Minutes of a meeting of the Regional Niagara Bicycling Committee held on Wednesday, March 8, 2012 commencing at 7:00 p.m. in Committee Room 4, Regional Municipal Building, Thorold, Ontario.

ATTENDANCE

Committee: Councillor Caslin (Chair); Mr. Petrachenko; Mr. Adam Bunz; Mr. Joe D'Agostino; Mr. Dave Hunt; Mr. Pat Maloney; Mr. Rich Merlino; Mr. Paul Pattison; Mr. Daniel Plante; Mr. Jeff Poulsen; Mr. Wade Smith; Mr. Darryl Strum; Mr. John Swart; Mr. Tom Whitelaw.

Staff: Ms. Stephen, Senior Transportation Planning Engineer, Mr. Scott Elliott, Niagara Regional Police Service; Mr. Ken Forgeron, Manager Policy Alignment; Ms. Landry, Regional Policy Planning; Ms. Jackie Gervais, Regional Public Health; Ms. Lisa McManus, Legislative Assistant.

Regrets: Ms. Janice Makepeace; Mr. Semple, Mr. Romanuk, Mr. Hoffner.

Guests: Mr. Travis MacBeth, Regional Policy Planning; Mr. Tim Dobbie, Consulting Ltd; Mr. Corey Burant, The Niagara Parks Commission

INTRODUCTIONS

21. Regional Niagara Bicycling Committee (RNBC)
Planning Staff Representative

Mr. Ken Forgeron introduced to Committee members Ms. Denise Landry, a Regional Policy Planning employee from the Integrated Community Planning who would be the new staff representative, upon his retirement, for the Regional Niagara Bicycling Committee. Mr. Forgeron stated that Denise is very interested in Active Transportation and that the Committee would be well served by having her as the new Integrated Community Planning link.
PRESENTATIONS

22. Review of Active Transportation Facilities Interviews in Niagara, Common Messages

Mr. Dobbie, Consulting Ltd., provided Committee members with a presentation respecting the Review of Active Transportation Facilities Interviews in Niagara, Common Messages. Mr. Dobbie’s presentation highlighted for members best practices, questions that were asked and what was learned from the surveying municipalities (Windsor, Essex County, Waterloo and Ottawa).

In closing Mr. Dobbie offered four draft recommendations.

Following a lengthy discussion it was:

Moved by Mr. Mahoney
Seconded by Mr. Swart

That the Regional Niagara Bicycling Committee recommends to the Public Works Committee;

That Mr. Dobbie’s presentation respecting the Review of Active Transportation Facilities Interviews in Niagara, Common Messages, be received for information.

Carried.

Mr. Dobbie’s presentation can be found attached to these minutes

(Refer to Councillor Information Requests)

ITEMS FOR CONSIDERATION

23. Regional Niagara Bicycling Committee (RNBC) Meeting Day and Time Options

RNBC 16-2012

Moved by Mr. D’Agostino
Seconded by Mr. Whitelaw

That Report RNBC 16-2012 March 8, 2012, respecting 2012 Regional Niagara Bicycling Committee Meeting Day/Time Options, be received; and

That regular meetings of the Niagara Regional Bicycling Committee be held on Tuesdays, at 7:00 p.m.

Carried.

RNBC 16
ITEMS FOR CONSIDERATION

24. City of Thorold Bicycle Route Feasibility Study  
CIMA Partners in excellence  
RNBC 17-2012

Moved by Mr. Mahoney  
Seconded by Mr. Poulsen

That Report RNBC 17-2012 March 8, 2012, respecting City of Thorold Bicycle Route Feasibility Study CIMA Partners in excellence, be received for information.  

Carried.  

(Refer to Councillor Information Requests)

25. 2012 Joint Meeting of Bicycling Committees in Niagara  
RNBC 18-2012

Committee members offering to volunteer support in the organization of the 2012 Joint Meeting of Bicycling Committees in Niagara were Mr. Petrachenko, Mr. Mahoney and Mr. Hunt.

Moved by Mr. Whitelaw  
Seconded by Mr. Petrachenko


Carried.

26. Report from Policy Task Force  
RNBC 19-2012

Moved by Mr. Whitelaw  
Seconded by Mr. Plante


Carried.
27. **Report from Network Task Force**  
**RNBC 20-2012**  
Moved by Mr. Whitelaw  
Seconded by Mr. Pattison  


Carried.

