

BIKEWAYS ADVISORY COMMITTEE

MINUTES

August 27, 2004

**PRESENT:** Councillor Sheila Fougere, Chair  
Angela Bischoff, Vice-Chair  
Heather Deighan  
Ken LeMoine  
Ward Skinner  
John Smith  
Candace Stevenson  
Gerard Walsh

**ABSENT**  
**WITH REGRETS:** Councillor Stephen D. Adams  
Councillor Krista Snow

**STAFF:** Mr. Paul Euloth, Regional Trail Coordinator  
Mr. Mike Gillet, Coordinator, Civic Events & Festivals  
Mr. David Hubley, Senior Design Engineer, Design & Construction  
Services  
Ms. Maria Jacobs, Planner I, Regional Planning (Trails) 12:20 pm  
Ms. Roxane MacInnis, TDM Coordinator  
Mr. David McCusker, Manager, Transportation Regional Planning  
Ms. Chris Newson, Legislative Assistant

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**1. CALL TO ORDER**

The Chair called the meeting to order at 12:10 pm in the Trophy Room, 2<sup>nd</sup> Floor, City Hall.

**2. APPROVAL OF MINUTES - May 14, 2004**

Correction: page 7, 1<sup>st</sup> paragraph, 2<sup>nd</sup> line, change “*and Motion*” to “*Promotion*”

**MOVED BY Mr. John Smith, seconded by Mr. Ken LeMoine that the minutes of May 14, 2004 be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.**

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

Move: 8.2.1 Preliminary List of Priorities for Capital Road Works to immediately following approval of agenda.

Addition: 8.1.1 Painted Lanes in Dartmouth - Councillor Warshick  
8.1.2 Active Transportation - Roxane MacInnis  
8.1.3 Update from Regional Trails - Maria Jacobs  
8.1.4 Redbook Revision - Mr. Gerard Walsh (to be dealt with by Mr. Hubley after the Preliminary List for Capital

**MOVED BY Ms. Candace Stevenson, seconded Mr. Ken LeMoine that the agenda be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.**

8.2.1 Preliminary List of Priorities for Capital Road Works

Mr. Hubley advised the list should be ready within the next two weeks. The items are broken down by projects and limits/costs. He added the list is not typically finalized until December or January and is subject to change throughout the year.

The Committee expressed their frustration with being a year behind in the budget process and advised they require the list for discussion before the budget.

8.1.4 Redbook Revisions

The Committee raised the following concerns/comments:

- When are the Redbook standards enforced? (When are they followed - when you pave the streets or strictly for new roads?)

Mr. Hubley explained the Redbook works better for new developments but there has to be some flexibility with retrofits.

- Most of the problem roads in HRM (two lane roads) are not addressed in the cross sections (St. Margaret's Bay Road, Purcells Cove Road etc). Will other cross sections be changed to try to accommodate bikes - such as paved shoulders on St. Margaret's Bay Road?

Mr. Dave McCusker advised it is difficult to put standards on rehabilitation projects as they are done street by street. The intention of the Redbook is to hand it to the developer so they will know how the streets are to look. Mr. Hubley added if staff tried to do a cross section for every street configuration in HRM it would be a very large document. The Redbook does indicate that you can deviate.

- Reconstruction of Windsor Street/Bayer's Road intersection - have biking concerns been incorporated into this project? *Staff responded it was not included as the project involved only the intersection and would not have been a long enough stretch.*
- Some consideration should be given to cycling elements - a policy that says if you are doing a rehabilitation project you should try to incorporate cycling elements.

Mr. Hubley advised staff have been working closely with development Engineers/Planners to be aware of cycling issues when designing/planning. Mr. Hubley further advised he will continue communication with design staff.

- Designers need a guide to follow and the Redbook is not much of a guide.
- We need a show of faith; there are two ongoing projects in HRM (Cunard/Robie and Windsor/Bayers Road intersection projects) and no consideration was given for cycling to be incorporated into the projects.

