



Making a difference...together

**SALT SPRING ISLAND TRANSPORTATION COMMISSION**  
Notice of Meeting on **Monday, April 29, 2019 at 4:00 PM**  
SSI Public Library, 129 McPhillips Ave, Salt Spring Island, BC

Gary Holman  
Myna Lee Johnston

Carolyn Hopp  
Rhonan Heitzmann

Shellie Barrett

Gary Lehman

(r) Regrets

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**AGENDA**

1. **Approval of Agenda**
2. **Adoption of Minutes of March 25, 2019**
3. **Delegation/Presentation**
  - 3.1 **Delegation: Gary Gagné and Phyllis Coleman, re: Accessibility for Mobility Scooters and Wheelchairs**
  - 3.2 **Delegation: Margaretha Nordine, re: Pathway Whims Road – Fernwood Road**
  - 3.3 **Delegation: Curt Firestone and Paul Brent, re: 2019 and 2020 Tour des Iles**
4. **Director, Chair and Commissioner Reports**
5. **Outstanding Business**
  - 5.1 **Top Three Priorities for 2019**
  - 5.2 **Bus Shelters**
6. **New Business**
  - 6.1 **Referral from Ministry of Transportation: Application to close and acquire land in a public road adjacent to 105 Lower Ganges Road**
  - 6.2 **Correspondence from Heather Duerichen, Bob Delion, and Lynn Dueck: Crosswalk Request at Jackson Avenue and McPhillips Avenue Intersection**
  - 6.3 **Correspondence from BC Transit: Installation of full bus driver doors**
  - 6.4 **Marketing Program from BC Transit: Congratuate Your Graduates -2019 Grad Pass**
9. **Next Meeting: May 27, 2019**
10. **Adjournment**

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*To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.*



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held March 25, 2019, SSI Public Library, 129 McPhillips Ave, Salt Spring Island, BC**

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**DRAFT**

**Present:** **CRD Director:** Gary Holman  
**Commission Members:** Carolyn Hopp (via telephone), Gary Lehman, Myna Lee Johnston  
**Staff:** Karla Campbell, Senior Manager, Salt Spring Electoral Area; Tracey Shaver, Recording Secretary.  
**Absent:** Shellie Barrett, Rhonan Heitzmann, Commissioner Brickenden has resigned

Acting Chair, Director Holman called the meeting to order at 4:00 pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Hopp, **SECONDED** by Commissioner Lehman,  
That the Salt Spring Island Transportation Commission agenda of March 25, 2019 be amended and approved by adding items 6.3 Saturday Shuttle/Parking, 6.4 Safety Issues, 6.5 Pathway Project-Booth Bay Rd.

**CARRIED**

**2. Adoption of Minutes of February 25, 2019**

**MOVED** by Commissioner Lehman, **SECONDED** by Commissioner Johnston,  
That the Salt Spring Island Transportation Commission Minutes of February 25, 2019 be approved.

**CARRIED**

**3. Delegation/Presentation - none**

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

**4.1 Director Holman** briefly reported on:

- CRD Board approved final budget for 2019
- SSI overall 1.8% increase
- Transportation requisition lower due to completion of borrowing approval for the for North Ganges Transportation Plan (NGTP)
- Property assessments average increase of 10%

**4.2 Chair Hopp** briefly commented on:

- Request that commissioners consider and report back their top three transportation issues to focus on this year.

- Chair Hopp's top three issues are 1) Sustainable budget for Transit Service 2) Improvements to pedestrian and cyclist safety in downtown core 3) keep the NGTP project moving forward.

**4.3 Commissioner Johnston** advised that she is participating in the organization of a petition to the MLA for action on safety issues; requesting an expanded "village area" with lower speed zone and creation of posted "senior" zones similar to school zones.

## **5. Outstanding Business**

### **5.1 BC Transit – Development Referral Response - 132 Corbett Rd.**

**MOVED** by Commissioner Lehman, **SECONDED** by Commissioner Johnston, That the Salt Spring Island Transportation Commission deferred discussion on 132 Corbett Road bus stop development to the April meeting.

