

Disclaimer: These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.



Minutes of the Active Transportation Advisory Committee Meeting

July 22, 2024, 2:00 PM

Video Conference

- Voting Members: C. Ameli
J. Barnes
K. Burns
E. O'Melinn*
C. Murphy
N. Vranic
- Regrets: P. Jongbloed
B. McCain
- Council Liaison: Councillor Evans
Councillor Hayes (Alternate)
- Staff: S. Maki, Director of Engineering & Operations
A. Torres, Manager of Engineering & Facilities (Chair)
- Recording Clerk: T. McCaw, Committee Clerk II

1. CALL TO ORDER

A. Torres, Manager of Engineering & Facilities, acknowledged with respect and gratitude that the City of Pitt Meadows is located on the traditional, unceded territory of ᑭᓴᓴᓴ (Katzie) First Nation who were stewards of this land since time immemorial.

The meeting was called to order at 2:03 PM.

2. LATE ITEMS

None.

3. APPROVAL OF AGENDA

There was general consent amongst the Committee to approve the July 22, 2024 Active Transportation Advisory Committee agenda as circulated.

4. ADOPTION OF MINUTES

There was general consent amongst the committee to approve the minutes from the April 8, 2024 Active Transportation Advisory Committee meeting as circulated.

5. NEW BUSINESS

5.1 Grants Update

S. Maki, Director of Engineering & Operations, provided a brief update on active transportation grants received and applied for forming a part of the minutes as **Attachment 1**. Staff noted that approximately \$241k in grants has been received thus far 2024 scope, with one additional grant of \$57.5k pending.

A request was made for staff to distribute the link to the Request for Proposal [RFP] for the Harris Road Complete Street Feasibility Study currently posted on BC Bid.

5.2 Overview of the annual Active Transportation Campaign

S. Maki, Director of Engineering & Operations, provided an overview of the campaign and sought feedback from the Committee.

The Committee participated in a discussion with the following main themes noted:

- Support was given for the safety focus of the public education pieces shared through the campaign;
- The suggestion was made to include an added piece on health and climate benefits of walking and cycling vs. driving (*Staff to review and expand on for future campaign posts*); and
- The question was raised around inclusion of the new safe-passing legislation, which mandates passing distances for vehicles (*Staff mentioned this was not a part of the current campaign, but will review and add information on this item*).

A.3 Overview of HUB Ride-The-Road Courses

A. Torres, Manager of Engineering & Facilities, provided a brief update on the courses conducted by HUB in April 2024.

The question was raised whether there were any reports provided by HUB in terms of the evaluation of these programs (*Staff confirmed only an interim report had been received, but a full report near the end of the year is expected*).

**E. O'Melinn joined the meeting at 2:14 pm.*

5.4 Pitt Meadows Crosswalk Matrix

A. Torres, Manager of Engineering & Facilities, provided an overview of the recently drafted crosswalk matrix specific for Pitt Meadows, including outcomes and suggestions for prioritized crosswalk improvements for 2025 and suitable grant applications forming a part of the minutes as **Attachment 2**.

The Committee participated in a discussion with the following main themes noted:

- The suggestion was made to be mindful of crosswalks and visibility for streets that run east to west as the potential for the sun to impact drivers view increases at sunrise and sunset;
- A comment was made regarding whether the City was going to be reviewing reducing speeds in the community to 30 km/hr from the current 50 km/hr (*Staff confirmed that further review of 30 km/hr streets is planned and included on the committee tracker and the importance of a holistically approach and ideally coupling speed reductions with engineering measures, such as traffic calming*); and
- Support was given for the reduction of speed throughout the City and that enforcement was a vital component.

It was **MOVED** and **SECONDED** THAT the Active Transportation Advisory Committee:

- A. Supports prioritizing upgrades to the crossings at Ford Road & 191B Street and Bonson Road at the Pitt Meadows Athletic Park entrance.

CARRIED.

5.5 Road & Rail Improvements Project

S. Maki, Director of Engineering & Operations, provided a brief update and informed the Committee about an upcoming Council presentation specific to the Harris Grade Separation component on July 23, 2024 at 7pm.

