



Making a difference...together

**SALT SPRING ISLAND TRANSPORTATION COMMISSION**  
Notice of Meeting on **Monday, October 24, 2016 at 4:30 PM**  
Portlock Park Meeting Room, 145 Vesuvius Bay Road, Salt Spring Island, BC

Wayne McIntyre  
Ross Simpson

Nigel Denyer  
Seth Wright

Robin Williams  
Rod Martens

Gregg Dow  
Scott Simmons

(r) Regrets

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**AGENDA**

- 1 Approval of Agenda**
- 2 Adoption of Minutes**
  - 2.1 Minutes of September 26, 2016**
- 3 Presentations/Delegations**
  - 3.1 BC Transit- Fare Structure Review**
- 4 Reports-Chair and Director**
- 5 Outstanding Business**
  - 5.1 SSI Senior's Bus Use Training**
  - 5.2 Ganges Accessibility Improvements for Pedestrians and Mobility Vehicles**
  - 5.3 Progress Report on Transportation Management Plan (to be distributed)**
- 6 New Business**
  - 6.1 BC Government Road Capital for Salt Spring Island**
  - 6.2 Walker Hook Roadwork**
- 7 Next Meeting Monday November 28, 2016, Portlock Park Meeting Room at 4:00 pm**
- 8 Adjournment**



Making a difference...together

**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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**DRAFT**

**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**

Salt Spring Island Transportation Commission  
October 24, 2016 Agenda Item 3.1



# Annual Performance Summary

## Salt Spring Island

2015/16



# Agenda

- BC Transit Initiatives
- Salt Spring Island Initiatives and Highlights
- Paratransit Service
  - » Paratransit Outcomes
- Future Priorities





# BC Transit Initiatives

- Maximized efficiency and effectiveness throughout the province
- Significant savings realized in fuel and maintenance
- Shortened amortization periods of vehicles to mitigate costly undertakings
- Introduction of pooled lease fees by vehicle type

“BC Transit consistently has lower costs per hour, and costs per passenger”

- Canadian Urban Transit Authority (CUTA)





# Initiatives & Highlights

- The completion and adoption of the Salt Spring Island Transit Service Review
- Introduction of the Ruckle Park Pilot Service Project in the summer months
- Replacement of the Ford Polar vehicles with Chevrolet ARBOCs
- Continued seasonal adjustments to integrate with changing BC Ferries schedules





# Paratransit Service

Local Investment Measures	2015/16 Actual	2014/15 Actual	YoY Var	2015/16 AOA Budget	AOA Budget Var	2015/16 Peer Average *	Peer Average + Var
Revenue service hours (000)	7	7	6%	7	-1%	5	50%
Total cost (\$000)	\$565	\$497	14%	\$600	-6%	\$434	30%
Service hours per capita	1.35	1.29	5%	1.37	-1%	0.35	283%
Fleet size	4	4	0%	4	0%	3	26%
Return on Investment	2015/16 Actual	2014/15 Actual	YoY Var	2015/16 AOA Budget	AOA Budget Var	2015/16 Peer Average	Peer Average Var
Passenger trips (000)	107	113	-6%	117	-9%	35	206%
Total revenue (\$000)	\$196	\$192	2%	\$199	-2%	\$57	245%
Passenger trips per capita	20.4	21.8	-7%	22.3	-9%	2.6	679%
Revenue per trip	\$1.83	\$1.69	9%	\$1.70	8%	\$1.63	12%
Performance	2015/16 Actual	2014/15 Actual	YoY Var	2015/16 AOA Budget	AOA Budget Var	2015/16 Peer Average	Peer Average Var
Operating cost per service hour	\$68.88	\$68.54	0%	\$69.82	-1%	\$76.75	-10%
Operating cost per passenger trip	\$4.58	\$4.04	13%	\$4.28	7%	\$10.61	-57%
Passenger trips per service hour	15.0	17.0	-11%	16.3	-8%	7.1	113%
Operating cost recovery	40.1%	41.8%	-4%	39.7%	1%	15.3%	161%

[1] Peer Average is the average of 29 Tier 3 systems.

