



City of Port Moody

Agenda

Special Meeting of Council

Brovold Room

February 12, 2019

6:00pm

1. Call to Order
 - 1.1 **Resolution to Go into Committee of the Whole**
Recommendation:
THAT Council go into Committee of the Whole.
2. Public Input
3. General Matters
4. Adoption of Minutes
 - 4.1 **Minutes**
Pages 3-8
Recommendation:
THAT the minutes of the Special Council (Committee of the Whole) meeting held on Tuesday, January 29, 2019 be adopted.
5. Unfinished Business

Council's Vision: *Port Moody, City of the Arts, is a unique, safe, vibrant waterfront city of strong neighbourhoods; a complete community that is sustainable and values its natural environment and heritage character.*

Please note that Committee of the Whole meetings are recorded and streamed live to the City's website. Any comments you make at the meeting as well as your image may appear on the City's website.

- Setting Priorities – Re-Establishing the Transportation Committee**

Pages 9-44
- 6. New Business

6.1 Report: Engineering and Operations Department, dated January 9, 2019
File: 01-0360-20-06

Recommendation:

THAT the Transportation Committee Terms of Reference be adopted as recommended in the report dated January 9, 2019 from the Engineering and Operations Department regarding Setting Priorities – Re-Establishing the Transportation Committee.
- 2019 Update of Terms of Reference for the Economic Development Committee**

Pages 45-53
- 6.2 Report: Councillor Hunter Madsen, dated February 3, 2019
File: 01-0530-01/2019

Recommendation:

THAT the revised Terms of Reference for the Economic Development Committee be adopted as recommended in the report dated February 3, 2019 from Councillor Hunter Madsen regarding 2019 Update of Terms of Reference for the Economic Development Committee.
- Adoption of Committee of the Whole Report**
- 7. Rise and Report

7.1 **Recommendation:**

THAT the recommendations approved at the Committee of the Whole meeting of February 12, 2019 be ratified.
- 8. Legislative Matters
- 9. Adjournment



City of Port Moody

Minutes

Special Meeting of Council

Brovold Room
 Tuesday, January 29, 2019
 at 5:06pm

Present: Mayor R. Vagramov
 Councillor D.L. Dilworth
 Councillor M.P. Lahti
 Councillor A.A. Lubik
 Councillor S. Milani
 Councillor P.Z.C. Royer

Absent: Councillor H. Madsen

In Attendance: Tim Savoie – City Manager
 Shashi Bandara – Project Manager
 Mary De Paoli – Manager of Policy Planning
 Lesley Douglas – General Manager of Environment and Parks
 Kim Law – Manager of Project Delivery Services
 Robyn MacLeod – Manager of Building, Bylaw, and Licensing
 Jeff Moi – General Manager of Engineering and Operations
 Angie Parnell – General Manager of Corporate Services
 Paul Rockwood – General Manager of Finance and Technology
 Tracey Takahashi – Deputy Corporate Officer
 Kate Zanon – General Manager of Community Services

Also in Attendance Sherry Hurst, Leftside Partners
 Catherine Simpson, Kerr Wood Leidal

1. Call to Order

Resolution to Go into Committee of the Whole 1.1 Mayor Vagramov called the meeting to order at 5:06pm.

RC(CW)19/002

Moved, seconded, and CARRIED

THAT Council go into Committee of the Whole.

Councillor Royer assumed the role of Presiding Member at this point.

Council's Vision: *Port Moody, City of the Arts, is a unique, safe, vibrant waterfront city of strong neighbourhoods; a complete community that is sustainable and values its natural environment and heritage character.*

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- 2. Public Input
- 3. General Matters

Minutes

- 4. Adoption of Minutes
- 4.1 File: 01-0550-03-02

CW19/012

Moved, seconded, and CARRIED

THAT the minutes of the Special Council (Committee of the Whole) meeting held on Tuesday, January 22, 2019 be adopted.

- 5. Unfinished Business

**Proposed
Development Cost
Charge Bylaw**

- 6. New Business
- 6.1 Presentation: Engineering and Operations Department
Memo: Corporate Services Department – Legislative Services
Division, dated January 23, 2019
File: 08-3150-03/Vol 01

The following was moved and seconded prior to postponement at the January 8, 2019 Regular Council meeting.

RC19/009

Moved and seconded

THAT City of Port Moody Development Cost Charge Bylaw, 2017, No. 3054 be read a third time as amended and recommended in the report dated December 20, 2018 from the Engineering and Operations Department – Engineering Division regarding Proposed Development Cost Charge Bylaw;

AND THAT staff be directed to submit Bylaw No. 3054 and a related background report to the Ministry of Municipal Affairs and Housing for review and approval;

AND THAT a tentative implementation date for Bylaw No. 3054 be set at July 1, 2019;

AND THAT staff be directed to prepare a Bylaw to waive Development Cost Charges for affordable housing (co-operative housing, not-for-profit rental and below-market rate rental) for consideration prior to the adoption of Bylaw No. 3054.

Consultants Sherry Hurst, Leftside Partners, and Catherine Simpson, Kerr Wood Leidal, gave a presentation on the proposed draft Bylaw, including background information about Development Cost Charges (DCCs), Port Moody's current DCCs and levies, the DCC Bylaw update process, project costs, and implementation options and requirements.

Staff gave a presentation regarding information previously requested by Council, including growth estimates, previous years' fees, rationale for low-density residential development fees, the inclusion of Coronation Park in the ten-year projection, the rationale for a ten-year parkland acquisition strategy, and the impact of a parkland acquisition strategy on DCCs.

Staff and the consultants responded to questions from Council regarding implementation options and requirements, fee justifications, implementation dates, ministry approval timelines, parkland acquisition calculation options, and DCC rates.

CW19/013

Moved and seconded

THAT the parkland acquisition method of 9.27ha @ \$20.4 million (2018-2028) based on 2.5ha/1,000 people be endorsed.

CW19/014

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by adding "AND THAT staff be directed to report back on DCC scenarios with the parkland acquisition ratio based on 2.5ha/1,000 people applied to all existing parkland within Port Moody."

(Voting against: Mayor Vagramov)

The General Manager of Finance and Technology left the meeting at this point and did not return.

The question on the main motion (CW19/013) as amended (by CW19/014) was put to a vote; the following motion was CARRIED:

THAT the parkland acquisition method of 9.27ha @ \$20.4 million (2018-2028) based on 2.5ha/1,000 people be endorsed;

AND THAT staff be directed to report back on DCC scenarios with the parkland acquisition ratio based on 2.5ha/1,000 people applied to all existing parkland within Port Moody.

CW19/015

Moved, seconded, and CARRIED

THAT the timeline be moved to 2018-2028 and include Coronation Park.

CW19/016

Moved, seconded, and CARRIED

THAT the municipal assist factor remain at 1%.

CW19/017

Moved and seconded

THAT staff be directed to prepare a bylaw to waive DCCs for:

- **not-for-profit rental housing, including supportive living housing;**
- **subdivision of small lots that is designed to result in low greenhouse gas emissions;**
- **development that is less than four units; and**
- **development that is designed to result in a low environmental impact.**

CW19/018

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by adding “for-profit affordable rental housing” to the bulleted list.

(Voting against: Councillor Dilworth)

The question on the main motion (CW19/017) as amended (by CW19/018) was put to a vote; the following motion was CARRIED:

THAT staff be directed to prepare a bylaw to waive DCCs for:

- **not-for-profit rental housing, including supportive living housing;**
- **subdivision of small lots that is designed to result in low greenhouse gas emissions;**
- **development that is less than four units;**
- **development that is designed to result in a low environmental impact; and**
- **for-profit affordable rental housing.**

CW19/019

Moved, seconded, and CARRIED

THAT DCC rates be reviewed annually.

CW19/020

Moved, seconded, and CARRIED

THAT DCC rates be amended each time a new OCP Bylaw is adopted.

**Adoption of
Committee of the
Whole Report**

7. Rise and Report

7.1 Mayor Vagramov resumed the role of Presiding Member at this point.

RC(CW)19/003

Moved, seconded, and CARRIED

THAT the recommendations approved at the Committee of the Whole meeting of January 29, 2019 be ratified.

8. Legislative Matters

9. Adjournment

Mayor Vagramov adjourned the meeting at 7:01pm.

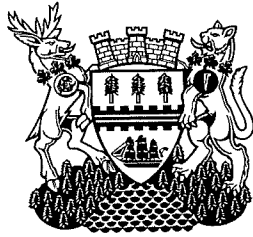
Certified correct in accordance with section 148(a) of the *Community Charter*.

T. Takahashi, Deputy Corporate Officer

Confirmed on the ____ day of ____, 2019.

R. Vagramov, Mayor

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City of Port Moody

Report/Recommendation to Council

Date: January 9, 2019 File No. 01-0360-20-06
Submitted by: Engineering and Operations Department
Subject: Setting Priorities – Re-Establishing the Transportation Committee

Purpose / Introduction

To present a new draft Transportation Committee Terms of Reference and the original reports recommending disbanding of the Transportation Committee for Council consideration. Further information has been included on a staff-led initiative.

