	17	18
↘	19	20					

Several volunteers waited for spots close to the destination rather than parking further away and walking the distance from the next service level. The wait time is reflected in a decrease of service level, but may not reflect the possibility of spaces relatively close by. This simulates a common characteristic of many drivers and should be considered when adding future parking spaces - an increase in spaces outside service level one may not be perceived as an improvement in service.

This behavior may also indicate that it might be beneficial to introduce some time-limited parking in some of the more popular lots for those able to walk only short distances. Walking is a healthy activity and could be encouraged by trying to promote the perception that the distances involved in utilizing service level two or three are not unreasonable. Improving the ambiance of a walkway between key destinations and peripheral parking areas will also promote its use. It should be mentioned that occasional congestion and shortage of parking, while inconvenient for some shoppers, adds to the general atmosphere of festivity and sense of holiday, which is vital to a successful tourist destination.

Section 2

A brief survey was administered to a random sample of drivers waiting in line for the ferry. This survey was structured to establish levels of latent demand for parking in Fulford Harbour from drivers who would consider walking onto the ferry and then use a bus, taxi or shared ride on the other side if ample, secure, well lit, free parking were made available adjacent to Fulford. The survey was administered in late September after the peak tourist season was over. It was only given to Salt Spring Islanders and, therefore, only pertains to the potential latent demand generated by our residents.

The results are summarised as follows:

12.5% of the respondents stated that they would **definitely** park in Fulford for a similar trip in the future.

12.5% of the respondents stated that they would **consider** leaving their car there for a similar trip in the future.

75% stated that it would not make any difference.

There was no correlation between the number of respondents stating that they would use the service or consider its use, with the day of the week or the hour of the connection.

There is usually an exaggeration factor associated with surveys, which increases the number of responses favouring the use of a proposed intervention. It is not possible to calculate this factor unless a piece of the

intervention is implemented. In most transportation cases involving large changes in driver behaviour and a brief survey of this nature, it is between 70 and 80% of those stating that they will definitely use the service. It is between 90 to 95% of those stating that they will consider using the service. This would imply that only about 4% of our island residents would make use of increased parking facilities at Fulford for their trips to Vancouver Island. This latent demand is not likely to negatively impact a small number of new parking spaces made available because it would quickly be filled with shoppers. On the other hand, a larger parking area could satisfy both the short duration parking and this relatively small latent demand generated by our potential mode changes.

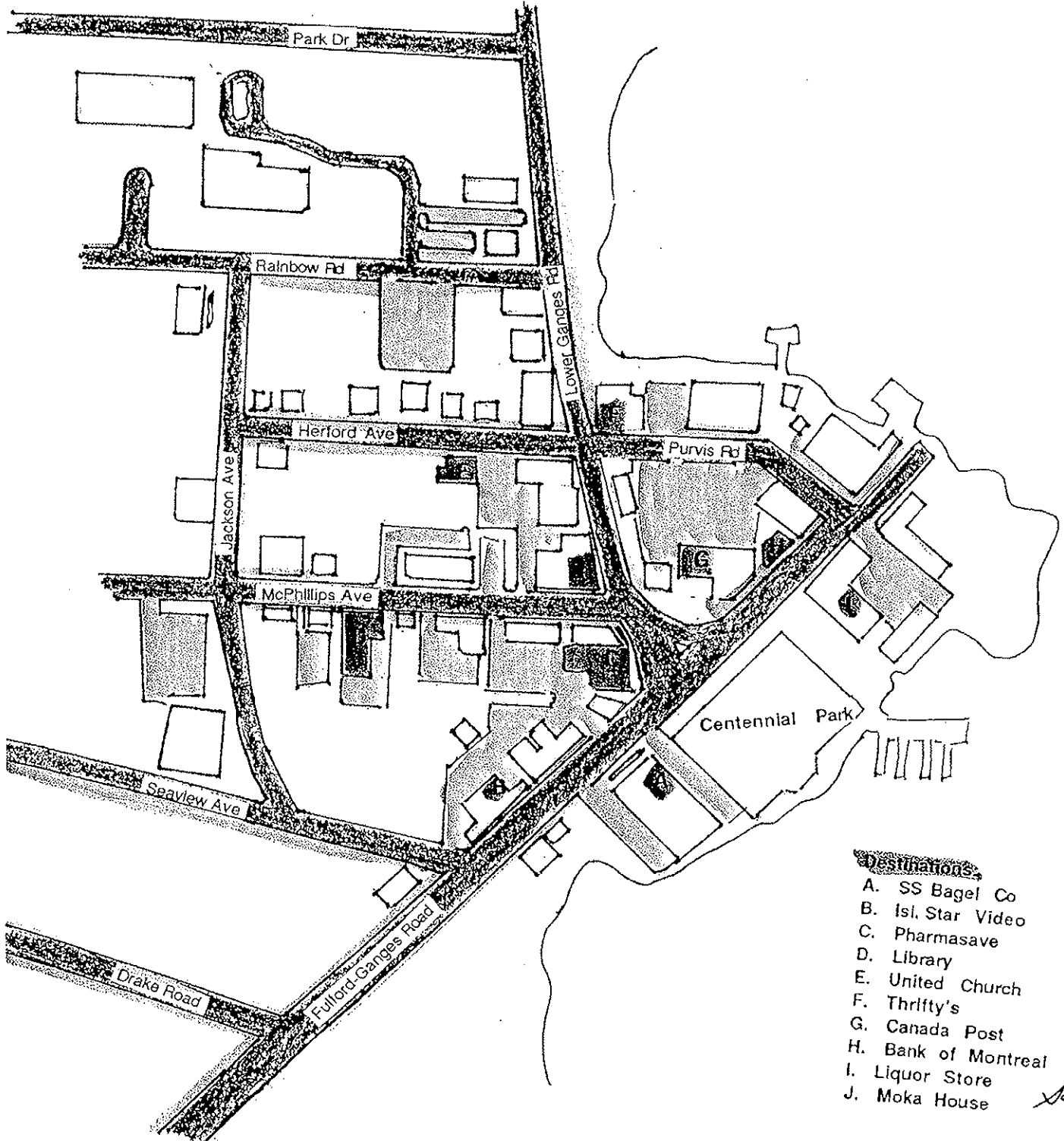
Appendix

1. Map of destinations for Ganges
2. Map depicting the "level of service zones" for the Island Star Video destination in Ganges
3. Example of "observation times" assigned for a two week period in Ganges
4. Map depicting the "level of service zones" for the Post Office in Fulford Harbour
5. Survey tool for Fulford Harbour's ferry terminal

Ganges Parking Study

Your Name: _____ Month: _____ Day: _____ Time: _____

Instructions: You are provided a specific time for three or four target destinations. On this map, place the destination's identifying letter (A, B, C, D, E, F, G, H, I or J) in the space you find for parking that is closest to that location. Then do the others. There should be three or four letters per page. For each of them, if you have to make several passes through adjacent areas, record the amount of time required for the search. If your quest for a parking spot only requires one pass, don't record the time. Search times (min/sec): _____ for 1st, _____ for 2nd, _____ for 3rd, _____ for 4th.



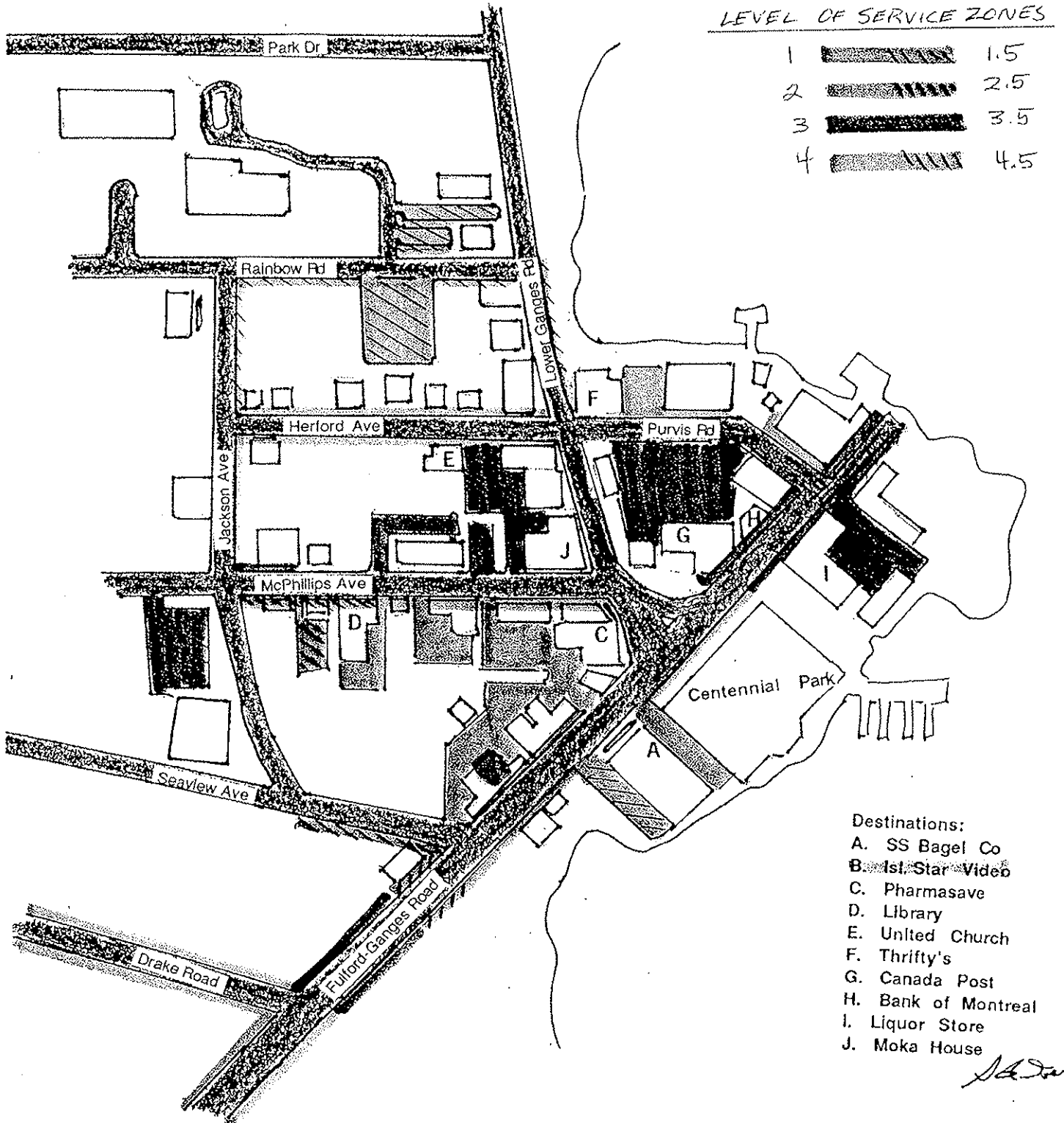
- Destinations:**
- A. SS Bagel Co
 - B. Isl. Star Video
 - C. Pharmasave
 - D. Library
 - E. United Church
 - F. Thrifty's
 - G. Canada Post
 - H. Bank of Montreal
 - I. Liquor Store
 - J. Moka House

SA Person

Ganges Parking Study

Your Name: _____ Month: _____ Day: _____ Time: _____

Instructions: You are provided a specific time for three or four target destinations. On this map, place the destination's identifying letter (A, B, C, D, E, F, G, H, I or J) in the space you find for parking that is closest to that location. Then do the others. There should be three or four letters per page. For each of them, if you have to make several passes through adjacent areas, record the amount of time required for the search. If your quest for a parking spot only requires one pass, don't record the time. Search times (min/sec): _____ for 1st, _____ for 2nd, _____ for 3rd, _____ for 4th.



