

## BOWEN ISLAND MUNICIPALITY

Minutes of the **regular meeting of the Transportation Working Group of the Bowen Island Municipality** held on Monday September 12, 2006 at 7:15 p.m. in the Council Chambers of the Bowen Island Municipal Hall.

### COMMITTEE IN ATTENDANCE

Elizabeth Ballantyne - Chair  
Eric Sherlock  
Karen Wristen  
Gil Yaron

### REGRETS

Mathew Redekopp  
Michael Rosen, Planning Consultant

### COUNCIL IN ATTENDANCE

Councillor Hocking  
Councillor Morse

### OTHERS IN ATTENDANCE

Isabell Hadford – Chief Administrative Officer  
Gayle Ferguson – Minute Taker

### CALL TO ORDER

The Chair called the meeting to order at 7:23 p.m.

### APPROVAL OF THE AGENDA

**By unanimous consent** the agenda was approved.

### ADOPTION OF THE MINUTES

#### **It was Moved and Seconded**

That the minutes of the Transportation Working Group meeting held on August 14, 2006 be adopted as amended:  
Page 1 Committee in Attendance – Change *Gil Young* to “*Gil Yaron*”

Page 1, 3<sup>rd</sup> bullet “... *openness to any areas...*” to “...*openness to review any area...*”

Page 2. 2<sup>nd</sup> bullet Delete

Page 2, 3<sup>rd</sup> paragraph “...*as a fourth option.*” to “... *as a baseline option.*”

Page 3, 1<sup>st</sup> paragraph change “The Chair suggested ...” to “it was suggested ...”

Page 3, last paragraph change “...*copies of Ross Carter’s review of ...*” to “...*copies of Ross Carter’s extracts of relevant sections...*”

CARRIEI

### BUSINESS ARISING FROM MINUTES

## Core Document Presentation and Review

Karen provided a visual presentation of an Excel document used in organizing extracts from the core policy documents as they related to the criteria from the Working Group's terms of reference. She noted that a document of all applicable extracts from the various policy documents had also been created to be attached as an appendix in the final report to Council.

Eric and Karen believed the next task would be to look at all the texts and summarize guiding principles from them, which would serve as an intermediary tool – seeing what the documents tell us about the criteria so we could apply such criteria to ferry marshalling options.

Gil provided a visual presentation of an Excel document used in organizing extracts from the transportation planning documents. He noted he had determined in advance which option the document addressed and completed the readings for Phase two at the same time. He commented on the following:

- Review of Snug Cove Terminal Master Plan, Reid Crowther Planning Study, McElhanney Snug Cove Traffic Plan and the Hamilton Associates/Ekistics Snug Cove Marshalling Plan documents;
- Less important studies would be grouped into existing columns;
- None of the above studies articulated terms of reference;
- The Excel document would be reorganized to fit with the organization of the core policy documents;
- A suggestion to include current available data on population and BC Ferries ridership as some of the reports referenced older documents from the 1980s and all studies had based their assumptions on population projections.

The group reviewed the list of core governance and transportation/planning documents for Phase 1. They agreed that all documentation had been gathered. Grouping of documents would be done such as the Global Peak in Oil Production report would be included in the Community Energy Plan column.

Discussion followed regarding:

1. Whether the group's task was to summarize relevant sections;

2. The issue of out of date data and whether population numbers, if not accurate, should be included.

Councillors Hocking and Morse expressed their agreement with the review of the core documents identified for Phase 1 and the method of organization.

#### Definitions of Ferry Marshalling Concepts

The Chair commented on the issue of defining the location of ferry marshalling options.

The Group agreed with the suggestion of defining the concepts based on the degree of separation from the village.

To assist in the evaluation of ferry marshalling options, the Chair was requested to provide the group with macro level criteria and sketches of the options.

#### Matrix Formats

The Chair provided members with copies of three examples of matrix formats.

In response to a query regarding the type of matrix and its usefulness for Council, Councillors Hocking and Morse noted the following:

- Three options and ten criteria - believe in more detail rather than less detail;
- Qualitative data - could rank or rate them. Would prefer a rating;
- Sub components depends on analysis i.e. how well the criteria are defined by the documents. Then rating depends on the data. Could be a score of three, or one to five score.

A member commented that it was beyond the mandate of the Transportation Working Group to do any kind of ranking or rating. Ranking or rating would be difficult as the studies were simplistic and drew conclusions based on little information.

The following issues were raised:

- Assessment of generic concepts of loop road and government road could go beyond the examples. The Group could use the governing policy documents of access the dominating values of the concepts;
- Suggestion to provide a narrative for each piece of information - i.e. when the study was done. Then Council could assess the weighting;

- Criteria could be filled in where possible.

The Group agreed to exchange the summaries of documents they had completed.

## **OTHER BUSINESS**

### **Next Steps**

It was noted that the summarizing of larger text into criteria would take some time as well as looking at the relationship between policy and transportation documents. One possibility would be that the actual policies would form the sub criteria.

The group agreed on the following next steps:

1. Finish the review of documents and propose sub criteria for review by the two groups;
2. Sub criteria agreed upon would be applied to both transportation and governance documents;
3. In two weeks next evolution would be completed.

### **Next Meeting**

The group agreed to meet at 7:15 p.m. on September 25, 2006

## **ADJOURNMENT**

The meeting adjourned at 9:20 p.m.