Recommended Resolution

THAT the Transportation Committee Terms of Reference be adopted as recommended in the report dated January 9, 2019 from the Engineering and Operations Department regarding Setting Priorities – Re-Establishing the Transportation Committee.

Background

The Transportation Committee (TC) was established in August 2000 under the name of Traffic Safety Committee with appointed members representing different neighbourhoods in the City. In 2009, the Committee's Terms of Reference were revised and its name was changed to the Transportation Committee. The purpose of the Committee was to provide Council with advice and recommendations on traffic and related issues including:

- major transportation infrastructure needs;
- mitigation measures related to lack of, or delays to, major infrastructure projects;
- traffic operations;
- traffic flow and volumes;
- traffic safety;
- traffic calming;
- accommodation of cyclists and pedestrians including corridors; and
- accommodation of people with disabilities and seniors.

In 2012, the TC's Terms of Reference were modified to add a non-voting representative from the Tri-Cities Chamber of Commerce Transportation Committee.

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

January 9, 2019

Council considered a Council Committee System Program Evaluation

(<http://www.portmoody.ca/modules/showdocument.aspx?documentid=11693> pages 169-270) at the June 7, 2016 Committee of the Whole meeting; the following was recommended in the report:

“As the Transportation Committee area of focus requires a high level of professional expertise, and its work has evolved beyond a level that is conducive to adaptation based on general community input, it is recommended that the Transportation Committee be disbanded, and its members appointed to the General Citizen's Advisory Group, where they can consider a wider range of issues requiring citizen input, including transportation-related issues that do not require a high level of professional expertise.”

At that time, no motion to modify or disband the Transportation Committee was approved.

At the Committee of the Whole meeting held on December 6, 2016, Council considered a report dated November 25, 2016 from Mayor Mike Clay regarding Review of 2016 Transportation Committee Resolutions (**Attachment 1**). Several motions were moved and seconded, and then the item was postponed with the following motion:

CW16/157

THAT this item be postponed until January 2017.

At the January 3, 2017 Special Council (Committee of the Whole) meeting, Council considered the motions that were moved and seconded at the December 6, 2017 meeting and passed the following resolutions:

CW16/156

THAT the report dated November 25, 2016 from Mayor Mike Clay regarding Review of 2016 Transportation Committee Resolutions be received for information;

AND THAT the Transportation Committee be disbanded and its members thanked for their service and invited to participate on the Citizen's Advisory Group;

AND THAT staff be directed to establish a system whereby citizen concerns about transportation are submitted through the following options, tracked, and/or elevated:

1. Concerns to be submitted to staff for action;
2. Concerns to be submitted to Council through the Executive Assistant to Mayor and Council either verbally or in writing; and
3. Concerns to be presented by delegations at a Committee of the Whole Meeting;

AND THAT staff be directed to advertise this process through social media and the City website, and integrate it with any 311 app that may be introduced in the future.

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

January 9, 2019

Through 2017 and 2018, there was no Transportation Committee.

At the November 13, 2018 Regular Council meeting, Council considered a report dated November 1, 2018 from Mayor Rob Vagramov (**Attachment 2**) regarding Setting Priorities – Re-Establishing the Transportation Committee and passed the following resolutions:

RC18/576 and 577

THAT the Transportation Committee be re-established for 2019 onwards as recommended in the report dated November 1, 2018 from Mayor Rob Vagramov regarding Setting Priorities – Re-Establishing the Transportation Committee;

AND THAT staff report back with a new draft Committee Terms of Reference at a Committee of the Whole meeting, and the original reports related to the disbanding of the Transportation Committee.

In response to the most recent direction from Council, this report proposes a new draft Transportation Committee Terms of Reference coordinated with current traffic complaint review processes under implementation by the Port Moody Police Department (PMPD) and the City's Engineering and Operations Department.

As requested at the November 13, 2018 Regular Council meeting, a summary of information that staff collected prior to the date of this report on transportation-related committees for municipalities in Metro Vancouver is included as **Attachment 3**.

Discussion

Since the disbandment of the Transportation Committee, staff have been responding to public traffic and transportation-related concerns on an as-received basis. The review of technical traffic and transportation issues and communications with residents is a function of the City's Infrastructure Engineering Services Division with a dedicated Transportation Engineering Technologist position.

However, over the past two years, some operational issues were observed when responding to traffic and transportation-related concerns:

- complaints were often directed to multiple recipients, including Port Moody Police (PMPD), Engineering, and sometimes the Mayor's Office and individual Councillors;
- each recipient of the complaint would then respond, leading to extraneous use of staff time; and
- responses from multiple recipients were sometimes not coordinated, or each recipient would use their resources to try to find solutions that may not have represented the best or most efficient solution to the problem.

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

January 9, 2019

In particular, PMPD and Engineering staff can often consider a range of responses to traffic and transportation-related complaints including speeding, traffic safety concerns, sightlines, traffic volumes, and traffic delays. Many traffic and transportation concerns can be addressed through a combination of some or all of the “3 E’s:”

Enforcement: Utilizing police or bylaw enforcement resources to increase compliance with laws or regulations.

Education: Communicating with road users to increase understanding of laws, regulations, traffic safety concerns, or ways that road users can help improve safety.

Engineering: Modifying roads, regulations, traffic signals, and other road infrastructure; traffic calming; or employing other physical changes to the environment to change behaviour or increase safety.

While implementing any one of the above options may help improve safety, employing a coordinated combination of the above can produce a much more significant improvement. Further, a strategic combination of the options may reduce the need to employ more costly capital road improvements.

In late 2018, Port Moody Police Department staff and Engineering and Operations Department staff identified a need for more coordination on traffic and transportation related concerns. A Traffic Review and Coordination Working Group has been developed for 2019; the Group will meet regularly to jointly review and respond to public traffic and transportation concerns. The group will also plan and prioritize traffic safety related initiatives and coordinate on items such as traffic data collection and monitoring.

The Traffic Review and Coordination Working Group supports the 2016 Council Committee System Program Evaluation recommendation to use professional expertise to review most traffic and transportation related concerns. However, there are also many policy, consultation, and transportation program related issues that are well suited to a Council Committee, including:

- review and response to traffic and transportation concerns requiring funding, committee input, or not satisfactorily resolved by the Traffic Review and Coordination Working Group;
- providing advice and recommendations to Council on regional and municipal transportation needs and priorities, including traffic safety, accessibility, operational issues, and sustainable transportation modes;
- providing advice and recommendations to Council on traffic and transportation education programs and participating in such programs;

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

January 9, 2019

- providing stakeholder feedback to staff and stakeholder advice and recommendations to Council on the design and implementation of traffic and transportation related capital projects, programs, and policy development including implementation of the Master Transportation Plan; and
- supporting traffic calming projects including reviewing screening results and prioritization of traffic calming initiatives and establishment of a Neighbourhood Advisory Committee consistent with the City's Neighbourhood Traffic Calming Policy (11-5460-02).

A new draft Terms of Reference has been included as **Attachment 4** for the Transportation Committee. The previous Transportation Committee Terms of Reference are included as **Attachment 5**. Note that in addition to changes to the Committee duties to coordinate with a specialized staff working group, the number of resident members was also reduced from nine (with 6 of the members selected from specific neighbourhoods) to six members (from an even distribution of neighbourhoods) as the Committee also includes a member from HUB, a member from ICBC, and two staff liaisons.

The proposed relationship between the Traffic Review and Coordination Working Group and the Transportation Committee is summarized in **Attachment 6**, which sets out the purpose, duties, membership, and meeting frequency for each of these two groups.

With the proposed staff working group and Council Committee structure, typical operational traffic and transportation concerns would be reviewed and responded to at a staff level; however, if the concern requires additional funding, Committee input, recommendation to Council for approval, or the concern is not satisfactorily addressed by the staff working group, such a concern would be escalated to the Transportation Committee.

Other Options

1. THAT the Transportation Committee Terms of Reference be adopted with modifications as directed by Council at the February 12, 2019 Special Council (Committee of the Whole) meeting.
2. THAT other direction be provided to staff.

Financial Implications

There are no budgetary implications as it is anticipated that current staffing levels can support the proposed Transportation Committee.

Communications / Civic Engagement

No specific communications activities are planned as part of the adoption of the Terms of Reference.

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

January 9, 2019

Council Strategic Plan Objectives

This initiative supports the 2015-2018 Council Strategic Plan Priorities of Community Planning, Moving People, and Service Excellence.

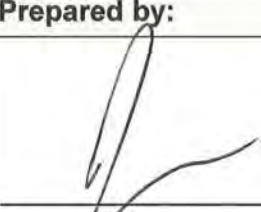

Attachments:

1. Report dated November 25, 2016 from Mayor Mike Clay regarding Review of 2016 Transportation Committee Resolutions.
2. Report dated November 1, 2018 from Mayor Rob Vagramov regarding Setting Priorities – Re-Establishing the Transportation Committee
3. Summary of Transportation Related Committees in Metro Vancouver (and Other) Municipalities, January 9, 2019.
4. Draft Terms of Reference –Transportation Committee, dated January 10, 2019.
5. Previous Terms of Reference – Transportation Committee, dated August 30, 2016.
6. Overview of the Traffic Review and Coordination Working Group and the Transportation Committee.

