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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held July 25, 2016, Portlock Park Meeting Room, 145 Vesuvius Bay Road  
Salt Spring Island, BC**

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**Present:** **CRD Director:** Wayne McIntyre  
**Commission Members:** Ross Simpson, Scott Simmons, Gregg Dow, Rod Martens, Robin Williams (attended electronically)  
**Staff:** Keith Wahlstrom, Acting Senior Manager and Manager Salt Spring Island Engineering; John Hicks, Senior Transportation Planner; Tracey Shaver, Recording Secretary  
**Absent:** Nigel Denyer, Seth Wright, Karla Campbell

Vice Chair Simpson called the meeting to order at 4:37 pm.  
Commissioner Williams and BC Transit Staff joined the meeting electronically.

**1. Approval of Agenda**

**MOVED** by Commissioner Martens, **SECONDED** by Director McIntyre,  
That the Salt Spring Island Transportation Commission agenda of July 25, 2016 be approved.

**CARRIED**

**2. Adoption of Minutes**

**2.1 Minutes of May 24, 2016**

Commissioner Denyer confirmed through correspondence that his concerns over the wording of motion 5.2 should not hold up sending the SSITC comments to Islands Trust.  
He would like to explain his general concerns over the wording of SSITC comments on IT referrals at the next opportunity.

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Simpson,  
That the Salt Spring Island Transportation Commission minutes of May 24, 2016 be approved.

**CARRIED**

**2.2 Minutes of June 27, 2016**

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Simpson,  
That the Salt Spring Island Transportation Commission minutes of June 27, 2016 be approved.

**CARRIED**

**3. Presentations/Delegations**

**3.1 BC Transit Planning Staff: Matthew Boyd and Corey McPherson**

BC Transit staff attended the meeting electronically to further address the Commissions' concern over dangerous sections of road and the potential adjustment to routes.

Due to the above the bus service along the Walkers Hook Road section may be discontinued or rerouted because of increase bus maintenance and reduced rider comfort. This would have very adverse effects on the communities in Fort Street and adjacent roads, which have a high density of the working population.

Therefore, BC Transit was asked to investigate the possibility of a potential route adjustment through Stark Road to serve this community. BC Transit agreed to this request but advised that it is now too late to amend the Winter Bus Schedules.

BC Transit staff leave the meeting electronically at 5:05 pm

#### **4. Reports-Chair and Director – no reports**

##### **4.1 Ross Simpson, Condition of Walker's Hook Road**

Commissioner Simpson reviewed pictures of several dangerous areas along Walker's Hook Road and a potential traffic calming idea.

CRD Transportation Planning staff will look into the following items with Ministry of Highways staff:

- Traffic Calming – reducing sections along Walker's Hook to 1 lane
- Hazardous Condition signage - improve warning signals for uneven pavement areas
- Determine the standards for rural road decay

##### **4.2 Drew Stotesbury, Treasurer, Salt Spring Island Incorporation Study James Klukas, Urban Systems Consultants**

The consultant for the incorporation study group presented information regarding the scope of review conducted on Salt Spring Island roads. The review is meant to provide a comparison based on the cost of current road maintenance standards under the direction Ministry of Highways and what the cost would be for a Municipality at the same service levels. The review does not take into consideration that a Municipality might chose to provide higher standards.

Commissioner Williams leaves the meeting electronically at 5:30 pm.

Risks identified and not quantifiable beyond scope of review:

- Asset management plan
- Impact of non-dedicated ROW
- Alignment risks
- Landslides
- Flooding/drainage
- Shoulder widening/cycling lanes
- Potential funding sources

Should Salt Spring Island become a Municipality these and other identified risks will be used to negotiate with the Province to minimize the risk of inheriting pre-existing problems with the Salt Spring Island roads.

**5. Outstanding Business**

**5.1 Memo dated July 20, 2016 re: Establish North Ganges Transportation Project Priorities**

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Martens,  
That the Salt Spring Island Transportation Commission confirm the top 3 priorities for the North Ganges Transportation Project as follows:

- 1) Construct a pathway along Rainbow Road from the Pool to the east property line of the school property;
- 2) Finalize pathway design and alignment along Rainbow Road from the School District Administration Driveway to Kanaka Road. Advance project to tender.
- 3) Finalize pathway design and alignment for the pathway along the high side of Lower Ganges Road from south of the intersection of Lower/Upper Ganges Road to Rainbow Road and then along Rainbow Road to the School District Administration Driveway. Advance project to tender.

**CARRIED**

**5.2 Memo dated July 20, 2016 re: Design Elements for Lower Ganges Road Presentation-Ross Simpson**

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Martens,  
That the Salt Spring Island Transportation Commission recommends that the following design adjustments be implemented to sections of North Ganges Transportation Plan identified as the pathway along the high side of Lower Ganges Road from the south of the intersection of Lower/Upper Ganges Road to Rainbow Road and then along Rainbow Road the School District Administration Driveway:

- 1) Modification at the intersection with Rainbow Road that generally follows the current road.
- 2) Narrowing of the pathway width from 2.4 m to 2.0 m and possibly narrower at select locations to avoid obstacles.
- 3) Addition of a pedestrian crosswalk at intersection of Lower and Upper Ganges Roads.

Friendly amendment by Director McIntyre with the addition of the following to the motion:

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Martens,  
That the Salt Spring Island Transportation Commission recommends that a media release be prepared to inform the community of the design changes to the North Ganges Transportation Plan and the rationale behind them.

**CARRIED**

**5.3 Memo dated July 15, 2016 re: Bus Shelter clarification**

After discussion the Transportation Commission agreed to pursue the BC Transit bus shelter cost sharing program for the location known as "Heritage Place". Under the current program this basic structure would cost approximately \$10,000 and be permanent. The bus shelter will remain a BC Transit asset and be maintained under the Transportation Commission.

The Transportation Commission generally agreed to continue efforts towards procuring additional artistic style bus shelters through a community competition process.

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Simmons,  
That the Salt Spring Island Transportation directs staff to execute the application to enter  
into the BC Transit Bus Shelter cost sharing program for an installation at the site known as  
“heritage place” and that the budget allocated for this project is \$10,000.

**CARRIED**

**6. New Business**

There was no new business identified.

**7. Next Meeting:**

Monday September 26, 2016 at the Portlock Park Meeting Room located at 145 Vesuvius  
Bay Road and starting at 4:30 pm.

**8. Adjournment**

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Simmons,  
That the meeting be adjourned at 6:55 pm.

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**CHAIR**

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**SENIOR MANAGER**