

**Meeting Location:**

- Boardroom, Coquitlam Public Library, City Centre Branch (1169 Pinetree Way, Coquitlam)
- Google Meet

**Attendance**

| <b>Person</b>     | <b>Affiliation</b>                                   |
|-------------------|--|
| <b>Andrew H</b>   | Tri-Cities Committee                                 |
| <b>Colin F</b>    | Tri-Cities Committee                                 |
| <b>Colleen M</b>  | Tri-Cities Committee                                 |
| <b>Dragana R</b>  | Tri-Cities Committee                                 |
| <b>Leon L</b>     | Tri-Cities Committee                                 |
| <b>Paul W</b>     | Tri-Cities Committee                                 |
| <b>Rob A</b>      | Tri-Cities Committee                                 |
| <b>Vince H</b>    | Tri-Cities Committee                                 |
| <b>Dave R</b>     | Maple Ridge-Pitt Meadows Committee                   |
| <b>Peter Y</b>    | Maple Ridge-Pitt Meadows Committee                   |
| <b>Sigrun G</b>   | Maple Ridge-Pitt Meadows Committee                   |
| <b>Robert W</b>   | New Westminster Committee                            |
| <b>Sheila Hui</b> | Ministry of Transportation and Infrastructure (MOTI) |

**Discussion with Sheila Hui – Mary Hill Bypass, Port Mann Bridge to Shaughnessy St**

- Sheila noted the bridge over the Coquitlam River is a structural constraint for the route
- Funding & stakeholders are major issues for MOTI
- MOTI’s decision to fund & fix issues are based on safety, mobility, access, and connectivity with other routes
- Dragana asks if MOTI has “top gap list” – Sheila notes MOTI has priorities, but often internal-only
- Sheila notes priorities can change year over year – i.e. Abbotsford floods & highway rebuilding were a major focus
- Peter notes the trail on the south side of Mary Hill Bypass is in poor condition, and the bridge is too narrow. He further notes lack of cycling facilities connecting to the Port Mann Bridge greatly reduce connectivity & opportunity
- Dave notes he wishes there were a separated facility. He bikes this route frequently.
- Sheila notes fixing the bridge would not be simple, even though it is MOTI’s bridge - there are issues with the KFN, Department of Fisheries and Oceans, Penitentiary, and cities of Port Coquitlam & Coquitlam
- Dave notes where the highway meets the bridge, the bump in the connection shakes debris off of cars and provides hazards to people biking
- Sheila notes “easy projects are done already” – remaining MOTI priorities are difficult for several reasons. Additionally, MOTI’s mandate has shifted more in favour of active transportation.
- Leon reiterates HUB’s support for fixing this gap. There is a lack of connections with the Golden Ears Bridge, Port Mann, Traboulay Trail, and other routes.
- Paul asks why MOTI hasn’t put in rumble strips along the painted bike lane in several locations. Sheila says some cyclists believe it can be unsafe.
  - Sheila notes raised rumble strips can be scraped off via snow removal, which can create debris in bike lane. The other option is to grind in the rumble strip, but this reduces road durability & creates maintenance problems as the grinding creates cracks that can lead to water & salt ingress
  - Sheila notes in the US, interstates use concrete instead of asphalt, which is easier to grind in
- Vince asks what it would take to get rumble strips on this corridor. Sheila notes it’s project-specific and evaluated on a case-by-case basis. If there were more uniform support, it would be easier to implement.
- Robert W asks if the upgrades go ahead, will they be built to AAA standards or based on current, very confident, riders and their needs? Robert W further notes lack of maintenance on this stretch. Sheila says she will bring this back to MOTI.



## HUB Cycling Tri-Cities Committee Meeting Minutes

Meeting Date:

March 7, 2022

Minutes Ratified:

Your Cycling Connection

- Robert W asks on timeline for potential upgrades. Sheila says it will be a while (as in, years). Sheila is meeting with several organizations for this
- Paul asks: How much impact do elected reps have on MOTI's decisions for certain areas?
  - Sheila says MOTI is neutral – not party-specific. However, MLAs/MPs etc can bring forth concerns to the Ministry.
- Peter asks regarding the \$100m funding – can that be used?
  - Sheila notes it's based on municipalities and their demands. These are not Ministry projects – they're city projects, funded by MOTI.

### Ratification of Previous Meeting's Minutes

- The committee agrees the previous meeting minutes are accurate.