Parking Study

Ganges Observation Times for 28 Aug '04 to 10 Sept '04:

Date: Saturday, August 28th

9:20 AM G, B & E
10:55 AM I, C & F
2:00 PM H, A, J & D
3:35 PM I, C & F

Sunday, August 29th

10:45 AM I, C & F
1:40 PM G, B & E
3:15 PM H, A, J & D
5:45 PM G, B & E

Monday, August 30th

10:25 AM H, A, J & D
3:20 PM I, C & F
4:05 PM G, B & E

Wednesday, September 1st

9:35 AM H, A, J & D
1:15 PM I, C & F
3:15 PM G, B & E

Thursday, September 2nd

11:15 AM I, C & F
1:20 PM G, B & E
3:45 PM H, A, J & D

Friday, September 3rd

9:55 AM G, B & E
2:20 PM H, A, J & D
4:20 PM I, C & F

Saturday, September 4th

9:10 AM I, C & F
10:55 AM H, A, J & D
12:30 PM G, B & E
2:20 PM H, A, J & D

Sunday, September 5th

11:35 AM G, B & E
2:00 PM H, A, J & D
3:55 PM I, C & F

Monday, September 6th

9:05 AM I, C & F
12:35 PM G, B & E
2:50 PM H, A, J & D
5:00 PM G, B & E

Tuesday, September 7th

10:25 AM H, A, J & D
1:45 PM I, C & F
3:40 PM G, B & E

Thursday, September 9th

11:05 AM I, C & F
1:20 PM G, B & E
3:55 PM H, A, J & D

Friday, September 10th

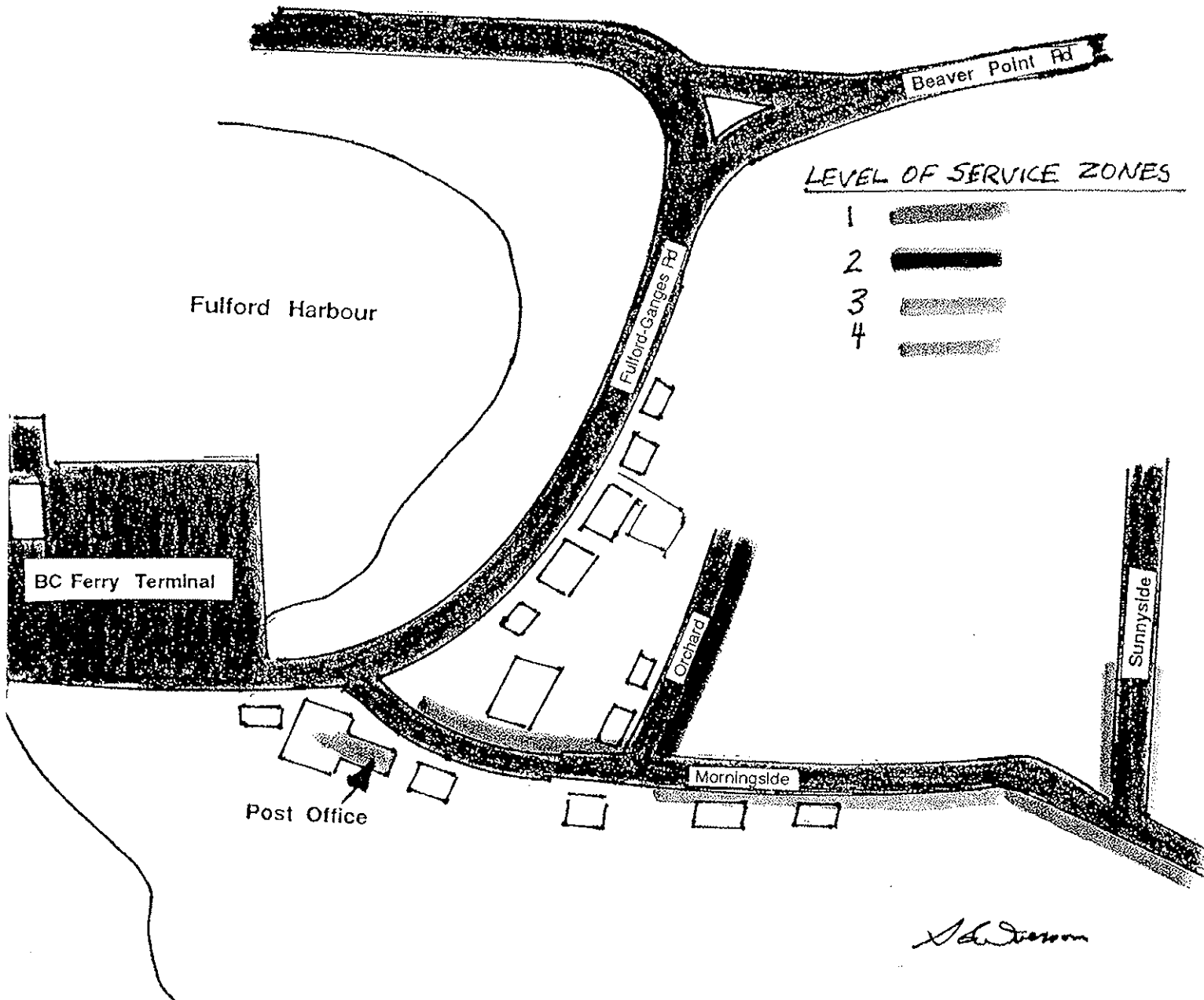
9:25 AM I, C & F
12:45 PM H, A, J & D
4:10 PM G, B & E

Ad Terson

Fulford Parking Study

Your Name: _____ Month: _____ Day: _____ Time: _____

Instructions: You are provided a specific time for a simulated parking attempt in Fulford Harbour. Your target destination is the Fulford Post Office. On this map, place an "X" in the space you find for parking that is closest to that location. If you have to make several passes through the potential parking areas and/or have to wait for something to become available, record the amount of time required for the search. If your quest for a parking spot only requires one pass, you do not need to record the time. Search Time (minutes/seconds): _____



scenario-specific preferences of Salt Spring Islanders. Although these modelling activities are beyond the scope of this study, we can classify alternatives into short term and long-term strategies as a function of their interaction with other community initiatives, cost and influences on parking demand, and their perceived level of service.

Measurement Scale:

To gauge progress being made toward improving the level of service for parking in the future, the analysis included the following:

- Proximity of parking space to principal destination
- Number of transfers required to reach the principal destination (from automobile to shuttle to walk etc)
- Search time required to locate a space
- Potential increased congestion due to the new alternative
- Cost of parking space itself (construction, maintenance and removal of revenue generating land from the tax base)
- User impedance (fees, fares, time limits, crowding, time to destination, confusion)
- Safety of vehicle while parked
- Safety of persons while going from parking space to their destinations
- Ease and enjoyment in walking from one amenity to another

Improved effectiveness will be measured by a scale of 0.0 to 3.5 where the highest numbers are assigned to the alternatives that are most likely to raise the level of service and 0.0 the least. For example, if a target destination currently has a poor level of service of 4.5 at peak periods and the intervention will bring it up to the best level of service of 1.0, the improved effectiveness measurement assigned to it will be the maximum of 3.5 points. The evaluation takes into consideration the additional spaces' proximity to the principal trip destinations in the Ganges commercial core. The score also considers the improvements it will create for the zone within which it is located and the demand in that zone. If the location of the additional space is a greater distance from the centre of the core but can be combined with an option that has less perceived impedance for the

**Salt Spring Island Community Transit
 Monthly Revenue Report**

	Jan-2015	Feb-2015	Mar-2015	Apr-2015	May-2015	Jun-2015	Jul-2015	Aug-2015	Sep-2015	Oct-2015	Nov-2015	Dec-2015	Total YTD
Total Vendor Sales													
Monthly Passes - Adult	\$ 800	\$ 900	\$ 650	\$ 750	\$ 750	\$ 550	\$ 700	\$ 650	9	\$ 450	\$ -	\$ -	\$ 6,200
- Concession	240	240	240	320	400	360	400	400	10	400	-	-	3,000
Day Passes	45	110	30	155	35	220	325	440	18	90	-	-	1,450
Ticket Sheets *	2,045	1,904	1,964	2,126	1,782	2,653	2,531	2,450	70	1,418	-	-	18,873
Prepaid Fare Tickets													
Collected from fareboxes *	2,066	2,255	2,131	2,133	2,372	2,282	2,808	1,937	758	1,706	-	-	19,668
Farebox Cash Proceeds	8,508	8,757	9,429	12,562	11,525	12,617	16,954	14,802	12,545	12,545	-	-	107,697
BC Bus Pass Program Grant	-	1,805	3,616	-	-	3,653	1,784	1,952	-	-	-	-	12,810
Monthly Revenue	\$ 11,658	\$ 14,067	\$ 16,096	\$ 15,920	\$ 15,081	\$ 19,681	\$ 22,971	\$ 20,181	\$ 15,191	\$ -	\$ -	\$ -	\$ 150,845
Cumulative Totals													
YTD Revenue	11,658	25,725	41,821	57,740	72,822	92,503	115,473	135,654	150,845	150,845	150,845	150,845	150,845
Unearned Revenue *	(20)	(371)	(538)	(945)	(1,134)	(763)	(1,040)	(527)	(815)	(815)	(815)	(815)	(815)
Less 2% Commission	(63)	(126)	(183)	(250)	(310)	(385)	(465)	(543)	(590)	(590)	(590)	(590)	(590)
Other Adjustments	98	(32)	(130)	-	-	-	-	130	130	130	130	130	130
Reconciliation to GL	11,673	25,196	40,969	56,946	71,378	91,355	113,969	134,715	149,570	149,570	149,570	149,570	149,570

* Unearned Revenue is the difference between Prepaid Fare Tickets sold and Prepaid Fare Tickets used by riders (collected from fareboxes).

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Revenue Comparisons													
2014 Monthly Revenue	12,995	11,734	10,005	16,435	16,433	16,515	21,145	21,918	-	19,953	13,153	15,851	188,586
2013 Monthly Revenue	9,687	12,821	10,005	12,384	15,284	17,046	16,926	21,918	15,366	15,962	12,136	13,560	173,094
2012 Monthly Revenue	9,578	8,662	14,540	10,240	14,945	21,766	7,030	21,926	15,374	12,785	12,868	11,650	161,365
2011 Monthly Revenue	4,899	5,540	6,822	6,043	7,221	10,116	10,954	15,731	11,024	8,650	7,912	9,737	104,648
2010 Monthly Revenue	5,640	5,344	7,523	6,646	8,103	10,651	11,070	10,318	8,719	5,387	5,957	6,724	92,063
2009 Monthly Revenue	6,424	5,993	7,480	6,829	7,678	8,246	11,571	10,284	7,781	7,812	5,131	6,939	92,169
2008 Monthly Revenue	1,942	3,734	4,074	4,635	5,871	6,493	9,318	10,228	8,612	7,192	5,895	8,810	76,803

ZVEN
 Difference 5.24

Tracey Shaver

From: Karla Campbell
Sent: Wednesday, September 30, 2015 11:33 AM
To: Tracey Shaver
Cc: Carin Perrins
Subject: FW: proposed Ganges parking lot
Attachments: Proposed Ganges parking lot.doc

Please place the attachment on the October Transportation Agenda.

