



School Mobility Advisory Round Table Terms of Reference

Round Table Name: School Mobility Advisory Round Table (SMART)

1.0 Purpose

An interdepartmental round table to improve pedestrian, cyclist, and vehicular safety and movement around schools in West Vancouver.

Note:

- At the September 11, 2024, START (School Traffic Advisory Round Table) the group name was changed to SMART (School Mobility Advisory Round Table).
- This document replaces all past START Terms of Reference.

2.0 Duties

The Advisory Round Table shall:

- Provide department updates and report back on action items.
- Identify operational issues and actions related to active transportation and mobility safety and provide recommendations for actions.
- Review current standards, practises, and infrastructure related to pedestrian, cyclist and vehicular movement and interaction around schools.
- Develop recommendations in relation to education, infrastructure (including roadways, sidewalks, and signage) and enforcement to improve pedestrian, cyclist, and vehicular safety and movement around schools.

3.0 Membership

Invited to attend:

member/s representing District of West Vancouver (DWV) Engineering & Transportation Services

member from the Council of the DWV

member from West Vancouver School District #45 Board of Education

member/s representing DWV Police Department

member/s representing DWV Bylaw Department

member representing West Vancouver Schools Administrative Staff

member/s representing West Vancouver Schools Facilities Staff

member/s representing the District Parents Advisory Committee (DPAC), elementary and secondary schools

member/s representing North Shore Safety Council (NSSC)

member/s representing private schools within the Municipality

4.0 Operations of the Round Table

4.1 Meeting Schedule

An operationally focused mini meeting is scheduled for the week prior to the start of the school year, with subsequent meetings occurring on the second Wednesday of every alternate month throughout the school year.

An annual review of the meeting schedule is set to occur at the onset of each school year, with any modifications being guided by the evolving requirements of the group.

4.2 Decision-Making Approach

Decisions will be reached collectively, as, and when necessary.

4.3 Advisory Round Table Administrative Support

A designated staff person from the Engineering & Transportation Services Division will provide administrative support.

Approved by:



Jenn Moller, Director of Engineering & Transportation Services

Date: October 2, 2024