### Report from Co-Chair #1: Andrew Hartline

- The letter to Coquitlam for United Boulevard has been sent out. Thomas has responded: Coquitlam is currently moving into the design phase for a proper AAA connection. Coquitlam's hired engineering consultants have completed surveying and feasibility.
- Question from Paul regarding the riverfront greenway. Andrew notes it's on the backburner as it will take decades to acquire the right-of-way via redevelopment. HUB pushed for "behind the box stores" solution for several years. Although there would be fewer intersections compared to using the road, issues such as ROWs, private land, and riparian concerns are burdensome.
- Andrew notes he is back on the Port Moody Transportation Committee. Port Moody has restarted the group with the same members. This will provide Andrew the opportunity to work with other active transportation-focused members and receive early reports from engineering. Andrew is not sure who the Chair is from Council. Andrew may also make a presentation to the committee at any time if he would like.

### Report from Co-Chair #2: Colin Fowler

- Colin notes he has rolled out new templates and trackers for the committee.

### Report from the Infrastructure Lead (Vince)

- Vince has taken over the gap spreadsheet. Notes for new members that approximately 160 gaps have been identified. Three gaps closed since the beginning of year (Gatensbury from Regan to Port Moody closed via new MUP, Sumiqwuelu lands closed via new signage, Loughheed highway from Christmas Way to Pinetree closed via new MUP). This has been updated on the spreadsheet and updated on our gap map.
- The path has been reinstated at Mundy Park on southwest side next to the works yard
- Vince notes he attended a meeting with Port Moody last week regarding the Seaview Lands (between Glenayre Park and St Johns). Vince attended this meeting and noted a very pro-bike atmosphere. Clarke Drive bisects the area and proves dangerous for people attempting to cross it, such as parents with children. The group hopes to see safer streets.
- Vince confirmed Aaron Dixon is still our contact at Coquitlam.

### Report from the Trails & Greenways Representative (Leon)

- Leon notes his role is to connect greenways via Trans-Canada Trail. Lots of dead ends in streets, lanes, or other areas where navigation can be difficult.
- Leon notes significant work with First Nation recently – working to get First Nations on board especially with Great Blue Heron Way. Riverview/Sumiqwuelu is part of this, with significant heritage concerns present
- Leon notes significant number of greenways through Tri-Cities. Issues with signage & awareness/wayfinding.

### Action Item Review

- The committee reviewed the [Action Item list](#). Progress updates are shared on the attached pages.



## HUB Cycling Tri-Cities Committee Meeting Minutes

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Your Cycling Connection

### Updates

#### Oakdale Letter

- Dragana notes no updates regarding the Oakdale letter. This item will be removed from subsequent agendas.

#### United Boulevard Letter

- Andrew notes update per his executive report. This item is closed and will be removed from subsequent agendas.

#### Approval of New Member Brochure

- The committee approved the [New Member Brochure](#). This item will be removed from subsequent agendas.

*Action Item: Colin will submit the brochure to approvals for signoff. Following each meeting, Colin will send it out to new members.*

#### Sumiqwuelu

- No additional updates on this item as the signage is complete. This item will be removed from subsequent agendas.

### New Items

#### Approval Request – Clarke St Protected Bike Lane letter

- The committee approved the [Clarke St/Guildford Way letter](#).

*Action Item: Colin will submit the letter to approvals for signoff. Following this, Colin will submit it to Port Moody Council as well as Geoffrey Keyworth.*

#### Coquitlam Road Safety Strategy

- It is noted that Coquitlam has launched the RFP for a road safety strategy. The City hopes to obtain a consultant to perform work such as data analysis and making recommendations on safety improvements, especially near schools and for vulnerable road users. This is very positive.

#### Lougheed MUP – Westwood to Pinetree

- Coquitlam has launched the tendering process for a MUP on the north side of Lougheed Highway between Westwood Street and Pinetree Way. The MUP is at least 3.5m wide and is expected to be useable by mid-August.

### Action Plan Tracking

- The committee reviewed the [Action Plan Tracker](#). Progress updates are shared on the attached pages.
- The committee resolved to hold a meeting with the Kwikwetlem First Nation

*Action Item: Colin will reach out to the Kwikwetlem First Nation to inquire about a meeting.*

### Top 10 Gaps – Last Noted Action

- The committee reviewed the [Last Noted Action](#) tracker. Progress updates are shared on the attached pages.

*Action Item: Colleen will contact relevant parties regarding the Sasamat Greenway to look for meaningful ways to move the conversation forward.*

### Top 10 Gaps – Advocacy Tracker

- The committee reviewed the [Advocacy Tracker](#). Progress updates are shared on the attached pages.

