

BIKEWAYS ADVISORY COMMITTEE

MINUTES

May 14, 2004

PRESENT: Councillor Sheila Fougere, Chair
Angela Bischoff, Vice-Chair
Heather Deighan
Ward Skinner
John Smith
Gerard Walsh

ABSENT
WITH REGRETS: Ken LeMoine
Candace Stevenson
Councillor Stephen D. Adams
Councillor Krista Snow
Mr. David McCusker

STAFF: Mr. Ken Reashor, Acting Manager, Traffic & Transportation Services
Mr. David Huble, Senior Design Engineer, Design & Construction Services
Ms. Roxanne MacInnis, TDM Coordinator
Ms. Maria Jacobs, Planner I, Regional Planning (Trails) 12:20 pm
Chris Newson, Legislative Assistant

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1. CALL TO ORDER

The Chair called the meeting to order at 12:03 pm in the Media Room, 1st Floor, City Hall.

2. APPROVAL OF MINUTES - February 25, 2004

MOVED BY Mr. Ward Skinner, seconded by Mr. John Smith that the minutes of February 25, 2004 be approved as circulated. MOTION PUT AND PASSED UNANIMOUSLY.

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

Move: Item 8.2.1 Committee Consultation Mechanism to immediately following approval of agenda.

Additions:

- 8.1.1 Bridge Motion - Access Ramp - Angela Bischoff
- 8.1.2 Bike Rack Designs - Angela Bischoff
- 8.1.3 Communication Between HRM Staff and Cycling Communities - Angela Bischoff
- 8.1.4 Bicycle Nova Scotia Bicycle "Share the Road" Campaign re: Recent Armdale Accident - John Smith
- 8.1.5 Ken Reashor's comments in *THE COAST* article - - Angela Bischoff

NEW BUSINESS

- 8.2.1 Committee Consultation Mechanism
- 8.2.2 HRM's Policy and Procedures
- 8.2.3 Funding for Recurring Events
- 8.2.3 Alternate Meeting Dates

MOVED BY Mr. Ward Skinner, seconded by Mr. Gerald Walsh that the agenda be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.

8.2 NEW BUSINESS

8.2.1 Committee Consultation Mechanism

Councillor Fougere explained the Bikeways Advisory Committee's (BAC) function is to advise staff on Bicycle Plan priorities (document adopted in principle by Regional Council in December 2002) in relation to HRM's Capital Budget. She added clarification is required regarding a timely communication method with staff. Due to the capital budget being

compiled in the fall and the fact that this Committee is only mandated to meet a minimum of four times per year, a communication mechanism is required.

Councillor Fougere added BAC's advisory capacity is to ensure thought is given to incorporate cycling requirements in ongoing construction services/projects that are traffic related in terms of design standards. Further, to advise Regional Council on matters relating to cycling.

Councillor Fougere introduced Mr. Ken Reashor, Manager Traffic and Transportation Services and Mr. David Hubley, Senior Design Engineer, Design and Construction Services. The following comments were raised:

- Traffic and Transportation Services can provide BAC with a list of their priorities. The priorities are outlined by each Business Unit in the fall and approval is given during budget deliberations in April of each year.
- Traffic and Transportation Services reviews projects when preparing the next year's budget concerning what HRM wants/needs. Projects recommended by the Bikeways Advisory Committee could be reviewed for possible incorporation into the budget at that time. For example, Main Street in Dartmouth will be repaved/restriped and sidewalks constructed. Bicycle concerns can be incorporated (such as widening the lanes) with this project as it has been determined as a bike route in HRM's bike plan.
- Traffic and Transportation Services will recommend projects for funding that have not previously been identified.
- Road signage etc. could be incorporated into the project budget.

Councillor Fougere inquired if staff could review cycling priorities first and then determine other work that might be needed on that particular street so that high priority bike issues can be addressed. Mr. Reashor / Mr. Hubley commented an integrated approach could be used when dealing with HRM's Bike Plan as bikelanes have become a number one priority for Design and Construction Services due to the HRM Bike Plan.

Mr. Reashor further advised it would be preferable for all cycling information/concerns, such as Bicycle Nova Scotia's list of priorities for *Share the Road* signs, be addressed by BAC first and then a recommendation forwarded to Traffic and Transportation Services. He advised following this process would provide further support for the case when the matter was presented to Regional Council.

