



Minutes

**Advisory Committee for Transit, Bicycles and Pedestrians (ACTBiPed)
May 27, 2015 6:30 p.m.
Council Chamber**

VOTING MEMBERS PRESENT:

Councillor Patrick Johnstone
Mary Wilson
Virginia Ayers
Marion Orser
Devin Schellenberg (arrived at 8:17 pm)
Keith Ross
Andrew Feltham
Karon Trenaman (left at 9:04 pm)
Lukas Slotman
Todd Beernink (left at 8:21 pm)

Chair
Committee Member
Committee Member
Committee Member
Committee Member
Committee Member
Committee Member
ICBC Representative
Committee Member
Committee Member

VOTING MEMBER REGRETS:

Alexander Csizmadia

Committee Member

NON VOTING MEMBER REGRETS:

James Doan

Supervisor, Towing, Parking, Animal
Services, Cemetery & Field Maintenance

STAFF:

Eugene Wat
Jerry Behl
Carilyn Cook
Sgt. Mike Garbutt (left at 8:15 pm)
Stacey Neves (left at 8:13 pm)
Kim Deighton (left at 7:07 pm)

Manager Infrastructure Planning
Transportation Engineer
Committee Secretary
New Westminster Police Department
Engineering Technician
Manager, Licensing & Integrated Services

The meeting was called to order at 6:34 p.m.

1.0 ADDITIONS TO AGENDA & ADOPTION OF AGENDA

1.1 Rotary Funding for Crosstown Greenway – Andrew Feltham

This Item is discussed under New Business, Item 5.2

1.2 Additions to Agenda & Adoption of May 27, 2015 Agenda - Committee

MOVED and SECONDED

THAT the Agenda of the Advisory Committee for Transit, Bicycles and Pedestrians Meeting held on May 27, 2015 be received and 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 March 18, 2015

MOVED and SECONDED

THAT the minutes of the Advisory Committee for Transit, Bicycles and Pedestrians Meeting held on March 18, 2015 be received and adopted.

CARRIED

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

3.0 PRESENTATIONS

3.1 Enforcement of Encroachment by Residents/Businesses on City Land – Kim Deighton, Manager, Licensing & Integrated Services

After a brief introduction, Kim informed the Committee that bylaw enforcement by the City's three bylaw officers is complaint driven with the first step of enforcement being an educational component, regardless of what the violation may be. The violator would be educated as to why we have the bylaw and subsequent consequences with continued non-compliance. The next step would be ticketing. Further non-compliance would initiate a second ticket, along with a court date. If the violation creates a hazard for pedestrians, bylaw officers would take enforcement action. Generally, no enforcement action would be taken on a violation that is temporary and does not pose a safety hazard as this would not be an efficient use of limited staff resources.

With respect to the specific problem at 12th Street and Dublin Street where the business is using the boulevard to park cars, Jerry stated that a sidewalk will be installed at this site in the next few weeks, including a proper driveway crossing for the business owner to access his garage. Kim will ask the bylaw officer for that area to contact the business owner and make them aware of concerns about the parking of vehicles on the boulevard. Everyone was encouraged to contact Bylaw Enforcement at 604.527.4657 with any questions or concerns they might have with respect to this or any other issues in the City.

Members discussed:

- A file is opened for each complaint that is a violation of a City bylaw. The site will be visited by a bylaw officer, photos will be taken, and the owner/violator will be contacted. A reasonable amount of time will be given to the owner/violator to comply before further action is taken. Residents are encouraged to contact Bylaw Enforcement with concerns about ongoing violations. It was noted that the best protocol is for residents to call in the complaint first and, if need be, follow up with a letter.
- Kim explained that while something may be unsightly to us, it might not meet the enforcement protocol. We have to prioritize which things are worth spending the City's funds on (i.e. going to court) when there may be only one person complaining about an issue.
- Sometimes bylaw officers will be advocates and just call the person being complained about even though they may not be breaking a bylaw.

3.2 Good Neighbour Protocol (City-Led Projects) – Stacey Neves, Engineering

Stacey commenced with her presentation. Please see attached.

