

BIKEWAYS ADVISORY COMMITTEE

MINUTES

October 28, 2004

PRESENT: Councillor Sheila Fougere, Chair
Heather Deighan
Ward Skinner
John Smith
Candace Stevenson
Gerard Walsh

ABSENT: Angela Bischoff, Vice-Chair (regrets)
Ken LeMoine
Councillor Stephen D. Adams (regrets)
Councillor Krista Snow (regrets)
Ms. Maria Jacobs, Planner I, Regional Planning (Trails) (regrets)

STAFF: Mr. Ken Reashor, Manager, Traffic and Transportation
Mr. Greg Rice, Design Engineer, Design and Construction Services
Mr. Geoff Wright, Project Manager, Metro Transit
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 12:05 pm in the Trophy Room, 2nd Floor, City Hall without quorum present. *Quorum presented at 12:15 pm.*

2. APPROVAL OF MINUTES - August 27, 2004

Clarification in minutes: Page 5, Item 8.1.1 first paragraph, 4th sentence: **For clarity, add the word “low” before volume - to read “due to low volume”.**

MOVED BY Ms. Candace Stevenson, seconded by Mr. Ward Skinner that the minutes of August 27, 2004 be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.

Quorum was present at this time (12:15 pm).

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

MOVED BY Ms. Candace Stevenson, seconded Mr. John Smith that the agenda be approved as circulated. MOTION PUT AND PASSED UNANIMOUSLY.

4. BUSINESS ARISING OUT OF THE MINUTES - None

5. CONSIDERATION OF DEFERRED BUSINESS

5.1 Special Events (Funding for Recurring Events)

Councillor Fougere advised the report regarding start-up funding for a Bike Week Volunteer Committee has been referred (by Regional Council on Tuesday, October 26) to staff (HRM's Recreation, Tourism and Culture Department) for comment. Staff have been asked to provide comment regarding the amount of funding to be allocated.

5.2 Alternate Meeting Dates

The Legislative Assistant suggested the Committee set a regular meeting date until budget priorities are finalized. She advised a set meeting date should alleviate the problem with quorum as members will be able to plan their schedules in advance. **The Committee agreed to meet on the third Wednesday of each month until budget priorities are completed. It was further agreed there be no meeting held on the third Wednesday of December.**

5.3 Bike Rack Designs/Bicycle Lockers

A report dated September 20, 2004 was before the Committee.

Ms. Roxane MacInnis advised bike racks have been ordered through Timbertech. Confirmation of their arrival is pending. The bike racks will first be placed at community centres and HRM owned buildings such as recreation centres, libraries, bus/ferry terminals before being distributed to other public areas that may have been overlooked.

Mr. Geoff Wright presented the report "Funding for Bicycle Lockers at Transit Terminals, dated September 20, 2004. The following comments were raised during the ensuing discussion:

One option to bike lockers is to have a shelter built over/around the bike racks. Ottawa uses shelters around their bike racks and it is a very effective practice.

Concern was expressed that lockers were expensive and under utilized.

Staff commented there are currently three lockers being rented at the Cobequid terminal. There will be more promotion/advertising of the lockers when the BRT promotion begins which should raise the profile of the lockers. It is possible that lack of advertising/promotion may be the reason the lockers are not more widely used at present.

6. REPORTS

6.1 Active Transportation

Background Information on the Active Transportation Plan RFP (Request for Proposal) of June 1, 2004 was before the Committee (pages 5, 6 & 7).

Ms. Roxane MacInnis advised deferral of this item pending a rewriting of the RFP (Request for Proposal). Mr. Ken Reashor added the RFP should be ready for January and work is scheduled to begin in Spring 2005. The actual time frame will be included as part of the RFP.

Mr. Reashor further advised he has made a recommendation in his budget to have a major bikeway project included each year. The Active Transportation plan is to assist in coordination of communication between the various components (bike/trails/streets & roads, traffic, recreation etc.) and will not address only bike issues but rather issues for pedestrians, hikers, roller blade users, the disabled etc.

6.2 Bicycle Plan Implementation

A report dated September 13, 2004 was before the Committee.

Ms. Roxane MacInnis and Mr. Ken Reashor presented the report. The Committee was requested to rank the following list of possible projects by priority:

1. Herring Cove Road
2. Purcells Cove Road
3. St. Margaret's Bay Road
4. The Bedford Highway.
5. The Hammonds Plains Road

The Committee agreed the top two priority areas requiring immediate attention are the Bedford Highway and the St. Margaret's Bay Road due to high volume of traffic on both routes and the narrowness of the St. Margaret's Bay Road.

Mr. Dave McCusker commented all major routes mentioned so far are HRM areas and suggested some Provincial projects be included such as Route 333. Ms. MacInnis advised the Province has been approached regarding the formation of a joint committee to work on issues with rural roads. To date, she has not received a response from the Province.

