

# Canadian Institute of Transportation Engineers



## Atlantic Provinces Section 2019 Annual Report

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President, CITE Atlantic Provinces Section  
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## Introduction

The CITE Atlantic Provinces Section Executive are pleased to present our 2019 Annual Report. The report provides a summary of our Section's Executive, current membership, and financial information. It also provides an overview of Section activities that took place during 2019.

## Section Organization

### Executive

The Atlantic Provinces Section, currently in the second year of their term, includes the following members:

- President: Mike Connors, P.Eng.
- Vice-President: Tanya Davis, P.Eng.
- Secretary-Treasurer: Mark Gunter, P.Eng.
- Past President: Roddy MacIntyre, P.Eng.

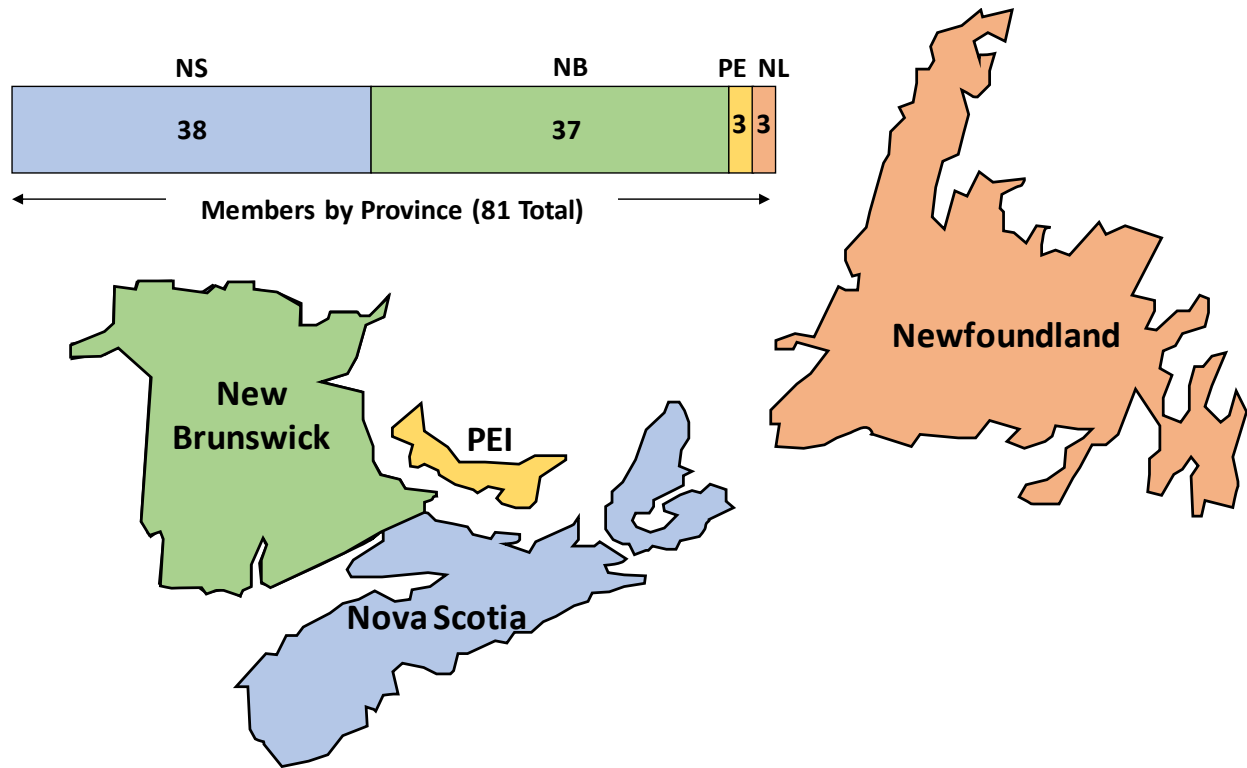
In 2020, our biannual election will be held to elect a new Secretary-Treasurer.



