



Corporation of the City of
NEW WESTMINSTER

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

**Wednesday, February 15, 2017 at 6:30 p.m.
Council Chamber & Chamber Meeting Room
City Hall**

MINUTES

VOTING MEMBERS PRESENT:

Councillor Patrick Johnstone	- Chair
Stephen Braverman	- Committee Member
Andrew Feltham (arrived at 6:46 p.m.)	- Committee Member
Brad Cavanagh	- Committee Member
Jennifer Wolowic	- Committee Member
Roland Guasparini	- Committee Member
Véronique Boulanger	- Committee Member
Adam Hempstock	- Committee Member

MEMBER/STAFF REGRETS:

Andrew Murray	- Committee Member
Karon Trenaman	- ICBC Representative
Lisa Leblanc	- Manager, Transportation, Engineering Services
Sgt. Paul Fayle	- New Westminster Police Department

STAFF:

Stephen Blore	- Transportation Planner, Engineering Services
Jerry Behl	- Transportation Engineer, Engineering Services
Carilyn Cook	- Committee Secretary, Engineering Services
Lauren Blake (left at 6:50 p.m.)	- Committee Clerk, Legislative Services

GUESTS:

Mary Wilson	- Community Member
Michael Ewen (arrived at 6:51 p.m.)	- SD 40 Representative

**Procedural Note: Item 3.1: *Orientation and Oath of Office*
will be conducted prior to the start of regular agenda items.**

The meeting was called to order at 6:33 p.m.

1.0 ADDITIONS TO AGENDA & ADOPTION OF AGENDA

1.1 Additions to Agenda & Adoption of February 15, 2017 Agenda

MOVED and SECONDED

THAT the Agenda of the Advisory Committee for Transit, Bicycles and Pedestrians meeting held on February 15, 2017 be received and adopted with the addition of Item 3.2 Welcome Message and Mandate Review – Councillor Johnstone.

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 January 18, 2017

MOVED and SECONDED

THAT the Minutes of the Advisory Committee for Transit, Bicycles and Pedestrians meeting held on January 18, 2017 be received and adopted.

CARRIED.

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

3.0 PRESENTATIONS

3.1 Orientation and Oath of Office

Lauren Blake, Committee Clerk, reviewed the following items with Committee members:

- Rules of Conduct: Advisory Committee & Bodies of Council
- Respectful Workplace and Human Rights Policy
- Social Media Policy
- Committee Schedule
- Freedom of Information (FOI) Permission Form

Members were reminded to RSVP to the Committee Secretary, Carilyn Cook, regarding attendance for each meeting.

The Oath of Office was administered to Committee members.

3.2 Welcome Message and Mandate Review

Councillor Johnstone welcomed Committee members to the 2017 term of the ACTBiPed. He clarified that the purpose of the Committee was to provide advice to staff who may, in turn, offer information and advice to Council for their consideration. Councillor Johnstone requested that members notify staff of transportation issues not suitable for discussion at ACTBiPed meetings through either SeeClickFix (potholes, etc.) or Transportation Action Requests (request for speed bumps, crosswalks, etc.), both of which can be located on the City's website.

4.0 UNFINISHED BUSINESS

No Items.

5.0 NEW BUSINESS

5.1 Election of Alternate Chair

MOVED and SECONDED

THAT Jennifer Wolowic act as Alternate Chair for the Advisory Committee for Transit, Bicycles and Pedestrians for the 2017 term.

CARRIED.

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

5.2 Endorsement of the 2017 ACTBiPed Transportation Work Plan

In order to align the goals of the Master Transportation Plan with ACTBiPed meeting discussions, staff have provided the Committee with the 2017 Transportation Work Plan for review and endorsement. Based on the schedule of goals, items will be discussed either at regular ACTBiPed meetings, or at meetings of the ACTBiPed subcommittee (which would then report back at a regular ACTBiPed meeting).

