



PUBLIC MEETING AGENDA

Version: June 18, 2021

June 24, 2021, 9:00AM to 10:00AM

Via Videoconference (live streamed to [Mayors' Council YouTube Channel](#))

Chair: Mayor Jonathan X. Coté

Vice-Chair: Mayor Jack Froese

Note that times for each agenda item are estimates only. This meeting will be livestreamed and available afterwards on the [Mayors' Council's YouTube channel](#).

8:50AM	<i>Technology Test:</i> Members please connect to the meeting early, by 8:50AM, to provide time to trouble-shoot any connection problems.
9:00AM	1. PRELIMINARY MATTERS 1.1. Adoption of agenda Page 1 1.2. Approval of Minutes (May 27, 2021) 2
9:05AM	2. PUBLIC DELEGATES 6
9:30AM	3. REPORT OF TRANSLINK MANAGEMENT 3.1. CEO Report ORAL 3.2. 10-Year Vision Implementation Update: Local Government Cost-Sharing Programs ON TABLE
9:45AM	4. REPORT OF THE FINANCE AND GOVERNANCE COMMITTEE 4.1. Fall 2021 Meeting Policy 7
9:55AM	5. OTHER BUSINESS 5.1. Next Meeting (via videoconference) – July 29, 2021
10:00AM	6. ADJOURN to closed session

Note that Mayors' Council members and Public Delegates will be participating via Zoom videoconferencing. Zoom connection information sent separately via e-mail.

MEETING OF THE MAYORS' COUNCIL ON REGIONAL TRANSPORTATION DRAFT PUBLIC MEETING MINUTES

Minutes of the Public Meeting of the Mayors' Council on Regional Transportation (Mayors' Council) held Thursday, May 27, 2021 at 9:00 a.m. via videoconference.

PRESENT:

Mayor Jonathan Coté, New Westminster, Chair
Mayor Jack Froese, Langley Township,
Vice-Chair
Chief Ken Baird, Tsawwassen First Nation
Councillor Christine Boyle, Vancouver
(alternate) (arrived at 9:28 a.m.)
Mayor Malcolm Brodie, Richmond
Mayor Linda Buchanan, North Vancouver City
Councillor Craig Cameron, West Vancouver
(arrived at 9:24 a.m.)
Mayor Bill Dingwall, Pitt Meadows
Mayor George Harvie, Delta
Mayor Mike Hurley, Burnaby

Mayor Mike Little, North Vancouver District
Mayor Doug McCallum, Surrey
Director Jenn McCutcheon, Electoral Area A
Mayor John McEwen, Anmore
Mayor Ron McLaughlin, Lions Bay
Mayor Mike Morden, Maple Ridge
Councillor Alison Morse, Bowen Island
Mayor Jamie Ross, Belcarra (arrived at
9:24 a.m.)
Mayor Rob Vagramov, Port Moody
Mayor Val van den Broek, Langley City
Mayor Darryl Walker, White Rock

REGRETS:

Mayor Brad West, Port Coquitlam

ALSO PRESENT:

Michael Buda, Executive Director, Mayors' Council on Regional Transportation Secretariat
Geoff Cross, Vice-President, Transportation and Planning, TransLink
Teresa O'Reilly, Manager, System Analytics, Strategic Planning and Policy, TransLink
Steve Vanagas, Vice-President, Customer Communications and Public Affairs, TransLink

PREPARATION OF MINUTES:

Carol Lee, Recording Secretary, Mosaic Writing Group

CALL TO ORDER

Chair Jonathan Coté declared that a quorum was present and called the meeting to order at 9:02 a.m.

Chair Coté acknowledged that the meeting is taking place on the unceded and traditional territories of the Halq'eméylem, Semiahmoo and Skwxwú7mesh speaking people. These refer to the language groups that more widely encompass the Indigenous people of many nations who use and continue to use the land on whose territories TransLink works, operates and serves. As a council, we recognize the importance of doing our best to build respectful relationships that contribute to stewarding the land and waters in the community with integrity and consideration for future generations.