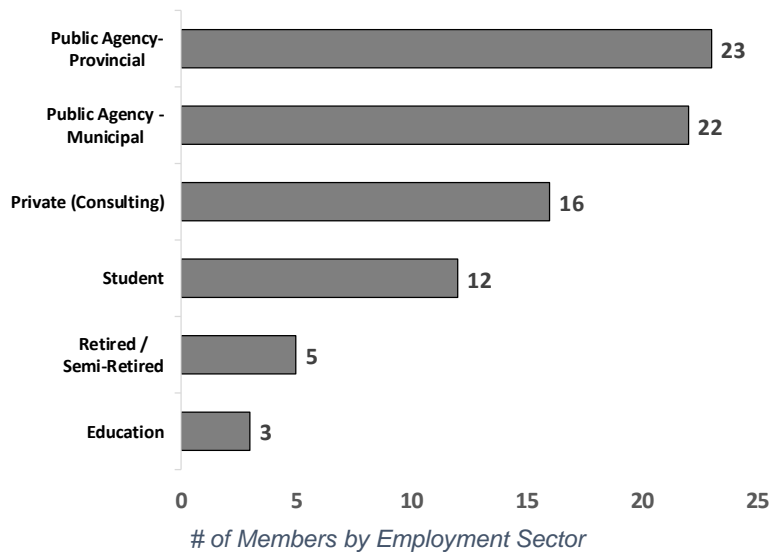
*Atlantic Section Executive (From Left: Roddy MacIntyre, Mark Gunter, Mike Connors, Tanya Davis)*

## Membership

The Atlantic Provinces Section currently has 81 members and includes members from all four Atlantic Provinces.



Our membership comprises a mix of employment sectors. More than half of our members are public sector employees, while the private sector represents nearly a quarter. There are 12 student members, with representation from both the University of New Brunswick and Dalhousie University.



## Sponsors

The Atlantic Section is fortunate to have generous support from several private and public-sector sponsors in the region. These sponsors play an integral role in our Section's activities, providing funding that enables us to hold high quality technical and social activities on a regular basis.



## Section Activity

### Semi-Annual Technical Meetings

The Atlantic Section continued our tradition of semi-annual one-day technical sessions in May and November in Halifax and Fredericton, respectively. These technical sessions are essentially one-day conferences at which a full-day of presentations on projects and technical topics are provided.

#### Spring Technical Meeting: Halifax, NS

We held our annual spring meeting in Halifax at Dalhousie University's Sexton Campus on May 8-9. Over 70 people attended our full day technical session, which featured presentations by professionals and students from across the region (meeting agenda is provided in Appendix A).

In addition to the technical session, our spring meeting was complemented by the following:

- Complete Streets Training: Kate Whitfield and Kristen O'Toole (ALTA Planning + Design) conducted a full-day training session on Complete Streets, which was attended by over 30 practitioners and students;
- Evening Social: An evening social was held at the Red Stag Tavern in downtown Halifax on eve of the technical session.
- Technical Tour - Meeting attendees were treated to a walking tour of the 'Argyle & Grafton Shared Streetscape Project', a recent addition to Halifax's downtown that has garnered international attention as StreetsBlog's "Best Urban Street Transformation of 2017"

The session was made possible by generous contributions from our sponsors including Dalhousie University, exp Services, Crandall Engineering, WSP, DesignPoint Engineering & Surveying, and the Province of Nova Scotia.



## Fall Technical Meeting: Fredericton, NB

Our annual fall meeting was held on November 7-8 at Kingswood Resort in Fredericton. Over 60 people from across the Atlantic region attended a full day technical session, which included several presentations covering topics ranging from road safety and interchange design to complete streets and microsimulation modeling (meeting agenda is provided in Appendix A). Following the technical session, we held our 2019 Annual General Meeting. We also found time for some fun, of course, hosting a well attended evening social event on-site at the resort that included bowling and laser tag.

The Atlantic Provinces section are thankful for the generous support from event sponsors including CBCL, WSP, Crandall Engineering, Dillon Consulting, and exp. Services.





## Student Chapters

The University of New Brunswick has an active CITE Student Chapter. The group, led by faculty supervisors Dr. Eric Hildebrand and Dr. Trevor Hanson, regularly attend and contribute to our Section events, and are also active in CITE initiatives.



## Annual General Meeting

The 2019 AGM was held following of our fall meeting in Fredericton. Minutes from the meeting are included in Appendix B.

