

**Transportation Association of Canada  
Chief Engineers' Council**

**Minutes**

**Dates:** April 22 and 23, 2017

**Location:** Ottawa, ON

**Part 1: Saturday, April 22, 2017**

**Chair:** Dirk Nyland (British Columbia Ministry of Transportation and Infrastructure)

**Members Present:**

Alberta	Tom Loo
British Columbia	Dirk Nyland
Association of Consulting Engineering Companies – Canada	David Kozak
AASHTO	Mark A. Van Port Fleet
Calgary	Troy McLeod
Canadian Construction Association	Ryan Essex
Canadian Society for Civil Engineering	Tony Qiu
Edmonton	Allan Bartman (for Barry Belcourt)
ITS Canada	John Greenough
Manitoba	Ron Weatherburn
Montréal	Thameur Souissi
New Brunswick	Serge Gagnon
Newfoundland and Labrador	Joe Dunford
Northwest Territories	Kevin McLeod
Nova Scotia	Peter Hackett
Ontario	Kevin Bentley
Ottawa	Chris Brinkmann
Prince Edward Island	Stephen Yeo
Québec	Anne-Marie Leclerc
Saskatchewan	Miranda Carlberg
Toronto	Ashley Curtis
Transport Canada	Martin McKay
Vancouver	Taryn Scollard
Yukon	Paul Murchison

**Regrets:**

Canadian Institute of Transportation Engineers	John McGill
Halifax	Bruce Zvaniga
Moncton	Jack MacDonald
Saskatoon	Angela Gardiner
Winnipeg	Brad Neirinck

**Also Present:**

Vile de Montreal	Claude Carette
ITS Canada	Michael Desantis
Englobe	Keith Foster
MORR Consulting	Jeannette Montufar
CIMA Canada	Chris Philp
MORR Consulting	Garreth Rempel
IBI Group	Scott Stewart
TAC Secretariat	Sandra Majkic, Lynne Parisien, Sarah Wells

## **1. Welcome and Introductions**

Mr. Nyland called the meeting to order and welcomed members and guests in attendance. Roundtable introductions followed.

Mr. Nyland invited additions to the agenda; none were proposed. The agenda was adopted as circulated.

## **2. Minutes of Previous Meeting**

### **a) September 2016, Toronto**

Mr. Nyland invited comments about, or corrections to, the draft minutes of the September 2016 meeting held in Toronto, Ontario; none were offered.

**It was agreed by motion (Yeo/Weatherburn)** that the minutes be approved as circulated and posted on the public portion of the TAC website. **Action: Secretariat**

### **i. Business arising from the minutes**

With respect to business arising from the minutes, Ms. Majkic reported that three project reports were reviewed and approved by letter ballot. One new project was approved and funds are being solicited. She noted that details about the projects will be provided at the Sunday meeting.

### **b) Executive Committee Report**

Mr. Nyland noted that the Council Executive met by teleconference between meetings to review issues and develop a report to the Board of Directors as well as an agenda for the Council meeting.

Mr. Nyland indicated that he participated in discussion with TAC Council and Task Force Chairs about the issues and topics of common interest. He indicated that the Council and Task Force Chairs' meeting will also be held on Sunday morning.

### **c) Submission to Board of Directors**

Mr. Nyland drew attention to the report to the Board of Directors that had been circulated in advance. He invited comments or questions and suggestions for the future submissions; none were offered.

### **d) Executive Director's Report**

Dr. Wells drew attention to the Executive Director's report that had been circulated in advance. She noted that the Association continues to enjoy a solid foundation of 500 corporate members and counts several hundred dedicated volunteers who commit their time and expertise to advance TAC's work. Dr. Wells noted that more than 300 attendees were expected to participate in the 2017 Spring Technical Meetings and over 50 meetings were being convened.

Dr. Wells indicated that TAC's Board of Directors had been working on the development of a new strategic plan for the Association to take effect in 2017/18. As part of that work, in December 2016, the Board approved new vision and mission statements. The Board had also discussed a number of focus areas, which reflect the interests of TAC's councils and committees, and strategic priorities that will be key to delivering the Association's mission. These elements will form part of the strategic plan that will be reviewed by the Board at its meeting in Ottawa. Dr. Wells added that the Board of Directors will also consider a multi-year operational plan, a break-even budget and work program for fiscal year 2017/18 at the meeting in Ottawa.