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

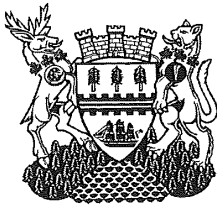
January 9, 2019

Prepared by:	
 <hr/> <p>Jeff Moi, P.Eng., PMP General Manager of Engineering and Operations</p>	
Reviewed for Form and Content / Approved for Submission to Council:	
<i>City Manager's Comments</i>	
 <hr/> <p><i>for</i> Tim Savoie, MCIP, RPP City Manager</p>	
Corporate Review	Initials
Corporate Services (Human Resources, Legislative Services)	AS
Police	JS

Considered at December 6, 2016 Special Council (COTW) Meeting

Council Agenda Information
 COTW December 06, 2016

Item 5.2



City of Port Moody

Report/Recommendation to Council

Date: November 25, 2016

File No. 01-0360-20-06-01

Submitted by: Mayor Mike Clay

Subject: Review of 2016 Transportation Committee Resolutions

Purpose / Introduction

To provide Council with an overview of the resolutions of the Transportation Committee for 2016 and to propose that Council re-examine the value of the committee in its current format.

Recommended Resolutions

THAT the report dated November 25, 2016 from Mayor Mike Clay regarding Review of 2016 Transportation Committee Resolutions be received for information;

AND THAT the Transportation Committee be disbanded and its members thanked for their service and invited to participate on the Citizen's Advisory Group;

AND THAT staff be directed to establish a system whereby citizen concerns about transportation are submitted through the following options, tracked, and/or elevated:

- 1. Concerns to be submitted to staff for action;**
- 2. Concerns to be submitted to Council through the Executive Assistant to Mayor and Council either verbally or in writing; and**
- 3. Concerns to be presented by delegations at a Committee of the Whole Meeting;**

AND THAT staff be directed to advertise this process through social media and the City website, and integrate it with any 311 app that may be introduced in the future.

Background

Concerns have been raised in past years, as well as this year, about the lack of motions coming from committees, whether the committees are fulfilling their intention as advisory committees to Council, and whether some committees should be modified or dissolved. The Transportation Committee in particular was suggested as a committee that could be dissolved in the Council Committee System Evaluation presented earlier this year, which noted that the issues dealt with by the committee require a level of professional expertise that exceed the capacity of a volunteer committee, and are usually of a serious enough nature that solutions are not conducive to adaptation based on committee input. This report provides some background information on the Committee's 2016 activities for Council consideration.

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06

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Report/Recommendation to Council

Review of 2016 Transportation Committee Resolutions

November 25, 2016

Discussion

At the writing of this report, the Transportation Committee met had eight times in 2016 (up to and including October), and passed 14 motions, excluding motions to grant leave to committee members. There were also five motions recorded as defeated by the committee. The motions are summarized on the attached spreadsheet (**Attachment 1**). The Terms of Reference for the Committee are included as **Attachment 2**.

Of the motions made at 2016 Transportation Committee meetings, only two were ever brought forward to Council, and both were in regards to the annual Committee Work Plan. Several other motions were made that directed staff to perform work, including works on specific streets and intersections. Two motions were made regarding input to the Master Transportation Plan, which is separately brought to Council.

There seems to be a misunderstanding or misinterpretation of the role of the Committee as an advisory committee to Council, as the majority of the committee's motions and recommendations are directing staff activities. These activities have not been evaluated for their feasibility; utility; financial viability; and adherence to professional standards, departmental work plans, and Council Strategic Plan Priorities and Initiatives, and may interfere with staff's ability to carry out their day-to-day work in planning, operating, and maintaining the City's transportation infrastructure. There also seems to be very few motions directly relating to the Committee Work Plan as approved by Council in April.

If citizen concerns about transportation issues continue to be triaged by a committee of volunteers, serious transportation issues may fail to be properly elevated and addressed. For this reason, it would be advisable for staff to establish a system whereby citizen concerns about transportation are submitted and tracked, and addressed at the appropriate level. A proposed system could entail the following three options for citizens to submit their transportation-related concerns:

1. Concerns to be submitted to staff for action;
2. Concerns to be submitted to Council through the Executive Assistant to Mayor and Council either verbally or in writing; and
3. Concerns to be presented by delegations at a Committee of the Whole Meeting.

This process would ensure that routine concerns are dealt with at their earliest convenience, and more complex or extensive concerns that require major financial or political decisions are elevated as efficiently as possible. Tracking each instance of input ensures responsiveness and allows for analysis of any emerging trends. Once this system is established, it is recommended that the process be advertised through social media and the City website, as well as any other avenue that staff sees fit, to ensure that citizens are aware of how to voice their concerns. Should the City introduce a 311 app in the future that would address these other issues, the process should be integrated at that time.

Based on the lack of recommendations of an advisory nature to Council from the Transportation Committee, and the importance of ensuring that citizen concerns about transportation issues

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Report/Recommendation to Council

Review of 2016 Transportation Committee Resolutions
November 25, 2016

are addressed in a timely and efficient manner, Council should consider dissolving the Committee and directing staff to develop the system for reporting transportation concerns.

Other Options

The committee could remain as is, or other specific changes to the committee could be implemented at Council's direction.

Council could refer the Terms of Reference to staff for review and amendment.

Financial Implications

There is no financial implication associated with receiving this report. Dissolving the committee would represent a reduction in cost and resources allocations for the City for committee support; it may be possible to reallocate these resources to operating the enhanced citizen input tracking system to be developed by staff.

Communications / Civic Engagement

Staff will be directed to undertake advertising through social media once the proposed system has been established.

Council Strategic Plan Objectives

Advisory Committees provide input to Council on specific topics from members of the community and help promote increased awareness and civic engagement. Ensuring that such advisory committees operate as intended supports Council's strategic goal of Service Excellence.



Attachments:

1. Transportation Committee 2016 Resolutions Disposition.
2. Terms of Reference – Transportation Committee.

Considered at December 6, 2016 Special Council (COTW) Meeting

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Report/Recommendation to Council
Review of 2016 Transportation Committee Resolutions
November 25, 2016

Item 5.2

Prepared by:
 <hr/>
Mike Clay, Mayor
Reviewed for Form and Content / Approved for Submission to Council:
<i>City Manager's Comments</i>
 <hr/>
Tim Savoie, MCIP City Manager

Considered at December 6, 2016 Special Council (COTW) Meeting

Transportation Committee 2016 Resolutions Disposition

Date	Council Agenda	Resolution	Cllr Vagramov	Cllr Glumac
Feb	none	<p><i>TC16/002</i> Moved, seconded, and DEFEATED THAT staff investigate and report back to the committee with options for speed control devices at the westbound right-turn lane on Guildford Way at Ungless Way, including speed bumps and rumble strips.</p> <p>(Voting against: Councillor Glumac, Drew Adamick, George Broderick, Joe Chu, Steven Dragicevic, Andrew Hartline, Audey Korpus, Christine Lamourea, Kathleen Nadalin, and Lincoln Penner)</p>	Present	Present
	none	<p><i>TC16/003</i> Moved, seconded, and DEFEATED THAT the phasing of the traffic light at Guildford Way at Ungless Way be modified to provide a head start for pedestrians on the east side crosswalk.</p> <p>(Voting against: Councillor Glumac, Drew Adamick, George Broderick, Joe Chu, Steven Dragicevic, Andrew Hartline, Audey Korpus, Kathleen Nadalin, and Lincoln Penner)</p>		
	none	<p><i>TC16/004</i> Moved, seconded, and DEFEATED THAT, in conjunction with relocation of the eastbound bus stop on Guildford Way, the east crosswalk at the intersection of Ungless Way and Guildford Way be phased out.</p> <p>(Voting against: Councillor Vagramov, Drew Adamick, Steven Dragicevic, Andrew Hartline, Audey Korpus, and Kathleen Nadalin)</p>		
	none	<p><i>TC16/005</i> Moved, seconded, and DEFEATED THAT the west crosswalk at the intersection of Balmoral Street and Guildford Way be phased out.</p> <p>(Voting against: Councillor Vagramov, Drew Adamick, Joe Chu, Steven Dragicevic, Andrew Hartline, Audey Korpus, Christine Lamourea, Kathleen Nadalin, and Lincoln Penner)</p>		

Considered at December 6, 2016 Special Council (COTW) Meeting

Transportation Committee 2016 Resolutions Disposition

Date	Council Agenda	Resolution	Cllr Vagramov	Cllr Glumac
Mar	12-Apr	<p><i>TC16/007</i></p> <p>Moved, seconded, and CARRIED</p> <p>THAT the 2016 Transportation Committee Work Plan be approved as amended</p> <p>The Committee discussed adding to the 2016 Transportation Work Plan "Speed Limit Review" under which several speed limit hot spots could be considered. "Project Details" would specify Barnett and Heritage Mountain Boulevard (uphill). It was recalled that there had been prior Committee discussion on the Heritage Mountain Boulevard (downhill).</p>	Present	Present
	12-Apr	<p><i>TC19/008</i></p> <p>Moved, seconded, and CARRIED</p> <p>THAT the 2016 Transportation Committee Work Plan be amended to add "Speed Limit Review" as a Project/Focus Area.</p>		
	none	<p><i>TC16/008</i></p> <p>Moved, seconded, and CARRIED</p> <p>THAT the Main Motion be amended to insert "separated on the street" following "than an off street".</p>		
	none	<p><i>TC16/009</i></p> <p>Moved, seconded, and CARRIED</p> <p>THAT the Transportation Committee recommends a safe, comfortable, separated biking facility suitable for all ages on the north side of Clarke Street as part of the Master Transportation Plan.</p>		
	none	<p><i>TC16/010</i></p> <p>Moved, seconded, and CARRIED</p> <p>THAT Audey Korpus be appointed as the Transportation Committee representative to the Safety Around Parks and Facilities Joint Subcommittee.</p>		