## Social Events

The Atlantic Provinces Section typically holds social events in conjunction with our semi-annual technical sessions. These events provide an opportunity for our members to gather in an informal setting to chat, share a pint, and make some connections. On the eve of our spring meeting in Halifax, more than 30 people came out to the Red Stag Pub in Halifax. In the fall, more than 45 members attended a bowling night at the Kingswood Resort in Fredericton. A special thank you goes out to exp. Services for sponsoring both of these events.

## CITE Section Activity Award

All four members of the Atlantic Provinces Executive – Mike Connors, Tanya Davis, Mark Gunter, and Roddy MacIntyre – attended the CITE Conference in Ottawa in early June, where they were honored to accept the CITE Section Activity Award. This award is very much appreciated by our Executive!



## Financial Statement

The Atlantic Provinces Section's Financial Statement for 2018-19 is provided below:

<b>2018-2019 Financial Statement (November 1, 2018 - October 31, 2019)</b>					
CITE Atlantic Provinces Section					
<b>Income Statement</b>	2014-15	2015-16	2016-17	2017-18	2018-19
Total Income	\$ 11,631.74	\$ 8,052.42	\$ 7,020.00	\$ 6,243.76	\$ 11,326.80
Total Expenses	\$ 4,613.37	\$ 7,895.95	\$ 7,189.38	\$ 6,622.92	\$ 7,430.15
Net Income	\$ 7,018.37	\$ 156.47	-\$ 169.38	-\$ 379.16	\$ 3,896.65
<b>Account Statement</b>	2014-15	2015-16	2016-17	2017-18	2018-19
Beginning Balance	\$ 6,911.75	\$ 13,930.12	\$ 14,086.59	\$ 13,917.21	\$ 13,538.05
Cash inflow	\$ 11,631.74	\$ 8,052.42	\$ 7,020.00	\$ 6,243.76	\$ 11,326.80
Cash outflow	\$ 4,613.37	\$ 7,895.95	\$ 7,189.38	\$ 6,622.92	\$ 7,430.15
Ending cash balance Oct 31	\$ 13,930.12	\$ 14,086.59	\$ 13,917.21	\$ 13,538.05	\$ 17,434.70



**Appendix A**

**Spring and Fall 2019  
Technical Session Agendas**

# CITE Atlantic Provinces Section Professional Development / Spring Technical Session

Halifax, NS

Wednesday May 8<sup>th</sup> & Thursday, May 9<sup>th</sup>

**Location:** Dalhousie University, Sexton Campus, Halifax, NS [See Attached Map]

**Registration:** **May 8<sup>th</sup> Training Session: CITE Complete Streets Workshop**  
 \$250 (CITE member), \$325 (non-CITE member), \$125 (students)  
 Location: Room B227, B Building, Dalhousie Sexton Campus, 1360 Barrington Street

**May 9<sup>th</sup> Technical Session**

\$75 (includes coffee breaks and hot lunch, free for students)

Location: Sexton IDEA Building - Irving Auditorium, 5217 Morris Street

Please register online:

<https://www.cite7.org/event/cite-atlantic-provinces-section-spring-meeting-training/>

**Venue Sponsor**



**Meeting Sponsors**

Breakfast	AM Coffee	Lunch	PM Coffee	Evening Social

**Technical Program – May 9<sup>th</sup>, 2019**

Time	Topic	Speaker
8:15 am	<i>Registration / Breakfast</i>	
8:45 am	Opening remarks	Mike Connors, P.Eng. CITE Atlantic Provinces Section President
9:00 am	Tactical Urbanism: Bring on the Paint and Creativity	Kristen O'Toole, ACIP – Transportation Planner Alta Planning + Design (Minneapolis, MN)
9:30 am	Warrant System for Red Light Cameras	Hannah McBride – Student, University of New Brunswick
10:00 am	NovaTRAC 2018: Halifax Regional Municipality Travel Activity Study	Dr. Ahsan Habib – Director, School of Planning Dalhousie University
10:30 am	<i>Coffee Break</i>	
11:00 am	Parking is Changing	Victoria Horne – Parking Services Program Manager Halifax Regional Municipality
11:30am	Argyle & Grafton Streetscape Project	Hanita Koblents – Principal Planner, Streetscapes Halifax Regional Municipality
12:00 pm	<b>Lunch (provided): Walking Tour of the Argyle and Grafton Streetscaping Project</b>	
1:30 pm	Cogswell District Redevelopment Project	Donna Davis – Project Manager: Cogswell Redevelopment, Halifax Regional Municipality
2:00 pm	Route 15 – Route 128 Interchange Traffic Study	Ryan Eslihar, P.Eng. -- Transportation Engineer Crandall Engineering Ltd. (Fredericton, NB)
2:30 pm	<i>Coffee Break</i>	
2:45 pm	Fitzroy Street Bikeway	Mark Macdonald, P.Eng. - Sr. Transportation Engineer CBCL Limited (Charlottetown, PE)
3:15 pm	Northwest Arm Pedestrian Bridge Beaver Bank Connector Intersection Redesign	Matthew Glynn – Student, Dalhousie University Chrissy Duggan – Student, Dalhousie University
3:45 pm	Downtown Halifax Bikeways	Courtney McCarthy, P.Eng. – Transportation Engineer WSP Canada Inc. (Dartmouth, NS)
4:15 pm	Closing Remarks	Mike Connors, P.Eng. CITE Atlantic Provinces Section President

