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## **SALT SPRING ISLAND TRANSPORTATION COMMISSION**

Notice of Meeting on **Monday, June 28, 2021 at 9:00 am**

Lions Club, 103 Bonnet Avenue, Salt Spring Island, BC

Gary Holman  
Myna Lee Johnstone

Gayle Baker  
Maxine Leichter

Mitchell Sherrin  
Peter Meyer

Gary Lehman  
Aubrey Smith

(r) Regrets

### **AGENDA**

1. **Territorial Acknowledgement / Call Meeting to Order**
2. **Delegation/Presentations** **2-15**
  - 2.1 **Donald McLennan, Emmanuel Roy & Jon Scott re: Strongprinted & Island Bus Shelters**
3. **Approval of Agenda**
4. **Adoption of Minutes of May 31, 2021** **16-22**
5. **Chair Remarks**
6. **Commission Business**
  - 6.1 **Salt Spring Island Tree Removal Guideline** **23-28**

That the Salt Spring Island Transportation Commission recommend that the Salt Spring Island Tree Removal Guideline be adopted as presented.
  - 6.2 **Planning Priorities** **29**
7. **Next Meeting: TBD**
8. **Adjournment**

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*To ensure quorum, advise Shayla Burnham 250 537 4448 if you cannot attend.*



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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 1K3**

**I wish to address the:**

☐ Parks and Recreation Commission    ☒ Transportation Commission

☐ Community Economic Development Commission

**AT THE MEETING OF** JUNE 28, 2021 at 1:00 AM/PM  
**ON AGENDA ITEM** ART - INSPIRED BUS SHELTERS

**NAME** DONALD McLENNAN; JON SCOTT; EMMANUEL ROY

**ADDRESS** \_\_\_\_\_

**I REPRESENT** STRONGPRINT3D & ISLAND BUS SHELTERS  
(Name of Organization if applicable)

**AS** \_\_\_\_\_

(Capacity/Position)

**TELEPHONE** \_\_\_\_\_

**FAX** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_

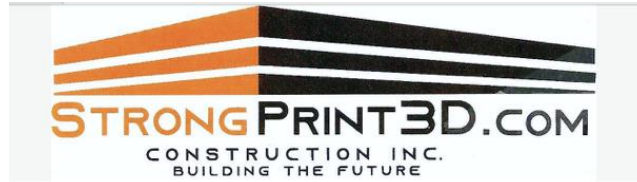
**My reason(s) for appearing is (are) and the substance of my presentation is as follows:**

The purpose of our delegation is to respond to the recent publication of CRD Guidelines for sole-sourcing public art-inspired bus shelters on Salt Spring. We have also noted the SSITC selection of priority locations for shelters to support our wonderful SS Transit success story. To this end, we will present a step one high-level concept proposal for a 3D printed shelter for the SS Transit stop at Mobrae and Vesuvius Bay Road. StrongPrint3D and Island Bus Shelters have assembled a solid team with a distinct Salt Spring flavour. Our team seeks endorsement by the SSITC and CRD Director Holman of this preliminary proposal.

(If more space is required, please attach \_\_\_\_\_)

18 June 2021

Date



**StrongPrint3D Construction Inc.**  
197 Monteith Road  
Salt Spring Island, BC V8K 1H4

Tel: 604-727-0992  
Email: [jon@StrongPrint3D.com](mailto:jon@StrongPrint3D.com)  
Web: <https://strongprint3d.com>

June 21, 2021

Gayle Baker, Chair  
Salt Spring Island Transportation Commission  
Salt Spring Island, BC

Dear Gayle

#### **Art-inspired Bus Shelter Proposal**

The purpose of this letter is to respond to the recent publication of CRD Guidelines for sole-sourcing art-inspired bus shelters on Salt Spring. We have also noted the SSITC selection of priority locations for shelters to support our wonderful SS Transit success story.

To this end, please find attached a step one high-level concept proposal for a 3D printed shelter for the SS Transit stop at Mobrae and Vesuvius Bay Road.

StrongPrint3D has assembled a solid team with a distinct Salt Spring flavour. Our team seeks endorsement by the SSITC and CRD Director Holman of this preliminary proposal. SSITC endorsement will take us to step two in the CRD guidelines by preparing a more detailed submission for discussion with a CRD engineer including:

- a list of design deliverables and construction work to be completed
- a work schedule
- and a detailed cost breakdown.

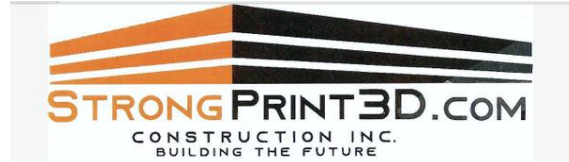
Contract signature in July would allow us to mobilize and to obtain the necessary engineering stamp and permits with a view to “printing” the structure on site in October before the late autumn rains.

StrongPrint3D thanks the SSITC for being a champion for a made-in-Salt-Spring option. And we thank you for being a champion for a fiscally responsible approach which takes into consideration all relevant factors: fiscal; aesthetic; community engagement; and the local economy.

Sincerely

Jon Scott  
President

cc CRD Director Gary Holman  
cc CRD Salt Spring



## Art-inspired Bus Shelter Proposal

### Introduction

This pre-qualification concept plan submission adheres to the CRD published guidelines for the sole-source procurement of art-inspired bus shelters on Salt Spring. Our proposal is to “print” a shelter at Mobrae which would be a first in the region if not a first in Canada. We expect the project to generate considerable interest and excitement on Salt Spring and beyond.