The following discussion ensued:

- Analysis to change the speed limit to 30 km/h throughout the City has been completed and a report went to Council in April 2016. Staff are moving forward with implementation of a 30 km/h speed limit on greenways and streets where cycling is not allowed on the sidewalks. This will be further discussed at the ACTBiPed meeting in May 2017;

- Staff will take projects, etc. to the ACTBiPed Projects Subcommittee for discussion and design work. Attendance at the Subcommittee is optional;
- As TransLink plans on expanding their routes, the topic of transit assets should be added to the Work Plan for discussion in alignment with TransLink's schedule on this issue;
- The Work Plan is fluid; items can be added if needed;

MOVED and SECONDED

THAT Members of the ACTBiPed endorse the 2017 ACTBiPed Transportation Work Plan with the addition of a transit assets update from the Action List when timing is deemed most appropriate.

CARRIED.

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

5.3 Endorsement of Pedestrian Crossing Improvement Program

An overview of the Pedestrian Crossing Improvement Program was given by Jerry Behl, Transportation Engineer. He outlined the following work that has been carried out:

1. Initial screening to confirm which locations should have analysis carried out;
2. Analysis using Transportation Association of Canada's Pedestrian Crossing Guide;
3. A review by engineering staff to prioritize the locations and establish the 2017 improvement list.

The following discussion ensued:

- It was suggested that bikes be included in the Critical Count section of the Summary Sheet table as a way of raising the issue of cyclists and providing data going forward showing whether or not cycling is increasing;
- Royal Avenue and 11th Street is a challenging location that needs design work. The goal is to have the design completed this year and implementation next year;
- At some crossings the installation of cyclist push buttons will be considered. There was discussion on the Motor Vehicle Act stating that cyclists must dismount their bikes when crossing. Andrew and Stephen to continue this discussion at another time;
- Crossings where collisions have occurred are flagged and reviewed. Every five years, staff completes a comprehensive road safety review. Staff then work on implementing improvements at the priority locations;

- Crossings where collisions have occurred are prioritized – this includes car only collisions as well as pedestrian and cyclist collisions;
- School crossings are reviewed in a separate program differently and are not included in this budget;
- As part of the development process, developers may contribute towards pedestrian safety upgrades (i.e. crossings, sidewalks, etc.) done in the neighbourhood in which they are building.

MOVED and SECONDED

THAT members of the ACTBiPed endorse the City's Pedestrian Crossing Improvement Plan with the following amendments:

1. *To include cycling counts in future data collection; and,*
2. *Provide clarification of push button usage for cyclists; and,*
3. *Study where pedestrian flashers work and where they don't work.*

CARRIED.

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

5.4 Pier Park Elevator Hours

As the report was not received, this Item is to be deferred to a future meeting.

6.0 NETWORK UPDATES

No items.

7.0 REPORTS AND INFORMATION

7.1 Action List

Councillor Johnstone explained that the Action List is a written record of work that has been completed and work that is in progress.

The following discussion ensued:

- It was noted that items categorized as *complete*, don't necessarily show the depth of the work that has been done. Stephen will confer with Andrew to review and update the List in order to provide a more meaningful List to members;
- Staff are working with the Electrical Department to get the orientation of the push buttons on East Columbia Street improved this year;

7.2 Report: 2017 ACTBiPed Transportation Work Plan

This was discussed under Item 5.2.

7.3 Report: 2017 Pedestrian Crossing Improvement Program

This was discussed under Item 5.3.

7.4 Report: Pier Park Elevator Hours

Report not received. This was discussed under Item 5.4.

8.0 CORRESPONDENCE

No Items.

9.0 NEXT MEETINGS

Wednesday, March 8, 2017
Wednesday, April 5, 2017
Wednesday, May 3, 2017
Wednesday, June 7, 2017
Wednesday, September 20, 2017
Wednesday, October 18, 2017
Wednesday, November 22, 2017

10.0 ADJOURNMENT

The meeting adjourned at 8:27 p.m.

Certified correct,

Original Signed

PATRICK JOHNSTONE
CHAIR

Original Signed

CARILYN COOK
COMMITTEE SECRETARY