Thank you.

From: Scott Simmons [<mailto:>]
Sent: Tuesday, September 29, 2015 6:40 PM
To: Robin Williams; Rod Martens; Gregg Dow; Seth Wright; Ross Simpson; directorssi; Nigel Denyer; Karla Campbell
Subject: proposed Ganges parking lot

To Transportation commission members

Proposed Ganges Parking lot

In my opinion one of the major problems on Salt Spring is parking in Ganges. In the summer there are not enough parking places. People park on Ganges hill and various other dangerous places. Parking is one of the CRD transportation commissions mandates.

As most of you probably know there is only one non ALR lot in Ganges where a parking lot can be built within 500 meters of Ganges. It is lot A at 160 Seaview ave. The CRD owns this lot. It would be easy to put in a 350-500 car parking lot and still leave a 15 meter buffer.

Attached you will find a my proposal I would like on the agenda on the next meeting. Please go to the site and have a look before the next meeting.

This is just a proposal for discussion.

Sincerely,

Scott Simmons

Ganges Parking lot proposal

September 2015

from Scott Simmons

For CRD transportation commission members only

The proposal is that the CRD transportation commission assumes control of Lot A at 160 Seaview Ave Salt Spring Island. Lot A, plan 63457, PID 023-441-470, approx 3.163 acres owned by the CRD and under the control of PARC and part of what is know as 56.6 acre Mouat Park. Lot A is a separate title and is not in the ALR. Lot A is **within 500 meters of Ganges**. Currently the only use of Lot A is a 9 car parking lot and a open grass area. Lot A is not physically attached to the rest of Mouat park. There is a road allowance between Lot A and the Park.

The transportation commission would build a 450 space parking lot. The construction would leave a 15meter buffer zone around the lot and be built to current environmental building standards. Some of the money to build this parking lot could be recouped by future developments in Ganges. See Island Trust snippet below.

The CRD transportation commission has a mandate to construct a parking facilities. See mandate below;

The CRD transportation commission is mandated by CRD bylaw no. 3438

AND WHEREAS the Board of the Capital Regional District wishes to establish a service for the purpose of providing a public passenger transportation system as defined in the British Columbia Transit Act as a community transit service on Salt Spring Island; together with a service to address transportation needs within the Electoral Area;

*1. Services The services being established and to be operated are:
(c) construction, maintenance and regulation of parking spaces, areas and facilities;*

The Island Trust has anticipated that at some time the CRD would build a parking lot west of Jackson Avenue. The snippet below if from the island trust land use bylaw;

Salt Spring Island Land Use Bylaw 355 Office Consolidation June, 2013 page 59

7.7 OFF-SITE PARKING

7.7.1 With the exception of those spaces provided for bicycles and the disabled, parking spaces may be located on a different site from that occupied by the use being served provided that site is appropriately zoned. Such off-site parking spaces must be within 0.5 km of an entrance to the use being served, and use of the off-site parking spaces must be secured by a legal agreement acceptable to Salt Spring Island Local Trust Committee. If the off-site parking spaces cannot be accessed from a public highway, access to them must also be secured by such a legal agreement.

7.7.2 Where a parking lot or other off-street parking facility is operated by the Capital Regional District within 0.5 km of an entrance to the use being served and the facility can provide the required number of parking spaces, the owner or occupier of the land may pay an amount of money as specified by the Capital Regional District instead of providing automobile parking spaces. Bicycle parking spaces and parking spaces for the disabled may not be provided in this way.

7.7.3 The money referred to in 7.7.2 is payable at the time:

(1) a building permit is issued for the building or structure that is being put to the use that requires the parking space specified in the Bylaw; or
(2) when the use that requires the parking space specified in the Bylaw begins, if no building permit is required.

Information Note: At the time of development of this Bylaw, no parking facilities were being operated by the Capital Regional District on Salt Spring Island. In order for this to happen, the CRD would need to establish this as a function, purchase property and take other steps to operate a parking lot. Any money collected for this purpose would have to be kept in a reserve fund and used only for the provision of off-street parking spaces. Such a facility may be of use in the future, particularly in Ganges Village, so that village businesses can share the expense of parking lots and locate them west of Jackson Avenue. Subsections 7.7.2 and 7.7.3 of this Bylaw have been written in anticipation of a time when it may be feasible for the CRD to develop shared parking lots.

The location of Lot A 160 Seaview Ave Salt Spring

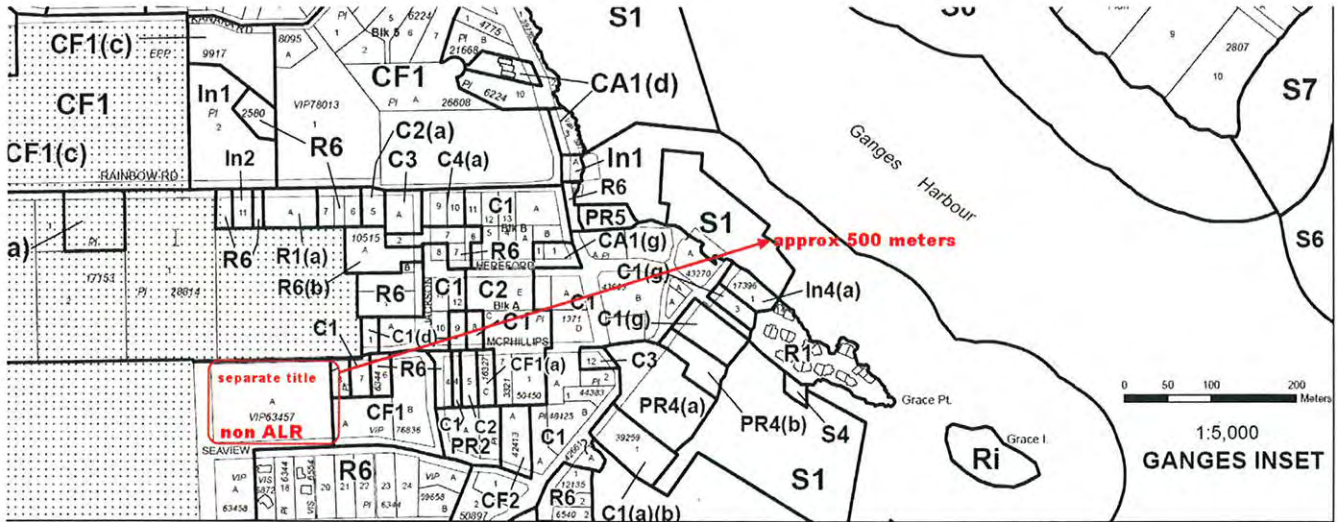


Close up of 160 Seaview Ave. The 3.163 acres would have ample room for 450 car parking lot



Zoning

It is unlikely that the CRD would have to go to the island trust to re zone Lot A. Considering the size of Mouat park and the fact that there is only 9 parking stalls. The zoning at this time is PR2 (a). There would be no ownership change and no subdividing.



The proposed parking lot would not impact the Disc Golf area of Mouat Park.



Please note this is only a proposal for discussion at our next meeting. Please go and look at the site and see the current limited use. This is the only non ALR lot within 500 meters of Ganges and the CRD owns it. Is it being used as the best possible use for the island at this time? Or would this proposed parking lot solve a lot of the problems in Ganges?

Scott Simmons



ISLAND
  
PATHWAYS
Salt Spring Island

P.O. BOX 684 GANGES
SALT SPRING ISLAND
B.C. V8K 2W3
www.islandpathways.ca

RECEIVED OCT 08 2015

Salt Spring Island Transportation Commission
Agenda October 26, 2015
Item 6.3

October 6, 2015

Re: Final Report for Rainbow Road West pathway project

Dear SSI Transportation Commission:

Let me begin by expressing our heartfelt appreciation for supporting community pathway this year.

Island Pathways (IP) has been Salt Spring's voice for active transportation since 1988; we celebrated our twenty-fifth anniversary three years ago. We won the SSI Chamber of Commerce Non-profit-of-the-Year Award in 2011. Then in 2013, we won a CRD award, a provincial award and a national award. As a Society, IP raises all its money through selling our Heritage Map, grant applications and community fund-raising. We spend very little on over head as we have no office or staff. Our hard earned money goes almost entirely into projects. Our mission is "Working in our community for a safe, healthy, non-motorized environment".

Partners Creating Pathways (PCP) is an Island Pathway committee and a partnership between the CRD, IP, the SSI Transportation Commission (SSITC), the Park and Recreation Commission (PARC) and the SSI Trail and Nature Club. This partnership was formed to construct off road pathways on Salt Spring. It has been the vision of the community for years to have a Ganges Village Pathways Network. This has been embedded in our Official Community Plan.

Generally speaking, one new pathway is added to the Network each year. PCP has contributed significantly to improving transportation infrastructure on SSI making residents safer and healthier. We hope you will continue to support community pathways.

Attached is our Final Report for our 2015 Partners Creating Pathways project.

A handwritten signature in cursive script that reads 'Jean Gelwicks'.

Jean Gelwicks
Island Pathways
Partners Creating Pathways Committee Chair

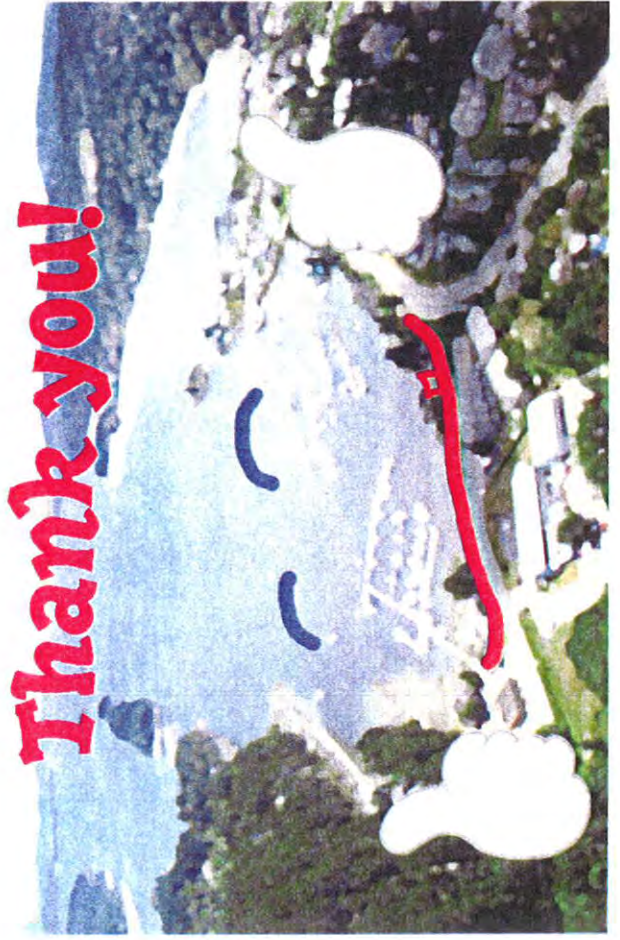
RECEIVED OCT 08 2015

ISLAND PATHWAYS
P.O. Box 684, Ganges
Salt Spring Island, BC V8K 2W3
www.islandpathways.ca

YOU ARE INVITED

You are invited to the official celebration of the UNVEILING of the Ganges Harbour interpretive panels, housed in the new kiosk, located across the street from Harbour House on Upper Ganges Road and by the new section of pathway here. Also, the FLICKING of the solar power switch, activating the solar panels on the kiosk roof and the OFFICIAL OPENING of the pathway which has been in use for a few months now. This celebratory event will be held on Saturday, October 24th at 11:00 am at the new Harbour's End Kiosk. There will be refreshments, and walking tours will be available that uses the two new sections of pathways on Upper Ganges Road as well as a linear park close by. Please join us in the celebration of the beginning of the beautification of Ganges Harbour. If it is raining we will meet in Moby's Pub for the ceremony at 11:00 am. Please RSVP.

