

**Salt Spring Island Transportation Commission
Tuesday June 14, 2011 4-6 pm
PARC Annex, Vesuvius Bay Road**

Minutes

Attending: Chair McLennan, Vice Chair Taylor, Commissioners Haigh, Swierenga, Denyer, Harkley and Lyonns, Director Hendren, Manager Fenske, Assistant Iverson

Regrets: Commissioner Wakefield

Call to order: 4 p.m.

1. Agenda

MOVED by Director Hendren, **SECONDED** by Commissioner Denyer that the agenda be approved.

CARRIED

2. Adoption of the minutes of the meeting held May 24, 2011

MOVED by Chair McLennan, **SECONDED** by Commissioner Lyonns that the minutes be adopted with the following change:

In-Camera motion to be included in the minutes: Motion to seek to obtain exact or formalized crash statistics for Salt Spring Island from ICBC.

MOVED by Commissioner Wakefield, **SECONDED** by Manager Fenske.

CARRIED

3. Delegations

3.1 Andy Newell - Area Manager, Roads, MoTI

Andy Newell reported that \$1.6M worth of road maintenance will be done on Salt Spring this year covering a total of 22 Kms of roads. He said that it will be entirely road rehabilitation and no conversion from gravel to new paving will be done at this time. No new bike lanes are included as they comprise roadway "improvements" as opposed to maintenance.

**MoTI meeting with Cusheon Lake Community Group (BACARA), 9 June 2011
Report and Agreed Action Plan**

- a) **Side line painting** – MoTI reported that road is too narrow for side line painting
- b) **Road Speed** – MoTI traffic engineer researching possibilities for reducing speed, MoTI will continue to investigate, **ACTION:** MoTI will ensure research completed as quickly as possible and report findings to CRD Manager/BACARA/SSITC before SSITC meeting on 12 July 2011
- c) **Restricted Weight (to reduce truck traffic)** – MoTI clarified criteria implementing weight restrictions (damage to infrastructure), while weight restrictions not likely, MoTI will investigate implementing restrictions of hazardous material traffic (which could

contaminate watershed), CRD will investigate if CRD bylaw could be developed, **ACTION:** MoTI will investigate possibility of establishing restrictions of hazard material traffic on Cusheon Lake Road and will report findings to CRD Manager/BACARA/SSITC; CRD Manager will investigate possibility of establishing a CRD Bylaw to oversee the restrictions. Manager to report findings before SSITC meeting on 12 July 2011

- d) **Alternative route/one-way** – BACARA members were particularly interested in the possibility of a feasibility study to determine if an alternate route for traffic or one-way traffic could be conducted.

Manager explained process required for such a study to occur. MoTI strongly supports a joint CRD/MoTI partnership in the study, with MoTI's role to be clearly identified. **ACTION:** MoTI staff to be consulted. CRD Manager to discuss feasibility with CRD and Islands Trust. Preliminary feedback to the SSITC before meeting on 09 August 2011. Andy reported that drainage work will be done at 620 Lower Ganges Road by September of this year. **Action:** Chair to forward background information to Andy re the Car Stop project proposed for Salt Spring.

3.2 Ineke de Jong – Operator, SSI Transit

Ineke stated that a fourth bus is badly needed to cover when other buses are out for repairs or if one breaks down. Bob Fenske reported that BC Transit has purchased a fourth bus to add to the fleet later this year.

She reported that there is a new schedule with the new and expanded routes on it. Long Harbour route will be changing and this needs to be advertised to the public. BC Transit Communications department will be doing a print ad in the Driftwood.

Ineke said that the expansion will end up being an average of 40 hours a week, which is approximately a 30% increase.

Action: The Chair will contact the Communications department at BC Transit to enquire as to the details of the proposed ad campaign and to suggest that Ineke be made available to the Driftwood for an interview on the service expansion.

4. Reports

4.1 Report from Chair McLennan

Bob Lapham indicated he has not had any feedback on the NGVTMP from MoTI as of yet. He further indicated that the CIPP grant application is now with the Minister MoTI.

4.2 Report from CRD Manager Fenske

The Chair commended the Manager on progress made on the full range of small capital projects endorsed by the Commission and on the substantive nature of the Manager's monthly activity report.