In response to the Committee indicating an opportunity to incorporate biking initiatives along the Bedford Highway during recent road construction was missed, Mr. Hubley / Mr. Reashor commented it was unfortunate but the work had been provided for in the previous year's budget and did not include cycling initiatives. This incident did result in a checklist being prepared for design guidelines.

Mr. Hubley commented a review of the Red Book (HRM's internal design guidelines) is done every two years. Recently cross sections of urban and rural sections were proposed and will be incorporated into the Red Book by fall 2004. He added there are external consultants involved with the Red Book and it is not only HRM staff. **Ms. Angela Bischoff requested this information be circulated to the BAC members prior to the next meeting.** Mr. Reashor advised the information would be forwarded.

Councillor Fougere suggested this Committee receive a copy of HRM's longterm Capital Plan regarding Traffic and Transportation Services/Construction and Design Services and how they fit into the Bike Master plan. Further, a similar project list from HRM Regional Trails would be of assistance to this Committee. Mr. Reashor added Traffic and Transportation Services is very involved with the Trails group and their priorities as the transportation links will have to be incorporated in the budgets.

Councillor Fougere thanked Mr. Reashor and Mr. Hubley for their participation.

8.1.5 Ken Reashor's comments in THE COAST

Ms. Angela Bischoff requested clarification from Mr. Ken Reashor regarding a recent article in *THE COAST* on placement of *SHARE THE ROAD* signs. Mr. Reashor advised he was misquoted in the article and *SHARE THE ROAD* signs will be placed where required and each location would be reviewed prior to placement.

4. BUSINESS ARISING OUT OF THE MINUTES

See Item 5 below - Consideration of Deferred Business

5. CONSIDERATION OF DEFERRED BUSINESS

5.1 Revised Terms of Reference

- A staff report dated March 16, 2004 was before the Committee.

Councillor Fougere advised Regional Council recommended the vacant position be filled by an appropriate Automobile Association such as the Canadian Automobile Association (CAA).

MOVED BY Mr. John Smith, seconded by Mr. Gerald Walsh that the Canadian Automobile Association (CAA) be contacted regarding appointment of a representative to the Bikeways Advisory Committee. MOTION PUT AND PASSED UNANIMOUSLY.

Councillor Fougere explained UDI expressed interest in serving on the Bikeways Advisory Committee. She advised a response was sent to UDI explaining the membership of the Committee is complete at this time.

5.2 Bike Plan Priorities 2004 - Ms. Roxanne MacInnis

- A copy of the Bicycle Plan Implementation Capital Priorities 2004-05 was circulated to the Committee.
- Mr. John Smith circulated Bicycle Nova Scotia's recommended locations for Share the Road signs to be included in the staff report regarding budget priorities for 2004-05.

Ms. Roxanne MacInnis presented her report.

The Committee raised the following points during the ensuing discussion:

- Only two columns shown listing projects and cost. Should have more categories such as location/distance - something to state what the project is exactly.
- Concern some bike lanes do not have enough *sweeping action* by cars to keep the area clean of debris/leaves (i.e: under bypass on Highway 102 at Lacewood Drive and also the bike lane in Eastern Passage). Preference is for hybrid curb/bike lane that is stenciled. Hierarchy would be wide curb lane, wide curb lane stenciled and then a dedicated bike lane.
- International information is being used to determine criteria for where you can have a bike lane.
- Wide curb lanes should always have the logo (painted on the street)
- Use large stencil for logo
- **RECOMMEND** intersection at Sackville Street end of Brunswick Street be given signage to indicate cars are to watch for cyclists at this intersection before turning right. Even if drivers are aware there are cyclists you need a reminder.
- South Park Street has stripping for two lanes, a bike lane could be placed there.
- Along Wyse Road, Dartmouth, signs need to come down as they are "illegal". **RECOMMEND** a green & white sign be added there rather than take away a sign that is already there. Take the signs down and put up SHARE THE ROAD signs.
- Bike route signs (green & white which are more visible) will go up with stencils on the ground.
- Main Street onto Prince Albert Road in Dartmouth requires better signage.
- Bike Racks - Maglin design is recommended. The Cora design "coat hanger" is not recommended. Ms. Bischoff will circulate information on this issue for review by the Committee. **The Legislative Assistant will circulate the webpage information to all Committee members for their review. Committee is to report back to Ms. MacInnis by May 21 on their preference for a bike rack model. Councillor Fougere added the results could be obtained by a telephone vote and the**

results forwarded to Regional Council with the budget expenditure considerations.