Members discussed:

- The draft external Good Neighbour Protocol will undergo a public engagement process in the fall, at which time it will be forwarded to all residents' associations for comment.
- Project managers will sign-off with construction companies that they are not permitted to work outside of the parameters outlined in the City's Construction Noise Bylaw without a variance on Saturdays and there are other avenues of enforcement.
- Bylaws can ticket for a violation up to six months after the violation has occurred. (I would check on this with Kim I thought it was less than 6 months)
- Residents should take notes, i.e. what the violation is, and the date and time the violation occurred. If it's a noise violation, it should be noted what kind of noise it is and how long it went on for, etc.
- There is a lot going on in the City including sidewalk & road work, new developments, etc., so it's important to have a protocol like this in order to deal with issues as they arise. It's also a good way to keep track of who is in violation and if they are doing so on an ongoing basis.

- The Projects & Events database is anticipated to be live to the public by the end of the year.

3.3 Street & Traffic Bylaw – Stacey Neves, Engineering

Stacey commenced with her presentation.

Members discussed:

- Seatbelts are not included in the Bylaw as they are in the Motor Vehicle Act. Bylaw officers and parking enforcement officers will be able to enforce against anything outlined in the Street & Traffic Bylaw, which is why there are some redundancies with the provincial legislation.
- Once the Bylaw is passed by Council, it will be put on City Page and on the City's website so that people can read it and educate themselves.
- Officers will use their discretion with respect to enforcing bylaws with respect to Schedule D and where bicycles can be operated on the sidewalk.
- It was suggested that sidewalks outlined in Schedule D be marked to illustrate where bicycles are prohibited.
- If our priority is to cyclists and pedestrians, then the goal should be to encourage them and lessen the inconveniences that would prohibit people from cycling and walking.
- We need to facilitate cycling in commercial shopping areas and make it comfortable for new riders and/or younger riders.
- Carilyn will contact Greig Dodgshon, Streets & Sidewalks Supervisor, about the worn off paint on the bike lanes along Columbia Street.
- Bicycle parking should be provided at bike hubs such as Sixth Street for cyclists who shop in the area.
- Columbia Street and 12th Street should be made more user friendly for cyclists; the roads should feel safe for cyclists so they don't feel the necessity to go on the sidewalks.
- Schedule D will be brought for discussion to the Mayor's Transportation Task Force to determine if it can be phased out and how that would happen. To be added to Action List.

First motion:

Moved and seconded

THEREFORE, BE IT RESOLVED that the Advisory Committee for Transit, Bicycles, and Pedestrians endorse the draft Street and Traffic Bylaw with the changes made to the regulation in relation to bicycle helmets and the use of skateboards, longboards and similar conveyances on City Streets, with due care and attention.

CARRIED

All Members of the Committee present voted in favour of the Motion

Second motion:

THEREFORE, BE IT RESOLVED that, seeing as Schedule D is not clearly enforced nor enforceable, and the prohibition of some sustainable transportation modes from parts of our business areas does not support the priorities set out in the MTP, the Advisory Committee for Transit, Bicycles, and Pedestrians is asking that the City review infrastructure or policy changes that would reduce the potential for bicycle and pedestrian conflict in our high pedestrian use zones while encouraging cycling as a mode of transportation.

CARRIED

All Members of the Committee present voted in favour of the Motion

3.4 High-Risk Driving – Karon Trenaman, ICBC

Karon commenced with her High-Risk Driving Campaign presentation. Please see attached. The Campaign was launched in early May and can be viewed on the ICBC website, Facebook, and other social media.

Members discussed:

- Education on unmarked crosswalks should be included in future ICBC campaigns.
- Staff informed the Committee that the City tries to direct pedestrians towards the safest crossings, which is why some crossings are marked while others are not (that does not necessarily mean they are not legal crossings).

4.0 UNFINISHED BUSINESS

4.1 Request for an Update on the Triangle Park Foot Path – Mary Wilson

Staff informed the Committee that the Triangle Park foot path will be regraded and widened within the next few weeks. It will be a bit tricky at the intersection with the electrical and light box. A curb letdown will require parking restrictions but we will look into it.