Mr. Reashor advised HRM contacts the province through various mediums and the message is that the Province appears to be more concerned with motor vehicles and not as much with pedestrians or other modes of transportation at this time. Councillor Fougere suggested perhaps there may be some assistance from the health promotion aspect (active living). The Committee also commented that Tourism would be another aspect for consideration as many tourists would like to cycle.

Ms. Rebecca O'Brien of the Ecology Action Centre, with permission of the Committee, commented the Province signed a Greenway Agreement two years ago and perhaps that written agreement may be an entry for further discussion on this issue.

Mr. Dave McCusker advised he will prepare a report on statistics of Regional Transportation for the next meeting and would appreciate endorsement from this Committee.

Ms. MacInnis further advised that Ron Van Houten (Professor at Mount Saint Vincent University) is conducting a study concerning bicycle pavement markings. The results of this study were expected last year but the study is still in progress. She also advised the new intersection at Windsor and Young Streets will have allowance for a wide curb lane.

Ms. MacInnis/Councillor Fougere suggested a page reference number be included in the document for easy reference.

6.3 Preliminary List of Priorities for Capital Road Works

A Capital Project Supplementary Report document was circulated at the meeting for the Committee's review.

Mr. Greg Rice, Design Engineer, presented the report. He advised the report included Paving Renewals, Paving Resurfacing, Sidewalk Renewals/New Sidewalks projects for 2005 and is subject to change. He located the proposed project locations on the map.

Ms. Roxane MacInnis advised her priorities for Paving Resurfacing would be: Trunk 7, Kearney Lake Road, Clayton Park Drive and Novalea Drive. Mr. Walsh added Clayton Park Drive is a collector road but has very low traffic volume and could probably be dropped from the priorities list. He advised Glen Forest would be the parallel alternative to Clayton Park Drive. He further advised the Kearney Lake Road and Hammonds Plains Road used to be popular routes but they are too busy (vehicle traffic) for bike traffic. If Kearney Lake Road could be improved it would be a benefit. If routes could get cyclists to the Blue Mountains that would be great.

Mr. John Smith added whenever you think of moving curbs a wide curb lane would do the trick. He further suggested coordination of installing sewer grates perpendicular to the line of travel during these renewal projects - two of the worst areas are on the Herring Cove Road. Councillor Fougere advised diagonal sewer grates are being automatically installed during reconstruction projects.

Mr. John Smith commented it would be beneficial to see the projects for Traffic and Transportation as well as Design and Construction.

Ms. MacInnis advised the original new sidewalk project was to go from the Old Sackville Road to the Lucasville Road. It was determined there was no activity generator in this area (few houses and a cemetery) so, the sidewalk has been moved to First Street to the Sackville Cross Road. She further advised the Committee may want to keep in mind high recreation areas/locations such as a Recreation Centre, shopping centre or a school for possible signage areas.

Mr. Ken Reashor commented major issues such as the Armdale Rotary are Regional in nature and would not be included only in his budget but would be part of the Regional Planning as well. Councillor Fougere suggested the members of this Committee review the bike plan/proposed projects and bring forward their priorities at the November meeting - in regards to signage, facilities and routes. Then the recommendations would be forwarded on to staff.

6.4 Bridge Access

Mr. David McCusker suggested this Committee could have public consultation regarding bridge access in anticipation of future funding. Ms. MacInnis advised a condition of the FCM funding is that a proposal (RFP) has to be presented (to have the design considered) and a consultant would be hired as part of that process. During the consultation process the public, BAC and Bridge Commission will be involved.

The Committee agreed this issue may be removed from the agenda.

6.5 Report from Bike Map Sub-Committee

1 A document entitled, Proposed HRM Bicycle Map - Routes and Paths (rationale for
route choices) was circulated to the Committee.

1 A document entitled, Proposed HRM Bicycle Map/Detail was circulated to the
Committee.

Mr. John Smith presented the two documents and gave background information on the Bike Map project. He requested advice from the Committee regarding how next to proceed for funding and production of the final draft. Councillor Fougere advised there has been financial support offered in the past and an estimate on the total cost, including drawing the map, quantity and printing, would be required. The Committee expressed appreciation for the cartographic assistance provided to date by Mr. Bill Gellard, Graphic Designer, HRM Marketing, Design & Print Services.

Councillor Fougere offered to research the quantity of transit maps and visitor maps that are printed and an estimate on the cost for printing the bike route map. She further advised it was suggested the bike maps be done on the same paper as the visitor map.

The following comments were raised by the Committee during ensuing discussion:

1 Can the map go on the webpage? *It was determined the map could go on the
webpage but it may not be easily printed.*

1 Will the map be updated annually? *It will most likely be updated along with the other
maps and/or if there are changes. Cost would also be a factor as to the frequency
of reprints.*

1 Would the map not have to be checked /approved by someone? *Councillor Fougere
advised Mr. Ken Reashor, Manager, Traffic and Transportation , Mr. Lew Rogers,
Director, Recreation, Tourism and Culture and Shared Services (print shop) would
most likely review the map before printing/distribution.*

This Committee should have a copy of the map to review before moving forward. *The LA will arrange to have copies of the map for the Committee for the next meeting.*

MOVED BY Mr. John Smith that the Bikeways Advisory Committee advise Regional Council to publish the bicycle map for distribution to the public in accordance with the recommendation of the HRM Bicycle Plan, part 7, paragraph 7.2.