**It was determined the next Bikeways Advisory Committee meeting will be held when the list is ready for review. Mr. Hubley will contact the Legislative Assistant regarding the date.**

**4. BUSINESS ARISING OUT OF THE MINUTES - see deferred business below.**

**5. CONSIDERATION OF DEFERRED BUSINESS**

**5.1 Bicycle Plan Implementation Capital Priorities 2004**

Ms. Roxane MacInnis provided an update on work progressing throughout HRM. She advised signs/symbols are being placed along street and road locations suggested by Bicycle Nova

Scotia and HRM Councillors. She added some projects scheduled for completion this fall are:

- Complete signage of Brunswick Street from Cogswell Street to North Street,
- Vernon and Seymour Streets to be signed as bike routes (green and white signs)
- Parkland Drive - (from Lacewood Drive to Kearney Lake Road) bike route signage. The street is wide but does not warrant anything other than a bike route sign at this time as the final configuration of the street is unknown. The sign will increase awareness of cyclists along that route.
- Students to be hired to inspect bike symbols.

Ms. Bischoff made a special request to have symbols placed **this year** along the three block bike lane on the Peninsula as there is currently only one sign on either side of the street. Ms. MacInnis explained the symbols were to have been painted last year and the project is on the list for this year. Councillor Fougere advised that as an Advisory Committee to Regional Council, this Committee could make a motion requesting Regional Council to direct staff to paint the bike symbols along Brunswick Street sooner rather than later.

**MOVED BY Ms. Angela Bischoff, seconded by Mr. Gerard Walsh that the Bikeways Advisory Committee recommend that Regional Council direct city staff to ensure a series of bike symbols are painted this fall on Brunswick Street.**

Councillor Fougere commented this Committee has to keep in mind that HRM's Public Works department has had two major incidents to deal with this past year with the hurricane and the blizzard. Restoration of the impact of those two events has taken priority over everything else.

#### **MOTION PUT AND PASSED.**

**The Committee agreed to discuss Item 8.1.1 Painted Lanes in Dartmouth at this time.**

#### **8. ADDED ITEMS:**

##### **8.1.1 Painted Lanes in Dartmouth - Councillor Warshick**

Ms. MacInnis advised the issue is on her list of projects and Councillor Warshick has been updated by staff. Further, Caledonia Road is a very wide street designed to arterial standards. Development is not yet complete in this area. Staff have done traffic counts and the street does not warrant a bike lane due to low volume. Ms. MacInnis further advised staff will place green and white bike route signs in five locations in each direction.

Mr. David McCusker commented Caledonia Road is typical of requests as there was a similar request for Portland Estates. The situation is two lanes with cars parked on them; the cars

stay in the middle, there are parked cars and there is room for cycling. If you put a bike lane by the curb there is no place for the cars. If you move the bike lane out, the cyclists feel awkward driving up the "middle" of the road. The best solution seems to be placing bike route signs rather than painted lanes.

The Committee agreed.

**Ms. MacInnis returned to Item 5.1 at this time.**

5.1 Bicycle Plan Implementation Capital Priorities 2004 (cont'd)

Ms. MacInnis advised *Share the Road* signs will be used in narrow lanes, with variable speed and no shoulders to let cyclists know it is **not** a straight, clear road. This will also let motorists know to watch for cyclists. Share the Road sign locations will be:

- Herring Cove Road: install share the road sign between the rotary and Old Sambro Road.
- Old Sambro Road and Greystone.
- Greystone to Hebridean - (no shoulder, sharp curve - determines sign location).
- Purcells Cove Road: twelve signs will be placed up to the urbanized section.
- St. Margaret's Bay Road: one sign around the crescent plus two others.
- Quinpool Road - where the road curves as visibility is a concern.
- Bell Road: one on outbound side where two lanes are between Summer and Robie Streets.
- Bedford Highway and Highway # 2 : still working on locations but they are on the list.
- Signage will hopefully be done this fall.

Ms. Candace Stevenson inquired if cyclists will be incorporated in the changes to the rotary. Ms. MacInnis responded bicycles are in the thinking of what the rotary will be.

Ms. MacInnis reported the tender for approximately forty (40) bicycle racks was awarded to TIMBERTECK for \$9,300.00. The hitching post design was designed by TIMBERTECK with specific specifications from HRM that the bike support have a minimum 32" triangle. TIMBERTECK has supplied a 34" ring (triangle).

