



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

9.3.1

Halifax Regional Council  
June 21, 2005

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

**SUBMITTED BY:** Sheila Fougere  
Councillor Sheila Fougere, Chair  
Bikeways Advisory Committee

**DATE:** June 1, 2005

**SUBJECT:** Bikeways Advisory Committee Annual Report

### ANNUAL REPORT

#### BACKGROUND

The mandate for the Bikeways Advisory Committee (BAC) is to advise staff on priorities for the allocation of the Capital Budget as it relates to bicycle infrastructure using the Blueprint for a Bicycle Friendly HRM, a document adopted in principle by Regional Council in December 2002, as a guide. BAC's advisory capacity is to ensure thought is given to incorporate cycling requirements during ongoing construction services and projects that are traffic related in terms of design standards and also to advise Regional Council on matters relating to cycling.

Committee members: Rebecca O'Brien, TRAX, Cheryl Bidgood, HDBC, Ken LeMoine, Ward Skinner, Candace Stevenson, John Smith, BNS, Gerard Walsh, Councillor Sheila Fougere, Chair, Councillor Patrick Murphy, Councillor Stephen Adams. Staff support includes: Mr. Ken Reashor, Traffic Authority, Mr. Greg Rice, HRM Design and Construction Services, Ms. Roxane MacInnis, Regional Plan, Mr. Paul Euloth, Trails.

#### HRM Bike Plan Budget Priorities

- Improvement of commuter roads coming into the city and the tourist routes.
- Establishment of bikeway connections to the major transportation terminals.
- With funding received by Metro Transit for the Bus Rapid Transit (BRT) project, there will be space for two bikes on all METRO LINK buses as well as bike racks at both BRT terminals (Portland Hills and Sackville) as well as the two ferry terminals.

- Lockers for bicycles will also be available at the terminals.
- Larger resurfacing/pavement renewal projects along primary roadways in Dartmouth have been identified as Main Street, Eastern Passage, Pleasant Street, Cow Bay Road as there is a large population of cyclists using these routes.
  - BAC has endorsed the commitment of a maximum of \$5,000 from the 2004/05 Capital Budget for Bikeways Master Plan Implementation to the Transportation Association of Canada to assist in funding a study on Bicycle Traffic Pavement Markings.
  - Included on HRM's list of transportation infrastructure projects to be submitted to the Federal Government is a pedestrian/bicycle overpass on the circumferential highway between Highfield Park/Burnside as well as a grade separated solution to the MacDonald Bridge.
  - Bike lanes have become a priority for HRM's Design and Construction Services due to the HRM Bike Plan.
  - Request that cycling concerns be incorporated into the proposed changes for the Armdale Rotary.
  - The tender for approximately 40 bike racks was awarded to TIMBERTECK for \$9,300.00.

Capital Road Works: Some examples of the priorities put forward by BAC:

- Priorities for Paving/Resurfacing - Trunk 7, Kearney Lake Road, Clayton Park Drive and Novalea Drive.
- Automatic installation of diagonal sewer grates perpendicular to the line of travel are to be done during renewal projects - attention to be given to two sewer grates on the Herring Cove Road.
- Review of the Penhorn Interchange (Study "A")
- Windmill Road, Wyse Road, Shore Road in Dartmouth to be reviewed in terms of adequately exiting the bridge to Windmill Road and flow of bike traffic on Windmill Road and Shore Road as an extension of Windmill Road. South bound on Shore Road should be two-way bike traffic to allow entrance onto Windmill Road.

Signing: Bike Route & Share the Road Signs

The BAC worked closely with Mr. David Hubley and Mr. Greg Rice of HRM's Construction and Design Services as well as Mr. Ken Reashor, HRM's Traffic Authority to ensure there is proper/adequate signage along bike routes. Share the Road signs will be placed where required and each location will be reviewed prior to placement of the signs.