4.2 Request for an Update on the Mayor’s Transportation Task Force (“MTTF”) and How it Relates to ACTBiPed – Mary Wilson

Jerry informed the Committee that amongst other things, the MTTF is working on the Pattullo Bridge replacement, bus shelters, sidewalks, and curb letdowns. Councillor Johnstone stated that the City is prioritizing items on the list that can be completed in a reasonable amount of time. Capital items were reviewed first and now the Master Transportation Plan (“MTP”) is being reviewed. The Task Force has consulted with staff about costs for various things and is working from there to determine what will fit in the budget.

Members discussed:

- The 112 bus stop on Carnarvon Street cannot have a shelter as there is no room on the sidewalk. The City is looking at these kinds of issues in a more creative way to see how they can be dealt with and fit within the constraints of the budget.
- The Begbie Street pedestrian overpass at the parkade that crosses the railway will be dismantled by the contractor that is undertaking the removal of West Parkade on Front Street. As it's a custom piece, it would not fit at another location.

4.3 École Fraser River Middle School Landscaping & Accessibility Maps – Jerry Behl

Jerry informed the Committee that he had not yet received the plan that highlights the paths to and from the School. Once he receives the map from the School Board, he will present it to the Committee. He will also see if there will be any fences or restrictions of use during school hours.

4.4 Dublin Street/12th Street Sidewalk Update – Jerry Behl

This was discussed in Item 3.1 under Presentations.

5.0 NEW BUSINESS

5.1 New Westminster City Resident Access to Burnaby's New Town Centre – Mary Wilson

Mary informed the Committee that at the West End Residents' Association meeting a motion was passed to improve the linkages from New Westminster to Burnaby, particularly to the new Burnaby town centre. Mary stated that New Westminster needs connectivity to Burnaby parks, trails, and commercial areas; we need safe ways to cross 10th Avenue.

Members discussed

- Councillor Johnstone suggested that Committee Members meet up over the summer to tour the area.
- Mary will be speaking to this matter at one of the fall meetings.

5.2 Rotary Funding for Cross Town Greenway – Andrew Feltham

Andrew notified the group that the Rotary has \$10,000 and they'd like to receive ideas on how to use it. Jerry will discuss this with Antonia.

6.0 REPORTS AND INFORMATION

6.1 Action List - Committee

It was noted that the date needed to be corrected on the Action List.

7.0 CORRESPONDENCE

7.1 Letter Referred by Council From Downtown Residents' Association re Downtown Traffic Issues (for Discussion and Report Back to Council) – Eugene Wat

Councillor Johnstone stated that many of the items mentioned in the letter have already been addressed by staff, and some of the concerns have been raised by the Committee as well.

Eugene advised that there is an element of the bike route that goes through the area referenced in the Letter and that this Committee needs to address this in relation to the requests outlined in the Letter.

Jerry stated that push buttons will be implemented in certain places and the work at the intersection of 5th Avenue and 5th Street has been completed.

At this point in the meeting, a general discussion ensued and the following was discussed:

- Andrew reminded everyone that it was Bike to Work Week and that HUB would be at the 22nd SkyTrain Station.
- Ginny stated that she would like to discuss enforcement on sidewalks. This will be added to the agenda for the next meeting.

8.0 NEXT MEETINGS

**Wednesday, September 9, 2015
Tuesday, November 3, 2015
Wednesday, January 13, 2016**

9.0 ADJOURNMENT

The meeting was adjourned at 9:09 p.m.

Original Signed
Councillor Patrick Johnstone
CHAIR

Original Signed
Carilyn Cook
COMMITTEE SECRETARY

Good Neighbour Protocol (GNP) Overview

ACTBiPed

May 27, 2015



Background/Purpose

- Generated as a result of a 2014 Council directive
- GNP is based on construction management policies and best practices currently followed by Staff
- Will be utilized initially for internal processes, in particular City-led construction projects
- Goal is to apply the GNP for use in both City and private sector development projects



Seven Elements of the Protocol

1. Communication with Affected Neighbours

- Communicating and informing affected residents and businesses; and
- Providing updates as needed to the geographic area for consultation which is dependent on the scale and nature of the project.