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06

Transportation Committee 2016 Resolutions Disposition

Date	Council Agenda	Resolution	Cllr Vagramov	Cllr Glumac
April	none	<p><i>TC16/012</i> Moved, seconded, and CARRIED THAT staff report back on a timeline and budget for moving barriers closer to the edge of Gatensbury Road, and trimming of hedges and vegetation for sightline improvement; AND THAT the City work with ICBC to explore funding opportunities for pedestrian and road safety improvements to be coordinated with 2017 watermain and drainage repairs.</p>	Present	Present
		<p><i>TC16/013</i> Moved, seconded, and CARRIED THAT staff enhance the “no truck” sign at the bottom end of Gatensbury Road by adding the relevant bylaw numbers</p>		
May	none	<p><i>TC16/016</i> Moved, seconded, and CARRIED THAT staff report back on suitable locations for a speed reader board for downhill traffic north of Mountain Meadows Elementary School;</p> <p>AND THAT staff investigate ways to improve visibility of the signage and enforceability of the speed limit on Noons Creek Drive; AND THAT staff work with ICBC and Mountain Meadows Elementary School on proactive educational measures.</p>	Absent	Present
		<p><i>TC16/017</i> Moved, seconded, and CARRIED THAT the Transportation Committee endorse the long-term plan as identified in Discussion Paper 3.</p>		
June	none	<p><i>TC(C)16/001</i> THAT staff be directed to include modular bike storage facilities at Moody Centre Station in the recommended list of projects as part of the five-year capital plan recommendation with an intent for construction in 2017.</p>	Present	Present
	none	<p><i>TC16/021</i> Moved, seconded, and CARRIED THAT the TransPort Moody Safety Fair be held at Rocky Point Park in June 2017.</p>		
July		<p>no motions</p>	Present	Present

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06

Item 5.2
Attachment 1

Transportation Committee 2016 Resolutions Disposition

Date	Council Agenda	Resolution	Cllr Vagramov	Cllr Glumac
Sep	none	<p><i>TC16/026</i> Moved, seconded, and CARRIED THAT sidewalks on Clearview Drive be included for consideration to the Master Transportation Plan.</p>	Present	Absent
	none	<p><i>TC16/027</i> Moved, seconded, and DEFEATED THAT staff report back to Council recommending the installation of a painted crosswalk at the intersection of Queens Street and St. Johns Street.</p>		
Oct	none	<p>TC16/029 Moved, seconded and CARRIED THAT staff report back on the feasibility of an at grade crossing between Nootka Way and Capilano Road, between the small street north of Nootka Way and Capilano Road, and other options for connecting Klahanie and Suter Brook.</p>	Absent	Present

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06

Item 5.2
Attachment 2

City of Port Moody Council Committee Terms of Reference

Date: August 30, 2016

File No. 0360-20-06

Type: Select

Committee Name: Transportation Committee

Approvals/Reviews/Amendments

Approval Date: October 18, 2016

1. Committee Purpose

To provide Council with advice and recommendations on transportation, transportation infrastructure planning, traffic, and related issues as detailed below and within the terms of the Council Committee System Policy and the Council Strategic Plan.

2. Duties

- 2.1 The Committee will provide advice and recommendations in the following areas:
- Major transportation infrastructure needs;
 - Mitigation measures related to lack of, or delays to, major infrastructure projects;
 - Changing transportation needs and priorities;
 - Traffic operations;
 - Traffic flow and volumes;
 - Traffic safety;
 - Traffic calming;
 - Accommodation of cyclists and pedestrians, including corridors;
 - Accommodation of people with disabilities and seniors;
 - Any other matters referred by Council; and
 - Other areas identified by the Committee for approval by Council.
- 2.2 The Committee may hear and consider representations by any individual, organization, or delegation of citizens on matters referred by the Mayor, Council, the City Manager, and the General Manager of Engineering and Parks.
- 2.3 The Committee may refer traffic calming projects to a Neighbourhood Advisory Committee or may refer other transportation issues to a working sub-group composed of the Committee's members.

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06
Council Committee Terms of Reference
Transportation Committee

Item 5.2
Attachment 2

A common working sub-group includes the Neighbourhood Advisory Committee (NAC) as defined in the City's Neighbourhood Traffic Calming Policy (File: 11-5460-1). A new NAC can be created for each traffic calming initiative and consists of volunteer stakeholders from within the defined traffic calming initiative boundary. Establishment of a NAC is subject to Council approval of the related project.

- 2.4 Recommendations from the Committee not requiring Council approval or funding outside of existing budgets may be implemented directly by the General Manager of Engineering & Operations or the appropriate Department Head, in accordance with City policies and by-laws.
- 2.5 The Committee will review the proposed neighbourhood advisory committee membership for traffic calming. The Chair of the Transportation Committee will present the recommended Neighbourhood Advisory Committee members for Council's approval in accordance to Neighbourhood Traffic Calming Policy.

3. Membership

- 3.1 In addition to the two (2) Council representatives serving as Chair and Vice-Chair, the Committee will comprise the following:
- Six (6) members made up of representatives from community areas identified as follows:
 - Moody Centre;
 - College Park;
 - Glenayre;
 - Inlet Centre;
 - Pleasantside; and
 - Heritage Mountain;
 - Three (3) members from the community at large;
 - One (1) representative from Insurance Corporation of British Columbia, subject to availability (voting member);
 - One (1) representative from HUB (formerly Vancouver Area Cycling Coalition) (voting member);
 - One (1) representative from Tri-Cities Chamber of Commerce Transportation Committee, subject to availability (non-voting member);
 - Two (2) staff members, who will serve as committee liaisons, as follows:
 - One (1) appointed by the City Manager, and an alternate; and
 - One (1) appointed by the Police Chief, and an alternate.
- 3.2 Appointments will be made in accordance with the Council Committee System Policy.

Considered at December 6, 2016 Special Council (COTW) Meeting

SC(COTW) - Agenda - 2016 12 06
Council Committee Terms of Reference
Transportation Committee

Item 5.2
Attachment 2

4. Operations of the Committee

4.1 Meeting Schedule

The Committee will, at their organizational meeting each year, determine their meeting dates, time, and location, and will meet at minimum bimonthly, or at the call of the Chair.

4.2 Rules of Procedure

Meetings shall be conducted in accordance with the rules of procedure set out in the Council Procedure Bylaw and Council Committee System Policy.

Considered at November 13, 2018 Regular Council Meeting

Council Agenda Information Regular Council November 13, 2018

Item 9.8



City of Port Moody Report/Recommendation to Council

Date: November 1, 2018

File No. 01-0530-01/2018

Submitted by: Mayor Rob Vagramov

Subject: Setting Priorities – Re-Establishing the Transportation Committee

Purpose / Introduction

To re-establish the Transportation Committee.

Recommended Resolution

THAT the Transportation Committee be re-established for 2019 onwards as recommended in the report dated November 1, 2018 from Mayor Rob Vagramov regarding Setting Priorities – Re-Establishing the Transportation Committee.

Background

The City once had a Transportation Committee where concerns from residents could be heard by other residents, who would then make recommendations to Council for adoption.

Following a number of minor bureaucratic issues, the Committee was dissolved.

Discussion

On a number of occasions since the dissolution of the Transportation Committee, traffic safety concerns have been raised by residents, leading either to issues not getting the attention they deserve, or to more work for individual members of Council who happened to take an interest in the specific issue being brought up.

During this time, and in the election that followed, the need for a Transportation Committee has been renewed and, as such, this report recommends the immediate re-starting of this committee in 2019.

Other Options

THAT the report dated November 1, 2018 from Mayor Rob Vagramov regarding Setting Priorities – Re-Establishing the Transportation Committee be received for information.

Financial Implications

Costs associated with a new committee.

Considered at November 13, 2018 Regular Council Meeting

RC - Agenda - 2018 11 13

Item 9.8

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee
November 1, 2018

Communications / Civic Engagement

Social media outreach would be recommended to solicit interest in resident participation in the committee itself.

Council Strategic Plan Objectives

- Initiative: "Create a responsive culture at City Hall".