### Team Qualifications and References

Led by the local corporation StrongPrint3D, a solid team has been assembled with a distinct Salt Spring flavour. The team includes:

#### Jon Scott, P.Eng.

- President and owner of StrongPrint3D
- graduated from UBC Mechanical Engineering in 1979
- Jon’s name is on some 14 patents
- having used 3D printing for 20 years in the process of product development, Jon is fascinated by its application to printing structures (additive manufacturing). Seen as a game-changer, he is excited to have been intimately involved with the evolution of the technology these past three years including meetings with sector leaders WASP in Italy and the founders of Apis-Cor and Mudbots.
- An especially interesting pursuit for Jon has been exploring various ways of achieving earthquake resistant designs via high tensile strength in the concrete (or other mixture), the design of the walls, joining systems used during printing, and post tensioning.
- in addition to StrongPrint3D, Jon runs a B&B on Salt Spring and was a co-owner/founder of SaltSpring Wild cidery
- References
  - Dr. Lorne Whitehead, UBC <https://sustain.ubc.ca/green-labs> [sustain.ubc.ca](https://sustain.ubc.ca)
  - Eric Fetchko President of Teleflex Canada AKA SeaStar Solutions <http://www.seastarsolutions.com/> [www.seastarsolutions.com](http://www.seastarsolutions.com)

#### Emmanuel Roy

- Computer modeller and software programmer for the 3D printer
- Live stage special effects Technician
- Construction Foreman
- Emmanuel’s qualifications are as wide-ranging as they are impressive
  - STCW A VI / 1-1 / 1-2 / 1-4/ 2-1 Western Maritime Institute - Canada (2019)
  - DEC-T Electrical and Mechanical (GRETA) – France (2001-2003)
  - DEC of Tech, & Commercial Com France (2001-2003)
- References
  - Boris Berthelot, Owner and manager at TRADEIT.GURU Tel: (403) 479-7785
  - Shaugh Jenson, Owner Samya Home Contracting & Design Tel: (250) 537 6251

**Donald McLennan**

- Chair of Island Bus Shelters
- Former chair of the SSITC and President of the ArtSpring board of Directors
- Treasurer with Transition Salt Spring Enterprise Co-op (TSSEC) which has provided over \$150,000 in microloans to 26 different green projects on Salt Spring
- Retired former diplomat and Ambassador of Canada to six different countries
- References
  - Joshua Frederick, P.Eng, CRD Victoria [jfrederick@crd.bc.ca](mailto:jfrederick@crd.bc.ca) Tel: 250-217-8358
  - Jean Gelwicks, Chair, Partners Creating Pathways [gellam@saltspring.com](mailto:gellam@saltspring.com) Tel 250-537-4859
  - Garth Hendren, former CRD Regional Director [ghendren@telus.net](mailto:ghendren@telus.net) Tel:250-537-1567

**Bellavance Welding Ltd** <http://bellavancewelding.com/about.html>

- This local firm has been in business since 1973
- Greg Bellavance built the galvanized steel structure for the Moon Snail bus shelter in 2012
- He also built a similar structure for the new Ganges “airport” terminal on the Coast Guard dock

**Wilson’s Reinforcing Steel**

- Rob Wilson has been in business on Salt Spring for 15 years
- He specializes in steel and aluminum structures

**Windsor Plywood**

- In its time of major upheaval, Windsor offered to partner with 3D as soon as they heard of our project
- The firm has generously offered discounts on shelter materials

**Transition Salt Spring**

- TSS has assembled a team of eight enthusiastic women to join 3D and to carry out the landscaping of the finished bus shelter at Mobrae using native plants

**Blackwell Structural Engineers** <https://blackwell.ca>

- A creative and progressive Canadian firm with a local office in Victoria
- Blackwell has been providing structural engineering services to architects, developers and building owners since 1987

**Twente Additive Manufacturing (TAM)** <https://www.twente-am.com/>

- Jon Scott, P.Eng federally incorporated StrongPrint3D Construction on Salt Spring in 2020 and proceeded to design and build the “Intrepid” 3D printer in collaboration with TAM in Nelson, BC.
- TAM is one of the most advanced companies in the world for 3D construction printing
- The firm built Canada’s first permitted 3D printed house in Nelson, BC

**Experience on other Projects****Jon Scott, P.Eng.**

- As chief engineer with a staff of 12, Jon worked in lighting, sun-tracking equipment, underwater robotics, marine actuators, injection-moulding, an electro-surgical cautery pencil and machine design
- principle in two start-up companies making consumer products. One of these sold 50,000 novelty products and the other licensed the design of a media storage product sold in Walmart.
- Extensive experience in project management and in this respect, Jon has specialized in early stage concept development and is known for being good at making proof-of-concept mock-ups and prototypes, and evaluating manufacturing options
- In September of 2020, he federally incorporated StrongPrint3D Construction, and proceeded to design and build the Intrepid 3D printer in collaboration with Twente Additive Manufacturing (TAM) in Nelson BC. The Intrepid is capable of 3D printing all the exterior and interior walls of a 400 sq ft. house with a 200 sq.ft. sleeping loft.



**Emmanuel Roy**

- Built his own tiny home on Salt Spring
- As a foreman and Supervisor with Samya Home Contracting & Design, was responsible for organizing his team's day to day tasks, team planning, giving direction and troubleshooting.
- As Head Mobile Technician with TRADEIT.GURU, duties included supervising and training fellow technicians, diagnosing and repairing mobile devices (Cell-phone, Tablets, Computers, Radio, Network Meeting Terminal)
- Extensive experience with special effects automation: worked on automation machinery, controls panels, safety sensors, wiring and electronic repairs. The maintenance of motors, gears and projectors in addition to producing and testing new machines like drones, and automation units for remote moving stage sets

**Donald McLennan**

- Donald has extensive experience of working with BC Transit and MoT and in obtaining MoT permits for community benches, kiosks and even the Moon Snail shelter
- Long-time volunteer with Island Pathways and builder of community benches and kiosks
- Working directly with MoT, initiated and managed a project to install 28 bicycle wayfinding signs on Salt Spring with a \$9000 grant from CRD Victoria
- as Canada's Ambassador in Warsaw, Poland, he oversaw a \$40 million project to demolish the Canadian Embassy and build a new one the site of the old; the project was finished in just 18 months on time and under budget
- While serving as SSITC chair, Donald was assigned by Bob Lapham to be the community liaison on the NGTP phase one \$750,000 project; this involved negotiating 16 easement agreements with all property owners on the NGTP route. The CRD property specialist estimated this would take 8-12 months and cost thousands in compensation to owners before construction could proceed. All 16 agreements were signed off "in warp speed" (to quote CRD) in just 4 months at no cost to the taxpayer

The extensive experience of our team partners speaks volumes.

**Sketch**

Please see the Appendix for the following: sketch; computer models of two design variants; photos of the site and of the Fernwood shelter for illustrative purposes.

**Design and Performance Specifications**

After making personal contact with Myrna Moore, Senior Manager, BC Transit, we were told that "*the Infrastructure Design guidelines are really all you need.*" We are confident that the 3D proposal adheres in every respect to all the following guidelines for building bus stops, shelters and passenger landing pads in a rural setting:

- [BC Transit Infrastructure Design Summary \(March 2018\)](#)
- [BC Transit Infrastructure Design Guidelines \(November 2010\)](#)

It also fully reflects the bus shelter design guidelines approved by the SSITC by formal motion on May 24, 2011.

