



**ADVISORY COMMITTEE FOR TRANSIT,  
BICYCLES AND PEDESTRIANS (ACTBiPed)**

**Wednesday, June 20, 2018, at 5:30 p.m.**

**Council Chambers  
City Hall**

**MINUTES**

**VOTING MEMBERS PRESENT:**

Councillor Patrick Johnstone	- Chair
Véronique Boulanger	- Committee Member
Brad Cavanagh	- Committee Member
Roland Guasparini	- Committee Member
Charlie Hunter	- Committee Member
Reena Meijer Drees	- Committee Member
Nadine Nakagawa	- Committee Member
Robert Wong	- Committee Member
Finn Leahy	- Student Representative
Karon Trenaman	- ICBC Representative

**NON-VOTING MEMBERS PRESENT:**

Belinda Scott	- SD 40 Representative
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**MEMBER REGRETS:**

Steven Beasley	- Committee Member
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**STAFF:**

Stephen Blore	- Senior Transportation Planner
Ryan Huang	- Transportation Technologist
Fan Jin	- Transportation Technologist
Sgt. Greg Smith	- New Westminster Police Department
Carol Lee	- Recording Secretary

**GUESTS:**

Mary Wilson	- Community Member
Vic Leach	- Community Member

The meeting was called to order at 5:30 pm.

## **1.0 ADDITIONS TO AGENDA & ADOPTION OF AGENDA**

### **1.1 Adoption of the Agenda of June 20, 2018**

#### **MOVED and SECONDED**

*THAT the Agenda of the Advisory Committee for Transit, Bicycles and Pedestrians meeting held on June 20, 2018 be adopted.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **2.0 ADOPTION OF MINUTES**

### **2.1. Adoption of the Minutes of April 18, 2018**

#### **MOVED and SECONDED**

*THAT the Minutes of the Advisory Committee for Transit, Bicycles and Pedestrians meeting held on April 18, 2018 be adopted with the following amendment:*

- *Page 3, final bullet of Item 3.1 – Replace “...requested that the overpass be made wider to more easily accommodate cyclists” with “...requested that the corners of the overpass be widened to make them more maneuverable by cyclists”.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **3.0 PRESENTATIONS**

There were no items.

## **4.0 UNFINISHED BUSINESS**

There were no items.

## **5.0 NEW BUSINESS**

### **5.1 Bus Shelter Prioritization – Fan Jin (see item 7.1)**

Fan Jin, Transportation Technologist, summarized the report, dated June 20, 2018, that was provided with the agenda material and provided the following information:

- The contract with Pattison Outdoor Advertising (POA) expires in 2023

- Committee input on the criteria to be used to determine the location of bus shelters would be welcomed
- A sub-committee meeting may be scheduled towards the end of 2018 if the Committee members see value in providing input into how the city plans & prioritizes transit shelters.

In response to questions from the Committee, Mr. Jin and Stephen Blore, Senior Transportation Planner, provided the following information:

- The current program does not permit advertising on City-owned bus shelters
- There are some bus stops that are not owned by POA
- The stops inside the bus loops at SkyTrain stations are the responsibility of TransLink
- POA may install smaller bus shelters where the right-of-way is not sufficient to accommodate a standard shelter.

The Committee noted the following:

- There are approximately 200 bus stops that do not currently have shelters
- POA determines where to install bus shelters based on the advertising value
- Suggestions regarding the criteria for bus shelters:
  - Shelters at New Westminster, 22<sup>nd</sup> Street and Braid Street SkyTrain stations should be prioritized
  - Priority should be placed on bus stops at seniors' destinations and on the route to schools
  - Priority should be placed on transit hubs not served by TransLink
  - Need to determine the criteria to prioritize investments in bus shelters
  - Need to consider protection from the sun as well as rain
  - Suggestion to install solar panels or a wind turbine on the bus shelters to provide lighting for the bus shelter
- Suggestions regarding negotiation of the new POA contract:
  - Need to negotiate the installation of more than one bus shelter per year to achieve the target of having 75% of all feasible stops provided with adequate weather protection and seating by 2020
  - Need to compare the number of bus shelters in the City with neighbouring municipalities
- Suggestion to charge for on street parking throughout the City to raise funds for transit infrastructure, including bus shelters
- Suggestion that the City hold a design contest for low cost functional bus shelters
- Agreement to hold a sub-committee meeting towards the end of 2018 to provide input into the negotiation of the POA contract, and to review the city process/criteria.