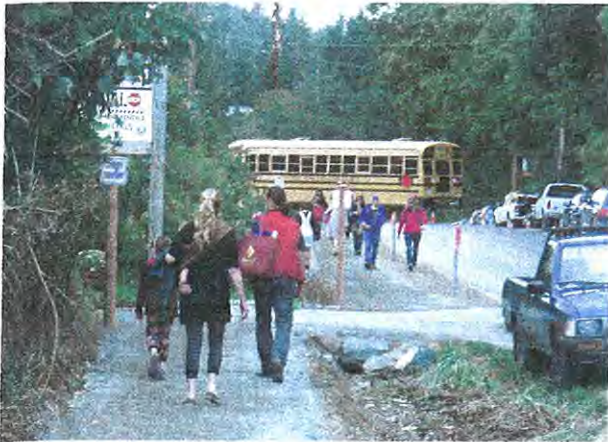
Jan



Partners Creating Pathways 2015 Project Final Report for Rainbow Road West

1. **Mailing Address:** 335 Woodland Drive, SSI, V8K 1J6
2. **Current President:** Brenda Guild 653 - 4722
Island Pathways Box 684 Ganges, PO, SSI, V8K 2W3
3. **Designated Contact Person:** Jean Gelwicks 537-4859
gellam@saltspring.com
4. **Finance Report** - attached

5. How was the grant money used? (Brief description of the project)



Partners Creating Pathways (PCP) was pleased to announce the completion of our 2015 project in time for Fall Fair, where we celebrated by giving out free cake (Thrifty's donated one beautifully designed cake for each day) and served hot coffee and lemonade to everyone who came to our booth. It was our way of thanking everyone for supporting Community Pathways. This new section of pathway (part of the Ganges Village Pathway Network – GVPN) runs along Rainbow Road from Atkins (where another section of pathway ends) to a panhandle of property owned by PARC. Islanders, including students going to school, are regularly seen on this section of road travelling into Ganges. It is a straight section of road and some motorists have a tendency to speed here. This new pathway will allow residents of all ages, to walk/run/cycle into town and schools, safely off the road. This pathway will soon hook up with others to get folks all the way into Ganges safely. People want to travel safely, off the road, in the most direct route possible and they like pathway, for enjoyable exercise and dog walking. This pathway will be even more

attractive when the daffodils, grass and wildflowers, we planted, bloom.

These pathways are a bargain for the community. Partners Creating Pathways construct them much less expensively than their normal cost, because of the 100s of hours donated by our volunteers, many of them professional engineers. Much of what the community would have to pay for, we do for free. This volunteer time, materials we get donated by on island businesses and contributions like yours, make it possible for us to construct pathway in the least expensive way and to leverage other donations.

6. How many people participated/used/benefited from your program?

Participated: The core planning group of the Partners Creating Pathways Committee of Island Pathways is ten in number. Island Pathways has nine board members. Approximately 15 other volunteers participated in three volunteer work parties. We had a number of walk-about, and on site visits with other stakeholders (neighbours, North Salt Spring Water District, MoTI, contractors etc.). There was a volunteer bench builder and volunteers will be constructing and installing a new map kiosk. One of the PCP volunteers was the project manager for the pathway. This is a huge time consuming job as it requires someone being on site every day overseeing the work being done. Brian Wolf Milner (local surveyor) was our surveyor. MoTI staff met with us a couple of times to understand the project before granting the CRD the permit needed to construct on MOTI property. The on island CRD staff, especially the engineering personnel, helped through out this year's project and put the final stamp of approval on the completion of the pathway. Earth Heart

was the contractor. Island Pathways' partners in Partners Creating Pathways, are CRD, SSI Transportation Commission, PARC, Trail and Nature Club.

Users/benefitters: Because this pathway connects and will in the future connect with other pathways that lead into town, we know it will be used extensively and already is. We construct these pathways for the future. When the pathway all the way down Rainbow Rd. is completed, hopefully in 2016, this section will be used even more. We know hiking and running groups on the island will use it (we especially hope the high school PE classes will take advantage of it). When PARC completes their planned pathway through a section of Mouat Park that sits behind the Farmers Institute, it will form a perfect running loop. It was used by hundreds during the Fall Fair and was part of the route used for the Terry Fox run that was run/walked by all ages. It has been lovely seeing so many families on the pathways. Users made a point of coming by our booth to thank us for this pathway and told us how much safer it made walking to the Fall Fair, being OFF THE ROAD AND OUT OF TRAFFIC.



7. Would you rate your program successful? Why? Definite Yes:

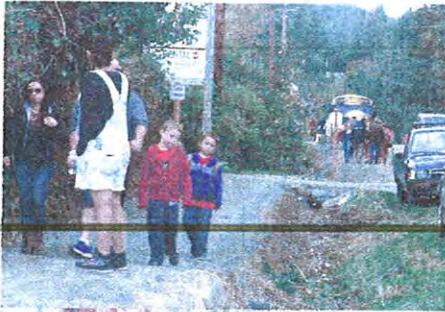
- The pathway was being used before it was completed and is being used now.
- Hundreds used it during the Fall Fair and Terry Fox run.
- Motorist appreciated not having to dodge pedestrians.
- Every user we talked to, while it was under constructing, went out of their way to say how pleased they were. We received many friendly waves and horn honks while it was under construction.
- Users are much safer now that they can walk this section OFF the road, on a pleasant pathway. Pathways could be saving lives.

8. Were your Goals and Objectives: Achieved?

Yes. The goal of this Partners Creating Pathways project was to collaboratively develop a pathway that provide safe, environmentally-friendly, healthy, and community-orientated active transportation options for all residents and visitors. Off road pathways allow people to walk, jog, and cycle safely to the services, community activities, and amenities they need and want. This pathway brings us one step closer to completing the Ganges Village Pathway Network, a dream of our community for over 20 years and a part of our Official Community Plan.

As with all our sections of pathways, residents were using this pathway to get into town to work, shopping and services and students use it to get to school even before it was finished. Residents also walk their dogs, walk for pleasure (out for a walk) and for exercise. One of the perks of working on pathways is all the thanks we get from the users when we are on site. We think Islanders understand that what we are doing (one section at a time) is building a NETWORK OF COMMUNITY PATHWAYS helping to create a livable community. They appreciate it and want more pathways and the sooner the better (this is what they tell us).

When folk talk to us on site or at places like the Fall Fair, they first say thank you and second they ask if we could extend the pathway closer to where they live.



9. What are your future plans and why?

In 2016, we will be assisting the SSI Transportation Commission with two of their projects down the rest of Rainbow Rd. and around the corner on Lower Ganges Road to Upper Ganges Road. We will not be doing our own project and we will not be applying for funding.

In 2017 we hope to complete the pathway on Atkins, from Swanson Rd. to Rainbow Rd. This has always been one of our top priorities but this section of road is very problematic. We will be doing the ground work for this project in 2016.

Why? These two sections are on two of our busy roads with heavy traffic, and more and more pedestrians and cyclist all using the road with no shoulders.

10. Will you change anything in the program?

Most likely we will change little in how we do what we do. We follow the Critical Path Document worked out among partners. We continue to work

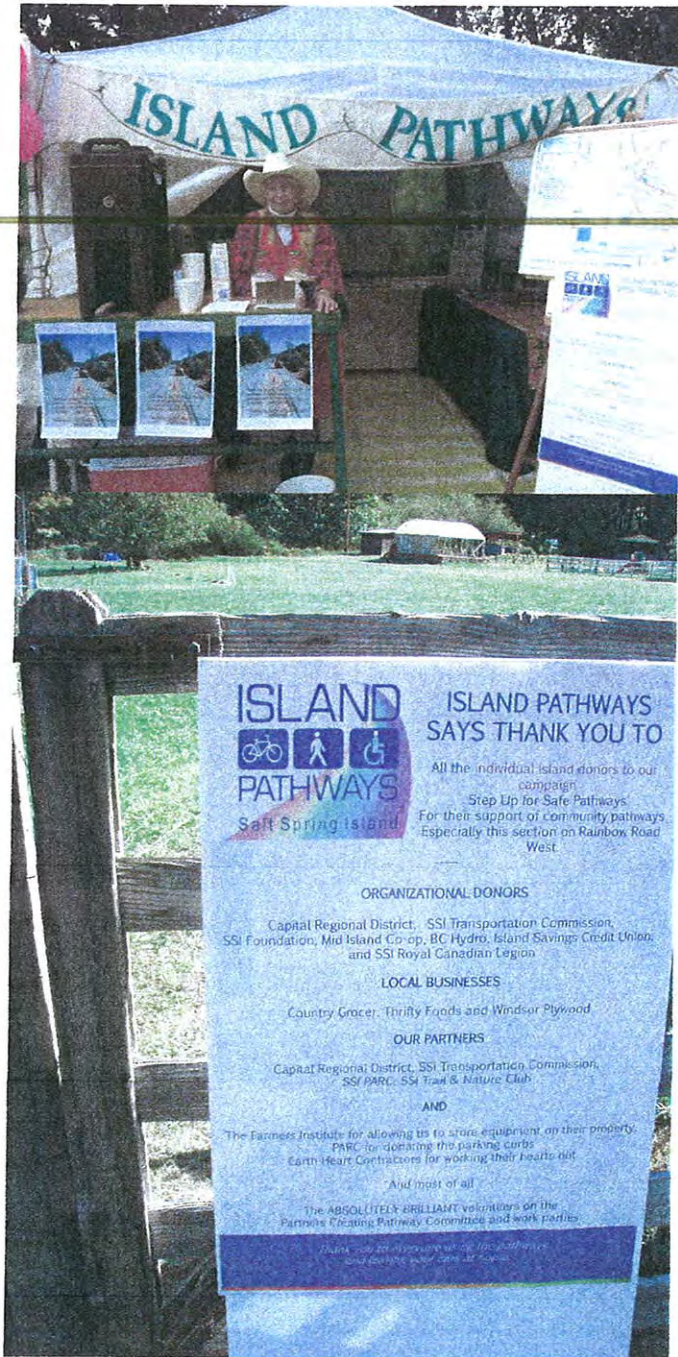
on improving how we work with our partners and how we communicate with the public.