Ms. Bischoff expressed concern with the hitching post design as the Committee had previously discussed the design for the bike racks and indicated the hitching post design was not the recommended design due to handlebars locking into the rings. She added it is best to attach the bike at two points. Ms. Bischoff indicated the TRAX researcher advised the hitching post design was not a good design. Ms. MacInnis explained 32" was what experienced cyclists recommended.

Ms. MacInnis commented staff is working with Metro Transit for bike parking facilities at the new BRT terminals in Sackville and Cole Harbour with a locker at one and racks at both locations.

Ms. Bischoff commented this Committee had asked for information on the number of people using the bike lockers first as the Committee did not want to allocate funds if the lockers would not be used considering each locker costs approximately \$20,000. The money could be used for something else. Ms. MacInnis advised the money would be from Metro Transit's budget, not the bike budget. **Councillor Fougere suggested Metro Transit be invited to present at the next Bikeways Advisory Committee meeting to comment on the use of the bike lockers.**

Ms. MacInnis requested recommendations from the Committee as to their priorities for shoulder paving projects in respect to the four following areas:

- Herring Cove Road
- Purcells Cove Road
- St. Margaret's Bay Road
- The Bedford Highway.

She added the cost to pave a 1.5 meter wide strip would be \$35 (before taxes) per meter provided there is no widening or ditch work to do. This would be \$35,000.00 per km for asphalt and the underlay gravel. **The Committee was asked to e-mail Roxane MacInnis with their priorities or notify her at the next Bikeways Advisory Committee meeting as the recommendations will go into the Capital Budget for next year.** Councillor Fougere added that once the budget is done, a report is prepared outlining what money was spent so there will be a history as well as an ongoing tally of progress.

Ms. Bischoff expressed concern with the Committee not knowing what the Bikeways budget is as it is difficult to decide how to spend the money when the Committee does not know how much money there is to spend. Councillor Fougere explained the Bikeways Advisory Committee's concern is to make recommendations on project priority as the money figure is beyond the control of the Committee. Further, the Committee is half a year behind in the budget process due to when the Committee was formed. Ms. Bischoff commented if the Committee is not limited by money then it should be more ambitious and suggested creating priorities that will expect more from next year's budget.

Mr. Ward Skinner suggested this Committee hold one meeting that would focus only on priorities once Mr. Hubley presents his list. The Committee would then be able to see how it ties into the bike plan.

Ms. Bischoff requested a mid-term report on what projects have been done, what is going to be done and what is left to be done that can be completed with the remaining budget. **Councillor Fougere requested Ms. MacInnis provide this information for the next meeting and further suggested that perhaps Finance could assist with this.**

Ms. Bischoff advised she had requested at the last Bikeways meeting, and the Committee agreed, that more detail be provided in Ms. MacInnis's reports such as information on length and distance of the project to assist the Committee in visualizing the proposed projects and in making a decision.

**MOVED BY Ms. Angela Bischoff, seconded by Ms. Candace Stevenson that Ms. Roxane MacInnis provide the Bikeways Advisory Committee with a more detailed description of the projects including distance of the project and the proposed cost. Further, that a template be developed for a regular reporting method to the Committee that would include the various categories.**

Mr. Ward Skinner suggested forming a Sub-Committee to meet with Ms. MacInnis regarding what is the reasonable form of communication for this Committee in regards to what information we can get.

Ms. Stevenson commented the focus is not just the money but when you try to prioritize the projects, more description would make it easier to decide between projects if the km were included etc.

Councillor Fougere suggested a template be developed for how the Committee can evaluate the projects easily and quickly, also that a map be available for reference at future meetings.

#### **MOTION PUT AND PASSED.**

##### 5.2 Special Events

Due to Mr. Mike Gillett, Coordinator, Civic Events & Festivals, having to leave to attend another meeting, it was **MOVED BY Mr. John Smith, seconded by Mr. Ward Skinner that this item be deferred. MOTION PUT AND PASSED UNANIMOUSLY.**

##### 5.3 Alternate Meeting Dates

This item was **deferred.**

##### 5.4 Bridge Access

Councillor Fougere explained HRM will begin receiving funding (by the end of 2004 / beginning of 2005) for a Sustainable Community Reserve which was established by the Federation of Canadian Municipalities from their Green Municipal Investment Fund. HRM was approved for ten (10) sustainable projects that have to move forward within the next three (3) years. One project is a funding source for an improved Macdonald Bridge connection to other parts of the municipality. Councillor Fougere advised this has not as yet gone forward to the Bridge Commission and does not mean that all the money is there.