Our preliminary contact with the CRD Building Inspector and with the MoT permits office in Saanich suggests that we will encounter no major challenges in obtaining the required CRD Building Permit and the required MoT permit for a shelter on the road right-of-way. We already are in possession of the required Islands Trust Building Permit Response Form for bus shelters on Salt Spring.

While CRD will be required in due course to obtain a survey of the shelter location, we have located a 1969 survey document of the site (see Appendix) and have located a key iron pin which gives us confidence that there is indeed enough room on the MoT right-of-way to build a shelter at Mobrae.

### High Level Budget Inclusive of all Costs

At the present time and in advance of actual engineered stamped drawings, we believe that we can deliver a design-build 3D shelter for a cost of approximately \$25,000. This estimate will be refined and further broken down in advance of contract discussions with a CRD engineer.

Since a pad and a pull-out are required for all shelters, we are pricing those elements separately.

#### Basic Parameters of the 3D shelter

• Structure materials excl the roof	\$3900
• metal roof (aluminum or galvanized steel)	\$3000
• bench	\$350
• Blackwell Structural Engineering fees (drawings and stamp)	\$5000
• computer modelling & design fees	\$1000
• labour	\$2100
• traffic control if needed	\$450
• landscaping	\$300
• disposal of waste	\$100
• Workers Compensation Insurance	\$400
• overhead 3D printer	\$600
• Sub-Total	\$17,200

#### The Pad

• excavator	\$600
• concrete footings incl rebar	\$1370
• compacted granular overlay pad with timber edge	\$270
• Sub-Total	\$2240

#### The Pull-out

• driveway chip - \$3/8" with fines	\$270
• compactor rental	\$75
• Sub-total	\$345

Sub-total - \$17,200 + \$2240 + \$345 = \$19,785

**Contingency 30%** **\$5935**

**Grand Total** **\$25,720**

### Grant Funding

StrongPrint3D and Island Bus Shelters have been in communication with the Salt Spring Foundation regarding their Fall grant cycle (closing Sept 30<sup>th</sup>). The SSIF provided a generous \$5000 grant for the Moon Snail. The Foundation tells us that they would enthusiastically welcome an application to support a 3D shelter subject to a standard agreement between StrongPoint as a business partner (Intermediary organization) and CRD as the qualified donee. We are told that: *"we'd expect that StrongPoint and Island Bus Shelters would work together in the crafting of the particulars for the CRD application to our grant cycle"*. We see the potential involvement of the Foundation as more than a matter of contributing funds. The SSIF is one of the main pillars of our community on Salt Spring. Support by the Foundation will give the project an even greater sense of community engagement and make it extra special.

## Appendix



**Concept Sketch**  
courtesy of Peter Lamb

This pen and ink concept sketch gives an impression of the look of a partially landscaped shelter with treed backdrop at Mobrae.

The shelter will be 3D printed on site.

The rural nature of the setting will be enhanced by landscaping with native plants, a pathway blend passenger landing pad and a gravel “driveway chip” bus pull-out modelled on the precedent at Fernwood.

### **Mobrae Shelter Location**

The 3D shelter will be situated between the community mailboxes on the right and a gate in the fence along the property line on the left.

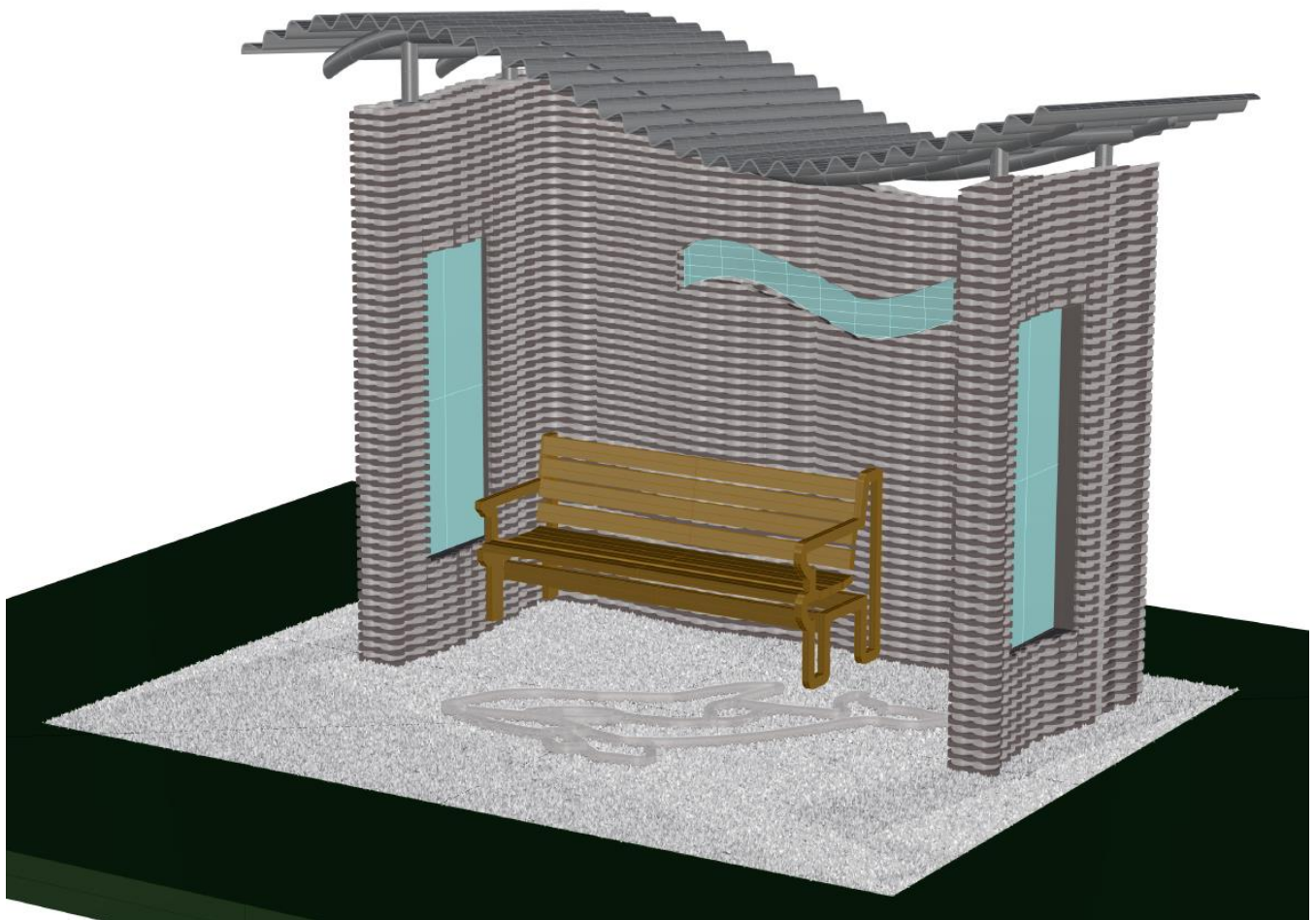
The site is relatively level and the grass is maintained by the neighbouring property owner.