Considered at November 13, 2018 Regular Council Meeting

RC - Agenda - 2018 11 13

Item 9.8

Report/Recommendation to Council

Setting Priorities – Re-Establishing the Transportation Committee

November 1, 2018

Prepared by:



Rob Vagramov
Mayor

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Active or Unconfirmed Committee's

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
Bowen Island Municipality	Transportation Advisory Committee	Residents, Council	Unconfirmed	<p>2.1. The Bowen Island Municipality Transportation Advisory Committee (BIMTAC) is a select committee that acts in an advisory capacity to Council, and final decisions in all matters brought before the Committee rests with the Council.</p> <p>2.2. The BIMTAC responsibilities and duties include:</p> <ul style="list-style-type: none"> a. providing advice and recommendations to Council and the CAO concerning policy and service issues related to BC Ferry Services Inc., TransLink, Coast Mountain Bus Company, and other transportation service providers; b. working with municipal staff, other Island and non-Island groups and individuals to ascertain the needs and concerns of residents and particular user groups in relation to existing and future transportation modes, services and infrastructure; c. acting as a liaison between the Bowen Island Municipal Council representing the Bowen Island community and transportation service providers to ensure effective communication of information and service concerns between them; d. consulting with the Bowen Island community, subject to Council approval, about transportation modes, services and infrastructure through public meetings, newsletters, electronic means and facilitated group meetings or workshops; e. submitting an annual report on BIMTAC's activities and a work plan for the next years planned activities to Council; f. advising Council on any matter referred to the BIMTAC by Council or the Approving Officer respecting land use, community planning, proposed bylaws, permits or subdivisions. The BIMTAC shall examine the proposed matter and make a recommendation to Council or the Approving Officer for their consideration. g. any other items assigned by Council to the BIMTAC related to transportation issues; <p>2.3. The BIMTAC has the authority to set up sub-groups (e.g. sub-committees, task forces, working groups, etc.) and appoint members of the public to such sub-groups.</p> <p>2.4. A sub-committee is hereby established which will act as the BC Ferry Services Inc. Bowen Ferry Advisory Committee (FAC), Terms of Reference attached as Schedule A. The committee shall at its first meeting in January decide who shall represent the Committee at meetings with representatives of the BCF Ferry Advisory Committees and with meetings of that group with BC Ferries, the Provincial Government, Marine Transportation Branch and the BC Ferry Commissioner. The FAC will notify BIMTAC in advance of these scheduled meetings for input into meeting agenda's and will report back to BIMTAC in a timely manner matters covered in such meetings.</p>	Unconfirmed
City of Abbotsford	Transportation Advisory Committee	Council (Chair), 3 members at large, School District, ICBC Road Safety, Abbotsford Chamber of Commerce, University of Fraser Valley, Seniors Healthy Aging Resource Environment Society	Active	<p>The mandate of the Transportation Advisory Committee is to advise, assist and make recommendations to City Council regarding:</p> <ul style="list-style-type: none"> a) traffic safety issues involving motor vehicle operators, cyclists and pedestrians; b) transportation infrastructure and traffic management issues involving infrastructure planning, roadway operation and maintenance, and traffic management; and c) Local Transit System issues involving service levels, route improvements, efficiencies, longterm funding and governance. Matters involving the operation of the Central Fraser Valley Transit system will be addressed by the Joint Shared Services Committee. 	Once every two months
City of Burnaby	Public Safety Committee (formerly Traffic Safety Committee and	Council Members, Stakeholders, Staff, Residents	Active	The Committee advises Council on public safety matters including community policing and crime prevention initiatives, and liaises with City Council, the RCMP Burnaby Detachment, Burnaby Fire Department, Engineering Department and the broader community.	Once every two months

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Active or Unconfirmed Committee's

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of Delta	Mayor's Standing Committee on Regional Transportation (SCRT)	Council, Residents, Staff	Unconfirmed	The Committee will, consistent with the general purpose described above, provide advice to Council on regional transportation initiatives, including but not limited to: Mayors' Council Regional Transportation Plan TransLink's Southwest Area Transport Plan George Massey Tunnel Replacement project Annacis Island traffic congestion Province's tolling policy	The Committee meets four (4) times per year and/or at the call of the Chair.
City of Maple Ridge	Active Transportation Advisory Committee	Council, Stakeholders, School, Cycling rep, Senior rep, business rep, youth rep, Maple Ridge RCMP, Three (3) residents	Unconfirmed	a) Support the promotion of public education and awareness on the benefits, necessities and safety aspects of active transportation facilities. b) Advise on matters related to active transportation as it relates to: active workplace travel, active commuting, active recreation, and active destination-oriented trips. c) Support the promotion of improved pedestrian and multi-modal path networks for all ages and ranges of mobility throughout their daily activities within the community and with connectivity to neighbouring communities. d) Encourage regulations and policy changes that support and strengthen multi-modal active transportation and transit. e) Review and consider active transportation policy in a regional context as it affects Maple Ridge, and provide options on how to advance, promote, and improve the movement of people and goods within the region. f) Review and make recommendations to Council with regards to active transportation initiatives proposed by other levels of government and/or agencies.	Meetings are held on the final Wednesday of the month
City of New Westminister	Neighbourhood Traffic Advisory Committee	Council, Residents	Active	The role of the Neighbourhood Traffic Advisory Committee is to advise Council regarding specific traffic-related items referred from Council for further examination.	Once every two months
City of New Westminister	ACTBiPed	Council, Residents	Active	The goal of the ACTBiPed committee is to help integrate walking, cycling and transit use into the transportation system that is balanced among all users and supports a socially equitable, economically viable and environmentally friendly city. The committee will review, advise and make recommendations to Council on policies, issues, facilities and programs regarding walking, cycling, and transit use.	Once every two months
City of New Westminister	Access Ability	Council, Residents	Active	To assess improvements which would enhance the mobility and comfort of the disabled within the City and its public buildings. The vast knowledge and expert advice of the committee assists both the able and disabled residents, business and facilities in New Westminister.	Once every two months

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Active or Unconfirmed Committee's

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of North Vancouver	Integrated Transportation Committee (ITC)	Council, School District, RCMP, Squamish Nation Rep, Chamber of Commerce Rep, Port Metro Vancouver Rep, Resident Reps	Active	<p>The Integrated Transportation Committee (ITC) shall advise Council and staff on transportation policy, planning and mobility issues within the City of North Vancouver with a focus on active transportation (walking and cycling), transit and integration of all modes of transportation (walking, cycling, transit, goods movements, and general purpose vehicles). More specifically, the committee will:</p> <ul style="list-style-type: none"> a. Work towards creating, promoting, developing and improving an energy efficient, affordable and safe transportation network that supports a variety of transportation choices, minimizes environmental impacts, including the reduction of greenhouse gas emissions, energy consumption and potential for noise pollution. b. Provide advice on federal, provincial, regional or neighbouring municipality transportation policies and plans which may affect the City's Transportation Plan. c. Review and consider transportation policy in a regional context as it affects the City; provide options on how to promote, advance, and improve the movement of people and goods to, from and within the City. d. Provide advice on City's plans or strategies, such as land use plans, economic development strategies or strategic plans which may affect the City's Transportation Plan. e. Provide advice on City's transportation plans and projects. f. Review and prepare recommendations on various matters related to transportation, including consideration of the planning and development projects as referred by Council that may impact mobility. Provide multi-modal input to the allocation, design and use of public space and planning of future developments. g. Encourage regulations and policy changes that support and strengthen active transportation and transit. h. Advise on matters related to active transportation and trails, and encourage, promote and participate in the planning of active transportation policies, programs and facilities. i. Assist in educating public on the benefits, necessities and safety aspects of active transportation. j. Work towards improved cycling and pedestrian safety and better cyclist and pedestrian access to public transit, schools, workplaces, shops, libraries, community centres, parks, including roads and other public spaces. k. Promote and enhance continuous pedestrian and bicycle network (trails, sidewalks, bicycle lanes) within the City and with its neighbouring municipalities. l. Provide input on the City's Capital projects as pertains to the transportation and mobility issues; and m. Support staff in preparing and updating transportation policies, guidelines and standards to support implementation and advancing of the City's transportation Plan. 	Monthly

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Active or Unconfirmed Committee's

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of Pitt Meadows	Active Transportation Advisory Committee	Residents Rep, Youth Rep, Council Rep, Staff Rep	Unconfirmed	<p>The mandate of the Active Transportation Advisory Committee is to advise Council and staff on strategic priorities and policies relating to active transportation in Pitt Meadows using the Pedestrian and Cycling Master Plan and Master Transportation Plan as a guide; The Active Transportation Advisory Committee may also make recommendations on matters related to public education and promotion of active transportation modes, as well as assisting staff in the planning and implementation of an annual Bike Week.</p> <p>Active Transportation is defined as any form of self-propelled mode of transportation that relies upon the use of human energy. The modes may utilize on-road and off-road facilities such as sidewalks, bike lanes and multiuse trails. Active transportation is categorized into four general categories, as outlined in Section 4 of these terms of reference.</p> <p>On-road facilities are any facility such as designated bike routes (bike lanes, wide curb lanes) and sidewalks/walkways that are located within the designated road right-of-way.</p> <p>Off-road facilities are any facility located outside of the road right-of-way designed to be used as a corridor for active transportation purposes.</p> <p>The following four categories of active transportation indicate how both transportation and recreational activity are interconnected. The plan, while primarily focused on transportation, is also supportive of recreation activities and the promotion of healthy lifestyles:</p> <ul style="list-style-type: none"> a. Active commuting – this involves journeys to and from work. b. Active workplace travel – this includes trips during working hours such as the delivery of materials or attending meetings. c. Active destination-orientated trips – this includes trips to and from school, shopping, visiting friends, and running errands. d. Active recreation – this involves the use 	Quarterly
City of Port Coquitlam	New government	Council	Active	Council Committee	
City of Richmond	Public Works and Transportation	Council Members only	Active	Unconfirmed	Monthly
City of Surrey	Transportation and Infrastructure Committee	Council Members, Youth Representative, Staff, External Delegations as approved	Active	<p>To advise Council on issues related to Transportation and Infrastructure.</p> <ul style="list-style-type: none"> ● To receive presentations from City staff and other stakeholder groups and/or agencies. ● To provide feedback to staff and make recommendations to council. ● To review and comment on, at a broad policy/overall objectives level; transportation and infrastructure related to: <ul style="list-style-type: none"> o City strategies, programs and initiatives o Senior government policies and programs 	Monthly at the call of the Chair