Ms. MacInnis commented the ten approved projects have to go forward before a new project can be introduced. The bridge connection is an active transportation corridor - not a bike path - as FCM will not support bike paths. A separate group will be responsible for the distribution of money.

Mr. Gerard Walsh requested clarification on whether the project was the \$600,000.00 project previously discussed at this Committee. Councillor Fougere and Ms. MacInnis clarified this is not the same project. It is the same connection but a different project with an estimated cost of \$400,000.00. Councillor Fougere read from the project proposal:

*"The MacDonald Bridge is the only on road connection between Dartmouth and Halifax. Although the bridge was designed to accommodate cyclists, bicycle facilities at either end of the bridge do not allow cyclists to easily access the bridge or to safely re-enter traffic after crossing. This project is designed to improve cycling access to the bridge and encourage more use of active transportation."*

Ms. Bischoff advised that Ms. Hanita Koblents presented EAC's (Ecology Action Centre's) take on the best proposal being shared use on both sides of the bridge although there was no motion made at that time. Ms. Bischoff added she had made a motion at the last meeting which was deferred. Considering it may take a few years for HRM's funding to "kick in", Ms. Bischoff requested a recommendation be brought forward to Regional Council that they make a recommendation to the Bridge Commission regarding shared use.

Councillor Fougere advised the Bikeways Advisory Committee is not an advisory Committee to the Bridge Commission. It is an Advisory Committee to HRM Council and HRM Council has no authority over the bridge. The bridge is provincial jurisdiction. This Committee could request HRM Council write a letter to the Bridge Commission.

**MOVED BY Ms. Angela Bischoff that the Bikeways Advisory Committee approach the Halifax Dartmouth Bridge Commission with a formal request that:**

1. **HDBC allow bi-directional/pedestrian movement on both sides of the MacDonald Bridge and uni-directional cycling on both sides of the bridge.**
2. **That this proposal, being Option 3 of the Brunswick Street Bikeways Connection study, be done on a trial basis for one year.**
3. **Should the Halifax/Dartmouth Bridge Commission accept the proposal, the Bikeways Advisory Committee would commit to seek funding to support this trial by preparing an education campaign, solicit pedestrian/bicycle feedback in partnership with the Bridge Commission as deemed appropriate.**

Councillor Fougere advised this is not an appropriate motion in terms of HRM's participation. **Ms. Bischoff offered to amend her motion and end it at the line "*the Bikeways Advisory Committee would commit to seek funding*".** Councillor Fougere again advised this would not be appropriate as it is not the mandate of the Bikeways Advisory Committee.

Councillor Fougere requested a seconder for the motion in order for the issue to be discussed. Having no seconder for the amended motion, **Ms. Bischoff offered to further amend the motion to eliminate sections 2 & 3.**

The amended motion is:

**MOVED BY Ms. Angela Bischoff, seconded by Ms. Candace Stevenson that the Bikeways Advisory Committee approach the Halifax/Dartmouth Bridge Commission with a formal request that they allow bi-directional pedestrian movement on both sides of the MacDonald Bridge and uni-directional cycling on both sides of the bridge.**

The following comments were raised during the ensuing discussion on the motion:

- A letter from this Committee to the HDBC has no formal standing.
- It will be a waste of the Committee's time as the HDBC will not change their mind.
- As a cyclist I do not support the motion. One side of the bridge is just fine.
- It is a peaceful ride to be separate and know there are only bikes coming towards you. The only problem is the access.
- The Bridge Commission will not entertain bicycle traffic on both sides of the bridge. HDBC has made their decision, they have done studies.
- This motion is proposed as a *no-cost* alternative.

Ms. Heather Deighan commented HDBC has conducted research across North America on the issue of pedestrian/cycling paths. The research found that if a facility had only one lane

it would be a combined pedestrian/cyclist lane in order to provide service for both. If there were two designated lanes, one was for cyclists and one was for pedestrians for safety reason.