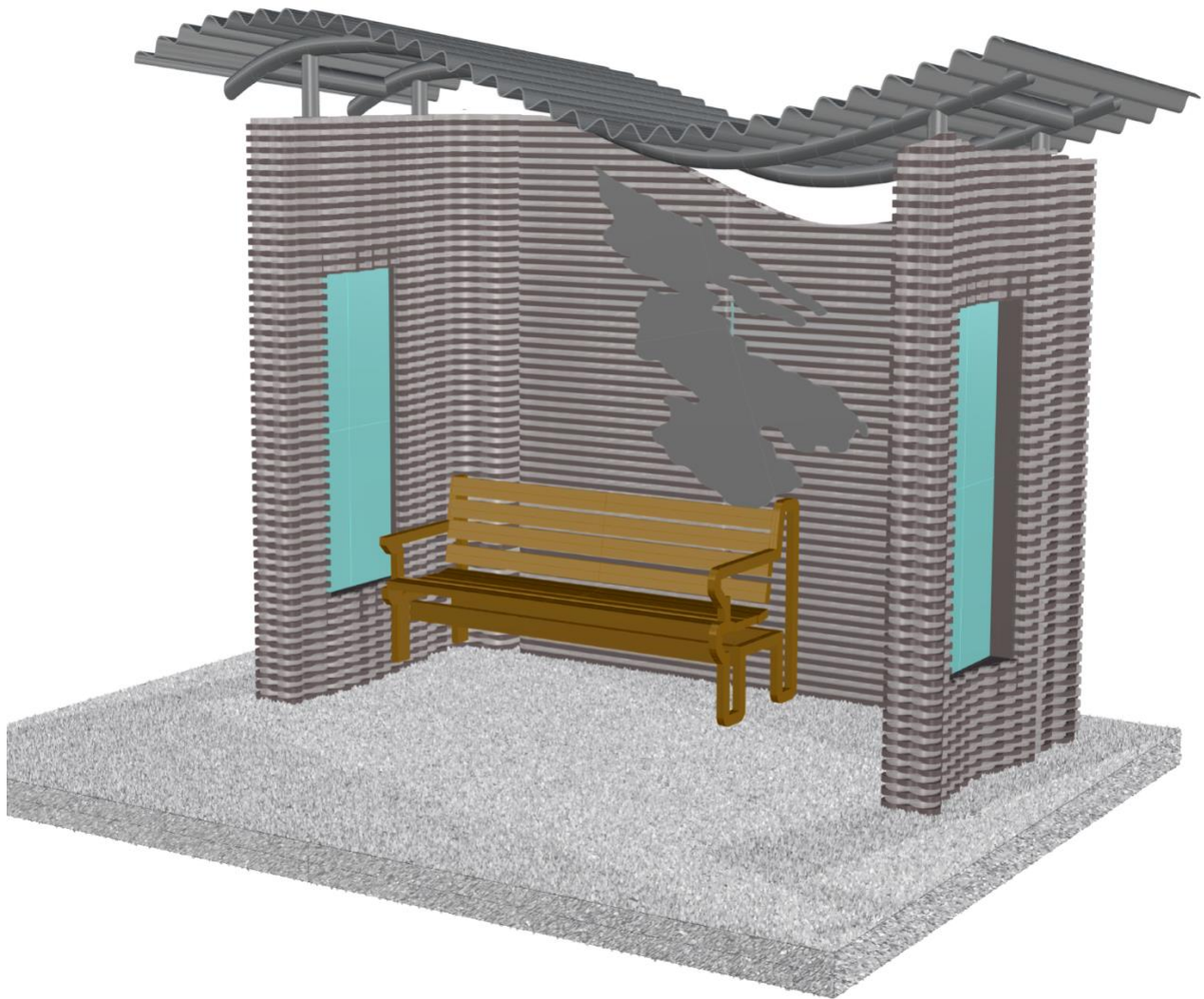
### Design #1

- Wavy walls
- Side window openings and back window opening mirroring the roof line
- basket-weave wall pattern
- galvanized steel roof or aluminum roof
- printed pattern of orca on the floor
- 3-person bench plus provision for wheel-chair

