



## **Advisory Committee for Transit, Bicycles and Pedestrians (ACTBiPed)**

**March 12, 2013 6:30 p.m.  
Council Chamber, City Hall**

### **MINUTES**

**VOTING MEMBERS PRESENT:**

Councillor Jonathan Coté	Chair
Virginia Ayers	Committee Member
Andrew Feltham	Committee Member
Patrick Johnstone (left at 8:46PM)	Committee Member
Marion Orser	Committee Member
Keith Ross	Committee Member
Lukas Slotman	Committee Member
Bruce Warren	Committee Member
Mary Wilson	Committee Member

**NON VOTING MEMBER REGRETS:**

Michael Ewen	School Board
Devin Schellenberg	Committee Member

**GUESTS:**

Frank Durante	Development Services
Lynn Roxburgh	Development Services
Jackie Teed	Development Services
Jennifer Janzen	Legislative Services

**STAFF:**

Jerry Behl	Transportation Engineer
Fan Jin	Transportation Technologist
Eugene Wat	Manager Infrastructure Planning
Stacey Neves	Committee Secretary
Sukh Maghera	Parking Services

Meeting was called to order at 6:32pm with self-introductions of committee members.

**1.0 ADDITIONS TO AGENDA**

**1.1 Update on Jane’s Walk– Mary Wilson**

The Committee was advised that the Jane’s Walk will occur on May 4<sup>th</sup> and 5<sup>th</sup>. Committee members were asked to contact Mary Wilson if they are interested in guiding a walk.

## **2.0 ADOPTION OF MINUTES**

### **2.1. Adoption of the Minutes of January 15, 2013**

#### **MOVED and SECONDED**

*THAT the minutes of the Advisory Committee for Transit, Bicycles and Pedestrians meeting held on January 15, 2013 be received and adopted*

*With the following change under item 4.2 Management of Transit Assets and Cyclist and Pedestrian Routes During Critical Events in the City – Staff Sergeant Trevor Dudar- under “General Discussion ensued in regards to” point 1 should outline:*

- *Request that a policy be implemented where the Police Department update the media specifically on how a closure will impact pedestrians and cyclists.*

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

**CARRIED**

## **3.0 PRESENTATIONS**

### **3.1 Committee Oaths and Orientation – Legislative Services**

Jennifer Janzen introduced herself and administered the Oath of Office to members and provided an overview, highlights of which are:

- Rules of Conduct –
  - A few updates to text and language of the ten guiding principles;
  - Advisory Committee members work together towards consensus, flexibility, and inclusiveness with good will, commitment, cooperation and respect for all parties; and
  - The Committee needs to recognize that there are demands on staff time and resources and that the commitment of those resources is the responsibility of Council.
- Operation Within Mandate –
  - Legislative Services manages schedule of meetings for all City Committees;
  - DRAFT copy of minutes will be sent to members with Agenda packages along with Mayor, Council and Legislative Services;
  - All motions do require a Secunder, but that Secunder does not have to vote in favour or show agreement of that motion. There are no tie votes and if there are, the motion is defeated. There are no abstentions. If you abstain, that vote is deemed in favour of the vote. Members can however leave the room, if there is a conflict of interest, which will be noted in the minutes; and
- Quorum is 50% of your vote plus one. In this Committee, 6 members are required for quorum. A Committee cannot take action if a quorum is not present.
- Social Media Policy should be reviewed by all members as it speaks to conduct.
- FOI Permission Form needs to be completed so that items of interest from other City Committees can be forwarded. Members should return the form to the Committee Recording Clerk before leaving the meeting.

- Attendance – Time and commitment is required when volunteering for City committees. Members need to let the Chair or staff liaison know if they are no longer
- A recent change of the terms of reference include guidelines to follow rather than specific vacancies that require filling.

### **3.1.a. Selection of Alternate Chair**

Bruce Warren was appointed Alternate Chair.

### **3.1.b. Appointment of Representative to sit on Master Transportation Plan Advisory Committee**

Patrick Johnstone was appointed to be the representative to sit on the Master Transportation Plan Advisory Committee.

## **3.2 Queensborough Community Plan – Development Services**

Jackie Teed presented the Committee with an overview of the Queensborough Community Plan (see Engineering for attachment). The focus of the presentation was on the Parks, Culture and Recreation portion as well as the Transportation section.

Discussion ensued in regards to:

- The Queensborough Perimeter Trail and the Port Metro Vancouver development.
- Having every street be a complete street and when sidewalks are unable to be installed to ensure that pedestrian paths are specified.
- Wayfinding issues for greenways, biking paths and walking paths.
- Dyke elevations and the City's Flood Management Strategy
- Welcoming aspects on greenways as well as arrival in the community.

Staff advised that the plan will be going to Council and would appreciate any comments by March 28, 2013. Once the Plan has gone to Council the plan in its entirety will be available on the City's website for review and further comment.