The Committee was encouraged to provide feedback on this topic either in person, through Q/A submission, or online using the new City email created for this topic: HarrisRailCrossing@pittmeadows.ca

5.6 Update on ATAC Project Priorities List

S. Maki, Director of Engineering & Operations, provided an update on the ATAC Project Priorities List forming a part of the minutes as **Attachment 3**.

The Committee participated in a discussion with the following main themes noted:

- Clarification request on letters of support for the Harris Road Complete Street Feasibility Study grant application (*Staff confirmed letters of support and/or awareness from various agencies that could be impacted by this project are suggested to be included as a part of the grant application process*);
- A question was raised around whether crosswalk upgrades would impact the project priorities for the Committee and their budget (*Staff mentioned that some assumptions of costs have been included for the 2025 budget, but that the priorities and available budget could be revisited once the success of certain grant applications were better known*);
- A comment was made about the additional grants and funding the City could be applying for to implement more projects (*Staff mentioned that most grants require cost-share, so it would require additional budget, or reprioritization of works*); and
- The question was raised around the new position that will support transportation, active transportation and grants, and if this would change the priority table, budget, grants applied for or ability to implement projects (*Staff confirmed that the new position at the City would not use any of ATAC's budget, that it would help to deliver projects and priorities already on the list and allow for less work to be deferred over the year due to resourcing challenges*).

5.7 Update on ATAC Action Item Tracker

S. Maki, Director of Engineering & Operations, provided an update on the ATAC Action Item Tracker forming a part of the minutes as **Attachment 4**.

The Committee participated in a discussion with the following main themes noted:

- A question was raised around the crossing at Bonson Road & Airport Way and whether there would be elephant feet added to the crosswalk (*Staff mentioned that a traffic consultant has designed and reviewed these intersections, there are no current plans for additional elephant feet markings, and that it is mainly focused when there is multi-use on either side of the crossing*);
- Wayfinding signs were discussed with the recommendation to add larger wayfinding signs for cyclist moving south on Harris Road to the new multi-use path (MUP) on the Parkside Trail and overall around the roadways;
- An update on the ongoing rehabilitation works at the Somerset pedestrian bridge (over CP's tracks) was requested (*Staff mentioned that there has been an increase to the scope due to some recent site observations and works are underway, and the intention is to complete the upgrades prior to the return of students into schools in September*); and
- A question was raised around the current paving taking place on Harris Road, south of Hammond Road and whether the updates would include the missing markings for cyclists (*Staff confirmed that bike lane painting is included in the scope of the works and anticipates completion within a week*).

6. ROUNDTABLE

The Committee participated in a roundtable discussion and there were no formal motions or recommendations put forward. Items involving staff action and takeaways have been added to the tracker in **Attachment 4**.

7. ADJOURNMENT

The meeting was adjourned at 3:12 PM.

The next ***Active Transportation Advisory Committee*** Meeting is scheduled for ***October 7, 2024 at 2:00 PM.***

Certified as correct:

Tatiana McCaw, Committee Clerk II

DRAFT

Organization	Program	Project	Date applied	Status	Funding Requested	Funding Pending	Funding Approved
Translink	BICCS	Harris & Hammond Bicycle Push buttons	17-Oct-23	Approved	\$46,452.00		\$46,452.00
	MRNB	Baynes-Airport Trail Crosswalk	17-Oct-23	Approved	\$60,966.00		\$60,966.00
	Rapid	Harris Road Complete Street Feasibility Study	17-Oct-23	Approved	\$110,000.00		\$110,000.00
BC Alliance for Healthy Living	Active Communities Grant Program	Harris Road Complete Street Feasibility Study	23-Jan-24	Unsuccessful	\$50,000.00		
Federation of Canadian Muni	Green Municipal Fund	Harris Road Complete Street Feasibility Study- Pre Application	23-Jan-24	Approved			
	Green Municipal Fund*	Harris Road Complete Street Feasibility Study		In-progress*	\$57,500.00	\$57,500.00	
ICBC	RIP	Silver Bridge RRFB- Harris Road	24-Sep-23	Approved	\$3,500.00		\$3,500.00
Fraser Health	Vision Zero	Silver Bridge RRFB- Harris Road	15-Jan-24	Approved	\$20,000.00		\$20,000.00
Total:					\$348,418.00	\$57,500.00	\$240,918.00