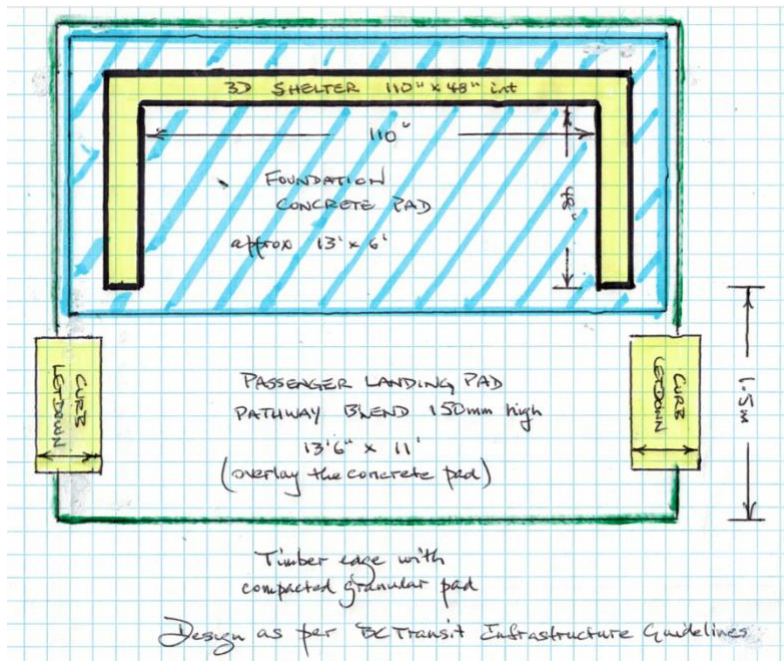
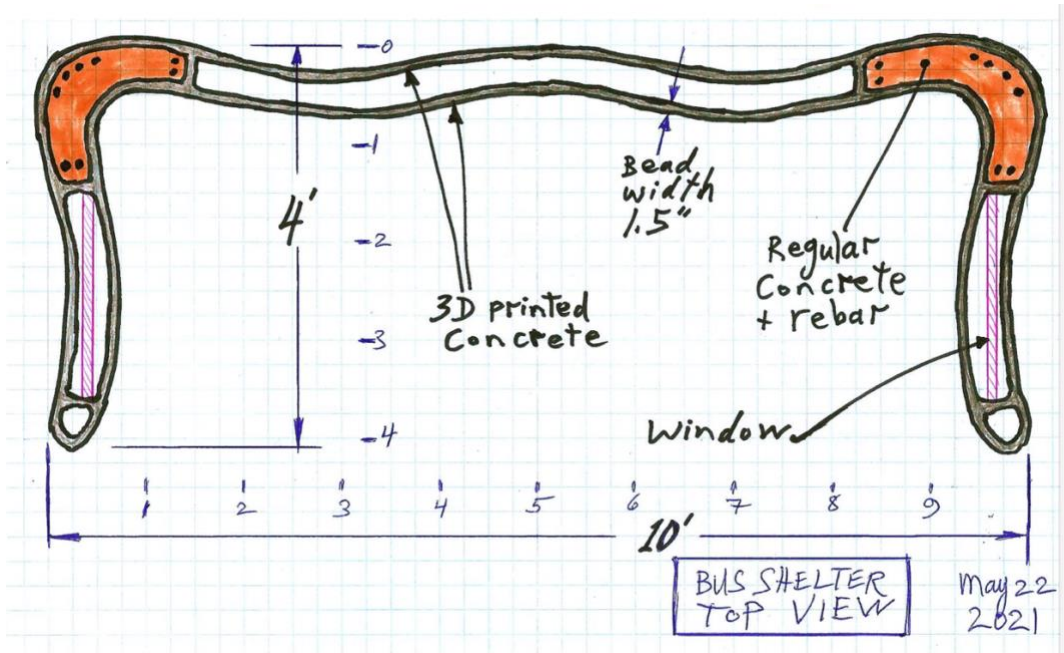


## Design #2

- Wavy side walls and straight back wall
- Side window openings
- basket-weave exterior wall pattern
- galvanized steel roof or aluminum roof
- graphic map of Salt Spring on the back wall
- 3-person bench plus provision for wheel-chair



## Overview of the shelter Structure



## Shelter Pads overview

The pathway blend will overlay the structural concrete foundation pad to create a more uniform look for the overall surround.

The passenger landing pad will extend 1.5m from the shelter and will be edged on all sides by a timber "curb" as per BC Transit guidelines.

It will be 150mm high with curb cuts at either end for wheelchair access.

The landing pad will be fronted by a "driveway chip" bus pull-out like Fernwood.



### **Exterior Look**

The 3D shelter will feature a basket-weave beaded look.







**Interior “Hieroglyphic”  
Look**

### **Fernwood bus Pull-out**

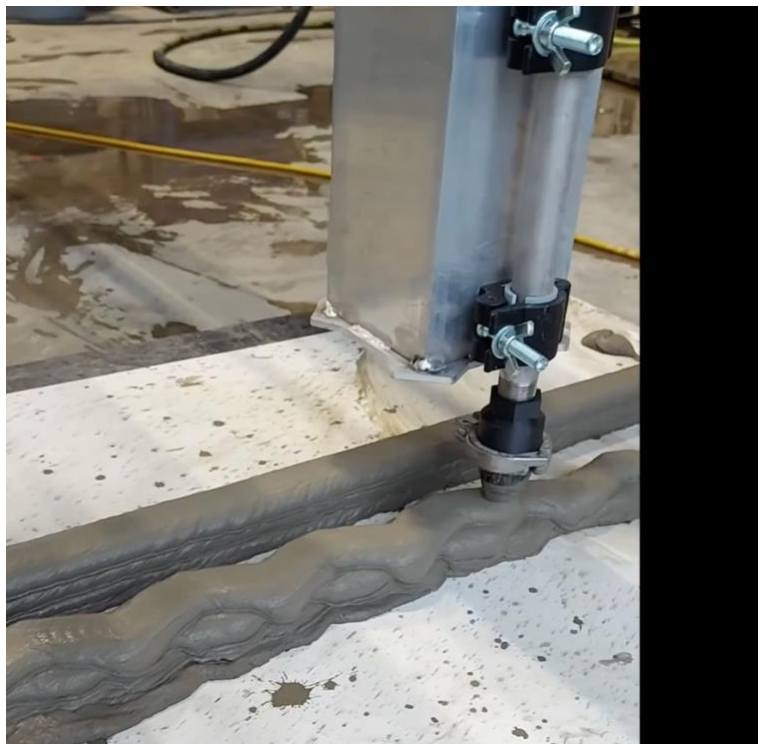
The 3D shelter will follow the precedent of the Fernwood shelter with a gravel “driveway chip” bus pull-out which is less expensive than asphalt and more in keeping with Salt Spring’s rural look.



## **StrongPrint3D Printer**



## **Printer in action in a Test facility**







Mobrae &  
Vesuvius Bay  
Road 19 Aug  
1969

Close-up of shelter site

### Shelter Location



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held May 31, 2021, CRD Meeting Room, 129 McPhillips Ave, Salt Spring Island, BC**

**\*\*electronic meeting**

**DRAFT**

**Present:**

**In Person:** Director Holman, Gayle Baker, Karla Campbell, Tracey Shaver

**Electronic Participation:** Gary Lehman, Myna Lee Johnstone, Peter Meyer, Maxine Leichter, Allen Xu

**Regrets:** Mitchell Sherrin

**Electronic Guests:** Elizabeth Nolan from the Driftwood publication and various members of the public

**1. Territorial Acknowledgement / Call Meeting to Order**

Territorial Acknowledgement was provided by Commissioner Baker and the meeting was called to order at 1:01 pm.

**2. ELECTRONIC MEETING RESOLUTION**

**MOVED** by Director Holman, **SECONDED** by Commissioner Leichter,  
That this resolution applies to the Salt Spring Island Transportation Commission (SSITC) for the meeting being held on May 31, 2021, and that in-person attendance of the public is prohibited by Order of the B.C. Public Health Officer.

That the SSITC is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting,
- c. By offering the ability to attend and listen to the electronic meeting by invitation.

