

RE: 10.1.5



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

Halifax Regional Council  
December 9, 2003

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

**SUBMITTED BY:** Sheila Fougere  
Sheila Fougere, Councillor, District 14, Connaught-Quinpool  
Chair, Bikeways Task Force

**DATE:** December 8, 2003

**SUBJECT:** Bicycle Advisory Committee

## SUPPLEMENTARY REPORT

### ORIGIN

On December 10, 2002, Regional Council unanimously adopted in principle The Blue Print for a Bicycle Friendly HRM.

At a meeting of the Bikeways Task Force on September 17, 2003, a motion to recommend the attached Terms of Reference to Halifax Regional Council was passed unanimously by the Bikeways Task Force.

### RECOMMENDATION

#### **It is recommended that:**

1. Halifax Regional Council approve a name change from Bikeways Task Force to the Bikeways Advisory Committee; and
2. Halifax Regional Council approve the attached revised Mandate and Terms of Reference.

## **BACKGROUND**

The Bikeways Task Force was formed by a motion of Regional Council August 17, 1999. It's mandate was to prepare and present to Regional Council a comprehensive cycling network strategy for the Halifax Regional Municipality. On April 17, 2001, Council unanimously passed a motion that the mandate of the Bikeways Task Force be extended indefinitely, until a body was in place to replace it.

## **DISCUSSION**

The Bikeways Task Force at a meeting of September 17, 2003 unanimously passed a motion to recommend the attached Terms of Reference to Halifax Regional Council.

As well it was unanimously agreed to change the name Bikeways Task Force to Bikeways Advisory Committee to better reflect the mandate of the group.

## **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**

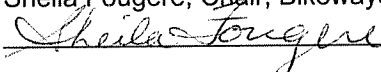
This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

## **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**

Revised Bikeways Task Force Mandate and 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:	Sheila Fougere, Chair, Bikeways Task Force
Report Approved by:	

## Revised Bikeways Task Force Mandate and Terms of Reference

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;
- 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.

