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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held September 26, 2016, Portlock Park Meeting Room, 145 Vesuvius Bay Road  
Salt Spring Island, BC**

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**Present:** **CRD Director:** Wayne McIntyre (5:27 pm)  
**Commission Members:** Ross Simpson, Scott Simmons, Gregg Dow, Rod Martens, Nigel Denyer, Seth Wright  
**Staff:** Keith Wahlstrom, Manager Salt Spring Island Engineering; Tracey Shaver, Recording Secretary.  
Karla Campbell, Senior Manager and Peggy Dayton, Senior Financial Analyst attended electronically.  
**Absent:** Robin Williams

Vice Chair Simpson called the meeting to order at 4:33 pm.

### 1. Approval of Agenda

**MOVED** by Commissioner Dow, **SECONDED** by Commissioner Denyer,  
That the Salt Spring Island Transportation Commission agenda of September 26, 2016 be approved with the following amendments: Item 5.2 Progress Reports – North Ganges Transportation Plan; bring item 6.4 forward to item 3.1.

**CARRIED**

### 2. Adoption of Minutes

#### 2.1 Minutes of July 25, 2016

Commissioner Denyer requested the following change be made to the Minutes of July 25, 2016 under item 2.1 to reflect the following:

“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 July 25, 2016 be approved as amended.

**CARRIED**

### 3. Presentations/Delegations

#### 3.1 Ganges Harbour as a Federal Port of Entry

Bill Cote presented the Transportation Commission with information on his initiative to bring Customs and Immigration to Ganges for sea plane and marine based international visitors. Mr. Cote is seeking initial support of the concept from local government agencies and the business community in order to begin the process of gathering additional information such as service

levels, operational costs and funding sources. Travel statistics will be provided by the Chamber of Commerce.

- BCSA qualify ports of entry at 4 different service levels
- Criteria for consideration as a port of entry is based on overall initial Community Support and Travel Statistics.

**MOVED** by Commissioner Simmons, **SECONDED** by Commissioner Martens,

That the Salt Spring Island Transportation Commission supports the concept of Ganges Harbour as a service Port of Entry for International visitors. Formal support for this concept is pending investigation into the factual information surrounding potential location, service levels and operational costs to the community.

**CARRIED**

#### **4. Reports-Chair and Director**

No reports

#### **5. Outstanding Business**

##### **5.1 Walkers Hook Road Remedial Work-Status Update**

Ministry of Transportation and Infrastructure has agreed to put \$100,000 into remedial road work for 4 sections of Walkers Hook Road. The Transit system will continue to operate the bus route in this area.

##### **5.2 Progress Report – North Ganges Transportation Plan**

The Commission discussed several aspects on the progress of the overall North Ganges Transportation Plan:

- Project priorities were re-established in July 2016.
- Pathways along Rainbow Road are continuing.
- Several revisions have been made to sections of the plan to bring the scope of work within budget, character and function.
- MoTI is still responsible for drainage issues pertaining to their infrastructure.
- A press release for the NGTP is being worked on by CRD Corporate Communications.
- The management plan will be revised to include design modifications and corresponding budget items.

**MOVED** by Commissioner Denyer, **SECONDED** by Commissioner Simmons,

That the Salt Spring Island Transportation Commission requests written progress reports at every other meeting for the North Ganges Transportation Plan as specified by the Project Charter and Project Management Plan and further recommends that a half term progress report be prepared for public release.

**CARRIED**

K. Campbell and P. Dayton leave the meeting electronically 5:23 pm

Director McIntyre joins the meeting at 5:27 pm

K. Campbell and P. Dayton rejoin the meeting via telephone at 5:29 pm

**6. New Business**

**6.1 2017-2021 Salt Spring Island Transit and Transportation Operating and Capital Budgets**

Staff reviewed the budget report and attached worksheets.

**MOVED** by Commissioner Wright, **SECONDED** by Commissioner Simmons,  
That the Salt Spring Island Transit and Transportation Commission recommend the Capital Regional District Board approve the 2017 Operating and Capital budgets for the Salt Spring Island Transit and Transportation as presented; and balance the 2016 revenue and expenditures on the 2016 transfer to reserves.

**CARRIED**

**6.2 Gulf Island Secondary-Participation in Active & Safe Routes to School Program**

Item has been deferred to the next agenda to appoint a Transportation Commissioner to volunteer on this project.

**6.3 Email Exchanges between CRD Directors**

Information was presented as a reminder not to conduct commission business over email or in small groups which constitute a quorum. All such meetings must be held and advertised publically.

**7. Next Meeting:**

Monday October 24, 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 Denyer,  
That the meeting be adjourned at 6:20 pm.

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**CHAIR**

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**SENIOR MANAGER**