**CARRIED**

**3. Approval of Agenda**

**MOVED** by Commissioner Leichter, **SECONDED** by Commissioner Lehman,  
That the Salt Spring Island Transportation Commission agenda of May 31, 2021 be approved as amended by adding a Used Bus Shelter update under section 6. Report of the Director and Commissioners, adding 8.4 GradPASS, adding 9.3 Email Dated May 28, 2021 re: Mobility Concerns for El Loco Taco, moving item 8.2 Street Lighting to 8.1, and amending the Tree Removal Guideline motion to read: That the Salt Spring Island Transportation Commission recommend that the Salt Spring Island Tree Removal Guideline be adopted as presented.

**CARRIED**



**4. Adoption of Minutes of March 29, 2021**

**MOVED** by Commissioner Smith, **SECONDED** by Commissioner Meyer,  
That the Salt Spring Island Transportation Commission approve the minutes of March 29, 2021.

**CARRIED**

**Adoption of Minutes of April 26, 2021**

**MOVED** by Commissioner Leichter, **SECONDED** by Commissioner Lehman,  
That the Salt Spring Island Transportation Commission approve the minutes of April 26, 2021 as amended by updating page 10, paragraph 2, from "That" to "that", updating 7.3, motion 3 to read: "North bound on Fulford-Ganges Road at the intersection of West Horal Road," and updating 8.1 Islands Trust Referral Concerning "Taco Loco" to Islands Trust Referral Concerning "El Loco Taco."

**CARRIED**

**5. Delegation/Presentations**

**5.1 Curt Firestone re: Vehicle Safety on Vesuvius Bay Road**

- Referenced the 3 ½ kilometres of Vesuvius Bay Road between Portlock Park and the Vesuvius Bay ferry terminal.
- Spoke to safety concerns regarding 14 curves, 6 hills and 8 streets that are on or enter Vesuvius Bay Road.
- Suggested that the Ministry of Transportation and Infrastructure (MoTI) install warning signs for motorists and requested the Transportation Commissions support.
- Major curves cause blind spots for motorists.
- There was a question regarding painted lines on Vesuvius Bay Road.
- Confirmation of double yellow lines painted on Vesuvius Bay Road with an exception between Mobrae Avenue and Brodwell Road where a broken yellow line indicates that you may cross it to pass.

**5.2 Tom Boekbinder re: El Loco Taco**

- Owner of El Loco Taco.
- Expressed acknowledgement to the Transportation Commission for recommended suggestions regarding safety surrounding El Loco Taco and pedestrian walkways.
- Owners of the building express support for safety upgrades.

**6. Report of the Director and Commissioners**

**Director Holman** – no report.

**Chair Baker** briefly reported:

- Acknowledgement for CRD Staff.
- Ask Salt Spring meeting occurred Friday, May 28, 2021 and Chair Baker will provide the commissioners with a copy of the report.

**Commissioner Johnstone** briefly reported:

- Used glass bus shelter in Pioneer Village originally came from BC Ferries.

- Used glass bus shelters are being replaced by BC Transit with metal bus shelters due to vandalism issues.
- Commissioner Johnstone will report back to the Transportation Commission on Art Inspired bus shelters at a future meeting.

## 7. Outstanding Business

### 7.1 Booth Canal Pathway Safety Concerns

- CRD Staff met with MoTI on site.
- MoTI provided suggested changes such as a stop strip on the corner of Baker Road on the other side of the pedestrian crosswalk, signage warning motorists of the approaching intersection, and removed some shrubbery that may be interfering with sight lines.
- Potential in removing no post barriers south of Baker Road adjacent to the cemetery, except for ones put in place to secure infrastructure.
- Barriers towards Booth Canal Road are a requirement of MoTI.
- CRD staff to return to the Transportation Commission with cost estimates for installing the stop strip and removing the barriers approved by MoTI.
- A separate project needed for the addition of a cycling lane.
- A question was raised regarding the removal of the concrete retaining wall north of Baker Road and CRD staff confirmed that was a retaining wall that would have to be considered for a future project.
- CRD Director Holman indicated that MoTI will consider moving and/or removing the the curb side barriers north of Booth Canal Road.

**MOVED** by Director Holman, **SECONDED** by Commissioner Leichter, That the Transportation Commission recommend improving sightlines, subject to consultation with the families associated with the burial plots, that the pathway fronting the north side Baker Road cemetery be lowered by removing the top course of retaining wall blocks, or alternatively, lowered to road grade level by moving the retaining wall back to the cemetery edge; and also that a retaining wall more appropriate in a rural setting be considered.

**CARRIED**

**MOVED** by Director Holman, **SECONDED** by Commissioner Lehman, that the Transportation Commission recommend that all of the cement curbs south of Baker Road and adjacent to the cemetery, be moved or removed. Any moving of curbs to provide a wider cycling lane may require extension of the shoulder pavement.

**CARRIED**

- Installation of a 1.8 meter bikeway would comply with the Active Transportation guideline and assist with completion of the future Salish Sea Trail.
- A recommendation was made to have a cyclist lane constructed in between the pedestrian pathway and the roadway.
-

**MOVED** by Director Holman, **SECONDED** by Commissioner Smith, that the Transportation Commission recommend that other low cost measures include painting a stop bar on the road side of the crosswalk, installing two parabolic mirrors across from Baker Road both north and south, signage warning pedestrians and cyclists of the Baker Road intersection, and by requesting greater RCMP enforcement in the area to reduce speed to improve safety at the Baker Road intersection, be implemented as soon as possible.

**CARRIED**

## **7.2 Islands Trust Referral Concerning El Loco Taco**

- Transportation Commission making a request to Islands Trust to ensure safety for pedestrian walkways separate from the traffic.
- The pedestrian walkway, as well as handicapped parking and access to El Loco Taco, should be "Accessible." It is suggested that community members be consulted concerning accessibility issues.

**MOVED** by Commissioner Meyer, **SECONDED** by Commissioner Leichter, that the Transportation Commission recommends to Islands Trust a clearly-delineated pedestrian walkway on the entire perimeter of El Loco Taco. It is recommended that the business owner, the property owners and the Ministry of Transportation and Infrastructure determine the best location for this pedestrian pathway. The pedestrian walkway be clearly-designated as well as made attractive for amenities such as planters and/or benches.

**CARRIED**

**MOVED** by Commissioner Meyer, **SECONDED** by Commissioner Leichter, that the Transportation Commission recommends on-site parking consist of four parking spaces abutting the Pharmasave building and painting the additional on-street parking on McPhillips with an increased angle to provide more room for a pedestrian pathway at the front while also decreasing extension of cars into the road and that the owner be allowed to use a small portion of the landscape reserve to complete painting.