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Active or Unconfirmed Committee's

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of Victoria	Active Transportation Advisory Committee	Residents at Large	End of term soon	The purpose of the Active Transportation Advisory Committee is to provide advice and recommendations to Victoria City Council and staff on: a) Strategies for promoting the mode shift to active transportation; b) Proposed transportation expenditures as part the Financial Planning process, including roads, cycling and pedestrian infrastructure, traffic calming initiatives, and bus shelters; c) Transportation issues and priorities identified through the Local Area / Neighbourhood Planning Process; d) Crosswalk prioritization and implementation; e) Implementation of the Biketoria initiative and Cycling Master Plan; f) Implementation of the Pedestrian Master Plan; g) Transit issues, priorities and projects within City of Victoria jurisdiction; h) Neighbourhood “place-making” initiatives with active-transportation impacts; i) Additional active transportation issues as identified by Council, staff and committee members.	Monthly between September-November and January-June
District of West Vancouver	School Traffic Safety Advisory	Staff, BlueBus, RCMP, School District, ICBC, Residents, Community Partners	Active	School related issues and concerns including transportation, traffic, safety, and congestion.	Once every two months
District of West Vancouver	Internal Transportation Groups	Staff, Police	Active	Non-school related issues	Monthly
District of West Vancouver	Public Consultations	Public	When required	Structural Projects or Policy Developments required residents involvement	Monthly
Northshore Joint Committee	Integrated North Shore Transportation Planning Project	Unconfirmed	Active	District of North Van, City of North Van, District of West Van, Squamish First Nation, Tsleil-Waututh First Nation, Translink, Ministry of Transportation and Infrastructure, Vancouver Fraser Port Authority, Government of Canada	Unconfirmed
Township of Langley	Traffic and Transportation Advisory Committee	School, Police, ICBC, Fire, CMBC, Roads and Transportation Reps from Engineering Dept.	Active	Unconfirmed	Monthly

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Non-Active Committee's (For Reference Only)

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of Coquitlam	No Committee				
City of Langley	No Committee				
City of New Westminister	Mayor's Task Force on Transportation	Unconfirmed	Non-active	<p>1. Examine other municipal, regional, provincial and federal transportation plans and initiatives that may impact the City i.e., TransLink's Regional Goods Movement Strategy, Mayors' Council on Regional Transportation's Vision and 10-Year Investment Plan, the Provincial BC On the Move Plan and the Federal Asia Pacific Gateway program;</p> <p>2. Review the implementation strategy identified within the Master Transportation Plan in order to prioritize the stated goals, objectives and actions, ensuring that sufficient resources and sustainable funding exists for their successful implementation;</p> <p>3. Establish a clear strategy for engaging external agencies, local and senior levels of government and stakeholder organizations in achieving the short and long-term truck route network identified in the MTP;</p> <p>4. Identify the potential impacts on the City of the proposed rehabilitation and planned replacement of the Pattullo Bridge, and establish an appropriate mitigation strategy;</p> <p>5. Identify the potential impacts on the City of the proposed replacement and reconfiguration of the Brunette Interchange on Highway 1;</p> <p>6. Research best practices for mobility pricing that are supportive of sustainable transportation practices that can be applied within the Metro Vancouver region;</p> <p>7. Examine best practices for traffic enforcement and road safety, and advise on their applicability to the City;</p> <p>8. Examine best practices for intelligent systems for traffic management in conjunction with the City's intelligent cities initiative.</p> <p>New Westminister's multi-modal transportation system will support the development of a compact, sustainable and resilient community maintaining the City's role as an important historic centre and economic hub within the region, while ensuring that New Westminister's diverse neighbourhoods are healthy, active, livable and vibrant.</p> <p>Six goals have been identified in support of achieving this vision:</p> <ol style="list-style-type: none"> 1. Mobility and Access – Provide residents, employees and visitors with convenient access to their needs; 2. Health and Safety – Promote and support a healthy and safe community; 3. Social Diversity – Support the diverse social needs of the community; 4. Sense of Place and Social Cohesion – Create high quality streets and places that provide a strong sense of place and strengthen social connections; 5. Land Use and Transportation Integration – Direct density and growth to compact, attractive, neighbourhoods, with a mixture of housing types and commercial areas that support transit, walking and cycling; and 6. Sustainable Transportation System - Manage the impacts of the transportation system. <p>In addition to the vision and six strategic goals, there are four targets identified in the Master Transportation Plan. These targets provide an effective way to measure progress over time towards achieving the goals and vision. The four targets are:</p> <ol style="list-style-type: none"> 1. Increase Sustainable Transportation – Achieve 50% mode share for sustainable modes (walking, cycling and transit) by 2031, and 60% by 2041; 2. No Additional Increase in Regional Through Traffic – Limit growth in car and truck trips without an origin or destination within the City; 3. Reduce Distances Driven – Reduce average car trip lengths by one-third from about 10 km to 6.5 km per person per day by 2041; and 4. Increase Safety – no traffic related fatalities in any given year. 	Unconfirmed
City of Port Coquitlam	Transportation Solutions and Public Works Committee	Unconfirmed	Non-active	The Transportation Solutions & Public Works Committee is a Council Committee providing overall direction for sustainable infrastructure management at the City of Port Coquitlam through guiding strategies, objectives, policies, budgets, administrative structures and processes with respect to transportation, sanitary sewers, drainage systems, water supply, flood protection dikes, solid waste collection, watercourse stewardship and engineering related land development/subdivision approvals.	None
City of Vancouver	Active Transportation Policy Council	Residents and Staff as Liaisons	Non-active Until Further Notice	Provides input to City Council and staff about issues of concern related to all modes of active transportation Considers any matters which may be referred to the Policy Council by Council or staff May take positions on Policy initiatives from other levels of government within the mandate of the Policy Council	Monthly

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Non-Active Committee's (For Reference Only)

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
City of White Rock	Infrastructure Committee (Previous)		Non-active	<p>The mandate of the Infrastructure committee is to consider, evaluate and provide advice to Council on public infrastructure referred to it by the Mayor or Council. The Committee's activities shall align with Council's vision and strategic goals, thus enabling Council to bring practical action to their vision and the Committee to focus their energies on those prioritized tasks. All components of public infrastructure shall be considered in the committee's mandate including</p> <p>Roads Sanitary Sewers Sidewalks Storm Water Sewers Roads</p> <p>The Infrastructure committee will work toward accomplishing the wide-range objectives as follows:</p> <p>Review and investigate issues referred by Council related to public infrastructure encompassing roads, sidewalks and underground utilities Review local traffic and pedestrian safety initiatives Liaise with other Council appointed Committees or ask staff to contact other organizations such as Metro Vancouver, Provincial Ministries City of Surrey as necessary to ensure the best use of resources when addressing infrastructure issues Prepare an annual report on its activities throughout the year, as well as action plans for all tasks referred to it by Council</p>	Monthly
City of White Rock	Transportation Committee (Previous)		Non-active	<p>The mandate of the Transportation committee is to consider, evaluate and provide advice to Council on public transit matters referred to it by the Mayor and Council. The Committee's activities shall align with Council's vision and strategic goals, thus enabling Council to bring practical action to their vision and the Committee to focus their energies on those prioritized tasks. All components of public transit shall be considered in the committee's mandate.</p> <p>The Transportation Committee will work toward accomplishing the wide-range objectives as follows:</p> <ol style="list-style-type: none"> 1) Review and investigate issues referred by Council related to public transportation directly linked to the City of White Rock 2) Liaise with other Council appointed Committees or ask staff to contact other organizations such as TransLink, and Provincial Ministries as necessary to ensure the best use of resources when addressing public transportation issues 3) Prepare an annual report on its activities throughout the year, as well as action plans for all tasks referred to it by Council 	Monthly
City of White Rock	Mayor's Parking Task Force (Previous)		Non-active	<p>The City of White Rock, with representatives from the Business Improvement Association and waterfront businesses have joined forces for the purpose of exploring parking and related options for the waterfront area and immediate surroundings.</p> <ol style="list-style-type: none"> 1) To develop options for parking that recognize the interests of the businesses along the waterfront and the City of White Rock as a whole, and look to enhancing the public's experience in participating in all activities along the City's water front area. 2) To identify options to encourage more patrons to visit the waterfront during the winter months, along with off-setting revenue sources if they impact the City's budget. 3) To examine the feasibility, including costs and revenues for all stakeholders, for the various options that would enhance parking and other modes of transportation opportunities for the public to access the waterfront area. This could include opportunities for the public to access the waterfront area. This could include opportunities to increase the number of parking stalls available for the waterfront. 4)To develop performance measures to be used in the evaluation of each recommended solution that may be implemented in order to determine the impact of the option for both the City and the businesses. 5)To ensure the effect of the changes suggested do not result in a net decrease in parking revenues in either the short or long terms. 	None

