



City of Maple Ridge  
Transportation Advisory Committee  
**AGENDA**

Wednesday, April 28, 2021 at 7:00 pm  
Held via Zoom Teleconference

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**Meeting Access Information**

To practice social distancing during the COVID-19 pandemic we will be holding the Transportation Advisory Committee (TAC) meeting via teleconference. All participants including members of the public are asked to join the meeting from home using the access information provided:

**Join the meeting from your computer, tablet or smartphone:**

<https://mapleridge-ca.zoom.us/j/99699624793?pwd=K2g2WIRZTjQ0QnpibmxmWmgwUkptZz09>

**Or call in using your phone:**

Dial +17789072071 Meeting ID: **931 5581 1508** Passcode: **456257**

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1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES**
  - 3.1 February 24, 2021 – Regular Meeting
  - 3.2 March 24, 2021 – Special Meeting
4. **DELEGATIONS**
  - 4.1 ICBC Road Safety Overview – 7:15 PM  
Kate Woochuk, Road Safety & Community Coordinator
  - 4.2 T2050 TransLink – 7:35 PM  
Vincent Gonsalves, Manager Community Relations, TransLink
5. **QUESTION PERIOD** 7:55 PM
6. **NEW AND UNFINISHED BUSINESS**
  - 6.1 Anti-Discrimination Policy 8:05 PM
  - 6.2 Respectful Workplace Policy 8:10 PM
  - 6.3 Strategic Transportation Plan Project Overview 8:15 PM
7. **LIAISON UPDATES**
  - 7.1. Staff Liaison 8:40 PM
  - 7.2. Council Liaison 8:45 PM
8. **ROUNDTABLE** 8:50 PM
9. **ADJOURNMENT**

**Next Meeting: June 23, 2021**

**Agenda Items Submission Deadline: June 9, 2021**

**QUESTION PERIOD**

Question Period provides the public with the opportunity to ask questions or make comments on subjects that are of concern to them. Each person will be given 2 minutes to speak.  
Up to ten minutes in total is allotted for Question Period.



City of Maple Ridge  
Transportation Advisory Committee  
MEETING MINUTES

The Minutes of the Regular Meeting of the Transportation Advisory Committee (TAC),  
held via Zoom teleconference on February 24, 2021 at 7:00 pm.

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**COMMITTEE MEMBERS PRESENT**

Councillor Gordy Robson	Council Liaison
Gary Hare	Member at Large
Eric Phillips	Member at Large
Ineke Boekhorst	Member at Large
Jennifer Wright	Member at Large
Vijay Soparkar	Member at Large
Pascale Shaw	School District No. 42 Board Trustee

**STAFF MEMBERS PRESENT**

Mark Halpin	Staff Liaison/Manager of Transportation
Josh Mickleborough	Director of Engineering
Sabina Chand	Committee Clerk

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Mark Halpin, Staff Liaison chaired the meeting until the election of the chair.

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-001

It was moved and seconded

That the agenda for the February 24, 2021 Transportation Advisory Committee be approved as amended to add item 6.5 Discussion of the Active School Task Force.

CARRIED

**3. ADOPTION OF THE MINUTES**

R/2021-002

It was moved and seconded

That the minutes of the Maple Ridge Transportation Advisory Committee meeting dated November 25, 2020 be adopted.

CARRIED

**4. DELEGATIONS – NIL**

**5. QUESTION PERIOD - NIL**

**6. NEW AND UNFINISHED BUSINESS**

**6.1. Advisory Committee Overview**

The Staff Liaison provided a PowerPoint presentation on the Transportation Advisory Committee orientation and highlighted the following: legislative procedures, role and function of advisory committees, City meeting guidelines and 2021 deliverables.

**6.2 Transportation Department Overview**

The Staff Liaison presented on the City's Engineering Department and answered questions and comments from the Committee.

**6.3 2021 Transportation Capital Project Map**

The Staff Liaison provided an overview of the projects outlined and long-term strategies displayed in the 2021 Transportation Capital Project Map and answered questions and comments from members.

**6.4 Chair and Vice Chair Selection**

The Staff Liaison opened up the floor to nominations for Chair and Vice Chair of the Transportation Advisory Committee.

R/2021-003

It was moved and seconded

**That Gary Hare be elected as Chair of the Transportation Advisory Committee for 2021.**

CARRIED

R/2021-004

It was moved and seconded

**That Eric Phillips be elected as Vice Chair of the Transportation Advisory Committee for 2021.**

CARRIED

Note: At this time, Gary Hare began chairing the meeting.

**6.5 Discussion of the Active School Task Force**

It was noted at the beginning of the meeting that the Active School Task Force was concluded as of December 31, 2020.

Jennifer Wright provided a verbal report and requested for a timeline extension of the Task Force due to COVID delays. Staff advised that as per Policy 3.11, a report should be provided to the parent Committee for further review to ensure the objective aligns with the TAC 2021 Work Plan and mandate.

R/2021-005

It was moved and seconded

**That the Active School Task Force prepare a report and present back to the Transportation Advisory Committee at a Special meeting that will be held in three weeks for consideration.**

CARRIED

**7. LIAISON UPDATES**

**7.1 Staff Liaison – NIL**

**7.2 Council Liaison - NIL**

**8. TASK FORCE UPDATES - NIL**

**9. ROUNDTABLE - NIL**

**10. ADJOURNMENT – 9:27 p.m.**

The next regular meeting of the Transportation Advisory Committee will be held on Wednesday, April 28, 2021 at 7:00 pm.