**CARRIED**

## **7.3 Tree Removal Guideline**

- Recommend pathways be constructed by going around trees if possible and not removing trees unless absolutely necessary.
- No construction should occur that would cause extensive tree root removal.
- Dead trees play an important role in wildlife habitats.

**MOVED** by Director Holman, **SECONDED** by Director Smith, that the Transportation Commission refer the guidelines back to staff to strengthen language regarding the policy and commissions intent to avoid tree and vegetation removal unless absolutely necessary.

**CARRIED**

**7.4 Project Updates:**

- **Island Bus Shelters** – deferred
- **North Ganges Transportation Project, Phase 2** – deferred
- **Ganges Hill** – deferred
- **Advocacy Strategic Priorities** – deferred
- **Salish Sea Working Group** – Discussion in item 9. Correspondence

**8. New Business**

**8.1 Street Lighting**

**MOVED** by Commissioner Baker, **SECONDED** by Commissioner Leichter, that the Transportation Commission request staff to send a letter to BC Hydro requesting that street lighting be replaced with the lowest wattage possible to keep with the rural character of the island and to add night shields were possible.

**CARRIED**

Commissioner Johnstone opposed

**8.2 Summer Schedule – Including Time for BC Transit Report and Recommendations, Strategic Planning, and Budget**

- Commissioners recommend electronic meeting platform throughout summer months.
- No meeting in August 2021.

**8.3 Zero Emissions Vehicle Infrastructure Program**

- Grant application funding would cover up to 50%
- If grant is approved, the province will provide additional 25% funding.
- Level three chargers are expensive.
- CRD staff to meet with owners of Country Grocer and volunteers to prepare an application.
- Possibility of third party contractors to maintain chargers.
- Gas tax funds can be used to stack remaining funding.
- Country Grocer offering four parking spots.

**MOVED** by Director Holman, **SECONDED** by Commissioner Baker, That the Transportation Commission recommend staff proceed with grant applications for Electronic Vehicle (EV) Chargers and negotiation of license of occupation for these chargers with Country Grocer.

**CARRIED**

Commissioner Leichter opposed



#### 8.4 GradPASS

**MOVED** by Commissioner Johnstone, **SECONDED** by Commissioner Lehman, that the Transportation Commission recommend support to BC Transit in providing temporary bus passes to the Salt Spring Island high school graduate students.

**CARRIED**

### 9. Correspondence

#### 9.1 Letter Dated May 21, re: Salish Sea Trail Working Group

- Commissioner Baker and Commissioner Lehman to return to the Transportation Commission with more information.

**MOVED** by Commissioner Baker, **SECONDED** by Commissioner Lehman, that the Transportation Commission support Curt Firestone in writing a letter to the Ministry of Transportation and Infrastructure regarding vehicle safety on Vesuvius Bay Road.

**CARRIED**

**MOVED** by Commissioner Baker, **SECONDED** by Commissioner Smith, that the Salt Spring Island Transportation Commission task Director Holman and Commissioner Baker to explore some alternate bicycle routes and to bring additional information forward at a future meeting.

**CARRIED**

#### 9.2 Letter Dated May 23, re: Island Bus Shelters

**MOVED** by Director Baker, **SECONDED** by Director Holman, That the Transportation Commission recommend that staff provide a survey for the Mobrae Avenue and West Horel Road for the possible bus shelter locations.

**CARRIED**

#### 9.3 Email Dated May 31, re: El Loco Taco Accessibility Issues

### 10. Next Meeting: Monday, June 28, 2021 at 1PM

\*location and participation format TBD under the Order of the B.C. Public Health Officer.

- Commissioners requested staff to consider early start times for future meetings.

**11. Adjournment**

**MOVED** by Director Holman, **SECONDED** by Commissioner Meyer,  
That the meeting be adjourned at 3:51 pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**



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## REPORT TO TRANSPORTATION COMMISSION MEETING OF TUESDAY, JUNE 28, 2021

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### **SUBJECT**     SALT SPRING ISLAND TREE REMOVAL GUIDELINE

### **ISSUE**

For the Salt Spring Island Transportation Commission (SSITC) to consider the adoption of a tree removal guideline for Capital Regional District (CRD) Parkland on Salt Spring Island.

### **BACKGROUND**

A draft guideline for the removal of trees that are dangerous or that would be compromised during construction or are in the path of a planned project or on Capital Regional District (CRD) Salt Spring Island (SSI) owned Land. The request has come following community concerns with a recent pathway project that involved the removal of dead, dangerous and compromised trees.

The Tree Removal Guideline will provide clear process and direction regarding when trees will need to be removed and how the rationale for the tree removal will be communicated to the public, Electoral Area (EA) Director and related Commissions. The Tree Removal Guideline will also ensure consistent practices by staff and contractors and provide public transparency.

Trees are removed from CRD owned or leased land for the following reasons:

- Tree health has declined beyond repair as confirmed by proper arboricultural methods.
- Public or worker safety is jeopardized by an unsafe structure that cannot be corrected by generally accepted arboricultural practices.
- Construction that would require excessive root removal that would cause an unsafe condition.
- Any other reasons as assessed by qualified arborist registered with International Society of Arboriculture or equivalent.

Considerations should be given to trees identified for removal which have been identified as having very high wildlife value. Mitigation methods could include: creating no work zones, relocating existing or planned works and modifying dangerous parts of the tree.

The Draft Tree Removal Guideline (Appendix A) outlines the procedure to identify and remove trees deemed to be dangerous or compromised.

## **ALTERNATIVES**

### **Alternative 1**

That the Salt Spring Island Transportation Commission recommend that the Salt Spring Island Tree Removal Guideline be adopted as presented.

### **Alternative 2**

That the Salt Spring Island Transportation Commission recommend that the Salt Spring Island Tree Removal Guideline be adopted as amended.

### **Alternative 3**

That the Salt Spring Island Transportation Commission recommend that the Salt Spring Island Tree Removal Guideline be referred back to staff for additional information.

## **CONCLUSION**

A draft guideline has been developed for the removal of trees that are dangerous or that would be compromised during construction or are in the path of a planned project or on CRD owned land. The Tree Removal Guideline will provide clear process and direction regarding when trees will need to be removed and how the rationale for the tree removal will be communicated to the public, Electoral Area (EA) Director and related Commissions.