Summary of Traffic & Transportation Related Committees in Metro Vancouver (and Other) Municipalities as of December 2018

09-Jan-19

Non-Active Committee's (For Reference Only)

Municipality	Committee	Membership	Status	Purpose/Goal	Meeting
District of North Vancouver	Transportation Consultation Committee	Council, Residents, Staff, Local Transportation Authorities	Non-active	<p>The purpose of the North Vancouver District Transportation Consultation Committee (TCC) is to provide comment to staff on regional and municipal transportation initiatives. The committee will assist staff in promoting, developing and improving an environmentally friendly, energy efficient, socially equitable, safe, and low impact transportation network.</p> <p>The goal of the North Vancouver District Transportation consultation Committee is to assist staff in reviewing and considering transportation and transit policy in a municipal and regional context; to provide input on ways to promote, advance, and improve the movement of goods and people to, from, and within North Vancouver.</p> <p>The committee assists staff in promoting, developing, and improving an environmentally friendly, energy efficient, socially equitable, safe, and low impact transportation network.</p>	<p>The Committee will meet as determined by the Section Manager - Transportation.</p>
Tri-Cities Transportation	Tri-Cities		Non-active		

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City of Port Moody

Council Committee Terms of Reference

Date: January 10, 2019

File No. 0360-20-06

Type: Select

Committee Name: Transportation Committee

Approvals/Reviews/Amendments

Approval Date: TBD

1. Committee Purpose

To provide Council with advice and recommendations on traffic and transportation issues and priorities, and related matters as detailed below and within the terms of the Council Committee System Policy and the Council Strategic Plan.

2. Duties

- 2.1 The Committee will provide advice and recommendations to Council on regional and municipal transportation needs and priorities, including:
- traffic safety;
 - accessibility;
 - traffic operational issues;
 - sustainable transportation modes;
 - traffic calming;
 - any other matters referred by Council; and
 - other areas identified by the Committee where approved by Council.
- 2.2 The Committee will review matters referred by the Traffic Review and Coordination Working Group where such matters require funding or Committee input or support. The Committee will also review matters that are not satisfactorily resolved by the Traffic Review and Coordination Working Group.
- 2.3 The Committee will provide feedback as a transportation stakeholder to staff and provide advice and recommendations as a stakeholder to Council on the design and construction of traffic and transportation-related capital projects, programs, and policy development including implementation of the Master Transportation Plan.

- 2.4 The Committee may hear and consider representations by any individual, organization, or delegation of citizens on matters referred by the Mayor, Council, the City Manager, and the General Manager of Engineering and Operations.
- 2.5 The Committee may refer traffic calming projects to a Neighbourhood Advisory Committee or may refer other transportation issues to a working sub-group composed of the Committee's members.

A common working sub-group includes the Neighbourhood Advisory Committee (NAC) as defined in Corporate Policy – 11-5460-02 – Neighbourhood Traffic Calming. A new NAC can be created for each traffic calming initiative and can consist of volunteer stakeholders from within the defined traffic calming initiative boundary. Establishment of an NAC is subject to Council approval of the related project.

- 2.6 The Committee will review the proposed Neighbourhood Advisory Committee membership for traffic calming. The Chair of the Transportation Committee will present the recommended Neighbourhood Advisory Committee members for Council's approval in accordance with the Neighbourhood Traffic Calming Policy.

3. Membership

- 3.1 In addition to the two (2) Council representatives serving as Chair and Vice-Chair, the Committee will comprise the following:
- six (6) members made up of representatives from an even distribution of neighbourhoods;
 - one (1) representative from Insurance Corporation of British Columbia, subject to availability (voting member);
 - one (1) representative from HUB (formerly Vancouver Area Cycling Coalition) (voting member); and
 - two (2) staff members, who will serve as committee liaisons, as follows:
 - one (1) appointed by the City Manager, and an alternate; and
 - one (1) appointed by the Police Chief, and an alternate.
- 3.2 Appointments will be made in accordance with the Council Committee System Policy.

4. Operations of the Committee

4.1 Meeting Schedule

The Committee will, at their organizational meeting each year, determine their meeting dates, time, and location, and will meet at minimum bimonthly, or at the call of the Chair.

4.2 Rules of Procedure

Meetings will be conducted in accordance with the rules of procedure set out in the Council Procedure Bylaw and Council Committee System Policy.



City of Port Moody

Council Committee Terms of Reference

Date: August 30, 2016

File No. 0360-20-06

Type: Select

Committee Name: Transportation Committee

Approvals/Reviews/Amendments

Approval Date: October 18, 2016

1. Committee Purpose

To provide Council with advice and recommendations on transportation, transportation infrastructure planning, traffic, and related issues as detailed below and within the terms of the Council Committee System Policy and the Council Strategic Plan.

2. Duties

- 2.1 The Committee will provide advice and recommendations in the following areas:
- Major transportation infrastructure needs;
 - Mitigation measures related to lack of, or delays to, major infrastructure projects;
 - Changing transportation needs and priorities;
 - Traffic operations;
 - Traffic flow and volumes;
 - Traffic safety;
 - Traffic calming;
 - Accommodation of cyclists and pedestrians, including corridors;
 - Accommodation of people with disabilities and seniors;
 - Any other matters referred by Council; and
 - Other areas identified by the Committee for approval by Council.
- 2.2 The Committee may hear and consider representations by any individual, organization, or delegation of citizens on matters referred by the Mayor, Council, the City Manager, and the General Manager of Engineering and Parks.
- 2.3 The Committee may refer traffic calming projects to a Neighbourhood Advisory Committee or may refer other transportation issues to a working sub-group composed of the Committee's members.

A common working sub-group includes the Neighbourhood Advisory Committee (NAC) as defined in the City's Neighbourhood Traffic Calming Policy (File: 11-5460-1). A new NAC can be created for each traffic calming initiative and consists of volunteer stakeholders from within the defined traffic calming initiative boundary. Establishment of a NAC is subject to Council approval of the related project.

- 2.4 Recommendations from the Committee not requiring Council approval or funding outside of existing budgets may be implemented directly by the General Manager of Engineering & Operations or the appropriate Department Head, in accordance with City policies and by-laws.
- 2.5 The Committee will review the proposed neighbourhood advisory committee membership for traffic calming. The Chair of the Transportation Committee will present the recommended Neighbourhood Advisory Committee members for Council's approval in accordance to Neighbourhood Traffic Calming Policy.

3. Membership

- 3.1 In addition to the two (2) Council representatives serving as Chair and Vice-Chair, the Committee will comprise the following:
- Six (6) members made up of representatives from community areas identified as follows:
 - Moody Centre;
 - College Park;
 - Glenayre;
 - Inlet Centre;
 - Pleasant side; and
 - Heritage Mountain;
 - Three (3) members from the community at large;
 - One (1) representative from Insurance Corporation of British Columbia, subject to availability (voting member);
 - One (1) representative from HUB (formerly Vancouver Area Cycling Coalition) (voting member);
 - One (1) representative from Tri-Cities Chamber of Commerce Transportation Committee, subject to availability (non-voting member);
 - Two (2) staff members, who will serve as committee liaisons, as follows:
 - One (1) appointed by the City Manager, and an alternate; and
 - One (1) appointed by the Police Chief, and an alternate.
- 3.2 Appointments will be made in accordance with the Council Committee System Policy.

4. Operations of the Committee

4.1 Meeting Schedule

The Committee will, at their organizational meeting each year, determine their meeting dates, time, and location, and will meet at minimum bimonthly, or at the call of the Chair.

4.2 Rules of Procedure

Meetings shall be conducted in accordance with the rules of procedure set out in the Council Procedure Bylaw and Council Committee System Policy.