2. Obtaining all Required Permits and Approvals Prior to Starting Work

Examples of permits include:

- Street Occupancy Permits
- Development Permits
- Fill Permits
- Hydrant Use Permits
- Building Permits
 - Demolition/Excavation/Foundation

3. Respecting Existing Residential, Commercial and Public-Space Areas

- Cleaning the site, adjacent sidewalks and roadways on a regular basis;
- Ensuring no encroachment of construction activities onto neighbouring sites;
- Planning for trades parking that doesn't overwhelm the surrounding area.

4. Respecting Construction Hours of Work, Noise, Vibration and Light Intrusion Regulations.

- Section tied into existing bylaws including:
 - Street and Traffic Bylaw, Construction Noise Bylaw, Building Bylaw, Light Intrusion Bylaw, Subdivision and Control Bylaw etc ...
- Recognized some regulatory gaps and the need for some new Bylaws such as compiling a nuisance bylaw encompassing all of the regulations above.

5. Respecting the Environment:

- Protecting the immediate area including trees and landscaping on and off site;
- Protecting storm drains and watercourses from siltation or disposal of harmful substances;
- Protecting the air quality in the vicinity.

6. Not Blocking Driveways to Parking and Keeping Sidewalks, Streets and Lanes Passable Except Where City-Approval has Been Granted.

- The importance of sidewalks and building entrances remaining fully accessible during construction was added after the initial document
- Transit stops remaining fully operational or relocated within close proximity to the existing stop was also added.

7. Keeping the Site, Roadways and Adjacent Sidewalks Safe for Workers and the Public at all Times.

- Fencing, Hoarding and Covered Walkways
- Call before you dig
- Follow WCB regulations, policies and procedures

Tracking Events and Projects Application

Background

- 2011 – Project initiation
- 2012 – IT Staff presented Engineering and Electrical Staff with an application that can be utilized to track projects and events throughout the City.
- 2013 - IT finalized the application and Engineering Services and Engineering Operations commenced utilizing it.
- 2014 – Application was introduced to Electrical, Office of the CAO and Parks, Culture and Recreation

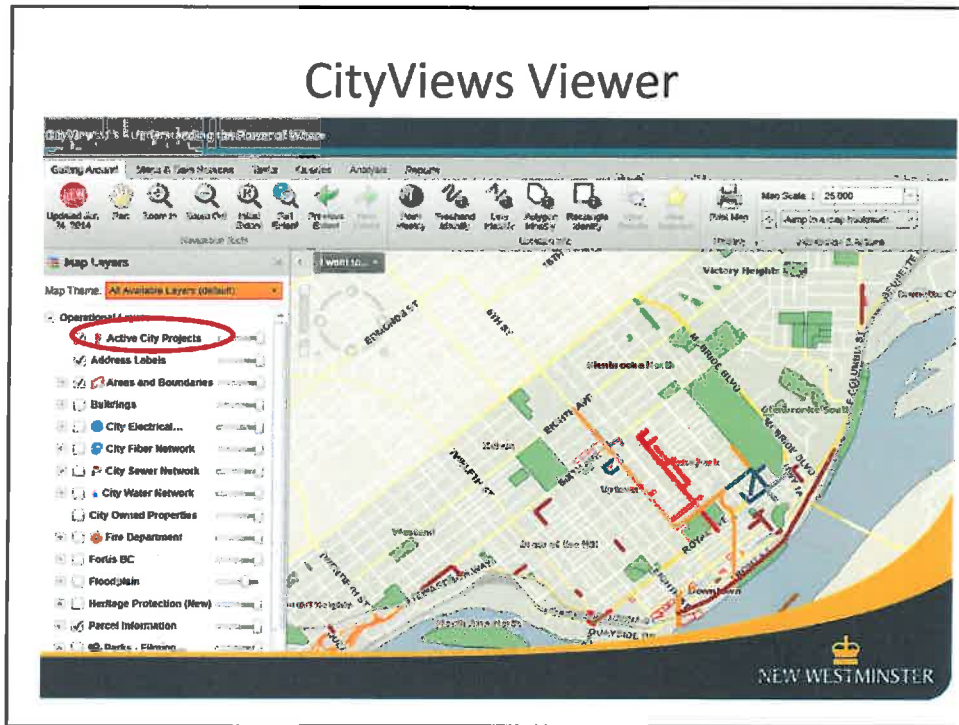
Purpose/Goals

1. Track Projects and Events City Wide
 2. Record Projects completed in a calendar year
 3. Reduces conflicts or overlap of active construction projects including development sites
- Inform staff and the public of the location and anticipated duration of City Projects and Events