**CARRIED**

### **5.2 Letter dated November 6, 2018 from Mr. Hawkins re: Corbett Road Signage and Parking**

Director Holman to contact Mr. Hawkins and inform him that Island Pathways will consider adding this area to their pathway projects.

### **5.3 Ganges Pedestrian / Scooter Safety – Commissioner Lehman**

Commissioner Lehman provided an update on some of the previously identified areas; several are part of the NGTP and will be done as that project is completed, others are either on private property or under the jurisdiction of MoTI.

Commissioner Lehman to bring a written list of the areas for the Commission to prioritize, seeking funding and volunteers to complete the improvement works.

### **5.4 Bus Shelter Report – Director Holman**

One shelter in 5 to 6 years not enough; would like to see procurement process move forward

### **5.5 North Ganges Transportation Plan – Status Update**

Manager Campbell reported that the first portion of the archeological study is complete and will guide the next application which needs to be applied for to do any works in the area. There is potential that some redesign work will need to take place.

## **6. New Business**

### **6.1 ICBC Summary of Salt Spring Island Crash Report Data (2013-2017)**

- Stats were reviewed.
- No indication of what caused accidents, difficult to interpret data.
- Chair Hopp offered to manipulate data to see if there are any obvious areas of repeated crashes.

**6.2 BC Transit Monthly Revenue – February 2019**

Received for information

**6.3 Saturday Shuttle/Parking**

Meeting to be set up with representatives from the Economic Development Commission, the Chamber, Director Holman and former shuttle operator John Cade.

**6.4 Safety Issues**

Discussion on strategy to approach the Ministry of Transportation with list of safety concerns that are brought to the attention of the Transportation Commission.

- Keep record of input, report quarterly
- Look for areas of cost sharing; ICBC, RCMP and MoTI
- CRD Traffic Safety Committee

**6.5 Pathway Project-Booth Bay Rd**

Detailed designs are being worked on to establish the order of magnitude which will be compared with available budget prior to issuing a RFP.

**7. Next Meeting - Monday, April 29, 2019 at the Salt Spring Island Public Library 4 pm**

**8. Adjournment**

**MOVED** By Commissioner Lehman, **SECONDED** by Director Holman,  
That the meeting adjourn at 5:55 pm.

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**CHAIR**

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**SENIOR MANAGER**

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**From:**  
**Sent:** Monday, April 01, 2019 12:23 PM  
**To:** saltspring  
**Subject:** Delegation

I wish to address the: Transportation Commission

At the Meeting of April 29, 2019 at 4:00 PM  
On Agenda Item: Accessibility for Mobility Scooters and Wheelchairs

Name: Gary Gagné and Phyllis Coleman

Address:

I Represent: Island Pathways  
As: Board Member

Telephone:

Email:

My reason for appearing is to express our sincere gratitude to the commission and the folks who are doing the work on repairing and upgrading the various trouble spots encountered by mobility scooters, wheelchairs, and baby carriages around Ganges.

April 1, 2019

Respectfully,  
Gary Gagné



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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 Commissions 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](mailto:saltspring@crd.bc.ca)**

**Fax: (250) 537-4456**

**Capital Regional District, 108 121 McPhillips Ave, Salt Spring Island, BC V8K 2T6**

**I wish to address the:**

Parks and Recreation Commission     Transportation Commission

Community Economic Development Commission

**AT THE MEETING OF** April 29<sup>th</sup>, 2019 **at** 4 pm **AM/PM**  
**ON AGENDA ITEM** Pathway Whims Rd. - Fernwood Rd.

**NAME** Margaretha Nordine

**ADDRESS**

S.S.I. B.C.

**I REPRESENT** Island Pathways

(Name of Organization if applicable)

**AS** Board member

(Capacity/Position)

**TELEPHONE**

**FAX**

**E-MAIL**

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

The deterioration of the path since the new owner has logged his property

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

April 9<sup>th</sup> 2019

Date

m. Nordine

Signature



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**Capital Regional District, 108 121 McPhillips Ave, Salt Spring Island, BC V8K 2T6**

I wish to address the:

Parks and Recreation Commission     Transportation Commission

Community Economic Development Commission

AT THE MEETING OF 29 April, 2019 at 4:00 AM/PM  
ON AGENDA ITEM N/A

NAME Curt Firestone & Paul Brent  
ADDRESS 585

I REPRESENT Salish Sea Inter-Island Transportation Society  
AS Past President (Name of Organization if applicable) Current President (Capacity/Position)

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_  
E-MAIL \_\_\_\_\_

My reason(s) for appearing is (are) and the substance of my presentation is as follows:  
1) Inform T/C re: 2019 Tour des Iles  
2) Discuss 2020 Tour des Iles

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

April 15, 2019 Date      Curt Firestone Signature



April 8<sup>th</sup>, 2019

File: 2018-06679

Capital Regional District  
c/o Jessica Arnet; Property Systems Officer  
625 Fisgard Street  
Victoria, BC V8W 2S6  
[jarnet@crd.bc.ca](mailto:jarnet@crd.bc.ca)

*Sent via: email*

**Re: Application for Permission to Discontinue, Close and Acquire Land in a Public Road adjacent to 105 Lower Ganges Road, Salt Spring Island**

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On behalf of the Ministry of Transportation and Infrastructure (MOTI), I am writing to notify you that an application has been made to close and acquire the land in a publicly dedicated roadway that is adjacent to your interests. Specifically, the property is located adjacent to 105 Lower Ganges Road on Salt Spring Island (see attached location map).

Should you have any interest in this land, your response is kindly requested within **30 days** of this letter's date.

If you have any further information that may inform how the proposed land transaction might impact your interests, please contact me directly by phone at 778-974-2633 or by email at [Nikki.schneider@gov.bc.ca](mailto:Nikki.schneider@gov.bc.ca).

Yours truly,



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Nikki Schneider  
Senior District Development Technician  
Ministry of Transportation and Infrastructure



*Survey proposed  
Road closures*

*Inflam. FPP committee meeting  
3 March 2016*

Date: February 6, 2016  
Drawing: 0476-02-FPS MILL SITE  
Layout: C-Landscape

LOWER GANGES ROAD, SALT SPRING ISLAND, B.C.  
BCGS MAP SHEET 92B.083

Scale 1:200



All dimensions are in metric and dominate  
feet, unless otherwise noted.  
This intended plot size of this plan is 500mm  
in width by 432mm in height (C Size)  
when plotted at a scale of 1:200.

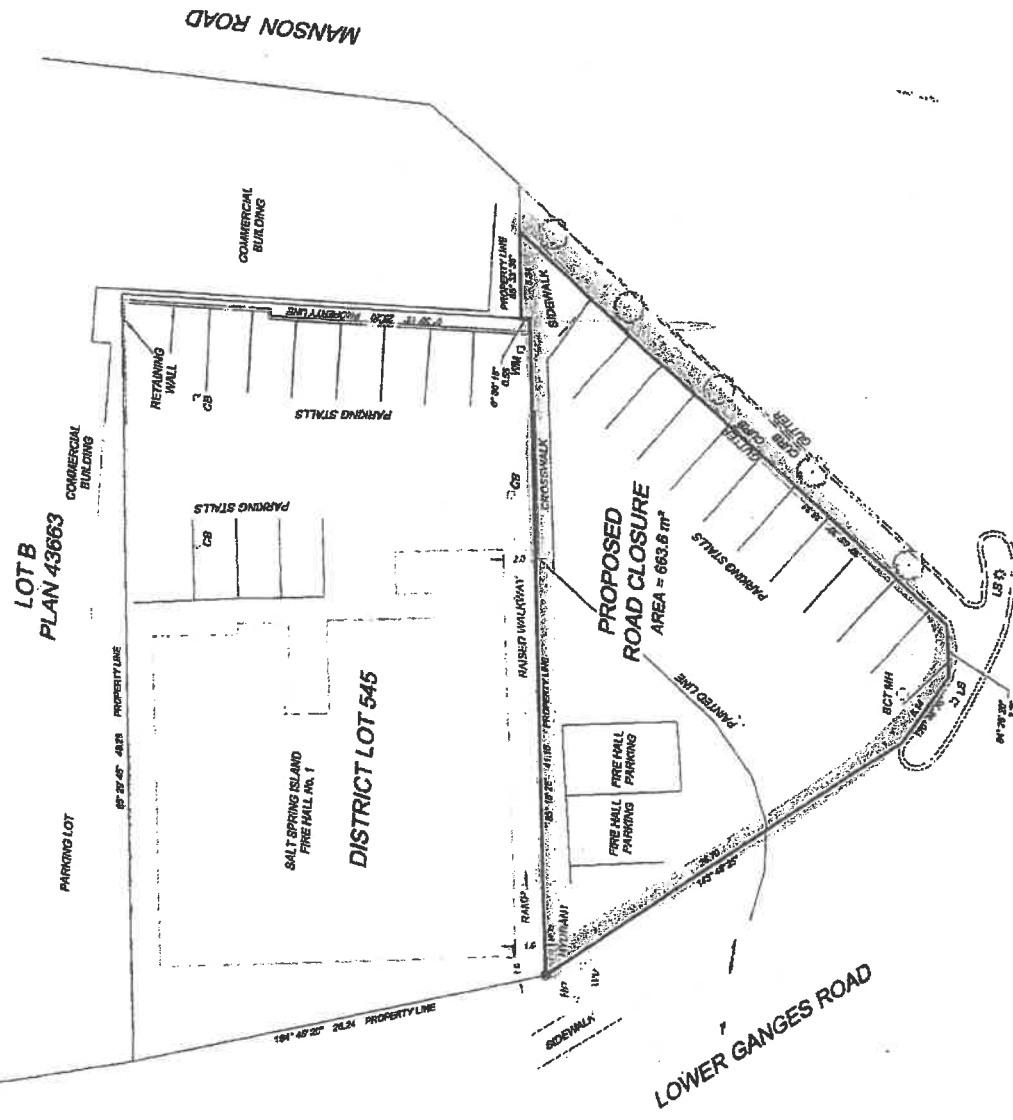
Dimensions are referred to the central meridian  
of UTM Zone 10.