Overview of the Traffic Review and Coordination Working Group and the Transportation Committee

	<i>Traffic Review and Coordination Working Group</i>	<i>Transportation Committee</i>
Purpose	To provide a coordinated review and response, using professional expertise, to traffic and transportation concerns received from the public.	To provide Council with advice and recommendations on traffic and transportation issues and priorities and related matters.
Duties	<ul style="list-style-type: none"> Coordinated review and response to traffic and transportation related concerns. 	<ul style="list-style-type: none"> Review and response to traffic and transportation concerns requiring funding, committee input, or not satisfactorily resolved by Traffic Review and Coordination Working Group
	<ul style="list-style-type: none"> Develops and monitors ongoing traffic safety programs, road improvements, initiatives, traffic data collection and monitoring programs. 	<ul style="list-style-type: none"> Identifies and prioritizes areas of focus for traffic safety programs, road improvements, initiatives, traffic data collection, and monitoring.
	<ul style="list-style-type: none"> Supports and develops ongoing traffic and transportation education programs. 	<ul style="list-style-type: none"> Provides advice and recommendations to Council on, and participates in, traffic and transportation education programs.
	<ul style="list-style-type: none"> Provides advice and recommendations to staff for design and implementation of traffic and transportation related capital projects. 	<ul style="list-style-type: none"> Provides stakeholder feedback to staff and stakeholder advice and recommendations to Council on the design and implementation of traffic and transportation related capital projects, programs, and policy development including implementation of the Master Transportation Plan.
		<ul style="list-style-type: none"> Provides advice and recommendations to Council on regional and municipal transportation needs and priorities, including traffic safety, accessibility, operational issues, and sustainable transportation modes.
		<ul style="list-style-type: none"> Supports traffic calming projects via the City's Neighbourhood Traffic Calming Policy (11-5460-02) including reviewing screening results and prioritization of traffic calming initiatives and establishment of a Neighbourhood Advisory Committee.
Membership	PMPD and Engineering Staff	Residents, ICBC, HUB, Staff Liaisons
Meeting Schedule	Once per month or more frequently if required.	Every second month or more frequently if required.



City of Port Moody

Report/Recommendation to Council

Date: February 3, 2019

File No. 01-0530-01/2019

Submitted by: Councillor Hunter Madsen

Subject: 2019 Update of Terms of Reference for the Economic Development Committee

Purpose / Introduction

This report proposes to update the Terms of Reference for the Economic Development Committee in light of emerging needs and opportunities.

Recommended Resolution

THAT the revised Terms of Reference for the Economic Development Committee be adopted as recommended in the report dated February 3, 2019 from Councillor Hunter Madsen regarding 2019 Update of Terms of Reference for the Economic Development Committee.

Background

Terms of Reference for the select committees of Council may require occasional updates to their formal format and scope to keep them optimized for accomplishment of their work assignments. With the reboot of the Economic Development Committee in Council's new term, this report identifies several areas to clarify and improve the Economic Development Committee's Terms of Reference, and seeks their approval as quickly as possible, so that committee member selection can be finalized and the committee can move forward on its projects.

Discussion

The new proposed terms are presented in **Attachment 1** (for comparison with current terms, in **Attachment 2**), and they include these principal updates:

- 1) Clarified wording throughout, with a somewhat broadened purview to consider coming growth opportunities and land use considerations as they may relate to jobs creation and economic development;
- 2) Description of the committee's collaborative working relationship with the City's economic development manager, a new staff role created since the previous Terms of Reference were approved;

Report/Recommendation to Council

2019 Update of Terms of Reference for the Economic Development Committee

February 3, 2019

- 3) Enlargement of the committee to a maximum of 12 members plus Chair and Vice-Chair: a slight expansion of team size that is reflective of the broadened range of expertise we seek to bring onto the committee; and
- 4) Elimination of the previous neighbourhood-based criterion for selecting committee members, and its replacement with a description of the types of business representation and range of business expertise and experience that Council will seek for the committee.

Other Options

THAT the report dated 3 February 2019 from Councillor Hunter Madsen regarding 2019 Update of Terms of Reference for the Economic Development Committee be received for information.

Financial Implications

There are no significant financial implications associated with the amendments to the Terms of Reference. The nominal expenses associated with the addition of one member to the committee can be accommodated within the existing budget.

Communications / Civic Engagement

Upon adoption, the revised Terms of Reference for the Economic Development Committee will be posted to the City website.

Council Strategic Plan Objectives

Economic Development Committee Terms of Reference, scope, and membership are consistent with Council's standing strategic plan objectives to advance economic development in Port Moody.

Attachments:

1. Proposed Economic Development Committee Terms of Reference, dated January 24, 2019.
2. Current Economic Development Committee Terms of Reference, dated March 14, 2017.

Report/Recommendation to Council

2019 Update of Terms of Reference for the Economic Development Committee

February 3, 2019

Prepared by:



Hunter Madsen
Councillor

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City of Port Moody

Council Committee Terms of Reference

Date: 24 January 2019

File No. 01-0360-20-03

Type: Select

Committee Name: Economic Development Committee

Approvals/Reviews/Amendments

Approval Date: ____

1. Committee Purpose

To provide Council with advice and recommendations on strategic economic development directions and related matters within the terms of the Council Committee System Policy and the Council Strategic Plan.

To advise, coordinate with, and otherwise support the City's economic development team, including its Economic Development Manager, in matters of strategy and execution of related projects approved by Council.

2. Duties

2.1 The Committee will provide advice and recommendations in the following areas:

- Identifying short-, medium-, and long-term goals and objectives for economic development and fostering job creation and retention in the community;
- Tracking local, regional, and national economic and geographic trends, and spotting related opportunities and threats that may affect the City's economy;
- Examining the relationship between planned or potential City growth, helping Council and the City identify what will be needed from new developments for the local economy to flourish, and highlighting possible impacts of growth on job creation, the local business and industrial environment, and requirements for the City's long-term vision for a community that lives, works, and plays in place;
- Learning about best practices for success in local economic development from other municipalities;

- Identifying new ways to strengthen the City's business and tax base, including marketing and partnership initiatives, and land use;
 - Tapping participation and guidance from relevant business and community stakeholders, including other City committees;
 - Supporting and encouraging local businesses;
 - Helping to attract new commercial businesses, sustainable industries, and/or post-secondary educational institutions to Port Moody;
 - Any other matters referred by Council; and
 - Other areas identified by the Committee and approved by Council.
- 2.2 When deemed appropriate, the Committee will convene an economic development roundtable to consult with a wide range of community stakeholder groups and individuals engaged in economic activities in the community, and report findings back to Council.
- 2.3 The Committee may hear and consider representations by any individual, organization, or delegation of citizens on matters referred by Council.

3. Membership

- 3.1 In addition to the two (2) Council representatives serving as Chair and Vice-Chair, the Committee will comprise up to 12 members:
- Up to eleven (11) voting members drawn from any part of the city, together comprising a usefully diverse range of knowledge and experience relevant to the Committee's responsibilities and work plan. These may include, but not be limited to: property owners; owners of small- and medium-sized businesses; members of the professional business consulting community; and seasoned local business people with notable experience or academic training in: entrepreneurship, building local economies, and important economic components such as: real estate, retail, medicine, light industry, high tech and other sustainable industries, tourism, entertainment and the arts, and business management and information systems; and
 - One (1) member appointed by the Chamber of Commerce (non-voting member).
- 3.2 Appointments will be made in accordance with the Council Committee System Policy.
- 3.3 The City's Economic Development Manager will regularly attend Committee meetings, provide input, and collaborate with the Committee as needed in helping to fulfill the Committee's work plan and integrating its approved initiatives into his or her assignments.

- 3.3 Per section 1.2.8 of the Council Committee System Policy, where outside agencies are invited to appoint one of their members to a committee and choose not to do so, the vacancy will be filled by a community member at large.

4. Operations of the Committee

4.1 Meeting Schedule

The Committee will, at their organizational meeting each year, determine their meeting dates, time, and location, and will meet at minimum bimonthly, or at the call of the Chair.

4.2 Rules of Procedure

Meetings shall be conducted in accordance with the rules of procedure set out in the Council Procedure Bylaw and Council Committee System Policy.



City of Port Moody

Council Committee Terms of Reference

Date: March 14, 2017

File No. 01-0360-20-03

Type: Select

Committee Name: Economic Development Committee

Approvals/Reviews/Amendments

Approval Date: March 14, 2017

1. Committee Purpose

To provide Council with advice and recommendations on strategic economic development directions and related matters within the terms of the Council Committee System Policy and the Council Strategic Plan.

To serve a liaison function for community organizations that are engaged in the development and delivery of programs and initiatives intended to promote and enhance business development.

2. Duties

2.1 The Committee will provide advice and recommendations in the following areas:

- Short-, medium-, and long-term goals and objectives for economic development in the community;
- Regional and national economic trends and threats affecting the City;
- Opportunities for strengthening the City's business and tax base, including marketing and partnership initiatives;
- Job creation and retention in the community;
- Participation from relevant business and community stakeholders, including other City committees;
- Supporting and encouraging local businesses;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

2.2 When deemed appropriate, the Committee will convene an economic development roundtable to consult with a wide range of community stakeholder groups and individuals engaged in economic activities in the community, and report findings back to Council.

Council Committee Terms of Reference

Economic Development Committee

- 2.3 The Committee may hear and consider representations by any individual, organization, or delegation of citizens on matters referred by Council.

3. Membership

- 3.1 In addition to the two (2) Council representatives serving as Chair and Vice-Chair, the Committee will comprise the following:

- Six (6) members made up of representatives from community areas identified as follows:
 - Moody Centre;
 - College Park;
 - Glenayre;
 - Inlet Centre;
 - Pleasantside; and
 - Heritage Mountain;
- Four (4) members from the community at large; and
- One (1) member appointed by the Chamber of Commerce (non-voting member).

- 3.2 Appointments will be made in accordance with the Council Committee System Policy.

- 3.3 Per section 1.2.8 of the Council Committee System Policy, where outside agencies are invited to appoint one of their members to a committee and choose not to do so, the vacancy will be filled by a community member at large.

4. Operations of the Committee

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