Salt Spring Island is consistently one of the top performing transit systems in British Columbia.

The 40.1% Cost Recovery indicates that the service is extremely efficient and clearly integrates well with the Salt Spring Island Community.

The slight decline in ridership is attributable to the recent investment of service hours to times when ridership is expected to be less (ie. Evening).

# Paratransit Outcomes

## Wins

Revenue Service Hours

Service Hours Per Capita

Total Revenue

Revenue per Trip

Operating Cost per Service Hour

Operating Cost Recovery

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## Opportunities

- Total Cost
- Passenger Trips
- Passenger Trips per Capita
- Operating Cost per Passenger Trip
- Passenger Trips per Service Hour





# Future Priorities

- Expand Service based recommendations from the 2015 Salt Spring Island Transit Service Review
  - » 2017/18 – Increase summer Saturday service and improve winter morning service
  - » 2018/19 – Expand evening service Monday to Thursday
- Conduct a detailed Fare Review in 2016/17 to explore opportunities to change the fare structure
- Market and Promote of the Salt Spring Island Transit Service to better integrate with the many events and opportunities Salt Spring Island has to offer
- Conduct a “Customer Training” session to encourage additional ridership and increase awareness of public transit options on Salt Spring Island



**Thank you**

# Fare Structure Review

## Salt Spring Island



## BC TRANSIT GLOSSARY

**Adult fare** – A regular fare must be paid by all passengers who do not qualify for a discount or cannot prove eligibility.

**Average fare** – Total revenue from fare sources divided by total ridership (including BC Bus Pass).

**Cash fare** – a cash fare allows one person to use transit. No change is given on the bus and so exact change must be used.

**Child** – A person who is under five years of age. Children may ride the bus for free.

**Conventional transit** – Serves the general population in urban settings using mid-sized, large or double-deck buses. The buses are accessible and low-floor and run on fixed routes and fixed schedules.

**Cost recovery** – Reflects annual total revenue divided by total costs. This ratio indicates the proportion of costs recovered from total revenue. A strong cost recovery is desirable, as it reduces the subsidy from the taxpayer. This factor, however, is a municipal policy decision.

**Day Pass** – A Day Pass offers a discount for unlimited travel throughout the day.

**Discount fare** – Discounts on cash fares and pre-paid products are applicable to seniors (aged 65+) and students (K-12) upon proof of eligibility.

**Monthly Pass** – for users taking transit regularly throughout the month, a Monthly Pass offers a discount for unlimited travel.

**Performance measures** – Statistical ratios combining system outputs and transit service area statistics to benchmark performance within the industry and operational trends over time.

**Ticket** – Each ticket allows one person to use transit. When purchasing a package of ten tickets, a user will receive a discount. Using tickets also has the advantage of not requiring exact change to be carried on the bus.

**Total revenue** – Includes passenger and advertising revenue; excludes property tax and fuel tax revenue.

**Transfer** – When a user pays their fare using cash or using tickets, and requires more than one bus to complete their trip, they may request a transfer from the operator. Transfers are free, and they are good for one-way travel, valid for the first connecting bus at transfer points only.

# 1.0 OVERVIEW

BC Transit has prepared this report for the Salt Spring Island Transportation Commission and the Capital Regional District to examine the current Salt Spring Island fare structure. The report discusses historic revenue and ridership trends, and compares Salt Spring Island's fare structure to its peer transit systems and to BC Transit's recommended fare guidelines. It concludes with two proposals for new a new fare structure on Salt Spring Island. Both of these proposals reflect BC Transit's fare strategy, which is to create a simple, easily understandable fare structure that will increase ridership and fare revenue, is more cost-effective to administer, and is compatible with future fare collection technology.