1. PRELIMINARY MATTERS

1.1. Adoption of the Agenda

Draft agenda for the May 27, 2021 Public Meeting of the Mayors' Council on Regional Transportation, version dated May 21, 2021, was provided with the agenda material.

It was MOVED and SECONDED

That the agenda of the May 27, 2021 Public Meeting of the Mayors' Council on Regional Transportation be adopted, with the deletion of Item 2 as there are no registered Public Delegates.

CARRIED

1.2. Approval of Minutes (April 29, 2021)

Draft minutes of the April 29, 2021 Public Meeting of the Mayors' Council on Regional Transportation was provided with the agenda material.

It was MOVED and SECONDED

That the minutes of the April 29, 2021 Public Meeting of the Mayors' Council on Regional Transportation be adopted, as presented.

CARRIED

2. PUBLIC DELEGATES

Report titled "Item 2 – Public Delegate Presentations", dated May 20, 2021, was provided with the agenda material.

In accordance with Item 1.1, this item was deleted.

3. REPORT OF TRANSLINK MANAGEMENT

3.1 Transport 2050 (T2050) Phase 2 Engagement Update

Presentation titled "Phase 2 Engagement, Apr 19 – May 14" was provided with the agenda material.

Geoff Cross, Vice-President, Transportation and Planning, TransLink, led the review of the presentation provided with the agenda material and highlighted:

- Phase 2 engagement was conducted from April 19 to May 14, 2021
- Intention of Phase 2 of public engagement
- Channels used to promote the public engagement
- Public and stakeholder engagement events included in Phase 2
- Expectation that Phase 3 engagement on the T2050 strategy will be undertaken in September 2021.

It was MOVED and SECONDED

That the Mayors Council on Regional Transportation receive this report.

CARRIED

3.2 Ridership Recovery Update

Report titled "Item 3.2 – Ridership Recovery Update", dated May 20, 2021, was provided with the agenda material.

Teresa O'Reilly, Manager, System Analytics, Strategic Planning and Policy, TransLink, led the review of the presentation titled "Ridership Recovery Update" provided with the agenda material and highlighted

- Ridership recovery has been resilient and steady between March 2020 and April 2021
- Expectation that ridership will grow as the pandemic wanes
- 2020 Transit Service Performance Report (TSPR) provides details on how transit service has supported ridership recovery
- Service is the key to rebuilding ridership.

Mr. Cross commented:

- The Provincial Restart Plan announced on May 25, 2021 bodes well for transit ridership recovery
- A gradual return of ridership over the summer months will dictate the service levels that will be introduced in the fall 2021.

Discussion ensued on:

- Suggestion that TransLink and Boards of Trade collect information from municipalities and businesses, respectively, on their plans for recalling their employees to the workplace

Members Arrived

Councillor Craig Cameron and Mayor Jamie Ross joined the meeting at 9:24 a.m.

- Suggestion that TransLink emphasize the measures that have been taken to ensure the safety of the transit system:
 - Plans to continue with testing the ability of copper to fight off bacteria and viruses

Members Arrived

Councillor Christine Boyle joined the meeting at 9:28 a.m.

- Plans to encourage post-secondary students and children under the age of 12 to return to the transit system in September 2021
- The removal of capacity limitations on transit vehicles will be implemented in accordance with provincial health guidelines.

It was MOVED and SECONDED

That the Mayors Council on Regional Transportation receive this report.

CARRIED

4. OTHER BUSINESS

4.1. Next Meeting

The next Public Meeting of the Mayors' Council was scheduled for June 24, 2021 and will be held via videoconference.

5. ADJOURNMENT

There being no further business, the May 27, 2021 Public Meeting of the Mayors' Council on Regional Transportation was adjourned to a Closed Session at 9:33 a.m.

Certified Correct:

Mayor Jonathan X. Coté, Chair

Carol Lee, Recording Secretary
Mosaic Writing Group

TO: Mayors' Council on Regional Transportation
FROM: Gemma Lawrence, Coordinator, Mayors' Council Secretariat
DATE: June 18, 2021
SUBJECT: **ITEM 2 – Public Delegate Presentations**

RECOMMENDATION:

That the Mayors' Council on Regional Transportation receive this report.