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Gary Hare, Chair

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City of Maple Ridge  
Transportation Advisory Committee  
SPECIAL MEETING MINUTES

The Minutes of the Special Meeting of the Transportation Advisory Committee (TAC),  
held via Zoom teleconference on March 24, 2021 at 4:00 pm.

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**COMMITTEE MEMBERS PRESENT**

Councillor Gordy Robson	Council Liaison
Gary Hare, Chair	Member at Large
Jennifer Wright	Member at Large
Pascale Shaw	School District No. 42 Board Trustee
Vijay Soparkar	Member at Large
Eric Phillips, Vice Chair	Member at Large
Ineke Boekhorst	Member at Large

**STAFF MEMBERS PRESENT**

Josh Mickleborough	Director of Engineering
Mark Halpin	Staff Liaison; Manager of Transportation
Stephanie Nichols	Corporate Officer
Erin Mark	Clerk 3

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Note: Eric Phillips and Ineke Boekhorst were not present at the beginning of the meeting.

**1. CALL TO ORDER**

At this time the Corporate Officer provided an update on the Committee Review Task Force that has been reviewing all Committees of Council. It was noted that the Task Force has requested that no new Committee Task Forces be created until Council has an opportunity to review Policy 3.11 – Committees of Council in Q2 2021 and that the review is intended to provide additional guidance as to the roles and responsibilities of Committees and Committee Task Forces.

The Committee discussed the implications of this decision on the Active Transportation for Schools Transportation Task Force Update scheduled for the meeting and determined to continue with the remainder of the agenda.

Note: Ineke Boekhorst joined the call at 4:05 pm and Eric Phillips joined at 4:15 pm during the discussion of the Committee Review Task Force.

**2. QUESTION PERIOD - NIL**

### 3. NEW AND UNFINISHED BUSINESS

#### 3.1. Active Transportation for Schools Task Force Report Update

Jenny Wright provided a summary of the Active Transportation for Schools Task Force Report and highlighted the benefits of Active Transportation to the participants, community and environment. Ms. Wright spoke about the interest from the SD42 DPAC and several Maple Ridge PAC's that the Task Force had met with and shared that the BC Ministry of Transportation and Infrastructure has partnered with BC Healthy Communities for the Active School Pilot Program which offers resources and grant funding to schools in effort to increase the number of school children that choose active transportation to get to school.

Ms. Wright outlined the work plan for the proposed Active School Travel (AST)/ School Travel Planning (STP) Task Force that is designed to explore if there is a role for the Transportation Advisory Committee (TAC) to play in facilitating children actively transporting themselves to school.

- 1) Study and discuss existing toolkits and programs, which are available to facilitate active transportation and school trip planning;
- 2) Engage with Maple Ridge DPAC's/PAC's and Maple Ridge private school administrators, to share AST/STP information, toolkits and resources at their request;
- 3) Gather information from interested Maple Ridge schools, to assess the interest in promoting AST/STP at their school, what their experiences have been in this area, and what they would find supportive to accomplish this.
- 4) Provide a report with recommendations to the TAC for discussion to determine if the recommendations can be supported by the TAC.

#### MAIN MOTION

R/2021-006

It was moved and seconded

**That the report titled Active Transportation for Schools Task Force Report to the City of Maple Ridge Transportation Advisory Committee containing recommendations that the original task force be concluded and a new task force commence be accepted; and further**

**That the proposal for the new task force as outlined in Appendix C of the Report be approved.**

#### MOTION TO AMEND

R/2021-007

It was moved and seconded

**That the motion be amended by adding that the new task force be approved subject to the review of Policy 3.11 by the Committee Review Task Force.**

AMENDMENT CARRIED

#### Question on the Main Motion

The question was then called on the Main Motion.

CARRIED AS AMENDED

#### MAIN MOTION AS AMENDED

**That the report titled Active Transportation for Schools Task Force Report to the City of Maple Ridge Transportation Advisory Committee containing recommendations that the original task force be concluded and a new task force commence be accepted; and further**

**That the proposal for the new task force as outlined in Appendix C of the Report be approved subject to the review of Policy 3.11 by the Committee Review Task Force.**

The Staff Liaison shared that a report outlining the approach for updating the City's Strategic Transportation Plan will be provided for Council consideration soon and that the proposal offers a variety of engagement opportunities for the TAC and the public. Members expressed an interest in providing input during the update of the Strategic Transportation Plan.

Members enquired if TAC could email a survey to PAC's to gather the interest of parents for an active transportation related program. The Staff Liaison requested that the TAC not engage with the public without the approval of Council.

R/2021-008

It was moved and seconded

**That the discussion surrounding Transportation Advisory Committee's community engagement be tabled until the next Transportation Advisory Committee meeting on April 28, 2021.**

CARRIED

#### 4. ADJOURNMENT

The meeting adjourned at 5:05 pm.

The next regular meeting of the Transportation Advisory Committee will be held on Wednesday, April 28, 2021 at 7:00 pm.

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Gary Hare, Chair

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