Bike Route and/or Share the Road signs will be placed along the Waverley Road, Wyse Road, Windmill Road, Shore Road and both sides of Main Street to be considered in Dartmouth. Areas such as the Herring Cove Road, Old Sambro Road, Purcell's Cove Road, St. Margaret's Bay Road, Quinpool Road, and the Bedford Highway in Halifax. Also, high recreation areas such as recreation centres, shopping centres and schools.

### Wide Curb Lanes:

In consultation with HRM's Design and Construction Services and the Traffic Authority, opportunities for incorporating wide curb lanes during repaving/ resurfacing projects as well as new construction of sidewalks/sidewalk repairs were discussed.

### Bike Racks/Lockers:

The Urban Design Project is expected to expand to include racks for areas such as Barrington Street to the waterfront, Gottingen Street, Portland Street and Alderney Drive. Efforts will be made to place multiple racks at other locations if space permits as the racks must be out of the road right-of-way.

Racks are to be located at the new BRT Terminals (Metro Link in Portland Hills and Sackville) as well as the Ferry Terminals and other public sites such as libraries. The tender was awarded to TIMBERTECK for 40 bike racks (\$9,300.00). The racks are a hitching post design with a 34" ring and cost approximately \$300-\$400 for a single foot rack or \$100 for a single loop.

### Red Book Updates:

HRM's Design and Construction Services and the Traffic Authority have provided updates to the Red Book which include: consideration to cycling elements for rehabilitation projects. The BAC requested cross sections be provided for existing streets such as incorporating wide curb lanes where possible.

### Bicycle Parking:

Bicycle parking requirements are to be folded into the Municipal and Land Use By-Laws. Some Developers have already incorporated bicycle parking spaces into their development agreements.

### Cycling Profile:

The cycling profile has been raised and interest is growing in the community at large. Promotion of the 25 year Regional Plan has an emphasis on transportation and has raised interest in the cycling community in regard to transportation links from the proposed "hubs" to the urban core.

Recently, a requirement for Certified Bike Safety Instructors was brought to the attention of the BAC by a local office of Environment Canada. This particular office of Environment Canada has been encouraging the use of bicycles in the downtown core and a bike safety training course is a requirement of their Occupational Health and Safety unit.

"Burnside Buses, Bikes and Car pools" is a group of concerned commuters in the Burnside

Industrial Park formed by Mr. Kelvin Sams. This group has requested to work in association with the Bikeways Advisory Committee to address issues/concerns regarding cycling to and from this area.

Two additional initiatives of the BAC were the formation of two Sub-Committees to organize the Bike Week Event and the production of the HRM Bike Map.

### Bike Week Event

In February 2004, a Bike Week Sub-Committee was formed to assist with organizing Bike Week 2004 a further group was formed to organize Bike Week 2005 and included: Volunteers and HRM Staff: Hanita Koblents, HRM Planner, Mary Angela Munro, HRM Area Co-ordinator, Stephanie Sodero, TRAX, Wayne Jay, HRM Chocolate Lake Centre, Sylvain Simard, Velo Halifax, Colleen Connolly, HRM Civic Events, Gabrielle Riley, Active Halifax and Ward Skinner, HRM's Bikeways Advisory Committee member.

A small budget of \$4,000 was obtained for advertising/promotion of Bike Week including an events pamphlet and Bike Week 2005 pins.

### HRM Bike Map

A Bike Map Sub-Committee was formed to produce an up-to-date bike route map including primary and secondary routes as per the Blueprint for a Bicycle Friendly HRM document. Volunteers and staff included: John Smith, Bicycle Nova Scotia and a member of the Bikeways Advisory Committee, Rebecca O'Brien, TRAX, Maria Jacobs, HRM Regional Trails, Gerard Walsh, Bicycle Nova Scotia and a member of the Bikeways Advisory Committee.

At this time, the map does not include off road cycling routes/trails as the emphasis was on Active Transportation. The goal of the Active Transportation Plan is to provide access to commuters from origin to destination via a variety of transportation modes such as cycling, walking/hiking and metro transit.