Dr. Wells informed participants that TAC's Board of Directors made a landmark decision regarding support for TAC's foundational guidelines and approved development of a new reserve fund in September 2016. The Foundational Guidelines Reserve Fund will be built through an annual contribution

from membership revenue as well as possible contributions from any operational surpluses and those funds can be allocated by the Board to support the development of future new editions of TAC's foundational guidelines.

In closing, Dr. Wells recognized the contribution of numerous funding partners, dedicated volunteers and a committed consulting team to develop a new edition of the *Geometric Design Guide for Canadian Roads* (GDG), anticipated to be released later in spring.

Following the report, Kevin McLeod enquired whether the role of the Council is expected to change with the new strategic plan. Dr. Wells explained that no significant changes are anticipated, but it is expected that the council and committee terms of reference will be reviewed in accordance with the Association's strategic plan to determine whether any adjustments are required.

Ms. Carlberg enquired about TAC's role in responding to media requests about its products. Dr. Wells explained that TAC secretariat is the main contact for enquires and when there are enquires about the technical contents either committee members or consultants involved in the work are asked to respond.

### **3. Overview of Council Members' Roles and Responsibilities**

Mr. Nyland provided an overview of the Council's mandate, roles and objectives. He talked about members' responsibilities as well as the roles of the Council Executive.

**Attachment #1**

### **4. Ontario Auditor's General Report and Ministry's Action Plan for Highway Construction Contracts and Oversight**

Mr. Bentley (Ontario Ministry of Transportation) provided background and an update on the Auditor's General report and the Ministry's action plan for highway construction contracts and oversight. Mr. Bentley provided some highlights from the report and identified action plan initiatives including both, completed and planned items. Mr. Bentley indicated that independent advice on contract provisions and administrative practices, including best practices and approaches from other jurisdictions will be sought through the establishment of an expert panel. He invited members interested in participating on the panel to contact him.

**Attachment #2**

Following the presentation, Mr. Yeo enquired whether the warranty period had been recommended in the report. Mr. Bentley explained that the warranties had already been in place, but were to be administered by the Ministry.

Mr. Weatherburn enquired about the Ministry's decision to suspend the use of reclaimed asphalt pavement (RAP). Mr. Bentley explained that RAP had been suspended due to unknown properties of asphalt where long lasting pavement is required.

### **5. Roundtable Discussion: Emerging Issues and New Initiatives**

In roundtable discussion, members shared information about new initiatives within their jurisdictions. It was noted that management of transportation assets beyond bridges and pavements, current review and proposed changes to the various environmental protection acts, speed limit practices, operational issues related to climate change adaptation and use of emerging technologies were common interests for members.

## **6. TRAC—AASHTO Student Outreach Program**

Keith Foster (Englobe) representing TAC Foundation provided a brief overview of the TRAC program and introduced Linda Clifton, TRAC Manager with AASHTO. Ms. Clifton described program activities and modules designed for high-school students to learn about transportation as part of the school curriculum.

**Attachment #3**

Following the presentation, Ms. Carlberg enquired whether there had been changes in the enrolment at technology colleges as a result of the program implementation. Ms. Clifton explained that there had been increases in enrolment at colleges in Michigan and Mississippi. Furthermore, reductions in youth delinquency and school dropout rates had also been observed.

## **7. City of Ottawa- Implementing the Transportation Master Plan Vision of Sustainable Transportation**

Dr. Kornel Mucsi (City of Ottawa) provided a presentation about Ottawa's transportation master plan vision for sustainable transportation. Dr. Mucsi provided an overview of the city's modal share, land use and transportation and the role of different modes.

**Attachment #4**

Following the presentation, Mr. Yeo enquired about the impact of active transportation friendly design for bridges on winter maintenance operations given the placement of barriers between the car travel lane and lanes for active transportation modes. Dr. Mucsi explained that it had not been an issue. He added that barriers prevent snow disposal on pedestrian and cycling facilities during winter maintenance operations.

## **8. Federal Updates**

### **a) Climate Change Initiatives**

Jody Proctor (Transport Canada) provided an overview of the federal government's plan for Canada to transition to a cleaner and more resilient transportation sector. Ms. Proctor talked about pillars of the Pan-Canadian framework for climate change mitigation and adaptation with the focus on transportation sector.

