



**ACTIVE TRANSPORTATION ADVISORY COMMITTEE
MINUTES
January 21, 2016**

PRESENT: Mr. Ben Buckwold, Chair
Mr. Scott Borden
Ms. Julie Tompa
Mr. David Jackson
Mr. Walter Regan
Mr. David Jackson
Mr. Tristan Cleveland
Mr. James McMillin
Ms. Terry Walker
Councillor Tim Outhit
Councillor David Hendsbee

REGRETS: Ms. Elizabeth Pugh
Councillor Wayne Mason

STAFF: Mr. David MacIsaac, TDM Program Supervisor
Ms. Hanita Koblenz, A.T. Coordinator
Ms. Jessie Debaie, Assistant Trails Coordinator
Ms. Sheilagh Edmonds, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to Active Transportation Advisory Committee are available online:

<http://www.halifax.ca/boardscom/ActiveTransportationAdvisoryCommittee.php>

The meeting was called to order at 4:05 p.m., and adjourned at 5:22 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 4:05 p.m.

The Chair welcomed two new members to the Committee, Mr. Scott Borden and Mr. James McMillin, and round-table introductions were made.

2. APPROVAL OF MINUTES – November 19, 2015

MOVED by Mr. Regan, seconded by Councillor Hendsbee

THAT the minutes of November 19, 2015 be approved.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

There were no additions or deletions to the agenda.

MOVED by Councillor Outhit, seconded by Councillor Hendsbee

THAT the agenda be approved as presented.

MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES

The Chair advised that the request to have the Parks Manager or other appropriate staff attend a meeting for a discussion concerning funding and planning for recreational trails has been declined by the Director of Parks and Recreation. The Director has responded that in his view it was not within the Committee's scope. The Chair added that the Director suggested that recreational infrastructure was within the scope of the Community Planning and Economic Development Standing Committee, and advised that Councillor Mason, as a member of both Committees, could bring this before the Standing Committee.

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – None

In response to a question, the Legislative Assistant advised that this was now a standard agenda item on all agendas. She explained that this past December, Regional Council approved revisions to Administrative Order 1, and one of the revisions included slight formatting changes to the agendas of Committees, Community Councils, and Regional Council.

The Legislative Assistant responded to questions of clarification and advised that she would circulate copies of the *Public Appointment Policy for Citizens* which has a section on Conflict of Interest, for the Committee's information.

6. CONSIDERATION OF DEFERRED BUSINESS – NONE

7. CORRESPONDENCE, PETITIONS & DELEGATIONS

7.1 Correspondence - None

7.2 Petitions - None

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS

9.1 STAFF

9.1.1 Update on Committee's Revised Terms of Reference – Katherine Barnstead

The following was before the Active Transportation Advisory Committee:

- A Revised Terms of Reference

Ms. Katherine Barnstead, Public Appointment Analyst Intern, Municipal Clerk's Office addressed the Committee and presented the revised terms of reference, as approved by Regional Council December 8, 2015. She highlighted the following changes:

- The mandate in regard to Bike Week has been removed as this better reflects the work of the Committee in relation to Bike Week
- The mandate includes providing advice to staff; this now gives staff a formal means to seek advice from the Committee and enables a more informal dialogue between the Committee and staff.
- The mandate includes the Committee preparing an annual report to the Transportation Standing Committee which outlines the Committee's work over the past year.
- The Composition on the Committee has been revised to include a representative from a group that promotes walkability in the region.

It was noted that within the Committee' Composition, the Province of Nova Scotia representative does not specify that the representative is appointed from the Department of Transportation. Ms. Barnstead indicated that she did know the reason behind this, but would follow up on this and see if there was information on the origin of the Provincial representative on the Committee.

9.1.2 Regional Trails

Ms. Jessie Debaie, Assistant Trails Coordinator provided the following update:

- The Shubie Watershed Environmental Protection Society SWEPS constructed a section of Active Transportation greenway on a former K Road called the Blue Hill Coach Road in the Fall River Area. 450 metres was completed except for top dressing this December. However a short section of 120 metres to complete this work on Canterbury Lane not be completed because permission for the group to be on the land was not provided by HRM.
- The Carrolls Corner Mastodon AT Greenway construction work for 2015 was completed in December.
- Final planning is underway for the Jennifer Place Bridge and connector greenway for Phase 1 of the Bissett Lake Greenway in Cole Harbour.
- The Sackville Greenway Phase b section phase 1 construction was wrapped up for the season by the end of November, 2015. The greenway is signed closed and under construction until spring. An information update session about the plans for 2016/17 is planned for stakeholders from the Sackville area in early February.
- The Shore Active Transportation Association was granted an interim Letter of Authority at the end of November to provide a preliminary and detailed trail design including draft construction tender drawings for the 6.6 km section of abandoned rail line between East Chezzetcook Road and Musquodoboit Harbour where the trail meets the Trunk 7 & 107 highway.
- Staff will be sending letters to the community groups in the next week to advise them which HRTA group capital projects are being recommended for 2016-17 HRM Capital budget;
- Staff is currently reviewing requests from community groups for maintenance funds for 2016-17.