The Ganges Village Pathway Network is a project we know the large majority of Islanders support.

11. How did we show our appreciation?

- Articles and a “Thank You” ad in the Driftwood, our local newspaper.
- Large poster at our Fall Fair booth.
- On a permanent plaque, attached to the bench, on the pathway.
- In our Island Pathways News Letter, Web Page, and it will be in our upcoming 2015 Annual Report.





12. What is the largest challenge to your project?
 In three words, funding, funding, and funding.
 The rest is a pleasure and a privilege.

Thank you for your continued support of our community pathways

The completion of the Ganges Village Pathway Network is in sight.

Jean Gelwicks, Partners Creating Pathways, Chair

ISLAND PATHWAYS
 Salt Spring Island

ISLAND PATHWAYS SAYS THANK YOU TO

All the individual Island donors to our campaign
 Step Up for Safe Pathways
 For their support of community pathways
 Especially this section on Rainbow Road West

ORGANIZATIONAL DONORS
 Capital Regional District, SSI Transportation Commission,
 SSI Foundation, Mid Island Co-op, BC Hydro, Island Savings Credit Union,
 and SSI Royal Canadian Legion

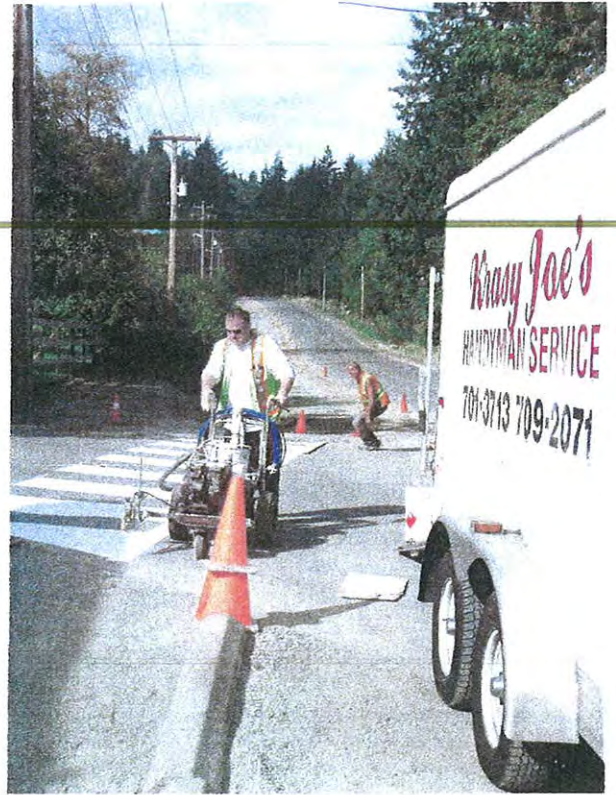
LOCAL BUSINESSES
 Country Grocer, Thrifty Foods and Windsor Plywood

OUR PARTNERS
 Capital Regional District, SSI Transportation Commission,
 SSI/PAFC, SSI Trail & Nature Club

AND
 The Farmers Institute for allowing us to store equipment on their property,
 PAFC for donating the parking curbs
 Earth Heart Contractors for working their hearts out

And most of all
 The ABSOLUTELY BRILLIANT volunteers on the
 Partners Creating Pathways Committee and work parties

Thank you to all who have supported the Pathways project since its inception in 2008.



PATHWAYS

Ground broken on Rainbow trail

New path timed for fall fair readiness

BY ELIZABETH NOLAN
DRIFTWOOD STAFF

Salt Spring Island's largest social event of the year is just around the corner, and this year islanders and guests going to the fall fair will find their experience is a little safer thanks to Partners Creating Pathways' latest project.

The second leg of the Rainbow Road Pathway will start at the corner of Atkins Road and run in front of and past the Farmers' Institute. Timed to be ready for the Sept. 19-20 fair, it will get pedestrians and people who park further up the hill off an extremely busy section of roadway.

"The new community pathway has been designed to provide users — hopefully many students — with an alternative to walking, cycling or running on the road, making for a safer and more pleasant trip," said PCP chair Jean Gelwicks.

"This pathway, one day, will hook up with a pathway in a section of Mouat Park not yet developed, making for an excellent loop for walking or running."

PCP volunteer Richard Shead will act as project manager and local contractor Chris Magnus of Earth Heart Productions was awarded the construction contract, reuniting the team that oversaw another section of pathway stretching from the public pool to Atkins Road on the opposite side of the street.

Gelwicks said PCP moved to the south side for the current stretch mainly because the group is restricted to working on Ministry of Transportation and Infrastructure right-of-way areas, and more of that space



PHOTO CONTRIBUTED

Volunteer project manager Richard Shead, left, and contractor Chris Magnus begin Rainbow Road path extension work.

is available on that side. Existing pedestrian traffic was also a consideration.

"The pathways are where people want to go," she noted.

Driveway crossings will be carefully marked, especially the busy entrance to the Salt Spring Recycling Depot by "Tin Can Alley."

Partners Creating Pathways includes membership from the Capital Regional District, the Salt Spring Transportation Commission, Salt Spring's Parks and Recreation Commission, the Salt Spring Trail and Nature Club and Island Pathways.

"The community over the years has been extremely supportive. PCP regularly receives donations of gravel, rock and other building materials for its projects," Gelwicks said. "PCP

volunteers have contributed thousands of hours to making these pathways a reality."

Donated time goes into planning meetings, walkabouts with stakeholders, constructing kiosks, benches and bridges, designing plans, fundraising, giving talks to groups, participating in work parties and project management.

Island Pathways and the PCP Committee would like everyone to drop by their booth at the fall fair on Sept. 19 and 20 to help them celebrate the new path with cake and lemonade.

Community support for the current project has come from SSITC, the Salt Spring Foundation, Mid-Island Co-op, Island Savings Credit Union, BC Hydro, the Salt Spring Legion, Thrifty Foods and Country Grocer.



ISLAND



PATHWAYS

Salt Spring Island

NEWSLETTER

2015 Fall

Since 1988, Island Pathways has been working to improve non-motorized transportation—now known as active transportation—on Salt Spring Island. It is a registered charity that works with partners to construct off-road, multi-use pathways, advocate for bike and mobility lanes, and provide safety, educational, and recreational programs.

Rainbow Road off-road pathway, from Atkins Road to Farmers' Institute

This has been an extraordinary year for Island Pathways' Partners Creating Pathways (PCP) committee, their busiest to date.

First, they constructed a pathway on Upper Ganges Road from Churchill to Leisure Lane, then they constructed the Harbour's End Pathway and new kiosk with interpretive panels (see page 2). PCP has just finished a nearly 0.5 km pathway along Rainbow Road, from Atkins Road past the Farmers' Institute to the first curve at the top end. One day, this upper end will hook up with a pathway through Mouat Park, to be developed by SSI PARC – an excellent loop for walking and running.

The new Rainbow Road pathway is a boon to everyone going to the Fall Fair on foot, bicycle, and using mobility aids. If they start from the pool, they can use PCP's 2012 pathway from there to Atkins Road, then cross Rainbow to get to the new section.

Congratulations to Local contractor Earth Heart Excavating for winning the contract, and hearty thanks to Richard Shead for acting as Project Manager.

Completion of this latest pathway brings Island Pathways very close to finishing all of the sections of the Ganges Village Pathway Network that it set out to create in 2007.

COME TO ISLAND PATHWAYS BOOTH AT FALL FAIR FOR CAKE AND LEMONADE TO CELEBRATE THE OPENING OF THE NEW RAINBOW ROAD PATHWAY, SATURDAY AND SUNDAY UNTIL THE CAKE RUNS OUT.



September 8th, pathway in the making, looking toward Ganges

Island Pathways wants to thank all of the generous grantors who made possible this Rainbow Road section of the GVPN: CRD SSI Transportation Commission, SSI Foundation, Mid-Island Coop, Island Savings, BC Hydro, SSI Legion, Thrifty Foods, Country Grocer. We give equally hearty thanks for all individual donors and to the many volunteers who do the preliminary and follow-up work.



In electronic versions of this newsletter, all organizations and businesses with websites are now hyperlinked. Just click on their names or logos.

COME HELP US CELEBRATE ON OCTOBER 24, 10 A.M. TO 1 P.M. NEW PATHWAYS ON UPPER GANGES ROAD AND NEW KIOSK AT HARBOUR'S END

Partners Creating Pathways (PCP) invites everyone to the celebration of wonderful new additions on Upper Ganges Road, the beginning of the beautification of Ganges Harbour.

At 10 a.m., there will be a short official thank-you ceremony, **FLICKING** on the solar-powered lights of the new kiosk overlooking Ganges Harbour, **CUTTING** the ribbon for the new pathway, and **UNVEILING** the kiosk's interpretive panels on the history of Ganges Harbour.

From 10:30 a.m. to 1 p.m., there will be music, guided tours, and refreshments.

The gem is the kiosk designed by Philip Van Horn. It features three large interpretive panels of the Natural, First Nations, and Newcomers' Histories of the harbour. Looking out from it to Ganges Harbour, one can see some of the Natural History that is present, imagine what life must have been like for **SENĆOŦEN-** (Sen-chaw'-then) and **HUL'Q'UMI'NUM'-** (Hul-ki-mi-num) speaking peoples who shared the harbour as a living and harvesting place, and relate to some of the more recent history when the newcomers – the people who came out of nowhere – arrived.

Partners Creating Pathways want to thank:

- ★ the funding agencies shown on the next page for their generous grants;
- ★ all of the donors to other **STEP UP FOR SAFE PATHWAYS** campaigns;
- ★ local businesses
 - SSI Marina
 - Moby's Pub
 - Hastings House Country House Hotel
 - Harbour House Hotel
 - Fox Glove Farm and Garden Supply
 - Key Pawn Trucking
 - Gord Speed Construction
 - FXR Systems
 - Hawthorn Hill Gravel for their support



PARTNERS CREATING PATHWAYS COMMITTEE
CRD Parks & Recreation Commission (PARC)
Salt Spring Island Transportation Commission (SSITC)
Salt Spring Island Trail and Nature Club
Island Pathways



★ all our partners, neighbours, and absolutely brilliant volunteers who have spent countless hours making this project a reality.

These donors and supporters hope that people will come come for the grand opening and stay to enjoy the music, refreshments, have a good look at the new interpretive panels, and take a guided walk.

ISLAND PATHWAYS PARTNERS AND SUPPORTERS

The first and most important of our supporters is YOU. Some of you are individual, direct donors and volunteers. Many others provide the groundswell of community endorsement that our governments, non-government organizations, and businesses respond to with their generous support.

Below are partners and supporters, big and small, who have made this past year's projects possible and successful.