# 2.0 CURRENT FARES

The following table outlines the current fare structure on Salt Spring Island. This fare structure was implemented in July 2012.

**Table 1: Current Fare Structure**

Fare Product	Audience	Current Fare
Cash	All	\$2.25
Tickets (10)	All	\$20.25
Day Pass	All	\$5.00
Monthly Pass	Adult	\$50.00
	Senior	\$40.00



### 3.0 KEY PERFORMANCE MEASURES

The table below outlines some key performance statistics for the Salt Spring Island Transit System as at 2015/16.

**Table 2: Key Performance Measures**

Measure	Performance
Ridership Growth (5-year annual compound rate)	11%
Revenue Growth (5-year annual compound rate)	15%
Total Ridership	106,887
Total Revenue	\$196,134
Total Revenue from Fare Sources*	\$174,643
Total Fare Revenue from Pre-paid Sources	22%
Average Fare	\$1.83
Total Cost Recovery	35%
Date of Last Fare Adjustment	July 1, 2012

\*Excludes advertising, BC Bus Pass, and miscellaneous revenue. This represents revenue that can be affected by a fare change.

Annual ridership on Salt Spring Island peaked in 2014/15 at 113,000 trips. Despite falling slightly in 2015/16, overall ridership is 68 per cent higher than five years ago. Overall revenue has increased at an average rate of 15 per cent per annum over the same period.

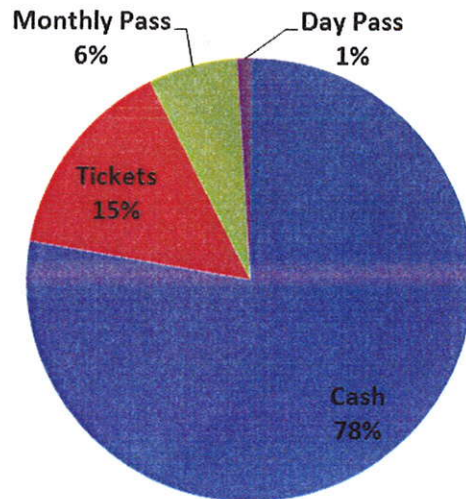
Looking slightly deeper, cash has been the primary driver of this fare revenue increase, with 70 per cent of the growth coming from cash fares. All fare types have seen an increase over the past five years, however tickets and monthly passes have seen revenue plateau.

These revenue increases have not kept pace with the increase in expenses and so cost recovery is in decline, currently sitting at 35 per cent, from a high point of 45 per cent in 2012/13.

## 4.0 FARE REVENUE COMPOSITION

The chart below indicates how revenue from conventional fares is divided by fare type:

**Figure 1: Revenue by Fare Type 2015/16**



The analysis of revenue composition can be considered from two perspectives. On one hand, having a higher percentage of revenue from cash means that more often a full fare is paid (with no discounts for pre-payment), and so revenue and average fare are theoretically maximized.

On the other hand, pre-paid fares offer greater stability, predictability and security of revenue as well as promoting more frequent ridership from existing transit customers. In addition, increased use of pre-paid products (especially passes since they don't require transfers) can improve operational efficiency (increasing on-time performance) and may help reduce the likelihood of on-board fare disputes. Generally, BC Transit recommends the promotion of prepaid products.

At 78 per cent, the proportion of revenue from cash on Salt Spring Island can be considered high in comparison to similar sized systems within BC Transit. This is discussed further in section 5.1.

## 5.0 PERFORMANCE EVALUATION

This report now outlines how the Salt Spring Island Transit System's performance indicators compare to those of its peer transit systems and how its fares compare to general fare guidelines recommended by BC Transit.

### 5.1 Comparison to Peer Systems

As seen in Table 3 below, both cash and tickets are priced higher than in comparable systems. Conversely, the adult monthly pass is priced below peer systems.