28. **Report from Education and Encouragement Task Force**  
**RNBC 21-2012**  
Mr. Mahoney and Mr. Swart advised Committee members and staff that they would be presenting the Regional Niagara Bicycling Committee (RNBC) Work Plan and Budget at the next meeting.  

Moved by Mr. Whitelaw  
Seconded by Mr. Pattison  


Carried.

29. **Complete Streets Workshop**  
**RNBC 24-2012**  
Ms. Stephen inquired as to whether there were any members interested in attending the 2012 Forum; Mr. Plante advised that he was interested and would like further information forwarded to his attention.  

Moved by Mr. D'Agostino  
Seconded by Mr. Hunt  

That Report RNBC 24-2012 March 8, 2012, respecting the Complete Streets Workshop, be received for information.  

Carried.
30. **Toronto Bike Show**  
**RNBC 25-2012**

Councillor Caslin, along with committee members, commented on the success of the March 2 – 4, 2012 Toronto Bike Show and thanked all of the volunteers for their hard work and dedication.

Highlights of the discussion were, in part, as follows:

- New graphic displays were amazing
- Great show
- Impressed with the number of attendees
- 1st focus cycling; perhaps 2nd should be tourism (Bed and Breakfast, wineries, etc.,)
- More promotion of the cycling routes
- Visibility is building
- Routes “QR” codes are becoming more popular; perhaps a sticker can be made that people could “scan” in to their phones
- Booth location is great
- We should book for 2013 now; book the same space
- Consider a different “configuration” of the booth for 2013
- Sit with Niagara Tourism
- Try to create a database of attendees
- Provide information regarding “Go Transit” and accommodations

Moved by Mr. Mahoney  
Seconded by Mr. Merlino

That Report RNBC 25-2012 March 8, 2012, respecting the Toronto Bike Show, be received for information.  

Carried.
ITEMS FOR INFORMATION

31. Minutes - Regional Niagara Bicycling Committee
February 2, 2012

Moved by Mr. Whitelaw
Seconded by Mr. Plante

That the Minutes of the February 2, 2012 Regional Niagara Bicycling Committee, be received; and

That the motion pertaining to “Safe Cycling” be referred back to the Education and Encouragement Task Force for a more succinct motion.

Carried.

32. Family Bicycling Day at Kinsmen Park, Beamsville
RNBC 23-2012

Moved by
Seconded by

That Correspondence Item RNBC 23-2012 (dated February 22, 2012), an e-mail from Ms. Sandy Tait, respecting “Family Bicycling Day at Kinsmen Park, Beamsville, be deferred to the next meeting of the Regional Niagara Bicycling Committee.

Carried.

33. Moved by Mr. Whitelaw
Seconded by Mr. Plante

That the following minutes and item of correspondence, be received for information:

Minutes
Joint Meeting of Bicycling Committees
May 14, 2011

RNBC 22-2012
Notice of Public Information Centre No.1 for the Reconstruction of Regional Road 38 (Martindale Road) Between Elderwood Drive and the Q.E.W. in the City of St. Catharines.

Carried.

RNBC 16
OTHER BUSINESS

34. Deputations at Regional Niagara Bicycling Committee

Mr. Mahoney stated his concern respecting entertaining too many deputations (presentations) at the Regional Niagara Bicycling Committee meetings.

35. Carlton Street and Geneva Street
City of St. Catharines

Moved by Mr. Pattison
Seconded by Mr. Whitelaw

That the Regional Niagara Bicycling Committee recommends to the Public Works Committee;

That whereas both Carlton Street and Geneva Street, in the City of St. Catharines, are both on the Regional Bikeways Network, the Regional Niagara Bicycling Committee recommends the placement of “Share the Road” signs along with the lane signage which is being proposed for the underpass; and

That similar signage be placed in appropriate locations along the Carlton Street and Geneva Street approaches to the underpass.

Carried.

(Refer to Councillor Information Requests)

36. APBP 2012 Webinar Schedule

Ms. Denise Landry submitted information respecting the APBP 2012 Webinar Schedule and requested that Committee members forward any interest in attending to her attention.

37. Bicycle Event for Migrant Workers

Mr. Jeff Poulsen advised Committee members that he would submit a fulsome report respecting the Bicycle Event for Migrant Workers at the next meeting of the Regional Niagara Bicycling Committee.
38. **Ontario Bike Summit**

Mr. Mahoney stated that the Education and Encouragement Task Force would donate Bicycle maps to be utilized in any goodie bags being distributed at the Summit.