Crossing location	Existing Crossing	Road Classification	TAC Guide	Selection Matrix	*ATP	Upgrade
North Bonson at Hammond Road	NA	C	NA	NA		N
122 Ave at 190 St	GM+	C	GM	GM+		N
Somerset Drive at Cypress Ct	NA	C	NA	NA		N
* Baynes Road at Airport Trail	GM+	A	GM	RRFB	RRFB	Y
Ford Rd at 191B St	GM+	A	GM	RRFB		Y
Bonson Rd at Sutton Ave	GM+	C	GM	GM+		N
Ford Rd at 190A St	GM+	A	UR	UR		UR
Wildwood at Wildcrest	NA	C	NA	NA		N
Bonson at PMAP entrance	GM+	C	UR	UR		UR
Wildwood at Hammond	NA	C	NA	NA		N
* Harris @ Silver Bridge	GM+	A	GM	RRFB	RRFB	Y

Under Review	UR
Not Applicable	NA
Twin Parallel Bars/Zebra	PM
Zebra Markings	GM+
Rectangular Rapid Flashing Beacons	RRFB
RRFB or Special	RRFB-OF
Special (Pedestrian Half Signal)	OF
Signal upgrade	TS

Arterial	A
Collector	C
Local	L

* Active Transportation Plan

TABLE 1: 2024 CROSSWALK SECTION MATRIX RESULTS

Historical Report

ATTACHMENT 3

Item	Project	Priority	Status	Location	Possible Grants	Est. Cost 2024	Est. Cost Future Years
37	Education	1	Highland Park (Ap 2-5 +11) and Pitt Meadows Elementary (Ap 4, 10, 15-17)	HUB - Bike to School Edun - Highland Park, Edith McDermott, Davie Jones & Pitt Meadows Elem.		\$13,075	\$13,075
55	Leading Pedestrian Intervals	1	Complete including Blakely, work to still be invoiced. Awareness signage to be added at intersections week of July 22	Various intersections on Harris and Hammond.	\$1,000	Vision 0	\$5,000
63	Silver Bridge - RRFB	1	ICBC funding and Vision zero grant received. Design ongoing. Costs increased and can't reuse equipment as originally planned	Upgrade south crossing	\$23,500	ICBC & Vision Zero	\$56,500
64	Baynes/Airport Trail - RRFB	1	TransLink grant received. Project costs/scope increased. Design ongoing	Upgrade east/west crossing	\$61,000	MRNB	\$61,000
66	Harris Rd complete street - feasibility study	1	Two grants applied for (FCM intial step - \$110k and BC's Health Living 'Active Communities Grant' - \$50k). Wokring through second phase of FCM, didn't receive BC HL ACG, but did receive \$110k from TransLink	Detailed assessment of Harris Rd Complete street (protected bike lanes), includings costs, considerations, land, trees, concepts, etc	\$217,500	FCM & DCCs	\$2,500
70	119/Harris cyclist push buttons	1	Aligns with NB3 in ATP. Grant received. Design ongoing.	Add new infrastructure to support cyclist route near PME	\$22,500	BICCS	\$7,500
71	Harris/Hammond cyclist+ped push buttons	1	Aligns with NB3 in ATP. Grant received. Design ongoing. Pedestrian push button upgrades completed.	EB Mitchell Rd, WB Hammond cyclist push buttons, plus upgraded pedestrian buttons	\$24,000	BICCS	\$8,000
76	Bylaw revisions - subdivision	1	Staff have included revisions in 2024 business plan, plan to start Q2 and complete by years end	Staff to coordinate modifications to bylaw to include updated guidelines around AT			Other
78	Various Crosswalks	2	Crosswalk matrix complete. Propose to apply for future grants for PMAP and 191B St in 2025	A list of crosswalks for review and possible improvements			\$50,000