PURPOSE:

To introduce the objectives and process for hearing from public delegates.

BACKGROUND:

Public participation at meetings is valued by the Mayors' Council, and 30 minutes is set aside at each open meeting to receive public delegations. The Mayors' Council will only receive public delegations who intend to speak on matters that are within the authority of the Mayors' Council.

Individuals can apply to be a delegate by completing the online [Application Form](#) up until 8:00AM, two business days prior to the meeting. In situations where there isn't enough time to hear from everyone wishing to speak, the Mayors' Council encourages written submissions be sent to mayorscouncil@translink.ca.

The webpage for public delegates includes a Protocol for Public Delegates that notes:

- the Mayors' Council Chair will exercise discretion in maintaining a reasonable level of order and decorum;
- delegates and all meeting participants are reminded that different points of view are respected, and discussions are kept above the level of personal confrontation, disruptive behaviour and profanity.

DISCUSSION:

The deadline to apply to speak to the Mayors' Council is 8:00am two days prior to the meeting. At the time of this report, not all prospective speakers will have had a chance to complete applications. Accordingly, the **list of approved speakers, as well as any written submissions or presentations, will be provided on table**. Any presentations provided by delegates will also be provided to Mayors' Council members only, on table (up to 10-pages maximum). Each delegation will be given a maximum of three minutes to address the Mayors' Council. As a general rule, there are no questions or discussion between Council and delegates. The policy governing Public Delegates can be [found online](#).

TO: Mayors' Council on Regional Transportation

FROM: Mike Buda, Executive Director, Mayors' Council Secretariat

DATE: June 16, 2021

SUBJECT: **ITEM 4.1 – Fall 2021 Meeting Policy**

COMMITTEE RECOMMENDATIONS:

The Finance and Governance Committee recommends that the Mayors' Council on Regional Transportation:

1. Deliver meetings of the Mayors' Council and its committees by videoconference until the end of 2021, as proposed in Option 1, provided that workshops are organized in person as proposed in Option 3a; and,
 2. Ask staff to propose a 2022 Meeting Policy, including future virtual meeting options, for consideration at the December 3, 2021 meeting;
 3. Receive this report.
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PURPOSE:

To propose a meeting format for Mayors' Council meetings in the September to December, 2021 period that accommodates the *BC's Restart Plan* requirements and TransLink's office re-opening plans.

BACKGROUND:

Beginning on April 2, 2020, and using Section 4.2 of the [Mayors' Council's Rules of Procedure for the Conduct of Meetings](#) which allows for electronic meetings, the Chair of the Mayors' Council asked Council members to begin meeting via videoconference as a result of the COVID-19 public health emergency. This interim, ad-hoc decision was extended through to the end of 2020 by the Chair after discussion at the July 30, 2020 meeting of the Mayors' Council. At its December 3, 2020 meeting, the Mayors' Council agreed to continue organizing meetings via videoconference until the end of July, 2021, and requested that updated recommendations on meeting format for the September to December, 2021 period be brought back for consideration to its June 24, 2021 meeting.

TransLink's corporate offices in New Westminster, where Mayors' Council meetings are usually held, has been closed to the public and with a limited on-site staff presence since the end of March, 2020 as per public health guidelines. TransLink will coordinate its return to worksite (RtW) strategy with the Province of BC's [four-phased restart plan](#), which may mean that employee capacity limits at TransLink's worksites may not be lifted until September or October depending on the pace of *BC's Restart Plan*.

DISCUSSION:

The challenges of virtual meetings are well known, however the Mayors' Council has experience delivering successful online meetings given its limitations. Over the past year, staff have improved the

use of the Zoom videoconferencing application to make virtual meetings as effective and accessible as possible for both participants and the public.

