

**Minutes of The
City of Waterloo Complete Streets Advisory Committee Meeting
November 17, 2020**

Meeting of the City of Waterloo Complete Streets Advisory Committee was called to order at 1:30pm November 17, 2020 by Chairperson Cass. Due to the COVID-19 pandemic the meeting was held via the Zoom online meeting application.

Roll Call: Members present electronically: Felicia Cass, Brian Schoon, Jessica Rucker, Pat Morrissey, Wayne Castle, Codie Leseman, Kevin Blanshan, Mohammad Elahi, and Aric Schroeder.

Members absent were: Paul Huting, Will Frost, Dan Trelka, Janet Buls, Greg Young, Jeff Bales, Abraham Funchess, and Ray Feuss.

Other people attending: Noel Anderson – Community Planning and Development Director; John Dornoff – City of Waterloo Planning; and David Sturch – MET Transit.

It was moved by Morrissey, seconded by Elahi to approve the minutes of the October 20, 2020 meeting. Motion carried unanimously.

Pedestrian Master Plan

- Trying to decide next steps now that we have the small gap policy in place.
- Policy piece of pedestrian master plan.
- Ideas to consider for ordinance changes.
- Not waiting for MPO to adopt policy.
- The Pedestrian Master Plan is related to the city plan but don't want the city to wait until the MPO approves the plan.

Update on Sidewalk Infill Policy and Discussion with Council

- Presented “missing segment” to council at work session then asked to meet individually with council members to get their thoughts on what the next steps the committee should take.
- Council members were supportive of a master plan.

Downtown Trees Update

- Need to decide who was going to put together the master plan for trees in the downtown area.
- Project may need to be contracted out and need to figure out how to pay for it.
- Integrate it with road construction and the pedestrian plan.
- Possibly look at only street reconstruction instead of sidewalk districts.
- Talk to Huting about having forester to do a plan for trees.
- City working on sustainability plan which could be part of the plan.
- Cass asked if it would be possible in downtown areas to look at letting them replace sidewalk with trees and work with the city forester to put in the trees.
- More expensive to put in a tree than a panel. It could improve the curb appeal of the business.
- Also have cost with the care of the trees.
- Also have to consider the infrastructure that is under the sidewalks.
- Would need to get mayor on board with project.
- Ideas of trees has been discussed for several years now.
- Need to have comprehensive conversation on not only trees but other complete streets projects.

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- With competing priorities it was questioned if trees should be at the forefront.
- Cass suggests tabling this for about six months then bring it back up to see where it stands.
- Morrissey would like to see it brought up before February when budget talks start.
- Mohammad feels that trees are not part of complete streets which should help make it safer, but the wording of the Complete Streets Policy was reviewed, which specifically calls out “street trees” as an element of a Complete Street, along with other enhancement/beatification type projects.

MET Update

- Continue to work on route restructuring.
- Having issues with drop in ridership and driver issues with COVID-19.

Shaulis/218 Are Pedestrian Improvements

- Shaulis Road trail east of Cedar Terrace going to letting very soon, possibly this month with construction most likely starting next year.
- Section from Isle of Capri to US 218 still working on plans, design was changed that made acquisitions easier. Construction will probably be in 2022.
- Still will have a gap across US 218 to Cedar Terrace.
- No timeline yet on completing the gap.
- Still need to identify funding for the gap project.

Upcoming Planning and Zoning Commission

- Schroeder went over the PZ agenda which has a light agenda.
- Cass asked about 146 Martin Road.

Other Project Updates

- Cass asked if University will be open this winter to which Castle said that they plan to open to Fletcher by December 1st, but the portion to US Highway 63 may not get done this year.
- Roundabout is almost completed at Fletcher.
- Sidewalks and trail are lower on the list and may not be open this winter.
- Fill from lowering University is being used at old log site which will now be a developable lot.
- Trailhead at Sergeant Road has been graded but will be completed next year.
- Currently not enough money to do Ridgeway to 3 lanes due to intersection work that will need to be done.
- 3 lane project worked out to have the highest rating of the alternatives.
- May need to move forward under the local option tax street program for an overlay since there is no funding for the project, but the road is in very poor shape.
- Could convert it to 3-lane with overlay but there is not budget for the intersection improvements at the 3 intersections.
- Chance to get a grant to improve the intersections and use the existing funds as a match. Without the improvements there would be problems at the intersections.
- Probably would not be able to get funding for a trail at this time.
- YouTube video went online today about the Hess Road/La Porte road project from AECOM.
- Virtual public input meeting to be held about the project.

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- Blanshan asked everyone to look at project at Ridgeway and Highway 58 intersection that will include bicycle and pedestrian accommodations. Lots of money spent on trail grade separations but this will undo a lot of that work.

Other Discussion

- INRCOG is now working remotely and probably will for the next couple of months.
- Get applications in for the committee to Cass.
- Nominations for Chair and Vice-Chairperson.
- Determination to cancel the December meeting.

It was moved by Blanshan, seconded by Morrissey to nominate Cass as Chairperson and Leseman as Vice-Chairperson for the 2021 calendar year. Motion carried unanimously.

It was moved by Morrissey, seconded by Schroeder to cancel the December Complete Streets Committee meeting. Motion carried unanimously.

Adjournment

Cass adjourned the meeting at 2:52p.m.

Respectfully submitted,



John Dornoff
Planner I