56	Crosswalks	2	Revisit scope in future (curb extensions, relocation of parks trail, transit stop, etc.)	122nd Ave and 191B St intersection - review and relocate to west leg			\$25,000
57	Lougheed Trail	2	Potential localized repair in coordination with Parks Department - revisit for 2025	Repair localized section along the trail, with specific roots/bumps west of the Katzie Slough		N/A	\$5,000
59	Accessibility Improvements	2	Action not yet taken.	Accessibilty improvements at various dike/trail entrances, such as parking and pole relocation			\$10,000
61b	Trail Etiquette Signage	2	Potential implementation of additional trail/dike signage and wayfinding in collaboration with Parks.	Various trails/dikes			\$15,000
65	PMAP - wheelchair ramp	2	Not applicable to avail grants. Could be combined with PMAP/Amenity land modifications in future years	Upgrade access to park off of Bonson Rd			\$20,000
77	Ferry Slip - Trail Access	2	Lockblocks relocated, paving and signage complete				\$1,000
58b	Crosswalk - Somerset/Chestnut	2	Crosswalk to be further assessed at one location	E/W Crosswalk implementation at south leg			\$12,000
44	Neighborhood Bikeway	3	Committee to revisit extension of bikeway following Bike Network Review and data collection (~2025)	Extend neighborhood bikeway along Blakely Rd (north of 120B Ave), 121B Ave and connect to 193 St			TBD
69	Widen and pave Baynes MUP	3	\$1.5M major project (MUP7) and not focus at this time/lower priority ranking in ATP	Upgrade existing gravel travel along Airport lands			TBD
74	E-bike rebate/info - Comms	3	Likely revisit in next few years once more is known	Coordinate with Communications to create awareness/educate			TBD
75	Harris underpass - at grade solutions	3	Paused until we know what is occurring with underpass	Consider alternative options for improvements			TBD
67	30km/hr streets	3	Requires staff time to research and assemble information.	Discussion to include RCMP and Council.			TBD
73	Wayfinding	3	As much infrastructure is going in, likely wait 1-2 years and revisit for a grant application and city-wide plan. Could be \$40k+	Implementation of destination wayfinding in the urban core			TBD
48	MUP on Kennedy Rd	3	Committee to revisit in future years to provide connectivity from south end of Kennedy overpass to dike	Potential MUP from Katzie Slough to Kennedy Rd pump station on north side of the road			TBD
79	Multi-use connection	3	To be revisited for 2025 priorities	On Harris Rd, between Fieldstone and Airport Trail			TBD
80	Blakely Roadway Improvements	3	To be revisited for 2025 priorities	Traffic calming and/or active transportation improvements, south of 119th			TBD

Estimated Total (Grants not yet approved)	\$349,500	\$164,575	\$150,075
Active Transportation Annual Budget		\$100,000	
Carry Over from 2023 Budget		\$ 83,000	
Unallocated Budget Remaining for 2024		\$18,425	