**Attachment #5**

### **b) Transportation 2030**

Jacques Rochon (Transport Canada) provided an overview of the strategic plan for the future of transportation in Canada— Transportation 2030. Mr. Rochon talked about five main themes to build a national transportation system that support the government's priorities. He also provided some highlights from the 2017 budget that includes related commitments.

**Attachment #6**

### **c) Federal Investments in Infrastructure**

Jacqueline Shaw (Infrastructure Canada) provided an overview of the Infrastructure Canada's programs and investments included in the 2017 federal budget such as public transit, green infrastructure, rural and northern communities, social infrastructure as well as trade and transportation. Ms. Shaw talked about the Canada Infrastructure Bank and the potential to attract private capital to new revenue-generating infrastructure projects in public interest.

**Attachment #7**

Following the presentation, Mr. Weatherburn enquired whether the creation of the Canada Infrastructure Bank is an opportunity for the government to borrow funds from the private sector and invest in public

infrastructure. Ms. Shaw explained that the intent is to encourage private sector to invest in infrastructure projects that are in public interest.

There were some questions and discussion about the industry resources required to deliver a large number of projects and possibility to extend deadlines to ensure projects can be promptly delivered with available resources.

**d) Rail Safety Improvement Program**

Dr. Mona Abouhenidy (Transport Canada) provided an overview of the Rail Safety Improvement Program, a \$55 million funding program to reduce injuries and fatalities associated with rail transportation. Dr. Abouhenidy talked about eligible project categories as well as the proposal evaluation and selection process.

**Attachment #8**

**9. TAC Risk Analysis and Responding to Climate Change Risk Assessment Tool**

Nazzareno Capano (City of Toronto) provided an overview of the TAC project in progress to develop a climate change risk assessment tool using the City of Toronto's Climate Change Risk Assessment Tool as a foundation. Mr. Capano explained how risk scenarios are created using this tool and what outputs are expected to assess infrastructure risks.

**Attachment #9**

**10. Roundtable Discussion: Climate Change**

Mr. Nyland invited Kevin McLeod, Council representative on the TAC Integrated Committee on Climate Change (ICCC) to provide a report. Mr. McLeod reported that the ICCC discussed and finalized its work plan and terms of reference to be presented to the Board for approval. He further reported that the committee set priorities for next two years, which included information gathering about climate change issues in transportation, developing a map of organizations addressing climate change issues in Canada, organizing events at the TAC annual conferences and engaging academia and students working on climate change research projects.

Following the report, Ms. Leclerc enquired whether the ICCC will consider mitigation as part of its mandate. Mr. McLeod confirmed that its mandate includes both— adaptation and mitigation.

Mr. Yeo enquired whether the committee will report to the Council about its activities and workplan. Mr. McLeod explained that the committee reports to all TAC councils and it will also provide annual reports to the Board. When there is proposal for a new project, depending on the topic, it will be considered by the most appropriate TAC council.

Mr. Nyland enquired about the process to collect information about the climate change issues and organizations addressing climate change in Canada. Mr. McLeod explained that committee members will use their network and contacts to gather information. Mr. Nyland suggested that each Council member provides a brief summary of activities and initiatives to address climate change within their jurisdiction and that information be compiled and shared with the Integrated Committee on Climate Change. There were no objections and it was suggested that the Secretary sends a request for and compiles the information to be shared with the Council and ICCC members.

**Action:** Council Members, Secretary

In roundtable discussion, members shared information about the practices and initiatives to address climate change within their jurisdictions. It was noted that public expectations, infrastructure maintenance

practices as well as developing practices for building resilient infrastructure were common interests for members.

## **11. Roundtable Discussion: Automated and Connected Vehicles**

Mr. Nyland invited Dr. Rempel, Co-Chair of the TAC Automated and Connected Vehicles Working Group to provide an update on the committee activities. Dr. Rempel reported that interest in the Working Group had been increasing as well as the membership. He noted that the Working Group continues gathering information and identifying issues that should be addressed, recognizing that issues other than those impacting traffic operations also need to be considered such as urban land use and mobility. He added that the current mandate and structure of the committee, which reports to the Traffic Operations and Management Standing Committee (TOMSC) may need to be revisited to ensure that all issues are properly captured and considered and that resources are available to address the issues as appropriate.