*Action Item: Colleen will write a letter for the Sasamat Greenway once she ascertains direction in speaking with stakeholders*



## **HUB Cycling Tri-Cities Committee Meeting Minutes**

**Meeting Date:**

March 7, 2022

**Minutes Ratified:**

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### **Next Meeting**

Date/Time:

Tuesday, April 4 at 6:30 PM

Location:

- Board Room, Coquitlam Public Library, City Centre Branch (1169 Pinetree Way, Coquitlam)
- Google Meet
  - <https://meet.google.com/rgn-hnsh-ucw>
  - To join by phone, dial +1 604-774-6771 and enter this PIN: 499 951 324#

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### Action items from our meetings

Updates following March 7, 2023 Meeting

| #  | Origin Date | Item   | Responsible | Update?   | Update date | Status      |
|----|-------------|--|-------------|---|-------------|-------------|
| 1  | 2022-11-01  | Almost all candidates were enthusiastic about eliminating parking minimums. This could be worth mentioning to city staff           | Colin       | Colin to send email to Coquitlam email re parking minimums.<br>Colin to send email to Coquitlam regarding improving bike parking in civic facilities - Poirier is a good example  | 2023-03-07  | Not started |
| 2  | 2022-12-06  | Colony Farm trail flood update - grant application submitted. Thomas Thivener said the City would hear back in the spring of 2023. | Colin       | Colin reached out to Thomas. We'll find out more about the status later in the spring with design work, if the grant is successful. It is expected the design work will take until spring 2024. Colin will follow up in May.  | 2023-03-04  | In Progress |
| 3  | 2023-01-03  | Committee to send letter to Coquitlam regarding United Boulevard   | Andrew      | Andrew has submitted the letter to Thomas Thivener. Thomas notes functional design work has just begun via external engineering consultants, with survey work and planning assessments both complete. Thomas was unable to provide a timeline for completion of the design. | 2023-03-07  | Complete    |
| 4  | 2023-01-03  | Vince to confirm if Aaron Dixon is on parental leave   | Vince       | Aaron has confirmed he continues to be our primary contact for cycling infrastructure in Coquitlam.   | 2023-02-27  | Complete    |
| 5  | 2023-01-03  | Andrew to discuss the status of the Transportation Committee with Port Moody   | Andrew      | Port Moody has reinstated the Transportation Committee. Andrew is a member again.   | 2023-03-07  | Complete    |
| 6  | 2023-02-07  | Vince to send list of completed gaps to Jeff Leigh for removal from Gap Map  | Vince       | Vince has done this.  | 2023-02-25  | Complete    |
| 7  | 2023-02-07  | Colin to build "Matrix" for gaps, news articles, and letter options  | Colin       | Colin completed this and sent it to committee for review  | 2023-02-12  | Complete    |
| 8  | 2023-02-07  | Colin to build onboarding package for new members  | Colin       | This has been approved by HUB Central and sent to the committee, as well as new attendees from last night's meeting.  | 2023-03-08  | Complete    |
| 9  | 2023-02-07  | Colin to reach out to MOTI to invite them to a future HUB meeting to discuss the Mary Hill Bypass gap.                             | Colin       | Sheila Hui will be attending the March 7 meeting.   | 2023-02-15  | Complete    |
| 10 | 2023-02-07  | Dragana to send emails to TORCA, Force of Nature, and Tri-Cities Cycling   | Dragana     | Joined Burnaby HUB committee Discord in Dec 2022. Exchanged emails with Ken Porter (TORCA) on Feb 28, 2023. Sent email to Force of Nature (organizer@forceofnaturealliance.ca) on Feb 28, 2023. Exchanged emails with Rachel from Tri-Cities Cycling on Mar 2, 2023.        | 2023-02-28  | In Progress |
| 11 | 2023-02-07  | Colleen to encourage Tri-City News to write an article on the Sumiqwuelu pathway   | Colleen     | Colleen has reached out to Mario Bartel. Interview date is March 9 (or 16)  | 2023-03-07  | In Progress |
| 12 | 2023-02-07  | Dragana to monitor for response to the Oakdale letter  | Dragana     | Forwarded our Oakdale letter to Tri-Cities Dispatch, Oakdale Neighbourhood Association and Burnaby HUB Committee on Jan 7, 2023.  | 2023-01-07  | In Progress |
| 13 | 2023-03-02  | Dragana to monitor and update TriCityFix app   | Dragana     |   |             | Ongoing     |
| 14 | 2023-03-02  | Dragana to update gaps and "data dashboard" maps   | Dragana     |   |             | Ongoing     |
| 15 | 2023-03-02  | Dragana to collect info on snow clearing   | Dragana     | Received update from Mike Por, City of PoCo on Feb 28, 2023. Port Coquitlam plans to create a snow clearing map at a later date. Mike noted off-street MUPs are a priority for snow clearing & brining to prevent ice.  | 2/28/2023   | In Progress |
| 16 | 3/7/2023    | Colin to reach out to the KFN for a meeting  | Colin       |   |             | Not started |
| 17 | 3/7/2023    | Colin to send New Member Brochure to members   | Colin       | Colin sent to new meeting attendees.  | 3/8/2023    | Complete    |
| 18 | 3/7/2023    | Colin to send Clarke/Guildford PBL letter to Port Moody  | Colin       | Letter approved & sent to Port Moody. Currently awaiting response.  | 3/9/2023    | In Progress |
| 19 | 3/7/2023    | Colleen to reach out to her connections regarding the Sasamat Greenway.  | Colleen     |   |             | Not started |



