



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held June 25, 2018, SSI Public Library, 129 McPhillips Ave, Salt Spring Island, BC**

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**Present:** **CRD Director:** Wayne McIntyre  
**Commission Members:** Robin Williams, Shellie Barrett, Dal Brickenden  
**Staff:** Karla Campbell, Senior Manager, Salt Spring Electoral Area; Dan Ovington, Manager, Parks and Recreation; John Hicks, Senior Transportation Planner, Regional and Strategic Planning; Tracey Shaver, Recording Secretary.  
**Absent:** Rhonan Heitzmann

Chair Williams called the meeting to order at 4:10 pm.

**1. Approval of Agenda**

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Barrett,  
That the Salt Spring Island Transportation Commission agenda of June 25, 2018 be amended and approved by adding Item 3.4 Delegation – Kisae Peterson - IWAV Croftonbrook Housing Project and Item 5.3 North Ganges Transportation Management Plan Update.

**CARRIED**

**2. Adoption of Minutes of May 28, 2018**

**MOVED** by Commissioner Brickenden, **SECONDED** by Director McIntyre,  
That the Salt Spring Island Transportation Commission Minutes of May 28, 2018 be approved.

**CARRIED**

**3. Delegation/Presentation**

**3.1 John Hicks, Senior Transportation Planner, Regional & Strategic Planning - re: Parking Study**

Manager Hicks lead a discussion regarding the many pieces to consider in developing a request for a consultant to perform a parking study for Salt Spring Island.

- Urgency with high season coming; second round of monitoring in slower season for comparison
- Define geographic boundaries of the Ganges downtown core; consider Fulford, Vesuvius areas separately in a different study as they are complicated by ferry schedules.
- Inventory total available spaces; private vs public
- Intention of public road side parking; parallel or diagonal on specific streets, legal standards for rural roads
- Turnover of spaces; overnight parking, all day or for a few hours
- Commission looking for innovative solutions; analysis to include transit and ferry connections

- Include an inventory of disabled parking spaces to the scope; check with Islands Trust for land use requirements

Generally agreed that the boundaries for the downtown core are to be defined as an area including up to Drake Road, Atkins Road and along Lower Ganges Road.

### **3.2 Jane Hamilton - re: Disabled Parking**

Ms. Hamilton presented a plea for additional disabled parking spaces and provided insight to issues affecting current spaces

- There are no spaces downtown designated to unload a wheelchair from a specialized vehicle.
- Large percentage of current population already with parking placards will increase as population ages and mobility issues arise
- Consider location of spaces, accessibility to venues, practicality of the locations (inclines, sandwich boards, enforcement)
- Mobility for disabled persons helps prevent isolation and additional health problems

### **3.3 Donald McLennan - re: Island Bus Shelters**

Mr. McLennan presented an information update on behalf of Island Bus Shelters which is a group of volunteers following the structure of Island Pathways to provide creative bus shelter design for the Capital Regional District to consider.

- Three locations selected as priorities by the committee; Heritage Place to replace generic model, Central Intersection, Cusheon Lake Road.
- Website launched and a call for creative bus shelter designs publically announced with a submission deadline of Sept 1, 2018.
- Community jury to select and recommend design for the Transportation Commission and Capital Regional District to consider.
- This project is for design build and fee should be inclusive of: artistic fees, engineer certification, fabrication, site preparation, installation and applicable taxes.

Staff briefed the Transportation Commission on the following issues:

- Misrepresentation of partnership while inviting proponents to submit a design build proposal. The Transportation Commission does not have delegated procurement authority.
- CRD has a specific tendering process to follow which is open and transparent; several requirements must be met by contractor to be eligible for contract award. Tender documents should include structure size, setbacks, foundation, permits, etc for each location.
- CRD cannot restrict submissions for a made on Salt Spring variant.
- Each location will have specific Ministry of Transportation and Infrastructure permit requirements and BC Transit specifications to design and construct bus stop pull outs.
- Design build must be executable and fit into work plans for CRD Staff.

**3.4 Kisae Peterson - IWAV Croftonbrook Housing Project**

Ms. Peterson provided the Commission with an update on the project status and reaffirmed a previous request to expand Route 1 to include a bus stop at the end of Corbett Road.