Thank you to Mid Island Co-op for their 2015 March donation to our pathways work.

above: Donald McLennan (instrumental in obtaining the CRD Active Transportation Innovative Cycling Infrastructure grant to build Harbour's End pathway); Jean Gelwicks (Chair, Island Pathways Partners Creating Pathways), and Barb Peters with Joel Shaver (Mid Island Co-op)

Partners Creating Pathways

CRD Making a difference...together
SSI Transportation Commission
Salt Spring Parks and Recreation Commission
SALT SPRING TRAIL & NATURE CLUB
salt spring island FOUNDATION Connecting your giving with island needs
BC Hydro FOR GENERATIONS
CO-OP
ISLAND SAVINGS
Legion
MID ISLAND CO-OP

SLEGG LUMBER
Vancouver Island's Most Complete Building Supply Company

wood at cost for benches built by volunteer Donald McLennan for each new pathway

Helmets for Life

FORT STREET CYCLE
LIONS INTERNATIONAL
SALT SPRING ISLAND FIRE-RESCUE
RCMP GRC POLICE

Bike to Work Week

Outspokin' Bike Shop, Windsor Plywood, Rock Salt Cafe, Moby's Pub, Salt Spring Inn, Seaside Restaurant, Al's Falafel Stand, Islands Trust, TJ Beans, Mondo Trading, Island Escapades, Backwoods Farm, Jana's Bake Shop, SD#64, Salt Spring Library, Dr. Reznick & staff, CRD, Artspring, SSI Fire Dept., Gulf Islands Driftwood, Salt Spring Exchange, Islands Marketplace, Salty Fishbowl, Island Tides

New Walking & Hiking Map In Progress

VICTORIA FOUNDATION
CONNECTING PEOPLE WHO CARE WITH CAUSES THAT MATTER

On-Going

Internet-BC www.internet-bc.com



You'll feel like family.

Save-A-Tape program



Smile Card

Step up FOR Safe Pathways

Ways to Donate

- WEB:** islandpathways.ca via PayPal
- EMAIL:** gellam@saltspring.com
- CALL:** 250-537-4859
- MAIL:** Box 684 Ganges PO V8K 2W3

HELP US MAKE SALT SPRING SAFE FOR PEDESTRIANS, CYCLISTS, MOBILITY AID USERS

Hearty thanks to the individuals who support Partners Creating Pathways work. Every bit helps!

RESULTS

Participants enjoyed spectacular weather during this year's Bike to Work Week. Provincially, 34,263 cyclists pedalled 1,411,839 kilometres.

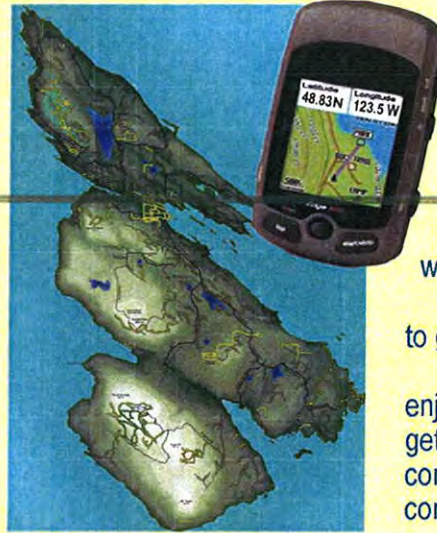
On Salt Spring, 14 teams of 108 cyclists kept more than a metric tonne of green house gases from smogging Ma Earth, burned 141,933 calories, and collectively rode 4,731 kilometers (about the distance from Victoria to Montreal).

Volunteers offered hydration and tasty treats to cyclists who stopped at the four celebration stations located at TJBear's, the Islands Trust offices, Country Grocer, and Rock Salt in Fulford.

More than 40% of all Salt Spring cyclists were new to Bike to Work Week this year. And total kilometres cycled was up 25% from last year's 3,750 km mark. On average, every cyclist rode about 22 kms during the week.

For her third year and final year, Jan Slakov most ably coordinated Bike to Work Week, rallying more teams and community support than ever. Huge thanks, Jan -- you walk the talk, and ride it too!

Next year, we'll need a new BTWW coordinator, a paid position for a fairly generous honourarium. Jan will mentor a bit, so please contact Island Pathways if you'd like to contribute in this fun way.



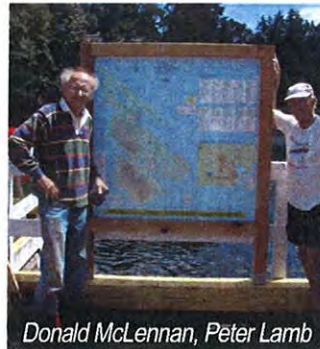
**LIKE TO HIKE ON SALT SPRING?
 KEEN ON GPSING?**

Island Pathways is creating a new walking and hiking map of Salt Spring. We've got everything well underway, thanks to Nick Coutier for all his work on this project. Without him, it would be impossible.

We need to GPS every trail four times to get a reliable average of its full extent.

We urgently ask those who would enjoy working with the GPSing team, while getting out on some super fall hikes to contact Island Pathways, and we'll connect you up!

**NEW KIOSKS WITH ISLAND PATHWAYS MAPS
 AT VESUVIUS AND LONG HARBOUR FERRY TERMINALS**



Donald McLennan, Peter Lamb



Long Harbour Terminal, entrance to picnic area

Donald McLennan, former chair of the SSI Transportation Commission, spearheaded the installation of way-finding signs for cyclists throughout the island, funded by a generous CRD Active Transportation grant. They were installed this past spring, including two new kiosks with Island Pathways maps at Vesuvius Bay and Long Harbour terminals.

Donald built the kiosks, as a volunteer, then rallied several volunteers to install them. Many cheers for his tireless work on this important addition to island roads. Special thanks, also, to BC Ferries for its key role, including permissions regarding the locations of the map kiosks.

MEMBERSHIPS AND DONATIONS

Island Pathways takes



for memberships,
 donations, and
 Heritage Map orders.

Membership is \$10 for one year, \$25 for three, a rate unchanged since the mid-1990s. What has changed is the ability to join or renew online using PayPal. Snail mail goes to Box 684, Ganges, Salt Spring Island, BC V8K 2W3 .

Memberships and donations make great gifts for loved ones who use active transportation and want to help green up our island with more pathways, for health and fitness, pollution reduction, and tourist appeal.

THANK YOU TO OUR CAMPAIGN DONORS

Step Up for Safe Pathways: Rainbow Road West Project

ORGANIZATIONAL DONORS

SSI Transportation Commission, SSI Foundation,
Mid Island Co-op, BC Hydro,
Island Savings Credit Union,
SSI Royal Canadian Legion

OUR PARTNERS

Capital Regional District,
SSI Transportation Commission,
SSI PARC, SSI Trail & Nature Club

LOCAL BUSINESSES

Country Grocer, Thrifty Foods, Windsor Plywood

AND...

The Farmers' Institute

AND...

the ABSOLUTELY BRILLIANT VOLUNTEERS on the Partners
Creating Pathways committee and work parties
and NEIGHBOURS who were wonderfully supportive



Island Pathways would like to invite everyone to drop by our Fall Fair booth to help us celebrate the completion of this new section of the Ganges Village Pathway Network.

**THANK YOU ALL FOR SUPPORTING
COMMUNITY PATHWAYS.**

**AND THANK YOU TO EVERYONE
USING THE PATHWAYS AND
LEAVING YOUR CARS AT HOME.
WITHOUT ALL OF YOU,
NONE OF THESE PATHWAYS
WOULD BE POSSIBLE.**



ISLAND PATHWAYS SAYS THANK YOU TO

All the individual island donors to our
campaign

Step Up for Safe Pathways

For their support of community pathways
Especially this section on Rainbow Road
West.

ORGANIZATIONAL DONORS

Capital Regional District, SSI Transportation Commission,
SSI Foundation, Mid Island Co-op, BC Hydro, Island Savings Credit Union,
and SSI Royal Canadian Legion

LOCAL BUSINESSES

Country Grocer, Thrifty Foods and Windsor Plywood

OUR PARTNERS

Capital Regional District, SSI Transportation Commission,
SSI PARC, SSI Trail & Nature Club

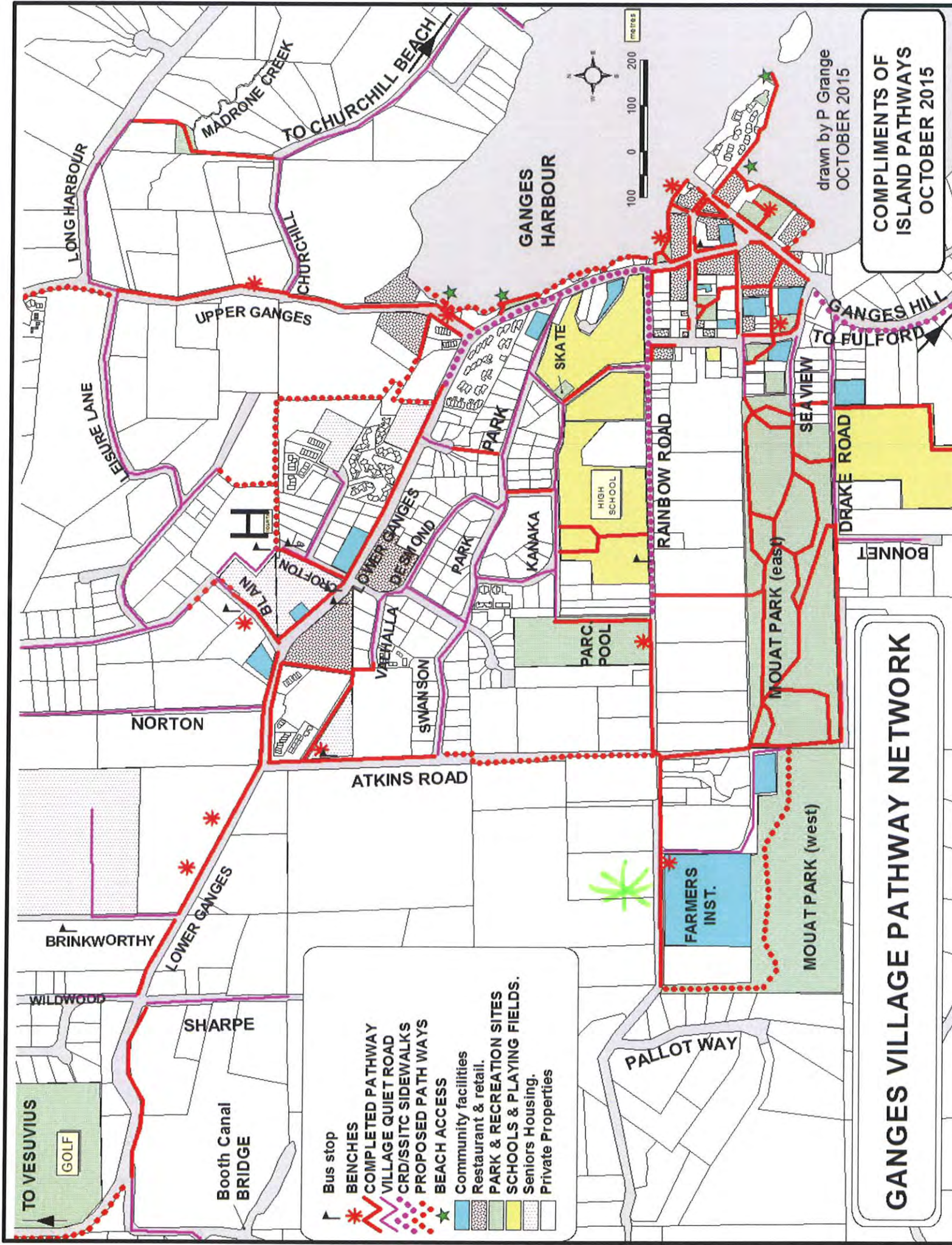
AND

The Farmers Institute for allowing us to store equipment on their property,
PARC for donating the parking curbs
Earth Heart Contractors for working their hearts out