The Salt Spring Island Transit System has a higher average fare than comparable systems. This is a consequence of a comparatively higher cash and ticket fare, and having a high proportion of fare revenue from cash. Yielding higher revenue per rider is desirable, and so this should be seen as a positive.

The proportion of fare revenue from pre-paid sources in Salt Spring Island is half that of comparable systems. Further, the proportion of pre-paid revenue is staying steady, moving between 22 per cent and 23 per cent in the last five years. This would indicate that revenue stability is lower than in peer systems due to a smaller proportion of customers pre-paying their fare.

The Salt Spring Island Transit System measures higher than its peers for cost recovery, which is generally seen as a positive, although it should be noted that cost recovery is a policy decision. Therefore it may or may not be appropriate to compare performance across transit systems. However, local governments commonly prefer to have a higher cost recovery and less reliance on local property taxes.

**Table 3: Comparison to Peer Systems**

	Salt Spring Island Transit System	Average of Regional Systems*	Variance	Average of Similarly Sized Systems**	Variance
<b>Adult Cash Fare</b>	\$2.25	\$2.08	+\$0.17	\$2.00	+\$0.25
<b>Adult Ticket Price</b>	\$2.03	\$1.81	+\$0.22	\$1.80	+\$0.23
<b>Adult Monthly Pass Price</b>	\$50.00	\$55.00	-\$5.00	\$48.25	-\$1.75
<b>Average Fare</b>	\$1.83	\$1.40	+\$0.43	\$1.18	+\$0.65
<b>Proportion of Fare Revenue from Pre-paid Sources</b>	22%	44%	-22%	48%	-26%
<b>Cost Recovery</b>	35%	22%	+13%	18%	+17%

\*Average of six transit systems: Campbell River, Port Alberni, Comox Valley, Cowichan Valley, Sunshine Coast and Mt. Waddington

\*\*Average of four similar systems referenced in 2014/15 Transit Service Review: Sunshine Coast, Quesnel, Aggasiz-Harrison and William Lake

## 5.2 Comparison to BC Transit Fare Guidelines

The table below compares Salt Spring Island Transit System's current transit fare structure to BC Transit's recommended fare guidelines. The adult cash fare is the base from which other fares are calculated.

**Table 4: Comparison to BC Transit Fare Guidelines**

Fare Product	Audience	BC Transit Fare Guideline	Salt Spring Island Fare Structure
Cash	All	Base Fare	Base Fare
Tickets	All	9 times Base Fare	9 times Base Fare
Day Pass	All	2 times Base Fare	2.2 times Base Fare
Monthly Pass	Adult	20 – 30 times Base Fare	22.2 times Base Fare
	Discount	Adult Monthly Pass less 15%	Adult Monthly Pass less 20%

\*BC Transit no longer recommends discounting cash fares, tickets and day passes

Table 4 shows that for the most part, the Salt Spring Island fare structure is in line with the BC Transit fare guidelines. Indeed it is one of only three systems which are currently in line with the fare structure recommendations.

For reference, the removal of age-based discounts is becoming more popular across Canada and has several benefits:

- It offers simplicity in the fare structure, making it easier for customers to understand and use, and simpler for vendors to promote and sell.
- It reduces the reliance on operators to enforce age-based fares, potentially reducing conflict.
- It provides incentive for riders to switch to monthly passes, thus encouraging more consistent ridership while reducing fare collection costs.
- It creates a simpler fare structure which is more easily understood by customers and is more compatible with future fare collection technology.

## 6.0 CONCLUSIONS

Our analysis indicates that:

- The fare structure is in line with BC Transit's fare guidelines.
- Revenue has been increasing in each of the past five years, but is currently five per cent below 2015/16.

- Ridership had been increasing each year until 2015/16, when it saw a six per cent decline versus 2014/15. Ridership is also down this year, at ten per cent below the same period last year.
- Cash and ticket fares are higher than comparable systems, and consequently so is the average fare.