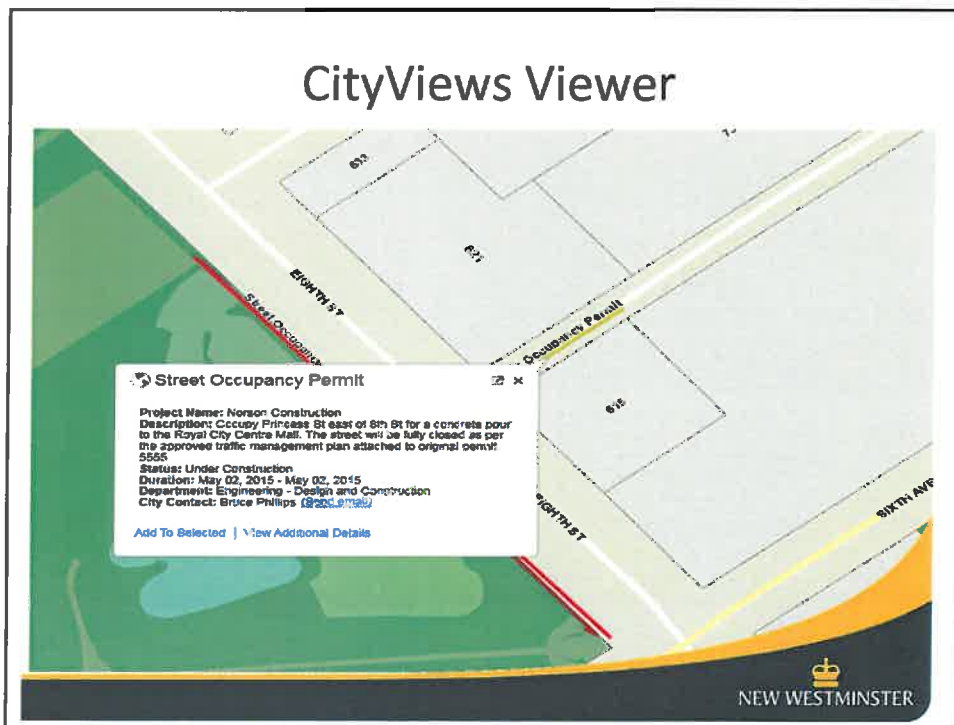
What Goes Into the Application

- All Capital Projects – Sewer, Water, Pavement, Electrical
- All Special Events – Parades, Street Festivals
- Any project that will last longer than one day
- EVERY project that occurs on the City's Major Road Network – even if the project duration is less than a day
- Any project that temporary no parking signs will be erected for.
- Any project that involves meter hooding.

CityViews Viewer



CityViews Viewer



Next Steps

Next Steps

- Begin using the GNP on City-led projects
- Finalize GNP templates
- Create bylaws/amendments addressing identified regulatory gaps
- Consult with Downtown Business Improvement Area, Quayside Board, Downtown Residents' Association and the Urban Development Institute on the GNP for private sector projects; and
- Present a draft external (private sector) version of the GNP to Council for review.

QUESTIONS?



high-risk driving

Driving is a complex task that requires your full attention. Most crashes are preventable and can be avoided by making smart driving decisions.