Following the report, Mr. Greenough suggested collaboration with the ITS Canada on issues related to the vehicle technologies. Dr. Rempel noted that ITS Canada is represented on the Working Group.

Mr. Bartman enquired whether a task force would be a better structure to address issues related to connected and automated vehicles referring to Dr. Rempel's earlier report and remarks about the scope of work.

Mr. McLeod indicated that some other organizations either had already released or are in a process of developing white papers on the subject and enquired whether the Working Group had considered developing a white paper. Dr. Rempel explained that the paper had been drafted. However, after further discussion it was concluded that the speed with which issues evolve in this area would render information out-of-date or obsolete, undermining the value of such a paper. The Working Group is trying to determine a more appropriate means to share new and emerging knowledge sharing on the subject.

After some further discussion, it was confirmed that the Council will continue discussion with other councils and monitoring industry developments regarding V2X technologies. It was noted that a framework for deployment of connected and automated vehicles would be helpful for road agencies in preparing for deployment of connected and automated vehicles. It was suggested that TOMSC be asked to report to the Council on its work plan to address connected and automated vehicles issues.

## **12. Emerging Issues and New Initiatives**

In roundtable discussion, members shared information about new initiatives within their jurisdictions. It was noted that climate change impact and mitigation, contract performance, health impact of LED lighting source, cross-asset management, capital program budgets, proposed changes to the various environmental protection acts and recruitment and retention practices were common interests for members.

## **13. Appointment Members' Reports**

### **a) AASHTO**

Mr. Van Port Fleet provided a report on behalf of the American Association of State Highway and Transportation Officials (AASHTO). He highlighted a variety of initiatives, informed the Council about the revised committee structure and provided an update on innovation initiatives as well as priority issues.

**Attachment #10**

**b) Association of Consulting Engineering Companies (ACEC) – Canada**

Mr. Kozak provided a presentation on behalf of the Association of Consulting Engineering Companies – Canada. Mr. Kozak talked about the ACEC Canada’s strategic priorities and major activities and drew attention to the Association’s promotional [video](#).

**Attachment #11**

**c) Canadian Society for Civil Engineering (CSCE)**

Dr. Qiu (University of Alberta) provided a report on behalf of the Canadian Society for Civil Engineering. Dr. Qiu reported on the current activities and issues of interest to the CSCE.

**d) Canadian Institute of Transportation Engineers (CITE)**

No report. Please refer to the attached for information about activities of the CITE.

**Attachment#12**

**e) ITS Canada**

Messrs. Carette, DeSantis, Philp and Stewart joined the meeting to provide a presentation about the ITS World Congress 2017 that will be convened in Montreal in the fall. They said it would be a major international conference organized by ITS America in cooperation with ITS Canada. They noted the conference program being developed and the smart cities pavilion being arranged. A promotional video for the event was provided as part of the presentation.

**Attachments #13 and #14**

**14. Other Business**

There being no other business, the meeting was adjourned until 1:00 PM on Sunday, April 23.

## Part 2: Sunday, April 23 2017

**Chair:** Dirk Nyland (British Columbia Ministry of Transportation and Infrastructure)

**Members Present:**

Alberta	Tom Loo
Association of Consulting Engineering Companies – Canada	David Kozak
AASHTO	Mark A. Van Port Fleet
British Columbia	Dirk Nyland
Calgary	Troy McLeod
Canadian Construction Association	Ryan Essex
Canadian Society for Civil Engineering	Tony Qiu
Edmonton	Allan Bartman (for Barry Belcourt)
ITS Canada	John Greenough
Manitoba	Ron Weatherburn
Montréal	Thameur Souissi
New Brunswick	Serge Gagnon
Newfoundland and Labrador	Joe Dunford
Northwest Territories	Kevin McLeod
Nova Scotia	Peter Hackett
Ontario	Kevin Bentley
Ottawa	Chris Brinkmann
Prince Edward Island	Stephen Yeo
Québec	Anne-Marie Leclerc
Saskatchewan	Miranda Carlberg
Toronto	Ashley Curtis
Transport Canada	Martin McKay
Vancouver	Taryn Scollard
Yukon	Paul Murchison