- Anticipated need for mobility with tenancy targeted at seniors and those with moderate to low incomes
- Corbett Road is on a steep slope and expected to discourage target residents from accessing transit services.
- Closest bus stop location at the beginning of Crofton Road which is within the BC Transit guidelines bus stop distances (400m).
- Seeking a variance to the route schedule and expanded use of the road allowance to accommodate bus turnaround service.
- BC Transit has recorded the request for consideration in future route changes

Generally agreed to bring topic forward to next agenda in September for discussion

**4. Director, Chair and Commissioner Reports**

**4.1 Director McIntyre briefly reported on:**

- Recent meeting with CRD and BC Transit
  - Interest in BC Transit integrating system with water transportation for foot passengers between SGI, SSI and Sidney.
  - BC Transit seeking any conflicts with Ministry
  - Possible refreshment for feasibility study
- Continuing efforts for Rural status change at UBCM;
  - Islands Trust Council recently passed motion of support
  - CEDC working on resolution for UBCM agenda.
- Electoral Areas Services Committee passed motion for CRD Board to consider reviewing dock management for collaborative opportunities with the Southern Gulf Islands.
- Attended several meetings and functions; Watershed strategic planning, draft PARC strategic plan, Drake Road housing, Library Board, SSI Commons, Electric Vehicle event, Tour de Iles and Partners Creating Pathways 30yr celebration.

**4.2 Chair Williams briefly reported:**

- New commission member- Rhonan Heitzmann
- Attended and enjoyed weekend festivities; Electric Vehicle Show, Tour de Iles and Partners Creating Pathways

**5. Outstanding Business**

**5.1 Drake Road Priority Improvements and Emergency Access**

Discussion was brought forward from last meeting:

- Request made to petition for use of an OCP bypass road through Mouat Park.
- Several jurisdictions involved; PARC, Islands Trust, Emergency Services and MoTI

Generally agreed that Chair Williams would obtain more information from the developer and report back in September.

**5.2 Hot Dog Stand on MoTI Land**

Discussion was brought forward from last meeting:

- MoTI is aware of the possibility that a portion of this structure is on their right of way; no further action required

**5.3 North Ganges Transportation Management Plan Update**

Archaeological issues identified; Request for Proposal to perform archaeological studies is out, FLNRO permitting will take minimum of 3 months and include outreach to potential stakeholders (First Nations)

Planning to release tender for project this fall with construction in early 2019.

Harbour side path: not feasible to build bike/walking pathway due to the work on the upper side. Road alignment would have to be moved and would require rock removal in addition to redesigning current project, previously the Transportation Commission decided against.

Project delays are in part due to the longstanding issue with MoTI and drainage along Rainbow Road. As part of current project CRD offered to fix an existing blocked drain at the harbour. Archaeological issues were discovered during the process to repair the existing drain which was not part of the original plan.

Consideration given to attempt to expedite the First Nations consultation process in order to move project forward.

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Brickenden,  
That the Salt Spring Island Transportation Commission requests that the Ministry of Forests, Lands, Natural Resource Operations expedite the consultation process associated with the First Nations archaeological study due to the cooperative efforts made by the Capital Regional District to repair existing Ministry of Transportation drainage infrastructure.

**CARRIED**

**6. New Business**

**6.1 Salt Spring Island Three Year Transit Expansion Initiative (2019-2022)**

The three year expansion plan has significant cost implications and potential to raise requisition.

**MOVED** by Commissioner Brickenden, **SECONDED** by Director McIntyre,  
That the Salt Spring Island Transportation Commission recommends the Capital Regional District support an expansion in year 2019 for additional earlier Saturday service and execute a Memorandum of Understanding to commit to the expansion and budget.

**CARRIED**

**6.2 BC Transit Monthly Revenue Report**

Detailed report to be brought forward at the September meeting showing a comparison of the 2017-2018 ridership and revenue.

Report received for information.

**7. Next Meeting: September 24, 2018 at 4:10 pm at the Library**

**8. Adjournment**

**MOVED** By Commissioner Williams, **SECONDED** by Commissioner Barrett,  
That the meeting adjourn at 5:50 pm.

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**CHAIR**

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**SENIOR MANAGER**