And most of all

The ABSOLUTELY BRILLIANT volunteers on the
Partners Creating Pathway Committee and work parties

*Thank you to everyone using the pathways
and leaving your cars at home.*



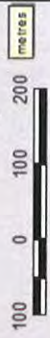
drawn by P Grange
OCTOBER 2015

COMPLIMENTS OF
ISLAND PATHWAYS
OCTOBER 2015

GANGES VILLAGE PATHWAY NETWORK

Legend:

- Bus stop
- BENCHES
- COMPLETED PATHWAY
- VILLAGE QUIET ROAD
- CRD/SSITC SIDEWALKS
- PROPOSED PATHWAYS
- BEACH ACCESS
- Community facilities
- Restaurant & retail.
- PARK & RECREATION SITES
- SCHOOLS & PLAYING FIELDS.
- Seniors Housing.
- Private Properties



Map Labels:

- TO VESUVIUS
- GOLF
- WILDWOOD
- SHARPE
- Booth Canal BRIDGE
- LONG HARBOUR
- LEISURE LANE
- UPPER GANGES
- LOWER GANGES
- BLAIN
- NORTON
- ATKINS ROAD
- BRINKWORTHY
- TO CHURCHILL BEACH
- MADRONE CREEK
- CHURCHILL
- GANGES HARBOUR
- SKATE
- PARK
- KANAKA
- HIGH SCHOOL
- RAINBOW ROAD
- SEA VIEW
- MOUAT PARK (east)
- MOUAT PARK (west)
- FARMERS INST.
- DRAKE ROAD
- BONNET
- GANGES HILL
- TO FULFORD
- PALLOT WAY



REPORT TO SALT SPRING ISLAND TRANSIT TRANSPORTATION COMMISSION
MEETING OF MONDAY, OCTOBER 26, 2015

SUBJECT 2016-2020 SALT SPRING ISLAND TRANSIT AND TRANSPORTATION
OPERATING AND CAPITAL BUDGETS

ISSUE

This report provides the estimated actual for the 2015 budget and a synopsis of the 2016 - 2020 budget, highlighting significant operational and capital expenditures, and revenues.

BACKGROUND

1. TRANSIT

- (a) 2015 Transit Revenue and Operating Expenditures: The estimated to actual transit revenue is projected to be **\$5,320** over budget due to higher than expected transit fares (\$4,800) and other income (\$520). As of September 30, 2015 revenues have reached 77% of the total annual budget. Compared to the previous year (September 30, 2014) transit revenue is up by approximately 1.53%.

The transit estimated to actual operating expenses are projected to be **\$64,220** under budget due lower than budgeted expenses for:

- Local government share of annual operating agreement (\$57,630). This is mainly attributed to the different fiscal years: BC Transit provides an annual operating agreement based on April 1-March 31 fiscal year; and the CRD sets a budget based the January 1-December 31 fiscal year. The surplus at the end of December is transferred to an internal reserve as indicated in 1(b) below.
- Other operating expenses \$6,590 (a combination of travel, legal, advertising, meeting expenses, general office, etc.).

- (b) 2015 Transit Reserves: Due to lower than expected operating expenses an anticipated **\$69,540** surplus will be transferred to the Transit Internal Reserve (TIR).

A Transit Equipment Replacement Reserve (TERF) was set up for the purpose of building bus shelters, however, it was determined that these are capital expenditures rather than equipment replacements. In this regard the planned 2015 transfer (\$7,000) to the TERF will be transferred to the TIR. At the end of 2015 TIR will have a projected year-end balance of **\$276,470** and the TERF will have a balance of **\$5,244**.

- (c) 2015 Transit Capital Expenditures:

The budget for the Lower Ganges Road bus shelter was \$1,398 under budget. The total cost of construction and installation was \$20,102:

Fabrication	\$13,373
Structural Engineering	1,790
Permit	176
Glass	3,408
Construction supplies	872
Admin	483
Less: Foundation Grant	(5,000)
TOTAL	\$15,102

This bus shelter project will be closed and the remaining project funds will be transferred to the TIR.

(d) 2016 - 2020 Transit Revenue and Operating Budget

The three year annual operating agreement (AOA) projects the local government share of operating costs to be \$347,810 in 2016/2017 (4.9% increase) and \$355,910 in 2017/2018 (2.3% increase). Fare revenue is estimated at \$203,340 in 2016. Based on the projected AOA it is anticipated that transfers from TIR will be required to off-set the operating costs starting in 2017.

(e) 2016 - 2020 Transit Reserves: Starting in 2016 annual planned transfers to reserves (\$10,000) will be allocated to off-set the cost of purchasing new bus shelters from BC Transit over the next five years. The approximate costs for these shelters can range from \$8,100 to \$15,000 (not including installation, taxes, and location alterations) depending on the number of users and function. Local governments are eligible for provincial funding to offset the cost of a shelter (53.3% local government share); however the shelter purchased under this program remain a Transit asset and the local government is responsible for all maintenance and repairs. Local governments also have the option to purchase shelters outright.

2. TRANSPORTATION

(a) 2015 Transportation

The transportation operating and revenue budget is estimated to be **\$5,000** over budget due to higher than expected wages (\$4,470), higher than budgeted other operating expenses (\$310); and higher than budgeted revenue (\$20).

With higher than anticipated operating expenses it is projected that the 2015 planned transfer to reserves be decreased to \$311,950. The 2015 total capital reserve balance is estimated to be **\$816,032**.

(b) 2015 Projects:

a. Bicycle Wayfinding (BX.91):

Funding Sources		Costs	Actual
Grant	\$8,571	Construction	\$7,690
In Kind	\$3,940	In-kind Labour	\$3,895
		Admin	\$105
Sub-total	\$12,511		<u>\$11,729</u>
		Remaining	732

The remaining balance of \$732 will be transferred to the Pedestrian Cycling Masterplan Implementation grant fund.

b. Leisure Lane (CX.100.2001) and Harbours End Pathway (CX.100.2003):

Funding Sources		Cost	Actual
Grant	\$75,000	Construction	\$119,491
Transportation	\$70,000	Archeology Study	\$5,146
Island Pathways	\$15,000	Kiosk	\$21,255
Sub-total	<u>\$160,000</u>	Landscaping	\$1,316
		Miscellaneous	\$422
		Admin	<u>\$4,357</u>
			<u>\$151,987</u>
		Remaining	\$8,013
		In Kind Labour	\$56,560

This project will be closed at the end of year and the remaining estimated balance of approximately \$8,013 will be transferred back to reserves. The total amount of volunteer labour totaled approximately \$56,560.

c. Rainbow Road - West of Atkins Road to Mouat Park Access (CX.100.2004):

Funding Sources		Costs	Actual
Transportation	\$45,000	Construction Contract	\$33,015
Island Pathways	<u>\$20,000</u>	Miscellaneous	\$13
Sub-total	<u>\$40,000</u>		<u>\$33,028</u>
		Remaining	\$6,972

An inspection of the completed works was conducted on site on September 18, 2015. Based on the inspection a contemplated change order was issued with request to the contractor to provide a quotation for the works to place concrete curbs at 321 Rainbow Road to delineate the pathway and parking; install fencing on pathway at Pretzel Motors sign on both sides of culvert; add one large rock at Garden Fair driveway; and install fencing at 317 Rainbow Road driveway on both sides of pathway.

Once the works are complete the project will be closed and the remaining balance will be transferred back to reserves.

(c) 2016 - 2020 Transportation Operating Budget

For 2016 operating costs have been **reduced 29.8%** (\$23,740) mostly as a reduction in labour, and other operating costs. The budget review this year was based on zero-based budgeting exercise that examined annual expenditures on a line by line basis. All costs associated with providing the Electoral Area (EA) functions with operating and management support have been transferred to the EA administration budget and redistributed as an EA Allocation to each service function budget. This resulted in a **\$14,990 reduction** in allocation costs.

(d) 2016 – 2020 Reserves and Five Year Capital Budget and Reserves:

The decrease in operating costs permits an increase (\$23,740) in 2016 to the planned transfer from operating to reserves. The reserve balances are outlined in the 'SSI Transportation Reserves Summary Schedule 2016-2020 Financial Plan' (attached). The transfers from operating to reserves will be allocated to the following project funds:

Salt Spring Island Transit and Transportation Commission – October 26, 2015
2016 Operating and Capital Budgets

	2016	2017	2018	2019	2020	TOTAL
NGVTMP	\$250,000	\$250,000	\$250,000			\$750,000
Pathways	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Sidewalks	\$18,750	\$18,750	\$18,750	\$17,950		\$74,200
Hereford/Purvis intersection improvement	\$10,000	\$10,000	\$10,000			\$30,000
Capital Reserve	<u>\$38,940</u>	<u>\$17,830</u>	<u>\$36,690</u>	<u>\$46,330</u>	<u>\$63,100</u>	<u>\$202,890</u>
TOTAL	\$337,690	\$316,580	\$335,440	\$84,280	\$83,100	<u>\$1,157,090</u>

The planned five year capital projects are outlined in Schedule G (attached).

(e) 2016 Maintenance Reserve

As the Commission increases their pathway assets it is recommended that a maintenance reserve be established for the service. A maintenance reserve fund is used for repairs to pathways, signage, kiosks, etc. that are not typically budgeted annually. A **\$3,000** annual contribution to the maintenance reserve is planned, beginning in 2016.

(f) Parking Study (2017): The Commission has indicated the need for a parking study and \$20,000 has been set aside in the 2017 operating budget to commission a study.

RECOMMENDATION

That the Salt Spring Island Transit and Transportation Commission recommend to the Capital Regional District Board approve the 2016 Operating and Capital budgets for the Salt Spring Island Transit and Transportation as presented; and transfer any surplus revenue to reserves.

Karla Campbell, Senior Manager
 Salt Spring Island Electoral Area

Attachments: 2016 Budget – SSI Community Transit and Transportation

- 2016 Transit Budget Summary
- SSI Transit Reserves Summary Schedule 2016-2020 Financial Plan
- 2016 Transportation Budget Summary
- SSI Transportation Reserves Summary Schedule 2016-2020 Financial Plan
- Reserve Schedule
- Schedule G - 2016-2020 Capital Budget

CAPITAL REGIONAL DISTRICT

2016 Budget

SSI Community Transit & Transportation

Committee Review

Compiled and Presented by CRD Finance

October 2015

Service: 1.238 SSI Community Transit & Transportation Commission: SSI Community Transit & Transportation
1.238A Community Transit (SSI)
1.238B Community Transportation (SSI)

SERVICE DESCRIPTION:

Established by Bylaw #3438 the Salt Spring Island Transit and Transportation Service provides a public transportation system on Salt Spring Island, carries out transportation studies, provides for the construction, installation, maintenance and regulation of sidewalks and bicycle paths, parking facilities, pedestrian and safety and traffic calming facilities and implements transportation demand management programs.