**Regrets:**

Canadian Institute of Transportation Engineers	John McGill
Halifax	Bruce Zvaniga
Moncton	Jack MacDonald
Saskatoon	Angela Gardiner
Winnipeg	Brad Neirinck

**Also Present:**

CIMA Canada	Hart Solomon
City of Ottawa	Phile Edens
CTS	Gary Vlieg
International Municipal Signal Association	Micheal Flanigan
Ville de Montreal	Daniel Beaulieu
WSP	Stephen Kellner
TAC Secretariat	Sandra Majkic, Luay Mustafa

**Standing Committee Representatives:**

Asset Management Task Force	James Smith
Geometric Design	Greg Cooke
Joint Active Transportation Subcommittee	Dean Cooper
Maintenance and Construction	Len Frass
Pavements	Amir Abd El Halim
Road Safety	Ali Hadayaghi
Soils and Materials	Ania Anthony
Structures	Chris Haynes
Traffic Operations and Management	Alf Guebert



## 1. Opening Remarks

Mr. Nyland reconvened the meeting and reviewed the items remaining on the agenda. He noted that an update from the Canadian Construction Association had been added to the agenda.

## 2. Canadian Construction Association (CCA) Update

Mr. Essex reported on several issues of interest to the Canadian Construction Association (CCA). He talked about the future of the Canadian Infrastructure Report Card, initiatives related to silica dust exposure mitigation and industry's concerns about the reforms to the *Canadian Environmental Assessment Act*.

**Attachment #15**

## 3. Council Administration

### a) Overview of Projects in Progress and Development

The Secretary highlighted the reports about projects in progress and in development that had been circulated in advance of the meeting. She indicated that additional funding had been secured for some projects since the last request for funding had been issued. She further noted that direction will be sought from the Road Safety Standing Committee on how to proceed with the safety impacts of bicycle infrastructure in Canada project, which was initiated 18 months ago with committed funds still below 75% of required funds.

### b) Road Safety Engineering Award Recommendations

Mr. McLeod drew attention to the document circulated in advance with the recommendation of the Road Safety Standing Committee regarding the 2017 Road Safety Engineering Award.

**It was agreed by motion** (Bentley/Bartman) that the 2017 Road Safety Engineering Award be conferred upon the British Columbia Ministry of Transportation and Infrastructure for its Variable Speed Limit System Project.

## 4. Project Presentations

### a) Canadian Model Rules of the Road

Gary Vlieg of Creative Transportation Solutions provided a presentation about this project conducted under the auspices of the Traffic Operations and Management Standing Committee (TOMSC).

**Attachment #16**

Following the presentation, it was confirmed that the TOMSC had recommended the project deliverables be reviewed by letter ballot and **it was agreed by motion (Yeo/Weatherburn)** to review the report by letter ballot.

**Action: Secretariat**

### b) Canadian Guide to Traffic Calming-Second Edition

Hart Solomon of CIMA Canada provided a presentation about this joint project conducted under the auspices of TOMSC and the Canadian Institute of Transportation Engineers (CITE).

**Attachment #17**

It was confirmed that the TOMSC had recommended the project deliverables be reviewed by letter ballot and **it was agreed by motion (Curtis /Brinkmann)** to review the report by letter ballot.

**Action: Secretariat**

### **c) Application Guidelines for Speed Display Devices**

Stephen Kellner of WSP provided a presentation about this project conducted under the auspices of TOMSC.

#### **Attachment #18**

Following the presentation, Mr. Van Port Fleet enquired whether there had been any concerns with textual messages included on the sign display. Mr. Kellner explained that textual messages are very short and there had not been any concerns from the sign design perspective.

Mr. Yeo enquired why flashing messages had not been recommended. Mr. Kellner explained the research showed flashing message causing confusion for drivers who may interpret the message as they are required to stop.

There was some discussion about the use of display devices for speed enforcement but Mr. Kellner explained that discussion about legal implications of the device and speed enforcement had not been included in the guidelines.

It was confirmed that the TOMSC had recommended the project deliverables be reviewed by letter ballot and **it was agreed by motion** (McLeod /Bartman) to review the report by letter ballot.

