

The **Minutes** of the **Mission Traffic and Transit Committee** meeting held in the **Conference Room** at the Municipal Hall at 8645 Stave Lake Street, Mission, BC on Thursday, February 4, 2016 commencing at 1:30 pm.

Members Present: Councillor Danny Plecas, Chair
Councillor Pam Alexis, Vice-Chair
Ken Collier, Member at Large, resident of the District of Mission
Wayne Green, United Way Fraser Valley
Sanjay Gulati, Mission Community Services Society
Bob Ingram, Mission Seniors Centre Association
Tracy Kyle, Director of Engineering & Public Works
Dan Sommer, Director of Development Services

Members Absent: Jodi Marshall, School District #75

Others Present: Constable Alyn Beerda, RCMP
Gabe Colusso, First Canada
James Grant, First Canada
Corey McPherson, BC Transit
Johann Van Schaik, BC Transit
Sandra Johannson, Administrative Assistant

1. CALL TO ORDER

The Chair called the meeting to order and introductions were made around the table.

2. ADOPTION OF AGENDA

Moved by Bob Ingram

That the agenda of the Mission Traffic and Transit Committee meeting held on February 4, 2016 be approved as circulated.

CARRIED

3. MINUTES FOR APPROVAL

Moved by Wayne Green

That the minutes of the Mission Traffic and Transit Committee held on December 3, 2015 be amended by replacing the words "van for providing rides to events, hospital appointments, the Cancer Society, etc." with "van that is intended to provide rides for events and outings." in the last item under 3(a) on page 2;

CARRIED

4. DELEGATIONS

- (a) Johann Van Schaik, BC Transit Regional Manager, appeared before the Committee to discuss the benefits of open communication between BC Transit and the District of Mission, via the Mission Traffic and Transit Committee, and to start up discussions regarding formalizing a communication arrangement between the two parties.

Discussion ensued, specifically regarding the sub-committee of the MTTC and how the questions and issues that arise from this Committee can be addressed. A list of questions and issues from the sub-committee was provided to BC Transit for discussion and response.

Mr. Van Schaik also reported that BC Transit is working with First Canada on dealing with vehicle condition, safety, and maintenance, as less critical maintenance issues are often put aside in favor of more critical issues. New procedures are being implemented to protect the base levels of service as much as possible. The facility is at capacity and work is being done to determine the requirements of a new facility.

Action Item: BC Transit will provide responses to the list of the Sub-Committee's questions and issues that was provided and present at the next MTTC meeting.

Action Item: Councillor Alexis, Chair of the MTTC Sub-Committee, will reschedule the sub-committee meetings to better align with the MTTC meetings.

Representatives of BC Transit and First Canada left the meeting at 2:08 pm.

5. OLD BUSINESS

(a) Transportation Master Plan

The Director of Engineering & Public Works provided the Committee with the status of the draft Transportation Master Plan. There is going to be an upcoming stakeholder's meeting set up whereby the consultants will walk attendees through the document. Following any revisions, the Plan will move forward to Council for their review.

Action Item: District staff will send a PDF of the draft document to the Committee as well as an invitation to the upcoming stakeholder's meeting, once a date and time have been determined.

Action Item: Committee members should review the draft Transportation Master Plan once they have received it, and before the stakeholder's meeting. If attending the meeting, come prepared with questions for the consultant to address.

(b) Fraser Health's Plan for Parking at Mission Memorial Hospital

The Chair advised the Committee that Fraser Health has clarified that the area where work is being done at the hospital is in the ravine, not the parking lot. A study is being conducted on the parking needs at the hospital; however, until the report is finalized, it is not known how the parking requirements at the hospital will be addressed. The report will also address staff parking issues.

The Committee discussed different options to increase parking at the hospital, including a "dial-a-ride" program which would need to be funded by Fraser Health.

Action Items: Councillor Plecas and Sanjay Gulati will approach Fraser Health to determine their interest in a dial-a-ride program in order to improve parking at the hospital. At the same time, they will request that the final report from the study being conducted be shared with the Committee. They will report back to the Committee at the next meeting.

(c) Cedarbrooke Chateau

The Director of Engineering and Public Works stated that despite action being taken to increase safety issues on 7th Avenue in front of Cedarbrooke Chateau, feedback continues from residents expressing their concerns.

Speed appears to be the biggest issue, as sightlines have improved since the curbs were painted. There is an option to install overhead lit signage marking the crosswalk, but it is costly and other options should be looked at first.

Action Item: Constable Beerda will arrange for a mobile speed reader board to be at the site.

(d) Feasibility of 3-way Stop at 7th Avenue and Murray Street

A memo from the Traffic Technician dated February 4, 2016 to recommend the conversion of the existing non-controlled intersection of 7th Avenue and Murray Street to a three-way stop controlled intersection was provided for the Committee's consideration.

The Committee discussed how the concerns of this intersection have been looked at in the past, and it was noted that there is a budget allocation of \$200,000 in 2018 to signalize the intersection. Traffic counts conducted in January 2016 showed that lights are not yet warranted and until such time, a three-way stop can be installed.