Please join us for an evening social on **Wednesday, May 8<sup>th</sup> (7-10PM)** at the Red Stag Tavern (1496 Lower Water Street).

On behalf of your CITE Atlantic Provinces Section Executive:

Mike Connors, President  
 Tanya Davis, Vice President  
 Mark Gunter, Secretary/Treasurer  
 Roddy MacIntyre, Past President

**CITE Atlantic Provinces Section  
2019 Fall Technical Session**






Fredericton, NB

Thursday, November 7<sup>th</sup>, 2019

**Location:** Kingswood Resort (1700 Kingswood Way, Fredericton, NB)

**Registration:** \$75+HST (includes breakfast, coffee breaks and hot lunch). Free for students.

Please register online: <https://www.cite7.org/event/ite-atlantic-fall-2019-meeting/>

Meeting Sponsors				
Breakfast	AM Coffee	Lunch	PM Coffee	Evening Social
				

Technical Program – November 7th, 2019		
8:15 am	<i>Registration / Breakfast</i>	
8:45 am	Opening remarks	Mike Connors, P.Eng. CITE Atlantic Provinces Section President
9:00 am	Traffic Safety Studies at Industrial Sites	Peter Lougheed, Ph.D., P.Eng. EXP
9:30 am	Highway 101 Cambridge Interchange and Connector Road (Cambridge Station, NS)	Mirella Jupic, EIT Nova Scotia Transportation and Infrastructure Renewal
10:00 am	Adding a Collision History Component to the TAC Signal Warrant Matrix Procedure	Andrew Northmore University of New Brunswick
10:30 am	<i>Coffee Break</i>	
11:00 am	HRM Strategic Road Safety Framework Update	Jill Morrison, P.Eng. Halifax Regional Municipality
11:30am	Public Transit Feasibility Study: Lunenburg County	Audrey Muir CBCL Limited
12:00 pm	<i>Lunch Break</i>	
1:00 pm	Transport Canada Motor Vehicle Safety Research in New Brunswick	Jill DeMerchant, P.Eng. Crandall Engineering Ltd.
1:30 pm	Barrington Street Complete Streets Upgrades	Harrison McGrath, P.Eng. Halifax Regional Municipality
2:00 pm	Barrington Street Traffic Microsimulation	Adam Lanigan, P.Eng. Dillon Consulting
2:30 pm	<i>Coffee Break</i>	
2:45 pm	Harrisville Boulevard 'Dog bone' Roundabout	Serge Levesque, P.Eng. EXP
3:15 pm	Dutch Village Road – Complete Street Functional Design	Courtney McCarthy, P.Eng. WSP
3:40 pm	Closing Remarks	Mike Connors, P.Eng. CITE Atlantic Provinces Section President
4:00 pm	ITE Atlantic Provinces Annual General Meeting	

Please join us for an evening social on **Wednesday, November 6<sup>th</sup>**. We will be bowling at Kingswood between 6-9PM. Drop in anytime!