## **4.0 UNFINISHED BUSINESS**

### **4.1. Sidewalk Hoarding Requirements for City Construction Projects – Frank Durante**

Mr. Durante, the City's Manager of Building Services, provided an overview of the City's sidewalk hoarding requirements for construction projects. Hoarding requirements are governed through the BC Building Code and have to be erected when the building construction site is less than 2m from a pedestrian corridor. It was further stressed that there are always site specific constraints that needs to be considered individually. Furthermore, the City is currently developing a policy to ensure that all sidewalks remain open during construction projects unless it is demonstrated to be impractical and other provisions provided.

Committee members discussed:

- The Anvil Centre project. Staff advised that there were site constraints due to topography of the surrounding roadways. Therefore, construction vehicles had to access from Columbia St. on a regular basis which necessitated the closure of the north sidewalk along Columbia St. The frequent movement of construction vehicles and materials delivery means that pedestrian traffic has to be stopped frequently and would be difficult to accommodate a safe pedestrian route along the Columbia St. frontage without a closure.

- Sidewalk closures and providing pedestrian detours or temporary sidewalks.
- The construction site at the new TransLink building.
- The road closure along 7<sup>th</sup> St. between 4<sup>th</sup> and 5<sup>th</sup> Ave. but that the sidewalk remained open during construction.
- The construction site at Columbia St. and Elliot St. and how hoarding is being utilized effectively.
- Presenting a copy of the City's Sidewalk Closure and Hoarding Requirement Policy at a future Committee Meeting.

Staff advised that there are limited staff resources so if Committee members or the public observe something in the field that they feel doesn't look right to let Staff know and someone can go out to inspect.

#### **4.2 Master Transportation Plan Update – Jerry Behl**

Staff presented the Committee with a brief overview on the Master Transportation Plan Process. Next steps include workshops with the Master Transportation Plan Advisory Committee (MTPAC) and staff. Staff suggested holding a workshop similar to the ones being held with the MTPAC for the May meeting. Therefore, the May ACTBiPed meeting will consist of a workshop and a few housekeeping items in relation to the walking and cycling summer tours.

#### **4.3 Update on Bus Shelter Installation – Fan Jin**

Staff went over the "Update on Bus Shelter Installation" memo that was circulated to members (See Engineering for attachment).

Committee members discussed:

- Designs of bus shelters to better fit the locations that are in need of shelters
- Options for providing shelters other than through advertising companies
- Having temporary shelters in place before the installation of permanent shelters
- Utilizing building awnings and other means of shelter for transit users.
- Adding the location of 6<sup>th</sup> Ave. and 8<sup>th</sup> St. to the list as it is a frequently used stop.
- The lack of shelters at 22<sup>nd</sup> Street Station. Staff advised that this is a TransLink initiative that would have to be looked at by them.

Staff will look at costs associated with purchasing shelters and different designs available and report back in a future meeting. Staff advised that current maintenance of the shelters is undertaken by the advertising company. Maintenance costs which are significant have to be factored into the cost of purchasing a shelter without private partnership.

Committee members feel that the current City bus shelter program is not sufficient to install needed bus shelters at transit stops in the City and believe that the overall bus shelter strategy, policy and plan should be considered and developed in the Master Transportation Plan.

#### **4.4 St. Mary School Site. – Eugene Wat**

Council has referred the St. Mary's School site plan (attached) to the Committee for their feedback as the Committee has previously expressed the need for connectivity of pathways through the site. The St. Mary's site provides an opportunity for a north-south bicycle and pedestrian connection between downtown and uptown New Westminster.

Staff advised that the School Project Joint Task Force has considered the initial Committee's request for connections and expressed some concerns of having a public corridor through the school/park site during school hours. Staff were advised by the project design team that due to existing grades and limited programming space, it was difficult to accommodate a bicycle connection through or along the east boundary of the site. Staff advised that the Joint Task Force made some adjustments to the design to accommodate a pedestrian pathway through the site between the all-weather field and the parking lot. Furthermore, it was discussed that "item E", the upper winding asphalt path connecting to the 3m wide asphalt path running parallel to Royal Ave is not currently in the funded program. The primary pedestrian north-south access through the site would be along "Item D", the mid asphalt path, and linking with and through the parking lot to Merrivale St. and then up to Royal Ave. Bicycles would need to explore other options.

