



Citizen's Transportation Advisory Board (CTAB)

March 16, 2022

5:30 – 7:00 p.m.

Webex Meeting

Draft Meeting Minutes

Attending Members: Randy McGlenn (PeTT, chair), Cliff Winger (PCTS), Grant Shipley (BAB), Hayley Harrison (HRC)

Attending Staff: Shauna Harshman, Clint Harris, Chris Cafaro, Kevin Picanco

Community Members:

Meeting called to order at 5:30

Welcome and Introductions

- Introduction of new member Hayley Harrison from the Human Rights Commission

Agenda Revisions

- Moving Clint's items forward
 - 2021 adjustment to project near Lowes with bus routes, bus route portions taken out of the project due to the need to rebuild the street instead of grind and overlay.
 - Adjustment of 2022 projects due to escalating costs.
- Almost done with the residential crack sealing, making big push right now to get through the last of the work before the weather gets too cold.
- Changing terminology of residential streets to local access.
- Revised project list to Council in mid-November – they will start to work in parallel.
 - Motion to approve the changes to the list of proposed projects - Randy moved, Hayley seconded. Passed unanimously.
- Crack Seal prep versus Crack seal reporting of costs. Keep crack seal at \$400k, and track the prep as part of district project costs.

Approval of minutes from last meeting

- Grant moves, Randy Seconds – Both approved

Council Liaison Report

- New members to Council by Friday
- Project updates to Council for approval in April

Committee Liaison Reports

- BAB
 - DivisionConnects was major focus of meeting topic
 - Nick Hamad and Don Kardong bridge update prior meeting
- PCTS
 - 6-year plan update by Kevin Picanco
 - MONCI will be providing monthly updates
- PeTT
 - Randy is working on updates to PeTT function

Open Issues

- Work Plan Review –
 - Policies and procedures complete – vote at next quorum meeting next month and then post

New Business

- Project Status Updates

New Business

- New matrix discussion – adding items on equity, and other indicators from street rebuild matrix.
- Project spreadsheet revisions –
- Criteria for creating project areas-
 - Chris uses matrix data
 - Should be district reps selecting projects, increasing or reducing project size
 - Process to suggest new projects – limits of the streets, then Chris can pull the numbers and do the matrix etc. and get back to the committee. We will work to get that info into P & P and onboarding. Make it an agenda item for future meeting to train.
- Sidewalk funding – Kevin Picanco
 - North River Drive Sidewalk – Washington St. East
 - Bid and contract awarded, fall 2021, construction started this week
 - Driscoll
 - Proposed 2020 to 2022

- Driscoll-Alberta-Cochrane (\$650,000) they have secured additional funds from Safe routes to schools and will not need all of the money, suggesting adding new infill project – Haven St. Sidewalk Infill
 - Discussion of funding, leveraging funds, ADA ramps, sidewalk data.
 - Put Kevin’s item on next month’s agenda for approval to move to council for approval.
- Review of winter maintenance requests
 - Clint presentation of mud boils

Open forum

- Communication – distribution email list

Wrap up and what’s next

- Next meeting date April 17th

Adjourn

Meeting adjourned at 7:08 pm.

Minutes taken by TBD Administrator and City Council Liaison, Shauna Harshman

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