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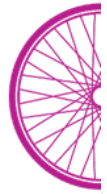
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## Tracking for our 2023 Action Plan

Updated following the March 7, 2023 meeting

[https://wiki.bikehub.ca/index.php?title=TriCities\\_Committee\\_Priorities\\_For\\_2023](https://wiki.bikehub.ca/index.php?title=TriCities_Committee_Priorities_For_2023)

| Item #  | Item  | Responsible                     | Update   | Update Date | Status      |
|---|---|---------------------------------|--|-------------|-------------|
| <b>Improve relationships with local governments</b> |   | Andrew                          |  |             | In Progress |
| 1.1   | Have a committee meeting with a representative from the KFN   | Andrew                          | Colin will reach out to the KFN to invite them to a meeting  | 2023-03-07  | Not Started |
| 1.2   | Have a committee meeting with a representative from each of PoCo, Port Moody, or Coquitlam staff or council   | Andrew                          |  |             | Not Started |
| 1.3   | Have a committee meeting with representatives from MOTI and Metro Vancouver in 2023   | Andrew                          | MOTI has attended our March 2023 meeting   | 2023-03-07  | In Progress |
| 1.4   | Have email correspondence with Belcarra or Anmore representatives at least once   | Colleen                         | Colleen has received email correspondence from Belcarra Councillor Clark regarding Belcarra priorities.  | 2023-02-18  | Complete    |
| 2   | Keep apprised of ongoing development in cities  | Kathryn, Vince, Andrew, Colleen |  |             | Ongoing     |
| 3   | Write one letter, hold a stakeholder meeting, or a get new story in the local press about each of the Top 10 gaps   | Andrew                          | Work underway - view our progress here <a href="https://docs.google.com/spreadsheets/d/1Vni5HsTayMCJPMt602BHcwpvHRB3mjXZ3Gig2Y_DeI4/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1Vni5HsTayMCJPMt602BHcwpvHRB3mjXZ3Gig2Y_DeI4/edit?usp=sharing</a> | 2023-02-25  | In Progress |
| <b>Improve Committee Focus &amp; Efficiency</b>     |   | Colin                           |  |             | In Progress |
| 1   | Set up meeting structure to bolster "long-term memory" and keep track of long-term items  | Colin                           | Colin has built templates, guides, and meeting agenda format to support this   | 2023-02-25  | Complete    |
| 2   | Read mission statement at beginning of every meeting  | Colin                           | This is built into the meeting agendas and we're unlikely to forget.   | 2023-02-25  | Ongoing     |
| 3   | Review Top 10 Gaps at the beginning of every meeting  | Colin                           | This is built into the meeting agendas and we're unlikely to forget.   | 2023-02-25  | Ongoing     |
| 4   | Review Action Plan priorities at the beginning of every meeting   | Colin                           | This is built into the meeting agendas and we're unlikely to forget. Additionally, Colin has built this tracker to ensure we can keep track of priorities.   | 2023-02-25  | Ongoing     |
| 5   | Set aside a few minutes in every meeting to decide on next month's Action Plan priorities   | Colin                           | Added to new agenda  | 2023-02-26  | Ongoing     |
| 6   | All meeting agendas should have links to Gap List & Action Plan   | Colin                           | Added to new agenda  | 2023-02-26  | Complete    |
| 7   | Ensure all new members get a link to the wiki page that includes easy access to gap list & action plan  | Colin                           | The committee has approved the draft new member package. Colin has sent it to approvals.   | 2023-02-07  | In Progress |
| <b>Improve Integration with Community</b>           |   | Dragana & Colleen               |  |             | In Progress |
| 1   | Use Tri-City Fix to keep track of citizens' cycling concerns  | Dragana                         |  |             | Ongoing     |
| 2   | Use MailChimp metrics to keep track of our reach. Colin will review metrics in viewership & opens in March, June, September, and December to determine trends and make any adjustments. | Colin                           | March 7 - Continuing on trend of "opens" in the mid-high 50% range. Views are stable.  | 2023-03-07  | Ongoing     |
| 3   | Have at least four articles in the Tri-City News this year  | Colleen                         | One article in progress.   | 2023-02-25  | In Progress |
| 4   | Have a booth at 3 different events  | ?                               |  |             | Not Started |
| 5   | Update booth gifts & items  | ?                               | Committee decided the booth gifts are sufficient.  | 3/7/2023    | Complete    |
| 6.1   | Reach out to Tri-Cities Cycling at least twice per year   | Dragana                         | Dragana reached out to Tri-Cities Cycling on March 2. Action is 1/2 complete.  | 3/7/2023    | In Progress |
| 6.2   | Reach out to TORCA at least twice per year  | Dragana                         | Dragana reached out to TORCA on February 28. Action is 1/2 complete.   | 3/8/2023    | In Progress |
| 6.3   | Reach out to Force of Nature at least twice per year  | Dragana                         | Dragana reached out to Force of Nature on February 28. Action is 1/2 complete.   | 3/9/2023    | In Progress |