4.3 Report from CRD Director Hendren

No Report.

5. Financial Report

Sent to all Commissioners. Janice reported that there was nothing noteworthy this month.

6. Correspondence

- 6.1 Jessica Harkema
- 6.2 Jamie Alexander
- 6.3 Aidan Cassie
- 6.4 Lady Minto Gulf Islands Hospital
- 6.5 Yve Blick, BACARA Traffic Committee
- 6.6 Climate Action Control
- 6.7 Manuel Achadinha, CEO, BC Transit
- 6.8 Mark Traverso, Operations Manager, Saanich Area, MoTI
- 6.9 Debbie O'Brien, MoTI
- 6.10 Maureen Moore
- 6.11 Marion Pape
- 6.12 Judi Stevenson
- 6.13 Myrna Moore, BC Transit

Moved by Commissioner Lyonns, **Seconded** by Manager Hendren to receive the correspondence.

Carried

7. Business Arising

- 7.1 Small Capital Projects - Sidewalk on Hereford

Contract has been awarded to Earth Heart.

Action: Manager Fenske to advise the amount of the contract and to continue to act as Project Manager through to completion.

- 7.2 Small Capital Projects - Bus shelters

Discussion centred on BC Transit approval of the two proposed sites, on the enthusiasm of community groups in Fernwood and at Kitchen Road to be involved in the projects and on the methodology for selecting designs for the future bus shelters at Country Grocer. It was reported that BC Transit has signed off on the Critical Path document on bus shelters.

Action: Manager Fenske will meet with MoTI, BC Hydro and Mainroad regarding site approval and preparation.

Moved by Commissioner Harkley, **Seconded** by Commissioner Denyer, that letters be sent to the Fernwood and Kitchen Road community groups to inform and guide their input.

Carried

Action: Chair McLennan to write to the community groups.

7.3 Small Capital Projects - Interim bus bench at Country Grocer

It was suggested that Country Grocer be involved in bench and bus shelter design for the facilities at this location.

Action: Manager Fenske to act as Project Manager through to purchase and installation of the bench.

7.4 Small Capital Projects - PCP projects for 2011

The CRD has been requested to send out a request for offers to four contractors recommended by PCP. Details of contractor offers should be available by August.

Action: The Commission will examine options for constructing the Wildwood/Booth Canal pathway in August after the offers are available and one has a better idea as to what is affordable within the budget.

Manager Fenske will continue to liaise actively with the PCP Project Manager and with CRD to maintain momentum on the two PCP projects.

7.5 Small Capital Projects - Car stop project

An application for Grant-in-Aid funding to the CRD Director is pending.

Action: The Commission will ask that the project proponents give the SSITC an opportunity to review the initial route proposed for the Car Stops.

7.6 Mike Best traffic proposal for Ganges

It was noted that the subject proposal has been in circulation to various groups since 2004. The SSITC was given an opportunity to review the proposal in 2009 but no consensus was reached at that time.

In discussion, it was recommended that the Best proposal be examined in detail when the Commission is able to obtain funding for a "Master Plan" for Ganges which notionally would include a study of a broad range of transportation-related issues such as traffic flow, pedestrian movement, cycling facilities, parking control, traffic calming etc.

No consensus was reached on endorsing the proposal at this time.

In the interim, it was deemed appropriate to refer the matter to MoTI which has the mandate to approve changes in traffic movement.

Action: Chair McLennan will refer the proposal to MoTI for review and comment. And the Chair will write to Mr. Best to inform him of action taken.

7.7 SS Transit Service Expansion - Marketing/Communications Plan - Deferred

7.8 Community Project Fund - Deferred

7.9 Climate Action Council request to meet with SSITC - Deferred

- 7.10 SSITC logo - Deferred
- 7.11 Support for BWG: next steps - Deferred
- 7.12 2010 Transit Ridership and Revenue - Deferred

8. New Business

8.1 SSITC Goal setting for 2011 - Deferred

8.2 Fulford Ferry line-up - Deferred

9. Priority items the next business meeting

10. ADJOURN MEETING

Moved by Chair McLennan, **Seconded** by Commissioner Swierenga the meeting be adjourned at 6:03 p.m.

Next meeting to be held Tuesday July 12, 2011, 4-6 p.m., at the PARC Annex.