**MOTION DEFEATED.**

Mr. Dave McCusker advised HRM's short term infrastructure "ask list" has the \$600,000 project on it for the bridge connection. He asked if the project should be taken off the list now that we are looking at two possible pots of money. Ms. MacInnis suggested the matter be discussed further with Mr. King (HDBC) as the funding for the bridge connection will be beyond what the Bikeways Advisory Committee will do. Councillor Fougere added this Committee can look at potential design and recommend what would be best from a cycling perspective as we have already recommended that the connection should happen. Mr. McCusker added there has been no general public consultation on the designs and there are viewplane issues that will have to be considered. **Ms. MacInnis suggested a meeting with Mr. King and Regional Planning.**

5.5 Bike Rack Design

Ms. Angela Bischoff commented the bike rack that has been purchased is not a good design. Ms. MacInnis advised staff reviewed the research provided and a decision had to be made as the mortars had to be installed at the Recreation centres this year. **She advised a diagram will be provided for the next meeting.** Mr. Ward Skinner commented the post is easier to get a bike well locked in.

5.6 Bicycle Nova Scotia - Share the Road Campaign

Mr. John Smith commented on a recent Armdale accident involving a cyclist and a sewage truck adding the accident was a classic example described in the Nova Scotia Bicycle Safety pamphlet. Further, work is underway with the province to have the pamphlet distributed with motor vehicle licensing/permit renewals. He requested HRM consider the pamphlet as the authoritative pamphlet on bicycle safety.

**MOVED BY Mr. John Smith, seconded by Mr. Ken LeMoine that HRM use the provincial brochure *Nova Scotia Bicycle Safety* in any bicycle safety promotions. Also, that HRM request Service Nova Scotia and Municipal Relations to provide copies for the HRM Customer Service centres. MOTION PUT AND PASSED UNANIMOUSLY.**

5.7 HRM Policy Procedure

Ms. Newson, Legislative Assistant, advised a draft guide was distributed to the Committee in March 2004 regarding Policy and Procedures for Boards and Committees. She provided further clarification on the issue of items being added to the agenda and the circulation of information between meetings:

- agendas are prepared two weeks before the meeting and finalized one week before in order for the information to be mailed to the members. Information has to be received in the Municipal Clerk's office at least two weeks prior to the meeting date.
- There have been numerous requests from Committee members for information to be distributed among the members between meeting dates. Such requests can only be accommodated if the item is within the mandate of the Committee and will be forwarded as an Information Item with the agenda packages.

Ms. Bischoff inquired if the Committee could receive the minutes earlier rather than having to wait for the next agenda package. The Legislative Assistant responded the policy is to send the draft minutes with the agenda packages. Ms. Bischoff requested members provide her with an e-mail contact in order for her to distribute information on bike issues between meetings. *A page was circulated by Ms. Bischoff for members to record their contact information.*

## **6. REPORTS**

### **6.1 Bike Week Sub-Committee**

Ms. Bischoff commented Bike Week was a great success although support from other groups was disappointing, specifically HRM. She added the Bikeways Advisory Committee's Terms of Reference indicates the Committee will assist HRM Staff with the planning of the event but this did not happen. She suggested a change to the Terms of Reference so there would be no expectation for HRM Staff to help out or, to approach Bike Week in a more organized manner next year with clear delegation of who is doing what. It is hoped that more groups could be involved for next year such as Bicycle Nova Scotia, Metro Transit and Mountain Equipment Co-op to help the event grow instead of shrinking.

Ms. Heather Deighan advised there were other people involved with the Bike Week event such as HRM Regional Trails, Ms. Roxane MacInnis and the HDBC designed and printed a brochure/poster. She commented there was a lot of work done by others. Mr. Ward Skinner commented the early planning for this event did fall apart and it was not clear who was responsible for what. He suggested If this event is to go forward, clearer roles are needed as to who does what. A clear mandate from HRM on how they see their role in this would be beneficial before attracting other groups to become involved.

Councillor Fougere advised all big events that happen in HRM are typically run by Volunteer Committees with some staff support (typically clerical support). The Volunteer Committees meet year round to plan the event. She suggested a Bike Week Volunteer Committee be formed with possible seed money from HRM. The Bike Week Committee could then provide: the framework, organize a plan in advance, organize the budget, go about fund-raising and the overall organization of the event. Councillor Fougere added Bike Week has been an annual event for the last six years.