How big a problem is high-risk driving? Consider these facts:

- In B.C., on average 143 people die in crashes involving high-risk driving each year.*
- In B.C., on average, more than 53,000 people are injured in crashes at intersections each year.
- About 60 per cent of all crashes in B.C. take place in intersections—that's 226 every day.**

Tips for getting through intersections safely

When approaching a traffic light

- Even if the light is green as you're approaching the intersection, be prepared for it to change to yellow. That way you'll be able to stop in time.
- One way to anticipate the light changing: check the pedestrian signals. In many newer intersections, the crosswalk signal will change from a white figure to an orange hand just before the light turns yellow, or will count down the seconds left before the traffic light changes.
- If the light changes to yellow as you approach the intersection, slow down and stop before the intersection unless you can't safely stop in time.
- Only go through a yellow light if it's unsafe to stop.
- Don't change lanes in an intersection. Make sure you're always in the correct lane before making a turn.

When turning at an intersection

- Always use your turn signals well before you make a move—it helps other drivers, cyclists and pedestrians know what you're doing.
- Be prepared to yield to pedestrians, cyclists or other vehicles when making a turn

- Check for motorcycles coming through the intersection. They're often difficult to see, and their speed and intentions aren't easy to judge.
- Don't panic if the light turns yellow while you're waiting in an intersection to make a left turn. You are legally allowed to complete your turn once it's safe to do so. Watch carefully for other vehicles, especially oncoming drivers trying to beat the red light.

When stopped at an intersection

- If you're the first car to stop—make sure you're behind the stop bar, or the first line of the crosswalk.
- Always leave sufficient space between you and the vehicle in front—a good rule is to leave enough space so you can see its wheels (about a car length).
- Keep your wheels straight when stopped, even if you're waiting to turn.
- When the light turns green, check that the intersection is clear before you move forward—and that no one is running the red or jumping the green (counting to three works well).

Most common driving behaviours associated with high-risk driving

Failing to yield

Yielding right-of-way helps everyone safely share the road. It's about watching for other road users and making safe decisions about when to let others go first.

- It may not always be easy to decide who has the right-of-way at intersections. Signs and traffic signals often help determine who needs to yield to whom.
- Don't count on others to obey the rules of the road—or to make allowances for you.
- Look for—and expect to see—pedestrians, cyclists and motorcycles, and be prepared to stop and yield the right of way to them.

*Five-year average, police-reported fatal victims 2009–2013.

**Five-year average, ICBC-reported incidents 2009–2013.

Ignoring traffic control devices

It can seem tempting to roll through a stop sign or other traffic control device. But doing so puts you and others at risk.

- If you're approaching a light that's been green for a while, slow down and be prepared for the light to change.
- Remember that yellow lights mean stop unless it's unsafe to do so.
- Be sure to come to a complete stop at stop signs and red lights, even when turning right.

Following too closely

Tailgating not only leaves you less room to stop in an emergency, it increases your risk of being rear-ended by another vehicle if you have to stop suddenly.

- Always leave a safe following distance—it gives you more time to react to the unexpected.
- You need a following distance of at least two seconds in good weather and road conditions, and at least three seconds when you're behind a large vehicle that can block your vision, or a motorcycle that can stop very quickly.

Speeding

Speeding reduces your reaction time, and the faster you go, the longer it takes to stop.

Tips for drivers

- Speed is one of the most frequently cited contributing factors in police-reported car crashes. You need time to see and react before your brakes take effect and slow you down.
- Slowing down and being more realistic about travel times can reduce your risk of getting in a crash. Give yourself extra time to get to your destination so you don't feel the need to rush.
- The speed limit is for optimal conditions only. The speed you're going should be relative to the road and weather conditions.

Tips for motorcyclists

- Many motorcycle crashes happen at curves—remember to take extra care when entering one.
- Plan your path through the curve, and adjust your speed and lane position—it reduces the risk of crossing into other lanes or off onto the shoulder. By looking where you want to go, you can get there safely.

Improper passing

Passing can be dangerous, especially when your line of sight is obscured.

- If you're planning to pass, make sure you do it safely and legally. Keep within the speed limit and communicate clearly by using your signals.
- Avoid passing on the right and ensure you can see the vehicle you've passed in your mirrors before pulling back in front of it.
- Pass only if there is no oncoming traffic.
- Before you pass a vehicle, be sure to signal, mirror check, and shoulder check.
- Always stop and yield to school buses, watch for children, and drive very slowly around parked school buses.