**LEGEND**

- denotes staked capped post found (Type 4)
- MM denotes marker metal
- WV denotes wire value
- CB denotes curb
- AP denotes apex point
- LS denotes fence staked
- denotes tree

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 Toll Free Fax: (877) 7339  
 Fax: (250) 437-0324  
 www.pls.ca

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**From:** \_\_\_\_\_  
**Sent:** Monday, March 25, 2019 11:53 AM  
**To:** \_\_\_\_\_  
**Subject:** crosswalk request

Hello Michelle,

I am the Manager of Gulf Islands Families Together Society. We are a small non-profit that supports adults with developmental disabilities on Salt Spring Island to gain opportunities for community inclusion in areas such as employment, volunteering, recreation, and socializing.

I am requesting that a cross walk be put in the intersection where Jackson Avenue and McPhillips Avenue intersect.

Our building is at 152 McPhillips Avenue and there is a great deal of pedestrian traffic coming and going between our program and the another day program, Community Initiatives at the Core Inn. In addition, many of our participants walk to and from their employment and volunteer programs using that intersection.

Thank you for your time,

Heather

Heather Duerichen  
Manager  
Gulf Islands Families Together Society (GIFTS)  
250-537-4744  
250-221-2656

**From:**  
**Sent:** Thursday, April 04, 2019 10:35 AM  
**To:**  
**Subject:** Crosswalk at McPhillips and Jackson on Salt spring Island?

Hello

I was wondering if the CRD might consider the placement of a marked and possibly lit crosswalk at the corner of McPhillips and Jackson Ave. on Salt Spring Island? It is a busy intersection with a curve in the road where many cars travel faster than they should. Pedestrian traffic includes people going to the park or the theatre, Artspring. There is also GIFTS, Gulf Islands Families Together Society which is the home base for members of our community with challenges. I have caught myself swearing at the idiocy of speedy drivers at this intersection as I attempt to cross. I feel that a marked crosswalk with flashing yellow lights would help the situation.

Thank you for your consideration  
Bob Delion  
GIFT Society

**From:**  
**Sent:** Wednesday, March 20, 2019 3:32 PM  
**To:**  
**Subject:** new crosswalk

hi  
i am working at gifts  
all participants cross almost everyday  
at mcphillips and the road where artspring is  
the road going  
between gifts and going to core inn

we wish there could be a crosswalk  
for us slow pokes

thanks for considering  
lynn dueck

Sent from my Samsung Galaxy smartphone.