## **RECOMMENDATION**

That the Salt Spring Island Transportation Commission recommend that the Capital Regional District Board approve the Salt Spring Island Tree Removal Guideline.

Submitted by:	Dan Ovington, Manager, Parks and Recreation
Concurrence:	Karla Campbell, Senior Manager, Salt Spring Electoral Area
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

## **ATTACHMENT**

Appendix A: Salt Spring Island Tree Removal Guideline





## ADMINISTRATION GUIDELINE

Section	Salt Spring Island Administration	
Subsection	Guidelines, Procedures, Manuals	
Title	SALT SPRING ISLAND TREE REMOVAL GUIDELINE	

### 1. GUIDELINE

This guideline applies to the removal of trees that are ~~dead or dangerous~~, or that would be compromised during construction or are in the path of a planned project on Capital Regional District (CRD) Salt Spring Island (SSI) Land.

### 2. PURPOSE

To provide clear process and direction regarding when trees will need to be removed and how the rationale for the tree removal will be communicated to the public, Electoral Area (EA) Director and related Commissions.

### 3. RESPONSIBILITIES

SSI CRD staff have the responsibility of administering and implementing this guideline following CRD Commission approval.

### 4. SCOPE

This guideline applies to the removal of trees on SSI CRD lands.

### 5. TREE REMOVAL

Trees are removed from CRD owned or leased land for the following reasons:

- A. Tree health has declined beyond repair as confirmed by proper arboricultural methods.
- B. Public or worker safety is jeopardized by an unsafe structure that cannot be corrected by generally accepted arboricultural practices.
- C. Construction that would require excessive root removal that would cause an unsafe condition.
- D. A valid reason as assessed by qualified arborist registered with International Society of Arboriculture or equivalent.

Every effort should be made to avoid the removal of trees, ~~which have been identified as having very high wildlife value~~. Mitigation methods could include: identification of wildlife trees during project planning, creating no work zones, relocating existing or planned works and modifying dangerous parts of the tree.

## 6. PROCEDURE

The following process will be used to identify and remove trees deemed to be ~~dead~~, dangerous or compromised:

- A. Conduct a tree assessment by a British Columbia (B.C.) training authority certified arborist or CRD staff that are certified as a Wildlife/Danger Tree Assessor by the Wildlife Tree Committee of B.C. If a tree is deemed to be removed:
  - i) Establish a barrier (caution tape / snow fencing) around the area and/or appropriate Traffic Management Plan.
  - ii) Communicate tree removal and assessment to related Commissions and EA Director.
  - iii) When possible post a public notice at or near the site outlining the scope and reason for the tree removal 72 hours prior to commencing work (Appendix A). Dangerous trees need to be removed as soon as possible.
- B. Review agreement documents for tree removal clauses and lot boundaries (covenants, easements, statutory right of way).
- C. When working in riparian areas a qualified riparian professional should be consulted.
- D. Whenever possible do not preform tree and ~~bush-vegetation~~ cutting within bird nesting season. A trained biologist should be hired to do a detailed nest clearance survey if this work needs to be completed during the nesting season (April 1 to August 31).
  - i) BIRDS, EGGS AND NEST TREES ARE PROTECTED BY LAW. Section 34 of the B.C. *Wildlife Act* provides year-round protection to birds' nests:

A person commits an offence if the person, except as provided by regulation, possesses, takes, injures, molests or destroys:

    - a. a bird or its egg,
    - b. the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl, or
    - c. the nest of a bird not referred to in paragraph (b) when the nest is occupied by a bird or its egg.
  - ii) If you wish to remove or modify nest trees, you must seek permission and obtain a written permit from the Ministry of Environment's Permit and Authorization Service Bureau AND you should check with Environment Canada to see if a federal permit is required under the *Migratory Birds Convention Act* regulations.
- E. Whenever possible fallen trees should be left on the forest floor as a wildlife tree for habitat enhancement.
- F. When an otherwise healthy tree needs to be removed, a new tree will be planted elsewhere on CRD SSI park land.

## 7. DEFINITIONS

*CRD Salt Spring Island Land* – community parks and trails, pathways, statutory right of way, right of way, licenses and leases owned or held by the CRD on Salt Spring Island.

*Tree* - a self-supporting, perennial, woody plant that has a trunk or stem and a root system; the trees under this policy have a minimum stem diameter of **30 centimetres or more**.

~~*Dead or Dangerous Tree*~~ – a tree (live or dead, regardless of size) that is a hazard to workers and the general public due to its location, physical condition and danger of failing causing injury to a person or damage to property.

*Wildlife/Danger Tree Assessor* – Staff that are certified as Wildlife/Danger Tree Assessor – Parks and Recreation Site Module, by the Wildlife Tree Committee of British Columbia.

Approval Date:		Approved By:	
1. Amendment Date:		Approved By:	
Next Review Date:		Reviewed By:	

### Appendix A – Tree Removal Public Notice Template

# THIS TREE

Tree ID \_\_\_\_\_ Site \_\_\_\_\_ Address \_\_\_\_\_

Species \_\_\_\_\_ DBH \_\_\_\_\_

Reason \_\_\_\_\_

IS SCHEDULED  
TO BE  
REMOVED

For questions/concerns or additional information  
Call 250-537-4448 or email [saltspring@crd.bc.ca](mailto:saltspring@crd.bc.ca)



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# SSI Transportation and Transit 2022 – 2026 Planning Priorities

## Planning Priorities

### Projects:

- Bus Shelter
- Ganges Hill: Prelim Design for separated pedestrian pathway on non-harbourside
- Pathways
  - Merchant Mews pathway designs
  - Whims to Fernwood Road pathway licence of occupation and condition assessment
  - Whims Road – Maliview to North End Road
  - Swanson Road
  - Robinson Road – Merchant Mews to Mansel
- NGTP: Designs for active transportation infrastructure Harbourside UGR/LGR to LGR/Rainbow Road Intersection
- MoTI: Fulford-Ganges Hill repaving project - design phase
- Ganges Village Transportation Plan
- Cross walk

### Advocacy:

- BC Transit Expansion: Transit Review
- MoTI: Speed limits
- MoTI: Road markings/Safety Markings
- BC Ferries: Fulford Terminal upgrade
- BC Transit: Electric Buses: Work with BC Transit in transitioning SSI fleet to electric buses
- Collaboration - Islands Trust: Ganges Village Planning
- Collaboration – Fulford Hill
- Salish Sea Trail
- Lighting
- Vesuvius Bay Road