	Possible Grants
	Complete
	Revisions to status
	Postponed
	Newly Added

Active Transportation Advisory Committee - Action Item Tracker

Meeting Date	Action Item	Status	Comments	Assigned To:
22-Jul-24	Accessibility Committee and Economic Development Advisory Committee Collaboration	To be actioned	It was suggested that it would be good to collaborate on certain items with other committee, such as accessibility improvements, the complete street feasibility study/ tourism / complete community assessment, and emergency preparedness. Staff to follow-up internally.	S. Maki
	Wildwood Trail - Shrubbery Trimming	To be actioned	Staff to follow up with the parks department about cutting back some of the shrubbery along the multi-use path.	S. Maki
	Wayfinding Signage for Cyclists	To be actioned	Staff to review possibility of added wayfinding signage on Harris Rd to bring awareness to cyclists and MUP connectivity.	A. Torres
	AT Campaign Modifications	To be actioned	Staff to review and modify campaign to include health and climate benefits, and inclusion of the new safe-passing legislation	S. Maki
08-Apr-24	MUP connections to PMAP for Pitt Meadows Day	Complete	Staff to review possibility of completed MUP works around PMAP for PMD, and if not, explore the option of a temporary connection from the mid-block crossing north to PMAP, and also implement information for active user access on social media.	A. Torres
	Onni Works	In Progress	Review of consistent speed zone signage on Fraser Way, wayfinding to Trans Canada Trail when southbound on Bonson Rd, and letdown at NE corner of Bonson/Airport Way	A. Torres
	McMyn/191St Crossing	In Progress	Request for staff to review curb extension/crosswalk at McMyn/191 against City's crosswalk criteria. Crosswalk design was previously reviewed and met standards, but staff will collect traffic data and compare to new matrix.	A. Seed
	191 St Sidewalk, south of McMyn	Revisit as future priority	Review options for drainage along west sidewalk on 191 St, where tree roots have created a barrier between the sidewalk and roadway. Update: Ops/Parks informed. Future consideration to be given to implementing drainage channel in boulevard adjacent sidewalk.	S.Maki
	Sign Modification	Complete	Request to replace 'cyclist dismount' signage at dike approach in South Bonson/Fraser Way area	A. Torres
	Tree Maintenance	Complete	Request for tree maintenance for cottonwoods around trails in South Bonson/Fraser Way area. Metro Vancouver recently completed arborist assessment of trees and does so every few years. No immediate removals planned.	S. Maki
16-Oct-23	No Right-Turns on a Red	In Progress	Signage for LPI locations, or signage outlined no right-turn on a red. Specifically mentioned for McMyn/Harris Rd. Likely no "no turning", but awareness signage. Signage task request made and signage to be installed week of July 22	A. Seed
12-Jun-23	Lougheed MUP width	Closed	Staff reviewed and contacted property owner of Meadowtown Mall and asked for them to review concerns (MUP width, no lighting, lack of maintenance, etc.). They mentioned they will consider changes as part of 2024 budgeting.	A. Seed
	Cyclist Crossing at Lougheed/Park Rd, South side	Revisit as future priority	Staff followed-up with MOTI on possibility of elephant feet or separate crossings for MUP due to cyclists crossing straight across the road, but unlikely to be supported given past feedback at Allen Way and part of a bigger discussion with the MUP - sidewalk transition.	A. Seed
	30km/hr City Streets	Revisit in 2025	Committee discussed implementing 30km/hr on neighbourhood bikeways as outlined in ATNR, but also possibly City wide on local streets. Importance of education, signage and enforcement was discussed and examples in New West, Surrey and Vancouver. Staff to assemble information. Assigned priority 3. Committee member suggested focus on PME, Davie Jones and PMSS routes.	A. Torres
17-Apr-23	Trail access near Ferry Slip Road	Complete	Staff have reviewed. Lock blocks have been relocated, paving and signage implemented.	A. Seed

Active Transportation Advisory Committee - Action Item Tracker

12-Sep-22	Bonson/Hammond - Sightlines	In Progress	PMI specific criteria established, does not meet warrant for marked crossing and not typical in other cities. Staff reviewed sightlines/parking restrictions at NE corner. Overheight hedges on both corners to be trimmed back or removed (letters sent). Additional stopping restriction signage added to both corners. Bus top location under review.	A. Seed
14-Jun-21	Kennedy Rd Overpass	Revisit in 2025	Committee to further discuss/provide feedback once project component is revisited.	S. Maki
	E-Scooter/E-Bike Awareness	Revisit in 2025	Revisit as part of future priorities. Suggestion to share HUB Cycling e-bike etiquette and posting information online to increase knowledge and safety.	A. Torres
	Accessibility Improvements at Various Dike and Trail Entrance	To be actioned	Staff to review locations of improvements, such as designated parking and pole relocation (4ft clearance). Lower priority for 2024.	A. Seed