PARTICIPATION:

The Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Transit - \$245,000 or \$0.076 per \$1,000 of actual assessments.

Transportation - \$396,250 or \$0.1346 per \$1,000 of actual assessments.

COMMISSION:

Salt Spring Island Community Transit and Transportation Commission.

FUNDING:

The transit service is funded by Transit Fare Revenue and requisition. The transportation service is funded by requisition.

	2015		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2016 CORE BUDGET	2016 SUPPLEMENTARY	TOTAL 2016	2017	2018	2019	2020	
SALT SPRING ISLAND COMMUNITY TRANSIT										
<u>OPERATING COSTS:</u>										
Gross Municipal Obligation	331,540	273,910	347,810	-	347,810	355,910	363,030	370,290	377,700	
Allocations	21,640	21,640	20,970	-	20,970	21,380	21,810	22,240	22,680	
Other Operating Expenses	7,860	1,270	820	-	820	830	840	850	860	
TOTAL OPERATING COSTS	361,040	296,820	369,600	-	369,600	378,120	385,680	393,380	401,240	
*Percentage increase over prior year					2.4%	2.3%	2.0%	2.0%	2.0%	
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	7,000	-	-	-	-	-	-	-	-	
Transfer to Capital Reserve Fund	-	7,000	10,000	-	10,000	10,000	10,000	10,000	10,000	
Transfer to Internal Reserve	-	69,540	-	-	-	-	-	-	-	
TOTAL CAPITAL / RESERVES	7,000	76,540	10,000	-	10,000	10,000	10,000	10,000	10,000	
TOTAL COSTS	368,040	373,360	379,600	-	379,600	388,120	395,680	403,380	411,240	
OPERATING COSTS	368,040	373,360	379,600	-	379,600	388,120	395,680	403,380	411,240	
<u>FUNDING SOURCES (REVENUE)</u>										
Transit Pass Revenue	(194,380)	(199,180)	(203,340)	-	(203,340)	(203,220)	(203,220)	(203,220)	(203,220)	
Other Income	(500)	(1,020)	(500)	-	(500)	(500)	(500)	(500)	(500)	
Grants in Lieu of Taxes	(110)	(110)	(110)	-	(110)	(110)	(110)	(110)	(110)	
Transfer from Internal Reserve	-	-	-	-	-	(5,060)	(9,090)	(13,200)	(17,400)	
TOTAL REVENUE	(194,990)	(200,310)	(203,950)	-	(203,950)	(208,890)	(212,920)	(217,030)	(221,230)	
REQUISITION	(173,050)	(173,050)	(175,650)	-	(175,650)	(179,230)	(182,760)	(186,350)	(190,010)	
*Percentage increase over prior year requisition					1.5%	2.0%	2.0%	2.0%	2.0%	

SSI Transit Reserves
 Summary Schedule
 2016 - 2020 Financial Plan

Reserve/Fund Summary

	2015 Estimate	Budget				
		2016	2017	2018	2019	2020
Reserve Account	276,470	264,470	247,410	226,320	201,120	171,720
Equipment Replacement Fund	5,244	5,244	5,244	5,244	5,244	5,244
Total	281,714	269,714	252,654	231,564	206,364	176,964

SALT SPRING ISLAND COMMUNITY TRANSPORTATION		BUDGET REQUEST			FUTURE PROJECTIONS			
2015 BOARD BUDGET	2015 ESTIMATED ACTUAL	2016 CORE BUDGET	CONTINUOUS SUPPLEMENTARY	TOTAL 2015	2017	2018	2019	2020
OPERATING COSTS:								
Contract for Services - Admin Support	240	-	-	-	-	-	-	-
Auxiliary Wages	10,610	-	-	-	-	-	-	-
Consulting	-	-	-	-	-	-	-	-
Allocations	68,320	53,330	-	53,330	20,000	-	-	-
Other Operating Expenses	5,120	2,510	-	2,510	54,390	55,480	56,590	57,720
					2,560	2,610	2,560	2,710
TOTAL OPERATING COSTS	84,600	55,840	-	55,840	76,950	58,090	59,250	60,430
*Percentage increase over prior year				-29.8%	37.8%	-24.5%	2.0%	2.0%
CAPITAL / RESERVE								
Transfer to Capital Reserve Fund	311,950	337,690	-	337,690	316,560	335,440	84,280	83,100
Transfer to Maintenance Reserve Fund	-	3,000	-	3,000	3,000	3,000	3,000	3,000
TOTAL CAPITAL / RESERVES	311,950	340,690	-	340,690	319,560	338,440	87,280	86,100
TOTAL COSTS	396,530	396,530	-	396,530	396,530	396,530	146,530	146,530
OPERATING COSTS								
FUNDING SOURCES (REVENUE)								
Other Income	(150)	(150)	-	(150)	(150)	(150)	(150)	(150)
Grants in Lieu of Taxes	(130)	(150)	-	(130)	(130)	(130)	(130)	(130)
TOTAL REVENUE	(280)	(300)	-	(280)	(280)	(280)	(280)	(280)
REQUISITION	(396,250)	(396,250)	-	(396,250)	(396,250)	(396,250)	(146,250)	(146,250)
*Percentage increase over prior year requisition				0.0%	0.0%	0.0%	-63.1%	0.0%

SSI Transportation Reserves
 Summary Schedule
 2016 - 2020 Financial Plan

Reserve/Fund Summary

	2015 Estimate	Budget				
		2016	2017	2018	2019	2020
Maintenance Reserve Fund	-	3,000	6,000	9,000	12,000	15,000
Pathways CRF	101,667	121,667	76,667	56,667	46,667	66,667
Sidewalks CRF	25,800	25,800	25,800	25,800	25,800	25,800
North Ganges Transportation Plan CRF	709,304	452,624	409,944	222,264	47,264	47,264
Total	836,771	603,091	518,411	313,731	131,731	154,731

Reserve Schedule

Reserve Fund: Capital Reserve Fund - Bylaw 3943

For Pathway and Bike Lane Infrastructure

Reserve Cash Flow

Fund: 1086 Fund Center: 102142	Estimate 2015	Budget			
		2016	2017	2018	2020
Beginning Balance	75,928	101,867	121,667	76,667	46,667
Transfer from Ops Budget	61,950	20,000	20,000	20,000	20,000
Transfer from Capital Project Fund	117,957	-	-	-	-
Expenditures					
Harbours End CX.100.2003	(130,850)	-	(65,000)	(40,000)	(30,000)
Leisure Lane CX.100.2081	(7,318)	-	-	-	-
Rainbow Road West CX.100.2004	(20,000)	-	-	-	-
Interest Income	4,000	-	-	-	-
Ending Balance \$	101,667	121,667	76,667	56,667	66,667

Fund balance should allow for CRD to participate in partnership with Island Pathways on planned projects

Reserve Cash Flow

Fund: 1086 Fund Center: 102147	Estimate 2015	Budget			
		2016	2017	2018	2020
Beginning Balance	25,800	25,800	25,800	25,800	25,800
Ending Balance \$	25,800	25,800	25,800	25,800	25,800

Funds received from property owners for sidewalks in front of their properties

Reserve Cash Flow

Fund: 1086 Fund Center: 102148	Estimate 2015	Budget			
		2016	2017	2018	2020
Beginning Balance	287,984	709,304	452,624	409,944	222,264
Transfer from Ops Budget	250,000	250,000	250,000	250,000	-
Community Works Funds	171,320	171,320	171,320	171,320	-
Expenditures	-	(678,000)	(464,000)	(609,000)	(175,000)
Ending Balance \$	709,304	452,624	409,944	222,264	47,264

\$250,000 per year transferred from requisition in accordance with Bylaw 3956 (four years 2015-2019)

Reserve Schedule

Reserve Fund: Maintenance Reserve Fund

For non-recurring repairs and maintenance on paths and trails

Reserve Cash Flow

	Estimate				Budget		
	2015	2016	2017	2018	2018	2019	2020
Beginning Balance	-	-	3,000	6,000	9,000	12,000	
Transfer from Ops Budget	-	3,000	3,000	3,000	3,000	3,000	
Ending Balance \$	-	3,000	6,000	9,000	12,000	15,000	

CAPITAL REGIONAL DISTRICT - SCHEDULE G

CAPITAL BUDGET FORM 2016 and Forecast 2017 to 202020

Service #: **1,238**
Service Name: **Salt Spring Island Transportation**

Year (1)	Type Code (2)* ↓	Specific Project Description (3)	Capital Expense	Funding Amount Total (5)		Grant Program Sponsor (6)	Loan Authorization # (7)	Participants (8) ↓	%
				Source (4)** ↓					
2016	L	Lower Ganges Road site preparation temporary pathway	145,000	R	145,000	Reserves			
2016	S	Seawalk	200,000	G	200,000	Canada 150			
2016	L	Peck's Cove	94,000	G	94,000	Community Works Fund			
2016	L	Rainbow Road from Pool to Lower Ganges Road	533,000	G	442,640	Community Work Fund			Parks and Recreation Volunteers
				R	90,360	Reserves			0%
2016	B	Bus Shelter - Lower Ganges Road/Crofton	12,000	R	12,000	Transit Reserve			
2017	S	Seawalk	366,000	G	300,000	Canada 150			
				R	66,000				
2017	S	Pathway Project (Atkins Road)	65,000	R	65,000	Pathway Reserve			Parks and Recreation
2017	S	Lower Ganges Road upland connector	484,000	G	171,320	Community Work Fund			Volunteers
				R	292,680				0%
2017	S	Bus Shelter	12,000	R	12,000	Transit Reserve			
2018	S	Pathway Project	40,000	R	40,000	Pathway Reserve			
2018	L	Lower Ganges road upland connector	609,000	G	171,320	Community Work Fund			Volunteers
				R	437,680				0%
2018	S	Bus Shelter	12,000	R	12,000	Transit Reserve			
2019	B	Rainbow Road south side (187 Rainbow Road to LGR)	100,000	R	100,000	Sidewalk Reserve Fund			
2019	S	Lower/Upper Ganges Road bike/sidewalk connections	145,000	R	145,000				
2019	B	Bus Shelter	12,000	R	12,000	Transit Reserve			
2019	S	Intersection improvements Hereford/Purvis	30,000	R	30,000				
2019	S	Pathway Project	30,000	R	30,000	Pathway Reserve			Volunteers
				R	30,000				0%
2020	B	Bus Shelter	12,000	R	12,000	Transit Reserve			
TOTAL			2,881,000		2,881,000				

Type Codes (2)*	Funding Source Codes (4)**
L = Land	D = Debenture Debt (new debt only)
S = Engineering Structures	E = Equipment Replacement Fund
B = Buildings	G = Grants (Federal, Provincial)
V = Vehicles	O = Donations / Third Party Funding
E = Equipment	
	C = Capital Funds on Hand
	R = Reserve Fund
	S = Short Term Loans
	L = Lands Sales