On behalf of your CITE Atlantic Provinces Section Executive:

Mike Connors, President  
Tanya Davis, Vice President  
Mark Gunter, Secretary/Treasurer  
Roddy MacIntyre, Past President

**Appendix B**

**2019 Annual General Meeting Minutes**



Canadian Institute of Transportation  
Engineers

Atlantic Provinces Section

Annual General Meeting

# MEETING MINUTES

7 November 2019  
Fredericton, NB

In attendance:

Executive: Mike Connors, Tanya Davis, Mark Gunter, Roddy MacIntyre

Members: Adam Lanigan, Hugh Morrison, Jill Morrison, Harrison McGrath, Greg O'Brien

1. **Welcome & Call to Order**

Mark Gunter called meeting to order at 3:30 pm

2. **Approve 2018 AGM Minutes**

Attendees were given time to review the past meeting minutes.

**MOTION: to approve 2018 AGM minutes.**

**Moved by:** Roddy MacIntyre

**Second:** Tanya Davis

**Carried**

3. **Treasurer's Report**

Section Treasurer Mark Gunter presented Treasurer's report for the year. Highlights include:

- Net profit for the year was **\$3,896.65**, which was attributed to a) strong registration at both the Spring and Fall Technical Sessions; and b) lower venue and catering costs for these events compared to previous years.
- Our two major events – the Spring and Fall Technical Sessions - were both profitable. The 2018 Fall Meeting generated **\$4,680.00** in revenue and **\$3,367.38** in costs. for a net profit of **\$1,312.62**. The 2019 Spring Meeting generated **\$4,750.00** in revenue and **\$3,962.77** in costs. for a net profit of **\$787.23**.
- As a result of the net profit, the closing bank balance (as of October 31, 2019) was **\$17,434.70**, compared to an opening bank balance of **\$13,538.05** (as of November 1, 2018).

- 
- Based on recent attendance levels and current venue arrangements, there is no reason to believe that the Spring and Fall Technical Sessions won't continue to be profitable in the future. With a healthy bank balance in place, the Executive will explore other spending opportunities that will offer value to the membership.

***ACTION: Mark Gunter to follow up with Steven Garner re: HST rebate***

**MOTION: to approve 2018-19 Treasurer's Report.**

**Moved by:** Adam Lanigan

**Second:** Tanya Davis

**Carried**

#### **4. Future Meetings / Training**

- Consider that national meeting is early this year (end of May)
- IMSA is likely having their meeting -- consider partnering. Mark Cormier? Dalhousie indicated that they'd be interested in something similar to last year (on campus, but in a different room). Partner with IMSA or Dal...seems to be an either or (IMSA likely don't want to be downtown). Put it out to membership?
  - Group decides that Dal is preferred approach.
- Set up feedback survey soon for this event. Survey to focus on Fredericton meeting feedback, spring meeting venue preference
- Tentative date will be May 7

***ACTION:***

- 1. Mike to contact Ahsan go gauge interest in spring meeting and to check on venue availability on May 7***
- 2. Mike to send draft survey questions to Mark. Mark to get online survey set up.***

#### **5. National CITE Initiatives**

- Tanya provided brief update from Tanya on CITE strategic plan. Mentioned compliments / praise from CITE for our section

#### **6. New Initiatives**

- Group discussed the large bank balance and brainstormed ways to use it. Potential options:
  - Host a training session and subsidize the costs for members: Probably makes sense to partner with CITE if they end up organizing anything.
  - Student Chapter Grants: Provide money to chapter for activities. Would only help UNB now, but could help encourage Dal to start a student chapter
  - Student travel aid: Cash to help Dal students to travel to Fredericton, UNB students travel to Halifax

*Proposed Approach: Set up the following student financial support mechanisms, to be reviewed annually at end of fiscal year (Oct. 31)*

- *\$500 Student Chapter Grant -- stipulate that a report must be submitted after use to document how money was used*

- 
- *\$500 Travel Bursary once annually for UNB and Dalhousie to help cover travel costs for the spring and fall meetings, respectively.*

**Moved by:** Greg O'Brien

**Second:** Mark Gunter

**Carried**

**ACTION:**

1. *Executive to further discuss the logistics of implementing these items at next executive meeting*

**7. Other Business**

**ACTION:**

1. *Mike to ask Steven Garner about travel costs for February strategic planning session in Victoria.*

**MOTION: to adjourn the 2019 AGM.**

**Moved by:** Tanya Davis

**Second:** Mark Gunter

**Carried**

Meeting adjourned at 4:15PM.