The Committee expressed various concerns regarding a three-way stop at this location and also raised questions about how the upcoming consultant's report on the Cedar Street and 7th Avenue intersection may effect traffic flow in the area, including at this particular intersection.

Discussion ensued and it was:

Moved by Councillor Plecas

That the discussion regarding traffic control at the intersection of 7th Avenue and Murray Street be deferred until after the consultant's report on the intersection at Cedar Street and 7th Avenue has been released, sometime in the summer of 2016.

CARRIED

(e) Lougheed Highway and Dewdney Trunk Road Request for Traffic Control Signal

The Committee discussed the issue of a traffic control signal installation at the intersection of Lougheed Highway and Dewdney Trunk Road. The responsibility of this intersection lies with the Ministry of Transportation and Infrastructure. The District has a previous request in to the MoTI regarding this request, but to date has not received a response.

Action Item: Tracy Kyle will prepare a letter for the Mayor's signature to Mission MLAs Simon Gibson and Marc Dalton to help expedite the response from the MoTI.

(f) Speed Reader Boards

The Director of Engineering and Public Works reported that speed reader boards were installed in two locations within the District in late December/early January.

The Committee discussed how the boards have proven to be very effective in slowing vehicles down, although it was noted that the effect does tend to fade over time.

Among the benefits of speed reader boards, is the ability of the RCMP to analyze data to better determine where policing is needed in the District.

It was noted that there is money in the road improvement budget which can be used to add additional boards.

Action Item: Tracy Kyle will contact the local newspaper to raise awareness of the speed reader board installations.

Action Item: Engineering staff will discuss the possibility of installing additional speed reader boards in the District and cost sharing with ICBC.

6. NEW BUSINESS

(a) Bus Shelters

The Committee was informed that negative feedback has been received regarding the bus benches and shelters throughout the District, including the design (they only seat two people as well as there is a significant gap on the top of the shelters, allowing rain in) and the appearance of them.

The bus shelter contract that the District has with Creative Outdoor Advertising was signed in 2011 and has a ten year term. Until the contract has been reviewed, it is difficult to determine if the contractor would be receptive to making changes. Exact issues would need to be identified in order for the District to approach the subject with the contractor.

There have been issues with garbage at various bus shelters, including many shelters that the District is not responsible for.

Action Items: Tracy Kyle will determine how much revenue the District is receiving from the bus benches and report back to the Committee at the next meeting. She will also report on who or how the bus benches that are not maintained by the District are being maintained.

(b) ICBC Safety Review

A memo dated February 4, 2016, "Traffic Safety Improvements at Four Intersections along Cedar Street", from the Manager of Engineering Planning and Design, was provided for the Committee's consideration.

The memo recommended:

1. That staff prepare short, medium, and long-term project plans to investigate ICBC's proposed traffic treatments to improve safety at four intersections along the Cedar Street corridor; and
2. That staff draft a report to Council to request the required funding to move forward with the proposed short term projects.

The Director of Engineering and Public Works provided a summary of the memo, noting that in the fall of 2015, ICBC conducted a study on four intersections in the Cedar Corridor and provided recommendations to improve safety. District staff and the RCMP have reviewed the recommendations, and determined what the short-term, mid-term, and long-term plans are to move forward. While the short-term plans can be done within existing budgets, mid-term and long-term options will need to go to Council to request funding before they can move forward.

Action Item: Engineering staff will prepare a report to Council to request funding for the proposed short-term projects.

(c) Signage in Mission

The Committee discussed concerns that Ken Collier has identified with respect to sign visibility in Mission.

Placement of signs needs to be assessed on a per case basis. It was determined that the sizing of letters on our signs is standard to other communities. Tree/shrub overgrowth can be addressed through Public Works.

It was noted that in order for staff to investigate a site, specific information needs to be provided and reported to Public Works.

Discussion ensued and an observation was made regarding the lack of street signs on North Railway Avenue.

Action Item: Tracy Kyle will arrange for Public Works staff to visit the specific sites identified by Mr. Collier and report back to the Committee on the findings.

Action Item: Tracy Kyle will investigate and report back on the lack of street signs on North Railway Avenue; and

Action Item: Tracy Kyle will have a discussion with the District's Manager of Civic Engagement and Corporate Initiatives regarding a potential "app" for submitting complaints.

(d) Bus Exchange at the Library – Development Proposal

The Director of Development Services provided a statement regarding a developer's request to re-locate the bus exchange in front of his property, to favour his development. Staff prefer that the design of the development accommodate the exchange instead.

Action Item: Dan Sommer will update the Committee at regular meetings as information becomes available.

(e) Crosswalk Timing at Park Street and Lougheed Highway

A complaint has been received regarding difficulties crossing Lougheed Highway at Park Street, as there does not seem to be enough time to cross the street before the light changes. MoTI will need to investigate the light timing of this walkway.

Action Item: Tracy Kyle will follow up with the MoTI.

6. NEXT MEETING

Thursday, April 7 at 1:30 pm in the Conference Room at the Municipal Hall.

7. ADJOURNMENT

Moved by Ken Collier

That the meeting be adjourned.

CARRIED

The meeting adjourned at 3:11 pm.