## 7.0 PROPOSED FARE STRUCTURES AND PRODUCTS

### 7.1 Proposed Fare Structures

The following fare structures were developed to provide pricing alternatives for the Salt Spring Island Transit System. Both options retain the current fare structure, which maximises customer understanding and is compatible with future fare collection technology.

**Table 5: Proposed Fare Structures**

Fare Product	Audience	Current Fare	Option 1	Option 2
Cash	All	\$2.25	\$2.00	\$2.50
Tickets (10)	All	\$20.25	\$18.00	\$22.50
Day Pass	All	\$5.00	\$5.00	\$5.00
Monthly Pass	Adult	\$50.00	\$50.00	\$50.00
	Senior	\$40.00	\$40.00	\$40.00

#### Option 1

- This option is projected to decrease revenue by an estimated \$12,000 annually, while increasing ridership by three per cent.
- This option retains the existing structure, but seeks to increase ridership through a reduction of the cash and ticket fares.
- Advantages of this fare structure revolve primarily around the anticipated increases in ridership. It will also more closely align Salt Spring Island's fares with comparable systems.
- A disadvantage is that revenue is projected to decrease, which would increase the burden on the local share of funding for the system.

#### Option 2

- This option is projected to increase revenue by an estimated \$13,000 annually, while decreasing ridership by three per cent.
- This option retains the existing structure, but seeks to increase revenue through an increase in cash and ticket fares. Monthly passes and day passes will remain the same, in order to incentivize customers to move towards monthly passes.
- Advantages of this fare structure revolve primarily around the anticipated increase in fare revenue.

- Conversely, it increases the variance in cash and ticket fares in comparison to peer systems.

These options are both in addition to the option of keeping fares the same.

### Transfers

Other BC Transit systems are exploring the possibility of removing paper transfers, which are issued upon request when boarding using a cash or ticket fare. The Victoria Regional Transit System discontinued transfers on April 1, 2016. The primary reason for removing paper transfers is that they are the most common reason for operator and passenger conflict on several BC Transit systems. That said, BC Transit is not aware of similar trends on the Salt Spring Island Transit System, and given the degree of operational change required to implement an alternative approach, no change is recommended at this time.

### Family Travel Program

Many BC Transit systems offer the Family Travel program, whereby an adult customer can bring up to four children (12 years and under) on board for free. The program is available to parents and guardians who are 19 years and over with a pass (monthly, DayPASS, ProPASS, U-PASS or BC Bus Pass), but does not apply to cash fares and tickets. Offering the Family Travel Program on Salt Spring Island may be worthy of discussion.

### Recommended Fare Products

It is recommended that the Salt Spring Island Transit System review its fare products. Reviewing fare products ensures that the correct fare products are used in the event of any fare changes, as well as increasing efficiencies and economies of scale for BC Transit.

The current fare products, and recommended fare products for each option are outlined in Table 6:

**Table 6: Recommended Fare Products**

		Current Fare Products	Recommended Fare Products
Fare Product	Audience	Current	Future
Day Pass	All	Universal	Universal
Tickets (10)	All	\$2.25 (fl. green)	Universal (blue)
Monthly Pass	Adult	Adult	Adult
	Discount	Student/Senior	Student/Senior

If the current fare structure is retained, it is still recommended that the fare products are changed.

## 8.0 RECOMMENDATIONS

It is recommended that the Salt Spring Island Transportation Commission and Capital Regional District:

1. Receive this report as information
2. Approve one of the proposed fare structures or retain the existing structure
3. Direct staff to work with BC Transit to implement the fare change, if applicable

Please note that fare changes should be scheduled for the 1<sup>st</sup> of a given month. BC Transit requires at least eight weeks' notice after Council approval to implement a fare change.