**MOVED by Mr. Ward Skinner, seconded by Ms. Angela Bischoff that the Bikeways Advisory Committee recommend Regional Council request that HRM's Recreation, Tourism and Culture Department be requested to provide annual seed money for the annual Bike Week event beginning in 2005.**

Councillor Fougere clarified that as a Sub-Committee of the Bikeways Advisory Committee, the Bike Week Volunteer group would require approval from the Bikeways Advisory Committee for any expenditure of funds/approval of plans.

Mr. Dave McCusker suggested the motion be deferred to the next meeting as Mr. Mike Gillet was not present to address the issue at this time. Councillor Fougere suggested the motion go forward and further discussion be held at the next meeting.

**MOTION PUT AND PASSED UNANIMOUSLY.**

#### 6.2 Report from Bike Map Sub-Committee

Mr. John Smith gave a brief update indicating meetings have been held, recommendations on routes made and the Committee is close to presenting what is proposed. He added input has been received from EAC, BNS and other cyclists. Mr. Smith added the Sub-Committee would like to proceed and have the map published no later than next spring prior to the cycling season.

Ms. Maria Jacobs added that Mr. Bill Gellar has put a lot of effort into the preparation of the bike route map as well as Ms. Roxane MacInnis who has provided the Committee with information from Traffic.

Councillor Fougere requested the map be brought to the Bikeways Advisory Committee for review once it is complete. Ms. MacInnis advised HRM will not endorse the map until all concerns are addressed and Traffic and Transportation analysts will be reviewing the map before it will go external.

Councillor Fougere advised a disclaimer had been placed on the original map and will be included on this map as well. Mr. Smith suggested the maps be placed in HRM Customer Service Centres along with the pamphlets.

7. **PRESENTATIONS - None**

8. **ADDED ITEMS/NEW BUSINESS**

8.1.1 Painted Bike Lanes on Caledonia Road

This item was addressed earlier in the meeting. *See page 5.*

8.1.2 Active Transportation

Ms. MacInnis commented Mr. Paul Euloth was invited to today's meeting to address an Active Transportation Plan for HRM. She added HRM does not have real continuity between what the trails group is doing and the bike staff. There is concern that perhaps staff are not integrating everything the way we should be and we want to create connections that will allow people to go from point A to point B with good origin/destination type routes. Also, staff are looking at how to provide a manual for standards for off road trails particularly for multi-purpose users including accessible users.

Ms. MacInnis advised she and Mr. Euloth are spearheading the compilation of the draft information for a Request for Proposal - it will be an umbrella plan that will be sent to a bigger HRM group including Real Property and Asset Management, Recreation, Tourism and Culture and Regional Planning, Capital District and Traffic and Transportation. We are looking for endorsement from this Committee before we go before Regional Council for approval to go forward. The goal is to go before Regional Council in December 2004.

**Councillor Fougere requested Ms. MacInnis prepare a proposal for the next meeting in order for the Committee to review the information and then make a recommendation. Councillor Fougere further suggested if it is something that has to be done in a timely manner that perhaps a telephone or e-mail poll could be done to speed the process and it could be an addendum to this meeting.**

Mr. Paul Euloth commented an integrated approach is required for HRM as we want to take the Bikeways Plan to another level and look at integrating off road and on road components of Active Transportation in HRM. There is a draft Terms of Reference that could be circulated today which lists the scope of work, issues to be addressed and deliverables. Ms. MacInnis/Mr. Euloth advised they will be going to the Advisory Committee for Persons with Disabilities and also to the Regional Trails group for comment/endorsement. *The Legislative Assistant provided copies of the document for Committee members.*

8.1.3 Trails

Ms. Maria Jacobs/Mr. Euloth presented copies of the Halifax Regional Trails Advisory Team 2004/05 Funding Summary. Mr. Euloth explained the list gives a breakdown of all the trails groups with Municipal, Federal and Provincial funding contributions for each group.

8.2 New Business - None

9. **NEXT MEETING DATE** - To be determined for early September/October.

10. **ADJOURNMENT**

The meeting was adjourned at 2:09 pm.

Chris Newson  
Legislative Assistant