- Project Planning & Design Staff have met twice with the HRTA executive and twice with a subgroup of HRTA in the past few months to better understand the challenges faced by community groups and to aim to resolve any issues. There will be regular (perhaps monthly) meetings for the foreseeable future.

9.1.3 Active Transportation

Ms. Hanita Koblents, Active Transportation Coordinator advised the Committee that as of February 1, 2016 she will be in a new position with Planning and Development Business Unit, and it will be with the Urban Design division. She noted that part of her position includes overseeing the Streetscape Program.

Ms. Koblents also noted that:

- The MacDonald Bridge Bikeway Connection Request for Proposal is open and bids are to be submitted by the 27th.
- Staff is getting ready to order bike racks for the Request a Rack Program
- A public meeting was held on the proposed changes to Devonshire Avenue Pedestrian and Bicycle Improvements and it was well received; staff are compiling the comments and a staff report will be forwarded to Regional Council with a recommendation to proceed with the project.

Mr. David MacIsaac, TDM Program Supervisor provided the following updates:

- The public consultation on South Park Street Bicycle Lane extension and improvements will take place late February or March
- A study is underway to determine a way to connect St. Margaret's Bay Road with neighbourhoods in the western mainland.
- There will be work done next year by Halifax Water in North Preston and staff are going to piggyback on that work and extend the greenway into the village.

The Chair congratulated Ms. Koblents on her new position and expressed appreciation, on behalf of the Committee, for her work with the Committee over the past number of years.

9.1.2 Approval of Proposed Meeting Schedule for 2016

The following was before the Committee:

- A proposed meeting schedule for 2016 submitted by the Legislative Assistant.

The Chair advised that Ms. Pugh was unable to attend today's meeting, however, she asked if the Committee would consider rescheduling the March meeting, as it falls within the March Break week.

The Committee agreed to reschedule the March meeting. The Legislative Assistant was asked to look at alternate dates and follow up with the Committee.

MOVED by Mr. Regan, seconded by Councillor Outhit

That the Committee approved the proposed 2016 meeting schedule with the exception of the March meeting date, which is to be determined later.

MOTION PUT AND PASSED.

9.2 COMMITTEE MEMBERS

9.2.1 Request for Presentation – Trans Canada Trail - Chair

The Chair advised that he has approved a request for presentation from Trans Canada Trail and this will be scheduled for the February 18, 2016 meeting.

9.2.2 Inadequate Snow Clearing of the Bike Lanes – Terry Walker

Ms. Walker relayed concerns she experienced with snow clearing and how it was impacting cyclists. Specifically, she noted that the Bedford Highway was of particular concern because once the road is cleared, the sidewalk plows go through and push snow back onto the road resulting in narrowing the passageway for cyclists between vehicles and the curb.

The Committee entered a brief discussion and the Chair suggested that the topic of winter cycling may be an issue for the Committee to discuss at a future meeting.

9.2.3 Policy for On-street Bicycle Parking – Terry Walker

Ms. Walker advised that she felt there was a need to create a clear policy for on-street bicycle parking. She circulated a document entitled, *On-street Bicycle Parking Policies*. The Chair suggested that this item be added to the next agenda for discussion, and the Committee members would have an opportunity to review the submitted document, to which the Committee agreed.

9.2.4 Halifax Regional Trails Association – Walter Regan

Mr. Walter Regan provided updates from HRTA. He offered congratulations to Ms. Koblenz on her new position. He also noted that Paul Euloth recently retired and he expressed concern that the position has not yet been filled. In response, Mr. MacIsaac advised that the area that Mr. Euloth worked in was currently being reviewed with regard to the mandate and he indicated, therefore, any new hires were not in the immediate future.

10. ADDED ITEMS – NONE

11. DATE OF NEXT MEETING – February 18, 2016

12. ADJOURNMENT

The meeting adjourned at 5:22 p.m.

Sheilagh Edmonds
Legislative Assistant