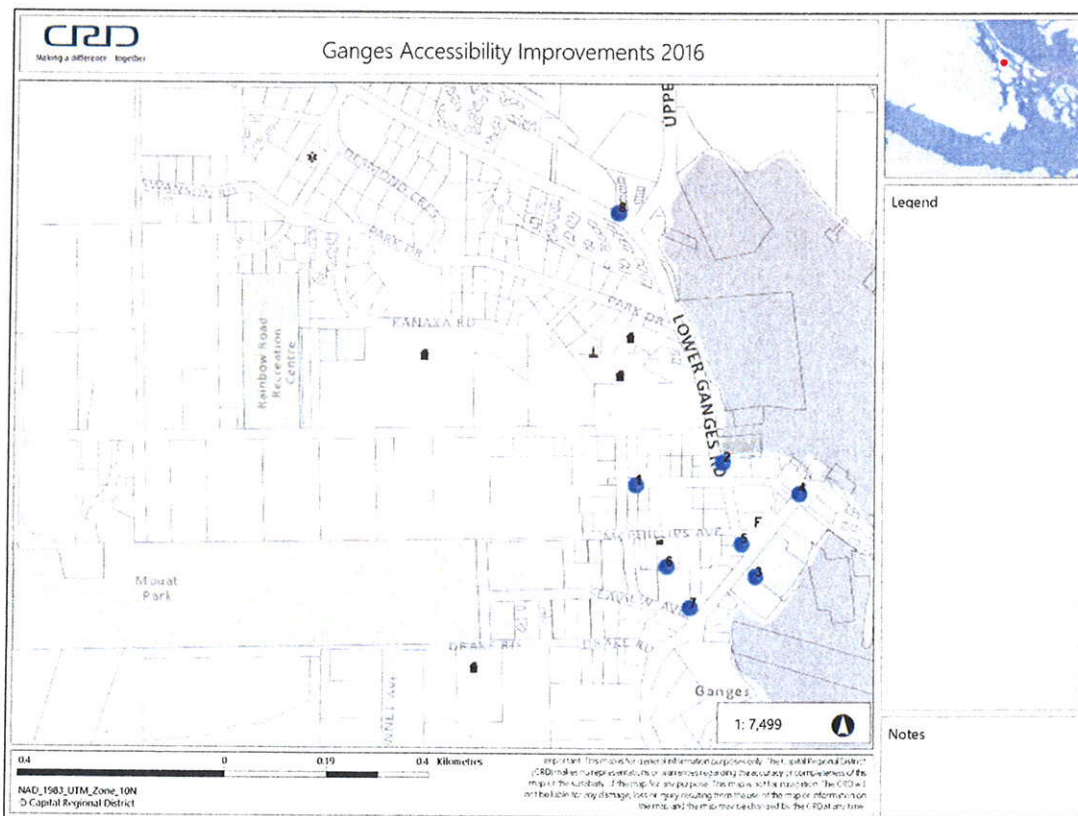
# APPENDIX A: REVISED FARE PRODUCTS

Fare Product	Audience	Fare Products – Current	Fare Products – Recommended
Day Pass	All		
Tickets (10)	All		
Monthly Pass	Adult		
	Discount		



18 Aug 2016 Nigel Denyer and Philip Grange

# Ganges Accessibility Improvements for Pedestrians and Mobility Vehicles



The map above shows locations where poorly built or located sidewalk ramps restrict accessibility for wheeled disability vehicles such as wheelchairs and scooters.

The following pages show the improvements necessary.

Location 1 Hereford Parking Curb Extension



Curbing already exists along most of the South side of Hereford Avenue, to prevent vehicles from parking on the sidewalk. The curbing on Hereford Avenue needs to be extended at the Jackson end for the same reason.

Location 2 Rotary Park Sidewalk and Parking



Parking is common on the shoulder and prevents wheelchair access to the sidewalk and to the pathway through Rotary Park. An informal pedestrian pathway exists on the slope behind the boulders.