Moved by Ms. Gervais
Seconded by Mr. Hunt

That the Regional Niagara Bicycling Committee recommends to the Public Works Committee;

That the Region participate in the Ontario Bike Summit being held on April 24th and 25th, 2012;

That a preferred staff member be responsible for manning the booth; and

That $600.00 be allotted to cover costs pertaining to the April 24th and 25th, 2012 Ontario Bike Summit.

Carried.

39. **Active Transportation Workshop**

Ms. Gervais advised Committee members that on March 26, 2012, beginning at 12:00 p.m., the City of Welland would be hosting an Active Transportation Workshop, with support from Healthy Living Niagara in the Wellness Complex.

She further stated that this workshop was a follow-up to the Active Transportation Workshops conducted in 2009 which provided the City with suggestions/recommendations to improve conditions for walking and bicycling in the community; interested Regional Niagara Bicycling Committee (RNBC) members should contact tom.sliwinski@welland.ca to register.

Committee members were then directed to [http://8-80cities.org/Articles/City%20of%20Welland%20FINAL%20REPORT.pdf](http://8-80cities.org/Articles/City%20of%20Welland%20FINAL%20REPORT.pdf) a link to Welland’s current application to the Share the Road Cycling Coalition’s Bicycle Friendly Award, which had been an impetus of this workshop.
40. **Farewell to Mr. Ken Forgeron**

Councillor Caslin stated that it was his honour to pay tribute to Ken Forgeron, who is retiring from Niagara Region after 37 ½ years of working with Niagara’s citizens and communities.

Ken is a lifelong and very proud resident of Niagara Region and the City of St. Catharines. Ken has been instrumental in the transformation of cycling in Niagara through his tireless work with the RNBC from its very early days. Ken’s leadership and enthusiasm has led to the RNBC bike map, linking our cycling trails with VIA’s bike train, and supporting many organizations in Niagara to build better cycling. In addition to this Ken is an avid cyclist himself and has participated in many fundraising cycling events for our community. Ken and his wife Sharon own a tandem bike that will take them many places in the coming years.

Ken is going to continue his volunteer work with the RNBC on the Policy Task Force. Thank you Ken for continuing on with us.

We wish you good health and a long happy retirement. May the gentle breeze always be at your back as you ride into the next journey in your life.

**STAFF DIRECTIONS**

Staff was requested to:

- Bring forward an update Report that encompasses the comments / concerns from both the Greater Niagara Circle Route (GNCR) and Regional Niagara Bicycling Committee (RNBC) and that this report be reviewed by both Committees (GNCR and RNBC) prior to the report being considered at Standing Committee level (Minute Item #22) (Mr. Mahoney)

- Place on every agenda an “Update; Councillor Information Requests” summary (Refer to Minute Item #24) (Mr. Poulsen)

- Coordinate comments registered from Committee members on the city of Thorold Bicycle Route Feasibility Study and forward them to CIMA prior to the April 13, 2012 deadline. (Refer to Minute Item #24) (Mr. Mahoney)

- Forward the motion respecting Carlton and Geneva Street to the attention of Mr. Joe Cousins, Director Transportation Services (Refer to Minute Item #35) (Mr. Pattison)
ADJOURNMENT

There being no further business the committee adjourned at 9:45 p.m. to meet again on TUESDAY, May 8, 2012 at 7:00 p.m. in Committee Room 4.

Councillor Alan Caslin
Chair

Lisa McManus
Legislative Assistant
REGIONAL NIAGARA BICYCLING COMMITTEE
PRESENTATION – MARCH 8TH, 2012
REVIEW OF
ACTIVE TRANSPORTATION FACILITIES
INTERVIEWS IN NIAGARA
COMMON MESSAGES

• The development of the Greater Niagara Circle Route is not complete. We should consider:
  ➢ A trail connecting the Port Robinson Ferry to Niagara Falls
  ➢ A trail connecting the Steve Bauer Trail
  ➢ Other options

• Region wide operation and maintenance standards are needed for all bicycle facilities throughout the Region.

• The Region should make a greater financial commitment to bikeways and active transportation facilities.

• Support for the Region’s Bikeway Master Plan needs to be implemented in a shorter period of time.

• Don’t forget about pedestrians in the development of active transportation facilities.