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**From:**  
**Sent:** Wednesday, April 24, 2019 2:49 PM  
**To:**  
**Subject:** FW: Installation of full transit driver doors

Subject: Installation of full transit driver doors

Dear Local Government Partner,

We would like to inform you of BC Transit's recent decision to move forward with an important safety initiative that will see the installation of full driver doors on all high capacity, heavy duty, medium duty, commuter and coach buses in our fleet. This will involve a program to retrofit approximately 650 buses in our current fleet by 2022, as well as the delivery of new buses with full driver doors installed.

We are currently preparing an RFP (Request for Proposal) to find a vendor to supply and potentially install full driver doors on our buses. Based on data collected from a pilot program in several communities, along with previous trials and industry knowledge, we have now finalized our design specifications. The full driver door will include a transparent piece of plexiglass-type material with a metal base. It will also include a window which can be adjusted to account for sightlines associated with different seating positions. The window will also allow the driver to interact with customers in a positive and friendly manner. Overall, the design will improve comfort and increase protection for the driver, while also limiting distractions.

Safety is BC Transit's top priority and the introduction of the full driver door is one of many initiatives introduced to further enhance the effectiveness of our safety program. They include closed circuit television cameras (CCTV), driver training to diffuse situations, and partnerships with first responders in communities around the province.

If you have any further questions regarding the installation of full driver doors, please feel free to contact me directly.

Regards,

**Myrna Moore**  
*Senior Manager, Government Relations*  
**BC Transit**  
250-995-5612

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# Congratulate your Graduates!

## 2019 GradPASS

Enjoy your celebration and travel safely.

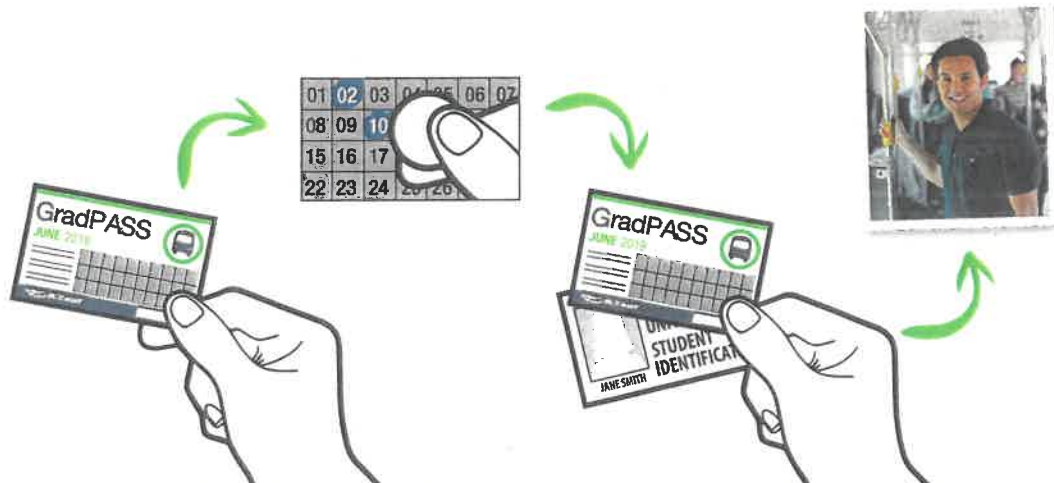


**GradPASS is a valuable program that promotes public transit as a lifestyle choice,**

offering Grade 12 students free bus rides for any two days in June.

GradPASS aims to help students consider all transportation options when planning a safe ride home at graduation time, and throughout their lives.

Once your school has enrolled in the program, GradPASSes will be distributed to you annually in May. After receiving the passes, please distribute them to your grade 12 students.



To use the passes, students must scratch off the appropriate date on the pass before boarding the bus. When using the passes, drivers may ask to see their student ID to confirm their eligibility to use the pass.

If you have any questions or would like to enroll in the program, please email [marketing@bctransit.com](mailto:marketing@bctransit.com) by February 11, 2019.