#### **Action: Secretariat**

### **5. TAC Awards for Service and Distinguished Service Award**

On behalf of the Chief Engineers' Council, Mr. Nyland conveyed the recommendation that Dino Bagnariol and Garry Gosse be recognized with TAC's Award for Service. He also conveyed recommendation that Moh Lali be recognized with TAC's Distinguished Service Award.

On behalf of the Geometric Design Standing Committee, Mr. Cooke conveyed the recommendation that Keith Boddy and Carl Clayton be recognized with TAC's Distinguished Service Award.

On behalf of the Pavements Standing Committee, Dr. Abd El Halim conveyed the recommendation that David Hein be recognized with TAC's Distinguished Service Award.

On behalf of the Structures Standing Committee, Mr. Haynes, recommended that David Penny be recognized with TAC's Award for Service

On behalf of the Traffic Operations and Management Standing Committee, Mr. Guebert conveyed the recommendation that Richard Chow be recognized with TAC's Distinguished Service Award.

**It was agreed by motion** (Bartman/McLeod) to recommend Dino Bagnariol, Garry Gosse and David Penny for the Award for Service.

**It was further agreed by motion** (Bentley/McLeod) to recommend Keith Boddy, Richard Chow, Carl Clayton, David Hein and Moh Lali for the Distinguished Service Award.

### **5. Standing Committee Presentations and Project Proposals**

#### **a) Traffic Operations and Management Standing Committee**

Alf Guebert (Watt Consulting Group) provided a presentation on behalf of the Traffic Operations and Management Standing Committee (TOMSC), during which he identified priority and emerging issues of interest to the standing committee.

**Attachment #19**

Mr. Guebert further reported that, as a result of a volunteer project, the TOMSC recommends the *Handbook of Recommended Information Sign Symbols* be updated to include 27 new symbols. It was **agreed by motion** (Greenough /Bartman) that the project report and recommendation for the update to the *Handbook of Recommended Information Sign Symbols* be reviewed by letter ballot.

**Action: Secretariat**

Following the presentation, Mr. Nyland indicated that during its roundtable discussion on connected and automated vehicles, the Council had received an update from Dr. Rempel, Co-Chair of the Connected and Automated Vehicles Working Group. Mr. Nyland noted that Dr. Rempel talked about the challenges with the current approach and resources available to address the issues other than those impacting traffic operations. He added that the Council had acknowledged that the breadth of the subject may require a different approach to address all related issues. After some further discussion, it was **agreed** that TOMSC continues exploring the issues and provides an update to the Council about the work in progress as well as suggestions on how to advance discussion on this subject recognizing that issues other than those impacting traffic operations also need to be considered.

**Action: TOMSC**

**b) Structures Standing Committee**

David Haynes (Dillon Consulting) provided a presentation on behalf of the Structures Standing Committee (SSC) and highlighted the technical discussions as well as priorities and emerging issues of interest to the committee.

**Attachment #20**

**c) Soils and Materials Standing Committee**

Ania Anthony (Saskatchewan Highways and Infrastructure) provided a presentation on behalf of the Soils and Materials Standing Committee (SMSC). She highlighted the technical discussions that had been held during the committee's meeting and identified priorities and emerging issues.

**Attachment#21**

**d) Road Safety Standing Committee**

Alireza Hadayeghi (CIMA Canada) provided a presentation on behalf of the Road Safety Standing Committee (RSSC), highlighting committee discussions and key activities.

**Attachment #22**

On behalf of the RSSC, Mr. Hadayeghi recommended that the funding continued be sought for the safety impacts of bicycle infrastructure project in Canada noting that some agencies represented on the RSSC had expressed interest in contributing funds and participating on the project. He further noted that the full funding estimated for this project will be required to complete the work. Ms. Majkic explained that the efforts will be made to launch the project in the next couple months and a request for funding will be sent shortly after the meeting to solicit additional funds. Once project steering committee is formed, a decision whether the project can proceed with the available funds will be made by funding partners.

**Action: Secretariat**

Mr. Hadayeghi further recommended that a new funded project be undertaken as a scoping study to determine the extent of work required to complete the Canadian Road Safety Handbook. He indicated that

the RSSC meeting was still underway and committee had not had the opportunity to complete discussion and finalize the project scope. He noted that the committee's preliminary estimate was that a consultant assignment of \$75,000 would be required for the project. Mr. Hadayeghi added that the final estimate will be provided with the project description for the Council's consideration. He enquired whether the project can be considered before the fall meetings.