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**Last Noted Action on each of our Top 10 Gaps**

Updated following the March 7, 2023 meeting

| #  | Gap   | LNA Date   | Aging (Days) | Action   | Result   |
|----|---|------------|--------------|--|--|
| 8  | Regan Avenue, Coquitlam   | 0          | 3/11/2023    | NA   |  |
| 9  | Mariner Way at Austin to Lougheed Highway at Colony Farm Road, Coquitlam    | 0          | 3/11/2023    | NA   |  |
| 3  | Pitt River Bridge to Coquitlam Centre                                       | 2022-03-29 | 347          | Letter to PoCo to support grant funding for new Coquitlam River bridge on Lougheed | Unknown  |
| 5  | Sasamat Greenway, Belcarra/Anmore/Port Moody                                | 2022-04-25 | 320          | Defeated by Belcarra Council   |  |
| 10 | Moray Street from St Johns Street to Como Lake Avenue, Coquitlam/Port Moody | 2022-05-03 | 312          | Committee decided to pause advocacy for this route                                 | NA   |
| 6  | Coquitlam Central Station to the Port Mann Bridge, Coquitlam                | 2023-01-21 | 49           | Signage through Sumiqwuelu   | New signage achieved.  |
| 1  | United Boulevard, Coquitlam   | 2023-03-03 | 8            | Letter to Coquitlam  | Thomas Thivenever has noted the City is currently initiating design work on a MUP following topographical surveys. |
| 7  | Mary Hill Bypass, Port Coquitlam/Coquitlam                                  | 2023-03-07 | 4            | Meeting with MOTI  | Sheila Hui attended the HUB meeting and provided insight into MOTI's operations and decisions.                     |
| 2  | Guildford Way, Coquitlam  | 2023-03-10 | 1            | Letter to Port Moody   | TBD  |
| 4  | Clarke Street, Port Moody   | 2023-03-10 | 1            | Letter to Port Moody   | TBD  |







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### Gap Advocacy Tracker

All gaps to receive one news article, letter, or meeting

\*Items below should be DATED. I.e. if a letter was sent for Gap 3 in April 2023, you'd see "April 2023" in the "Letter" column for Gap #3

Updated following the March 7, 2023 meeting

| #  | Gap   | News Article? | Letter? | Meeting? |
|----|---|---------------|---------|----------|
| 1  | United Boulevard, Coquitlam   |               | March 4 |          |
| 2  | Guildford Way, Coquitlam / Port Moody                                       |               | March 9 |          |
| 3  | Pitt River Bridge to Coquitlam Centre, Coquitlam / Port Moody               |               |         |          |
| 4  | Clarke Street, Port Moody   |               | March 9 |          |
| 5  | Sasamat Greenway, Belcarra/Anmore/Port Moody                                |               | TBD     |          |
| 6  | Coquitlam Central Station to the Port Mann Bridge, Coquitlam                |               |         |          |
| 7  | Mary Hill Bypass, Port Coquitlam/Coquitlam                                  |               |         |          |
| 8  | Regan Avenue, Coquitlam   |               |         |          |
| 9  | Mariner Way at Austin to Lougheed Highway at Colony Farm Road, Coquitlam    |               |         |          |
| 10 | Moray Street from St Johns Street to Como Lake Avenue, Coquitlam/Port Moody |               |         |          |