Recommencing in-person meetings of the Mayors' Council will require safe access to the meeting location by members of the Council, public and TransLink staff, including the ability to accommodate any remaining provincial physical distancing requirements, and adherence to TransLink's own health and safety policies. Any delays to *BC's Restart Plan* will affect TransLink's own RtW timelines, introducing timeline uncertainty. A number of challenges will need to be addressed before in-person meetings can re-commence:

1. Meeting space

TransLink does not have a dedicated meeting space for the Mayors' Council with a fixed table or seating, or adjacent pre-meeting area. Instead, flexible, multi-purpose meeting rooms are configured for each meeting. The space available is barely adequate to serve the Mayors' Council even without any physical distancing requirements, cannot be retrofitted with physical shielding between seats in-lieu of the ability to physically distance, and is not set up with broadcast audio-visual equipment to easily stream meeting proceedings online.

2. Staff support

Onsite presence of TransLink's corporate staff at its New Westminster office may be limited in the fall. Mayors' Council meetings are supported by a variety of TransLink staff, most of whom are currently working remotely and may continue to do so until at least September or perhaps longer depending on *BC's Restart Plan*.

3. Public access and safety

Public access to Mayors' Council in-person meetings has long been a challenge given the lack of a purpose-designed public meeting facility. Challenges in the past, prior to the pandemic, include insufficient space, poor separation between public and private areas of the meeting room, limited elevator capacity and poor access to public washrooms. These challenges will continue to be magnified by any remaining provincial physical distancing requirements. Experience over the past year has shown that public access to Mayors' Council meetings can be protected, and even enhanced in some respects, in a videoconferencing environment.

Because of the challenges of delivering meetings in person until BC Restart Step 4, which allows workplaces to reopen fully, in-person public meetings of the full Mayors' Council are not possible. However, as soon as *BC's Restart Plan* starts Step 4, in-camera meetings of the Mayors' Council and committees are both permitted under provincial guidelines, and possible to arrange, especially once the TransLink is able to lift any remaining worksite capacity limitations. Three options for the return to in-person meetings and workshops of the Mayors' Council and its committees under Step 4 conditions are presented below for consideration.

Options for Return to In-person Meetings

- 1. Delayed Return:** Continue to organize all meetings and workshops of the Mayors' Council and its committees by videoconference until the end of 2021.
- 2. Quick Return:** Begin in-person meetings and workshops of the Mayors' Council and its committees as soon as *BC's Restart Plan* starts Step 4.

3. Phased Return:

- a. Joint Workshops scheduled in October and November be delivered as in-person sessions at an off-site location (assuming provincial regulations allow).
- b. Committee meetings of the Mayors' Council continue to be delivered by video conference in September and October, with a potential return to in-person committee meetings starting in November meetings (assuming provincial regulations allow).
- c. Meetings of the full Mayors' Council continue to be delivered by video conference on September 30 and October 22, with a return to an in-person format starting no earlier than the December 3, 2021 meeting (assuming provincial regulations allow).

Staff recommend Option #3:

- **Option 1** is not recommended given the benefits of in-person meetings and workshops.
- **Option 2** is not recommended because of the timeline uncertainty of the *BC's Restart Plan*. Step 4 is expected "at the earliest start date" of September 7 but could be delayed if vaccination and case count targets are not met, with any delays not confirmed potentially until as late as early September. Given this uncertainty, and the time needed for TransLink's own RtW planning to make final adjustments to its worksite reopening once Step 4 is officially confirmed, it will be a challenge to commit to in-person meetings as soon as Step 4 begins. A phase in period is recommended to allow TransLink and Mayors' Council staff to adjust to a lifting of all pandemic requirements and shift TransLink staff back to the worksite to support Mayors' Council meetings and workshops.
- **Option 3** is recommended because it allows for a phase in period, beginning with in-person workshops in October that are easily organized off-site without any restrictions from TransLink's RtW processes and plenty of space to accommodate physical distancing. This approach could build up slowly to a return to public meetings of the full Mayors' Council towards the end of 2021 or early 2022.

Regardless of the option selected, it is recommended that a new 2022 Meeting Policy be developed by the end of 2021 that reflects the experience of *BC's Restart Plan* in the Fall and considers the benefits and drawbacks of retaining elements of our virtual meeting format.