The primary and secondary routes on the bike map are more cycle friendly and indicate locations where there are bike route signs, areas with wider lanes and areas with fewer cars or reduced speed.

20,000 copies of the maps were printed and have been distributed to all HRM Customer Service Centres, Libraries, HRM Tourism Centres, HRM Recreation Centres, Capital Health, local Nova Scotia Visitor Information Centres, various bike shops and other organizations such as the Ecology Action Centre. Over 5,000 maps have been distributed since May.

Permission was received from Service Nova Scotia and Municipal Relations to use the provincial NOVA SCOTIA BICYCLE SAFETY brochure in conjunction with all bicycle safety

promotions and also to use the graphics from the brochure on the HRM Bike Map.

Demand for the bike map has been high and the map is now available online at [www.halifax.ca/visitors](http://www.halifax.ca/visitors).

A public launch for the Bike Map was held on May 11, 2005 with media invited to cycle the Vernon Street area of Halifax which is a properly signed bike route as indicated on the bike map.

Special thanks to Mr. Bill Gellard, Graphic Designer, HRM's Corporate Communications for his cartographic and graphic design work on the bike map.

**BUDGET IMPLICATIONS**

None.

**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:**

There are no alternatives proposed at this time.

**ATTACHMENTS:**

1. Terms of Reference, Bikeways Advisory Committee

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: Chris Newson, Legislative Assistant

Report Approved by: Councillor Sheila Fougere, Chair, Bikeways Advisory Committee



## BIKEWAYS ADVISORY COMMITTEE

### TERMS OF REFERENCE

Revised February 24, 2004

#### 1. MANDATE

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.

- 1.1 The Committee will provide relevant and timely advice to Council on matters relating to bicycle transportation in the Halifax Regional Municipality.
- 1.2 The Committee will assist HRM staff in the planning and implementation of an annual Bike Week.
- 1.3 The Committee will perform such other duties as directed by Council.

#### 2. COMPOSITION

- 2.1 Members of the Committee shall be appointed by Council and shall be comprised of:

Three (3) members of Regional Council;  
Three (3) staff members from HRM (Traffic and Transportation, Regional Planning and Regional Trails);  
One (1) member to be appointed by Bicycle Nova Scotia  
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 from an appropriate automobile association  
Four (4) members of the public at large.

#### 3. APPOINTMENTS

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

**4. OFFICERS**

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

**5. ADMINISTRATIVE SUPPORT**

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

**6. QUORUM**

- 6.1 Quorum shall consist of not less than 50% + 1 of the voting members.

**7. MEETINGS**

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

**8. RESIGNATIONS**

- 8.1 Any resignations from the Committee shall be tendered in writing to the Chairperson, who will advise Council through the Municipal Clerk.
- 8.2 The name of a replacement member shall be obtained through the most recent public appointment process from the list maintained by the Municipal Clerk.
- 8.3 When approved by Council, the new appointee shall serve the remainder of the vacant term.

**9. ABSENTEEISM**

- 9.1 . In the case of any member missing three meetings without the consent of the Committee, the member shall be deemed to have resigned.

**10. PROCEDURE**

- 10.1 The meeting shall follow the rules of order (Administrative Order 1) approved by Council as amended from time to time.

**11. REPORT TO COUNCIL**

- 11.1 The Committee shall submit a report of activities to Council during the first quarter of each year.
- 11.2 The Chairperson of the Committee, or a designate, may make reports to Council on the activities of the Committee as necessary, or as requested by Council, together with such other presentations that the Committee may deem advisable.

**12. AMENDMENTS**

- 12.1 The Committee may from time to time recommend to Council the amendment of these Terms of Reference following an appropriately voted resolution.

**13. REIMBURSEMENT FOR EXPENSES**

- 13.1 Each member of the Committee shall serve without remuneration, but may be reimbursed by Council for any necessary expenses incurred while engaged in official duties, provided that such expenses are approved by Council in advance.