## 5.1 Construction Work Zone Traffic Control Guidelines for Pedestrians and Cyclists – Ryan Huang (see item 7.2)

Ryan Huang, Transportation Technologist, summarized the report, dated June 20, 2018, that was provided with the agenda material and sought input for the guideline development.

In response to questions from the Committee, Mr. Huang and Stephen Blore, Senior Transportation Planner, provided the following information:

- Education is provided on the guidelines to contractors and developers when the building permit is issued
- The guidelines will be enforced during the construction period
- Goal of issuing the guidelines in time for use during the summer 2018 construction season.

The Committee provided the following input:

- Road cuts and hazards should be clearly marked
- Cyclists should be separated from hazards at all times
- Replace the words “should” with “shall” or “will” throughout the guideline
- Suggestion to include a telephone number on the signage for the public to register complaints
- Amend the drawings to reflect the reality of the existence of parking lanes, sidewalks and bike lanes
- Increase the expectations for sidewalk closures of longer duration
- Strengthen the language regarding requirements to provide access for mobility devices
- Consider the requirement for flagging crews for pedestrians and cyclists when there is intersecting vehicular traffic
- Confusion caused by the signage indicated in Diagram 3 Bicycle Lane Closed – Share the Road
- Suggestion that Diagram 1 – Bicycle Lane Shift be the default option and the remaining cyclist options be eliminated:
  - Cyclists should be permitted to utilize the sidewalk rather than merging into the traffic
- Adopt a regional approach to signage for cyclists and pedestrians
- Consider where to place the signs so that they do not become a barrier to cyclists and pedestrians.

## **5.2 Rotary Crosstown Greenway – Verbal Update – Stephen Blore**

Stephen Blore, Senior Transportation Planner, provided the following information:

- A streetside event was held on June 10, 2018 to obtain input from cyclists using the Rotary Crosstown Greenway during Bike to Work Week
- An additional community engagement session was held on June 14, 2018 at Century House to obtain input on the design of the Rotary Crosstown Greenway
- The corridor is scheduled to be upgraded in conjunction with the utility work that will be undertaken in 2019
- A sub-committee meeting will be scheduled in late 2018/early 2019 if Committee members are interested in reviewing the draft design of the Rotary Crosstown Greenway.

The Committee noted the following:

- Suggestion to provide some infrastructure for committed cyclists
- Agreement to hold a sub-committee meeting in late 2018/early 2019 to review the draft design of the Rotary Crosstown Greenway.

## **5.3 East Columbia Great Street – Stephen Blore (see item 7.3)**

Stephen Blore, Senior Transportation Planner, summarized the report, dated June 20, 2018, that was provided with the agenda material and sought feedback on additional principles and assumptions to be included.

In response to questions from the Committee, Mr. Blore advised that the locations of the emergency room and admissions access will be determined as part of the redesign of the Royal Columbian Hospital.

The Committee provided the following feedback:

- Bike facilities should be at street, not at sidewalk, level
- Connect the Central Valley Greenway to Fader Street
- There should be an indication that cyclists who do not wish to use the elevated bike facilities can use the street
- Include raised crosswalks between Sherbrooke and Braid Streets to make the street more pedestrian friendly
- Need to improve the cyclist and pedestrian connection between Brunette Avenue and East Columbia Street.

## **5.4 Downtown Transportation Plan – Update – Stephen Blore (see item 7.4)**

Stephen Blore, Senior Transportation Planner, summarized the report, dated June 20, 2018, that was provided with the agenda material.

## **6.0 NETWORK UPDATES**

There were no items.

## **7.0 REPORTS AND INFORMATION**

- 7.1 Bus Shelter Prioritization (see item 5.1)**
- 7.2 Construction Work Zone Traffic Control Guidelines for Pedestrians and Cyclists (see item 5.2)**
- 7.3 East Columbia Great Street (see item 5.4)**
- 7.4 Downtown Transportation Plan (see item 5.5)**

## **8.0 CORRESPONDENCE**

### **8.1 May 9, 2018 Letter from Walkers' Caucus re Pedestrian Crossings**

Stephen Blore, Senior Transportation Planner, advised that the City will be providing a formal response to the letter and will engage directly with the Walker's Caucus.

## **9.0 NEXT MEETINGS**

**Wednesday, September 19, 2018**

**Wednesday, November 21, 2018**

## **10.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 7:11 pm.

Certified correct,

Original Signed \_\_\_\_\_

**PATRICK JOHNSTONE**

**CHAIR**

Original Signed \_\_\_\_\_

**CAROL LEE**

**RECORDING SECRETARY**