General Discussion ensued in regards to:

- The public pathway through the middle of the site. Members understood concerns expressed by the Joint Task Force but also discussed that other schools within the City have public pathways through the sites. For example, John Robson Elementary has an adjacent pathway. These paths have more gradual grades and would also be utilized during off school hours.
- The concern regarding potential conflicts between pedestrian/cyclist and parking vehicles as a public pathway is routed through the planned parking lot.
- The purpose of the 3m path parallel to Royal Ave. was discussed and the Committee felt that there was no specified connection point and felt that the connectivity should be reviewed.
- Possibility of shifting the playing fields west and placing a bike path on the east side of the site or through the "all weather field" and the "grass play field" to connect to the upper 3m wide asphalt path. Staff advised that the school project design team would not likely be able to shift the playing fields at this stage due to topography and programming space constraints.
- The availability of bicycle storage locations throughout the site was discussed.
- Transit services and routes surrounding the site were discussed.
- Parking and drop off zones along Agnes St. It was suggested that parking be removed from the south side of Agnes St. and shifting the road alignment south to allow for a wider sidewalk/drop off area fronting the school. Staff advised that would have significant on-street parking impacts for the residents on the south side of Agnes Street and it is not preferable to shift road centreline along Agnes St. Staff also noted that the neighbourhood would have to be consulted if Agnes Street parking were to be removed.
- An alternate bicycle connection along Agnes Street to Windsor Street and then connecting to the upper 3m path adjacent to Royal Ave.

**MOVED and SECONDED**

***WHEREAS:***

The St. Mary's School site is an important site for pedestrian and cycling connectivity

***THAT*** it be resolved:

***THAT*** the City further explore the perimeter path either on or off the site, and

*THAT* the central pathway through the site remain in the design and be built when funding becomes available.

**CARRIED**

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

## **5.0 NEW BUSINESS**

### **5.1 Bike facilities on 7<sup>th</sup> Ave between 6<sup>th</sup> St and 8<sup>th</sup> St. – Jerry Behl**

Staff discussed potential infrastructure improvements on 7<sup>th</sup> Ave between 6<sup>th</sup> St and 8<sup>th</sup> St. As part of the development on the north west corner of 6<sup>th</sup> St at 7<sup>th</sup> Ave there is an opportunity to incorporate bike track improvements as part of the development permit. Staff advised that the improvements would solely be implemented to the frontage of the development and presented suggestions to members (see Engineering for attachment).

Committee members discussed:

- The possibility of the bike lane running through the centre of 7<sup>th</sup> Ave and connectivity to the centralized bike lane. Staff advised this would likely conflict with various left turning vehicle movements accessing the driveways along 7<sup>th</sup> Ave and be a more expensive option.
- Raised and painted bike lanes
- The possibility of having one lane of traffic with parking on one side.
- The whole design of the greenway instead of making a decision on one portion. Staff advised that this was a pressing matter as the development permit is already out for the development and the proponent has to be advised of the offsite design requirements.
- Taking monies from the proponent upfront and to look at the design later. Staff advised that under the subdivision and development control bylaw the proponent is responsible for completing the frontage on-site works. Developers also want to see the new services completed as the development is occupied.
- Switching the bike lane to the outside of the parking lane as they do in Europe.
- Reinstating the sidewalk and keeping the area as it is now.

### **MOVED and SECONDED**

*THAT* the design brought forwarded to members from Staff be implemented for the development project at the north west corner of 6<sup>th</sup> St and 7<sup>th</sup> Ave.

**CARRIED**

Five members voted in favour, three members voted in opposition.

### **5.2 Bike connection at 20<sup>th</sup> St. and London St.**

Staff advised that they will present designs and options for the intersection improvements at a future Committee meeting.

### **5.3 Topics for Discussion in ACTBiPed 2013 Term – Andrew Feltham (Defer to September)**

This item was deferred to the September 10, 2013 Committee Meeting for discussion.

**5.3.a. Transit assets (priority signals, queue jumper lanes, etc)**

**5.3.b. Parking Policy for City Facilities**

**5.3.c. Outstanding Development of Pedestrian and Cycling Facilities**

**5.3.d. 2013 Pedestrian and Cycling Facility Development**

**5.4 Pedestrian Crossing at Queens Ave and 6<sup>th</sup> St – Patrick Johnstone**

The Committee was informed that the crossing has been reactivated.

**4 REPORTS AND INFORMATION**

**6.1 Action List Discussion**

**6.1.a) Update from previous meeting**

**6.1.b) Member Concerns**

**6.2 Envision 2032 – Jerry Behl**

Committee members were urged to fill out the online Survey in relation to the Envision 2032 plan.

**7.0 CORRESPONDENCE**

**7.1. NIMBE – Community Volunteer Event**

**7.2 Updates on Engineering Services' Accessible Transit Stop Program (from 2007 to 2013)**

**7.3 Updates on Engineering Services' Annual Accessibility Upgrades Program (from 2010 to 2013)**

**8.0 NEXT MEETING**

**May 15, 2013, 6:30PM  
Council Chamber**

**9.0 ADJOURNMENT**

The meeting was adjourned at 10:10pm

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**Councillor Jonathan Coté  
CHAIR**

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**Stacey Neves  
COMMITTEE SECRETARY**