Councillor Fougere advised this recommendation would not have to go to Regional Council as the request could be forwarded directly to staff. The amended motion will now read as: **MOVED BY Mr. John Smith, seconded by Ms. Candace Stevenson that the Bikeways Advisory Committee advise staff to publish the bicycle map for distribution to the public in accordance with the recommendation of the HRM Bicycle Plan, part 7, paragraph 7.2. MOTION PUT AND PASSED UNANIMOUSLY.**

7. PRESENTATIONS

7.1 Bicycle Parking Requirements to be Folded into the Municipal Land Use By-Laws

An e-mail from Hanita Koblents, Planner, was before the Committee

Councillor Fougere advised Ms. Koblents was unable to attend today. The information has been circulated for the Committee's review and comment. The Committee agreed to review the information and discuss the matter at the next meeting.

Ms. MacInnis suggested the Committee review the table on page 3 (Schedule "A") regarding how many bicycle spaces would be required/desirable and the number of (secure) places bicycle parking could be incorporated. The information includes a definition of what a class "A" and "B" are. Also, there is special consideration such as where a developer/builder proposes to put in "x" number of bicycle parking spaces as this could reduce their parking requirements. Ms. MacInnis suggested the Committee e-mail her or Hanita Koblents if they have any questions regarding the terminology in the information provided.

Councillor Fougere advised the intention is to have the requirements included in the Land Use By-Laws for HRM. She added this is a huge improvement as the first time bicycle parking requirements were included was in the masterplan for Sackville Drive presented approximately two years ago.

To remain on the agenda for the next meeting.

8. ADDED ITEMS/NEW BUSINESS

8.1 Added Items - None

8.2 New Business

8.2.1 Recommendation for a possible amendment to the Bikeways Advisory Committee's Terms of Reference to permit the appointment of an Alternate for the TRAX position

Councillor Fougere advised the rules of Regional Council apply to all Boards and Committee and there is no provision for alternates. Continuity is the reasoning behind not appointing alternates.

The Committee raised the following comments during the ensuing discussion:

- ! Not a good idea to have alternates due to continuity. The person can just send their regrets.
- ! Would be good to have one alternate appointed to assist with quorum issues. If one person is not able to attend, the alternate could attend.
- ! The position in question is a representative of an organization and not a member at large so the organization should be able to have a representative present. This particular organization works very closely together and are very interested in the proceedings of this Committee so either representative would be up to date on the issues.
- ! There are four organizations represented on this Committee. If we extend that same courtesy to each organization we could have a different combination of people at each meeting. We could be repeating ourselves at each meeting in order to "catch-up" the alternate.
- ! If a person is unable to attend a majority of the meetings, they could resign and another person could be appointed by the organization.
- ! Appointing an alternate is not the way to address the issue of quorum.

The Legislative Assistant suggested a set meeting date may help to alleviate the issue of achieving quorum as members would be able to plan their schedules in advance.

- ! Suggest that it be made clear that if EAC would like to "change" their member, that is acceptable. They can appoint the person who is most available.

MOVED BY Mr. Ward Skinner, seconded by Ms. Heather Deighan that the Bikeways Advisory Committee does not recommend a change in their Terms of Reference to appoint alternates. MOTION PUT AND PASSED.

8.2.2 Bicycle Symbols and Bike Lanes - TAC Standards

Deferred until Ms. Bischoff is able to comment on the issue.

8.2.3 Membership - TDM Coordinator Position Vacant

Mr. Ken Reashor, Manager, Traffic and Transportation advised once the re-evaluation of

the TDM Coordinator position is complete, a job posting will go forward. The position should be filled within a month or two. Ms. MacInnis is still performing the duties regarding bikeways.

Mr. Walsh inquired if it would be possible to have a Bicycle/Pedestrian/Land Active Transportation Coordinator and have TDM responsibilities divided among various departments. Ms. MacInnis responded the TDM Coordinator would have to be involved in **all** aspects of transportation otherwise continuity would be lost. Mr. Reashor advised there is a possibility that summer students may be hired to assist with the bike plan.

9. NEXT MEETING DATE

The next meeting will be: **Wednesday, November 17, 2004 at 12:00 noon**. It was agreed that the third Wednesday of the month be adopted as a set meeting schedule for the Committee until the budget priorities are complete. The Committee agreed to not hold a meeting in December.

10. ADJOURNMENT

The meeting was adjourned at 2:15 pm.

Chris Newson
Legislative Assistant