- Should not spend money on bicycle lockers unless they will be used. Ms. MacInnis responded there are currently 5 out of 10 lockers being rented. Demand was there for the lockers as people wanted a safe place to store their bikes. The use of the lockers should be monitored closely to determine if it is viable to invest \$20,000.00 to purchase more. Currently, a rental agreement must be signed. The cost of a locker rental is \$5 per month.
- Integrate bike lockers into Ferry Terminal renovations.
- **RECOMMEND** expand the *SHARE THE ROAD* program. Share the Road signs should be placed strategically - for example on the Waverley Road, Dartmouth where the road narrows.
- Dartmouth is under-represented here. Major cycling routes for Dartmouth should be considered here as well.
- We do not have ability to recommend to the Bridge Commission. we are an advisory committee to Regional Council only.
- A response from the Federal Government regarding the \$600,000 proposed project is expected this year.

The Committee agreed to hear comments from, Ms. Renne Lyons, Director of the Atlantic Health Promotion Research Centre at Dalhousie University, who in 1998 originally brought a report forward to Regional Council suggesting HRM have a bicycle plan. Ms. Lyons made the following comments:

- By placing signs in “dangerous areas” you are encouraging perhaps inexperienced cyclists to use those areas.
- The plan was to have a bikeway that would give people confidence that second rate solutions were not being used.
- Use prescribed bike lanes - you should pursue bike lanes. We need a safe solution not something second rate. We should be leaders here. This approach is very disappointing and magnificently uninspiring. You should have one complete bike route and use it as a model. Have one place where you invest some money.
- We have resources for information/testing of designs. Take advantage of us, we will help.
- Private Sector money was going to be used for this. If you had plans designed you could get buy-in from private sector.

MOVED BY Mr. Ward Skinner, seconded by Ms. Heather Deighan that the Bike Plan Priorities 2004 report be approved as amended with the addition of projects by TRAX and Bicycle Nova Scotia. Further, that the remaining items on the TRAX section be deferred to a future meeting. MOTION PUT AND PASSED UNANIMOUSLY.

6. REPORTS

6.1 REPORT FROM BIKE WEEK SUB-COMMITTEE - verbal update

Deferred to next meeting.

7. **PRESENTATIONS** - None

8. **ADDED ITEMS**

8.1.1 Bridge Motion - Access Ramp - Angela Bischoff - ***Deferred***

8.1.2 Bike Rack Designs - Angela Bischoff - ***Deferred***

8.1.3 Communication Between HRM Staff and Cycling Communities - Angela Bischoff

This item was dealt with under item 8.2.1. See page 4.

8.1.4 Bicycle Nova Scotia Bicycle "Share the Road" Campaign re: Recent Armdale Accident - John Smith - ***Deferred***

8.1.5 Ken Reashor's comments in *THE COAST* article - - Angela Bischoff

Discussed immediately following item 8.2.1 and moved forward on agenda. See page 6.

Deferred items deferred to next meeting due to time constraints and loss of quorum.
(Mr. Gerald Walsh left the meeting and quorum was lost at this time.)

8.2 New Business

8.2.1 Committee Consultation Mechanism

Dealt with earlier in the meeting. See page 3.

8.2.2 HRM's Policies and Procedures

- A draft HRM Board and Committee Policy and Procedure guide was before the Committee.

This item was circulated at the last meeting and is intended as an information source for Committee members.

8.2.3 Funding for Recurring Events

Councillor Fougere advised she has contacted staff in regards to a method of locating funding for recurring events such as Bike Week as there are other volunteer committees who go out and get funding such as the Natal Day and Bedford Day Committees.

8.2.4 Alternate Meeting Dates

Due to schedules of some Committee members, alternate meeting times and dates will be considered.

9. **NEXT MEETING DATE** - Friday, May 21, 2004, 12:00 - 2:00 pm.

The Legislative Assistant will contact all members and provide them with Ms. Angela Bischoff's e-mail address and work phone number in order for Ms. Bischoff to compile a contact list to circulate information to the Committee members between meetings.

(The Friday, May 21st meeting was cancelled the morning of the meeting due to lack of quorum).

10. **ADJOURNMENT**

The meeting was adjourned at 2:10 pm.

Chris Newson
Legislative Assistant