Improve and separate the pathway from the roadway. Provide properly ramped access to both ends of the new pathway section. Move line of rocks (out to the sign) and build up bank support to provide separated sidewalk and parking. (all work to be on MoTI road allowance). Grade and gravel the path through Rotary Park.

18 Aug 2016 Nigel Denyer and Philip Grange

Location 3 Centennial Park Ramp



Add asphalt to existing ramp to eliminate 40mm. step.( 3.5m.x 0.10m. approx)

Location 4 Mouats Corner Ramp



The existing curb is too steep for wheels.

Add ramp to (crosswalk side of) existing curb. (2m. x 0.6m. approx. asphalt or concrete)

Location 5 Pharmasave Ramp

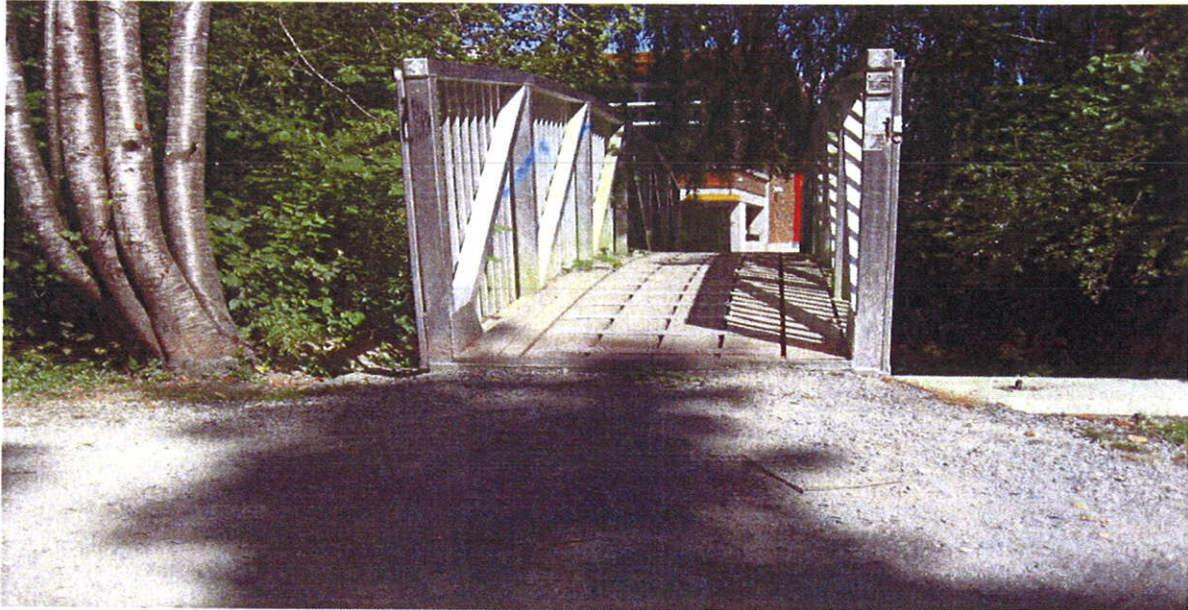


The ramp is uneven and too steep.

Add asphalt to provide more gradual ramp. (1.5m x 0.6m. approx)

18 Aug 2016 Nigel Denyer and Philip Grange

Location 6 Library Bridge Both Ends



Add gravel to eliminate the step at both ends. (25mm. crushed rock gravel)

Location 7 Seaview Ave Sidewalk



The existing sidewalk is too narrow and has a bad cross-slope.

Level and pave the sidewalk at the corner. (place asphalt to reduce cross fall to 3—4% over a length of 10—15m.) (1m.wide x 12m long approx))



18 Aug 2016 Nigel Denyer and Philip Grange

Location 8 Lower Ganges Road Sidewalk Paving



The sidewalk was never completed up to the intersection of Lower and Upper Ganges Roads. Other pathways exist or are planned to connect at the intersection.

Extend Paving to the Intersection of. (1.8m x 40m. approx).