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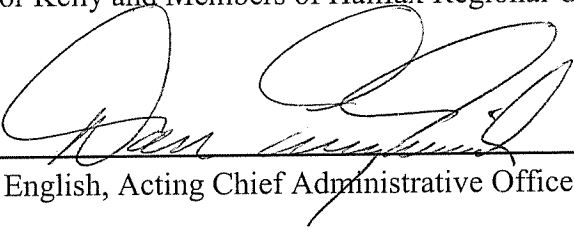


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Halifax Regional Council  
December 9, 2003

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
Dan English, Acting Chief Administrative Officer

**DATE:** November 27, 2003

**SUBJECT:** Bicycle Advisory Committee

**ORIGIN**

Staff recommendation.

**RECOMMENDATION**

It is recommended that:

1. Council approve the establishment of the Bicycle Advisory Committee based on the attached Terms of Reference.
2. Council appoint three (3) Members of Council to the Bicycle Advisory Committee for a term to be selected by Council.

## BACKGROUND

On August 17, 1999, Dr. Renne Lyons, Director of the Atlantic Health Promotion Research Centre at Dalhousie University gave a presentation to Council on a report entitled "Active Transportation 2000, A Bikeway Strategy for the Halifax Regional Municipality." Many recommendations were made, including the formation of a Bikeways Task Force. After the presentation and subsequent discussion, Council passed a motion recommending the establishment of a Bikeways Task Force.

The following February 15<sup>th</sup> (2000), the terms of reference and the appointment of the Task Force members were passed unanimously by Council.

On April 17, 2001, Council unanimously passed a motion that the mandate of the Bikeways Task Force be extended indefinitely, until a new body was created to replace it.

A significant component of the Task Force's mandate was to develop a bicycle master plan for the Halifax Regional Municipality. The Blueprint for a Bicycle Friendly HRM was unanimously adopted in principle, by Council on December 10, 2002. With the Bike Plan complete, the mandate of the Task Force was essentially fulfilled and a more permanent mandate built around the stewardship of the Bike Plan was now required.

At a meeting of the Bikeways Task Force on September 17, 2003, a motion to recommend the attached terms of reference to Council was passed unanimously by the Bikeways Task Force to create the Bikeways Advisory Committee.

## DISCUSSION

The task force has achieved its main goal of creating a bike plan to guide the development of bike routes, end of journey facilities and policies over the next 15 years. The next phase is to implement the recommendations of the Bike Plan. The terms of reference will allow for the advisory committee to make recommendations that will best meet the needs of the residents of HRM based upon the experience of those who will form the committee.

A key element of the terms of reference is the mandate of the committee to establish project priorities for funding under HRM's capital budget. Public Works and Transportation and Regional Planning staff have considered this, and are confident that direction from the committee will provide valuable resource in bringing to council a program for annual expansion of the bikeway network. Participation by Public Works and Transportation and Regional Planning, and liaison with the Regional Trails Advisory Committee will ensure proper integration with other regional programs.

The Terms of Reference outline the particulars regarding membership for the Bicycle Advisory Committee. Committee membership, as stated in the Terms of Reference, will include the following individuals and interest groups. There are to be two (2) members of staff appointed to the committee. At this time, Roxane MacInnis, TDM Coordinator, will represent Public Works and Transportation and Dave McCusker, Manger of Transportation, Regional Planning will represent Regional Planning. Four members of the public will be selected from the applications received, taking into account their interests, experience and knowledge of bicycle issues and concerns in

HRM. Other groups that will be represented include TRAX, HDBC, Bicycle Nova Scotia and the Chamber of Commerce Transportation Committee.

**REGIONAL PLANNING**

Regional Planning staff will actively participate in the committee to ensure coordination with regional transportation objectives.

**BUDGET IMPLICATIONS**

There are no budget implications at this time. The staff resources allocated to committee support have already been included in approved operating budgets in anticipation of formation of the committee.

Prioritised implementation recommendations from the committee that require capital funding will come before Council through the Strategic Transportation Projects budget during the normal budgeting process.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

**ALTERNATIVES**

Regional Council may choose not to form a Bikeways Advisory Committee and leave evaluation of bicycle needs and development to staff. This is not recommended as staff resources will inevitably result in output that is lighter in volume and narrower in perspective than what a committee can deliver.

**ATTACHMENTS**

Terms of Reference.

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Roxane MacInnis, TDM Coordinator

Report Approved by: \_\_\_\_\_  
Rick Paynter, P.Eng., Director, Public Works and Transportation

Report Approved by: \_\_\_\_\_  
Betty MacDonald, Director, Governance & Strategic Initiatives

Origin: May 14, 2003

Revised: November 27, 2003

## **Bikeways Task Force Mandate and Terms of Reference**

### **Rename: Bikeways Advisory Committee**

The mandate of the Bikeways Advisory Committee is to advise staff on priorities for allocation of the Capital Budget as it relates to bicycle infrastructure using the Blueprint for a Bicycle-Friendly HRM as a guide. The Committee will provide relevant and timely advice to Council on matters relating to bicycle transportation in the Halifax Regional Municipality. The Committee will assist HRM staff in the planning and implementation of an annual Bike Week. The Committee will perform such other duties as directed by Council.

The committee shall be comprised of:

Three (3) members of Regional Council

Two (2) staff members from HRM (Traffic and Transportation and Regional Planning)

One (1) member to be appointed by the Chamber of Commerce Transportation Committee

One (1) member to be appointed by Ecology Action Centre's TRAX Program

One (1) member to be appointed by the Halifax-Dartmouth Bridge Commission

One (1) member to be appointed by Bicycle Nova Scotia

Four (4) members of the public at large

The terms shall be for two years, commencing in November of each year, and renewable on expiry for one additional term. Additional appointments may be made as necessary to fill vacancies.

The Committee shall meet quarterly at a minimum. Additional meetings shall be called as deemed necessary by Staff and the Chair.

The Committee shall annually elect a Chair and Vice-chair from its membership.

The Municipal Clerk's Office shall provide clerical support and keep the records of the Bikeways Advisory Committee on file.