Ms. Leclerc enquired whether a Canadian reference document for road safety is needed given that there are other comprehensive reference documents used by practitioners in Canada. She indicated that the committee needs to demonstrate the need to develop a Canadian reference document for road safety. Mr. Hadayeghi reiterated that the committee is finalizing the project scope and description which will include explanation about the use of other roads safety reference documents in Canada and why a Canadian reference document is needed.

After some further discussion, it was agreed that the project description and cost estimate be reviewed electronically and project be considered as a funding project. It was further agreed that if the project is approved the secretariat be directed to begin seeking funds for this initiative.

**Action: Council members, Secretariat**

**e) Pavements Standing Committee**

Amir Abd El Halim (Stantec Consulting) provided a presentation on behalf of the Pavements Standing Committee (PSC). He highlighted the technical discussions that had been held during the committee's meeting and identified priorities and emerging issues.

**Attachment #23**

On behalf of the Pavements Standing Committee, Dr. Abd El Halim enquired whether there are funds available for international experts to be invited and participate at the committee technical meetings similarly to the funds offered to international speakers to present at the conferences. Ms. Majkic explained that the funds are only available for international speakers at the conferences when recommended by the committees, but that no funds are available to cover the cost of international experts attending technical meetings. She encouraged committees to consider topics and speakers for TAC webinars which would provide another opportunity for information sharing outside technical meetings and conference sessions.

**f) Maintenance and Construction Standing Committee**

Len Frass (Saskatchewan Highways and Infrastructure) provided a presentation on behalf of the Maintenance and Construction Standing Committee (MCSC). He identified priorities and emerging issues under discussion and provided an update on volunteer projects being conducted under the auspices of the committee.

**Attachment#24**

**g) Geometric Design Standing Committee**

Gregg Cooke (Stantec Consulting) provided a presentation on behalf of the Geometric Design Standing Committee (GDSC). He summarized discussions held during the committee meeting and provided update on projects being conducted under the auspices of the committee.

**Attachment #25**

**h) Asset Management Task Force**

James Smith (Ontario Good Roads Association) provided a presentation on behalf of the Asset Management Task Force (AMTF). He summarized discussions held during the meeting and provided information about priorities and emerging issues identified by the task force.

**Attachment #26**

**i) Joint Active Transportation Subcommittee**

Dean Cooper (Watt Consulting Group) provided a presentation on behalf of the Joint Active Transportation Subcommittee (JATSC). He reported that the subcommittee discussed initiatives to raise awareness of active transportation and related issues.

**Attachment #27**

**5. Other Business**

Mr. Nyland reminded members that the next Council meeting will be convened on September 24 and 25 in St. John's.

There being no further business, the meeting was adjourned.

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**Prepared by:** Sandra Majkic  
**Distributed:** June 8 2017

## **List of Attachments**

1. Presentation: Council's Roles and Objectives
2. Presentation: MTO-Auditor's General Report and Ministry's Action Plan for Highway Construction Contracts and Oversight
3. Presentation: TRAC Student Outreach Program
4. Presentation: City of Ottawa-Implementing the Transportation Master Plan Vision of Sustainable Transportation
5. Presentation: Transport Canada-Climate Change
6. Presentation: Transportation 2030
7. Presentation: Federal Investment in Infrastructure
8. Presentation: Transport Canada- Rail Safety Improvement Program
9. Presentation: Climate Change Risk Assessment Tool
10. AASHTO Update
11. Association of Consulting Engineering Companies – Canada Update
12. CITE Primer
13. Presentation: ITS World Congress 2017
14. Video: ITS World Congress 2017
15. Canadian Construction Association Update
16. Presentation: Canadian Model Rules of the Road Project
17. Presentation: Canadian Guide to Traffic Calming-Second Edition Project
18. Presentation: Application Guidelines for Speed Display Devices Project
19. Traffic Operations and Management Standing Committee Report
20. Structures Standing Committee Report
21. Soils and Materials Standing Committee Report
22. Road Safety Standing Committee Report
23. Pavements Standing Committee Report
24. Maintenance and Construction Standing Committee Report
25. Geometric Design Standing Committee Report
26. Asset Management Task Force Report
27. Joint Active Transportation Subcommittee Report