• Assist local municipalities in ensuring the maintenance of active transportation facilities.

• Consider the development of a volunteer group that could raise funds for active transportation facilities in Niagara (like the Bruce Trail).

• Having two Committees, both the Greater Niagara Circle Route and the Regional Niagara Bicycling Committee is o.k.

• Consider combining the two Committees and forming one Committee on active transportation facilities.
BEST PRACTICES FINDINGS
IN THE PROVISION OF
ACTIVE TRANSPORTATION FACILITIES

Best Practice Communities:
City of Windsor  -  September 15, 2011
Essex County     -  September 15, 2011
Waterloo Region  -  September 20, 2011
City of Ottawa   -  September 27, 2011

What we asked each municipality:
We provided each municipality with a list of the ideas that we wanted to talk to them about – the list is as follows:

Planning basis:
The role of the City of ......... in planning bikeway facilities
Capital funding
Operating policies and procedures
Rails to trails initiatives

Operation of the trails:
Design
Maintenance
Enforcement
Design standards and signing standards
Maps and promotions

Public involvement:
The workings and operation of your Roads and Cycling Advisory Committee for the City of....
Dealing with complaints
Political issues

Enforcement issues:
Dealing with motorized vehicles
ATV issues
4-wheel drive truck issues
WHAT WE LEARNED
CITY OF WINDSOR – September 15th:

- Active transportation facilities in Windsor are planned, built and maintained by the City of Windsor through their internal technical team made up from staff, representing Planning, Transportation Planning, Engineering, Parks & Recreation, Legal and Property and Traffic. (we both noted to ourselves that carrying out this work in a single tier municipality is much easier to accomplish than in a Regional context. Windsor has complete control.)

- Windsor completed their Bicycle Use Master Plan (BUMP) which received Council approval in April of 2001. The comprehensive planning document is available on the City's website and provides a complete package of information on active transportation facility plans.

- Public input is required by the Windsor Bicycling Committee. The Windsor Bicycling Committee (WBC) is comprised of 10 members of the public including one City Councillor who strive to enhance the safety and viability of bicycling in the City of Windsor:

  - Terms of Reference of the WBC:
    - The WBC acts as an advocate for the growth of cycling as a form of recreation and transportation and also advises Council and City Departments on matters relating to the bicycling in Windsor. Their terms of reference include:
      - Increasing public awareness of cycling
      - Promoting internal/external cycling facilities and programs
      - Developing cycling education courses
      - Recruiting skilled volunteers
      - Developing fundraising strategies
      - Promoting events utilizing the local media
      - Maintaining liaison with related groups and organizations
      - Gathering feedback from citizens

- Staff support to the committee comes from Clerks, Transportation Planning, Police and special projects staff.

- The internal staff team indicated that they do not have enough budget money to pursue the implementation of bikeway facilities at a pace that the team feels is suitable.

- Windsor's planning documents require that all new developments provide for parking of bicycles as a condition of site plan approval and they have been successful as getting this as part of every new development.
WHAT WE LEARNED

CITY OF WINDSOR...cont’d....

Current issues being dealt with in Windsor regarding active transportation include:
  o The use of e-bikes
  o The relationship between cyclist and motorist
  o Cyclists running stop signs
  o Increasing fundraising for bicycle facilities

- The Windsor Bicycling Committee advises Council in the area of active transportation facilities.
- As the City of Windsor is mainly an urban area, they do not have problems with all-terrain vehicles and four-wheel drive trucks on their bicycle facilities.
- Bikeway facilities are enforced by Windsor Police and Windsor do not report any significant issues in the enforcement area.
- The Windsor technical team provided us with some excellent examples of way-find signing and trail signing that they were particularly proud of.

WHAT WE LEARNED

ESSEX COUNTY— September 15th

- Essex County are in the process of developing a county-wide Active Transportation Study (CWATS). The county suggested that this study will:
  o Support and strengthen the active transportation plans of the local municipalities
  o Will outline a comprehensive network of on-road corridors and off-road trails to connect County and selected local roads to improve connections between regional and local systems and will promote active transportation.
  o It is noted that active transportation includes commuting, workplace travel, destination oriented trips, recreation.

- The Essex plan utilized a considerable amount of public input in the development of the plan.
- A copy of the Essex plan can be seen on the Essex County website.
- Of particular interest to us, the consultant for Essex County recommended that public input be gained on the development of the plan, however they recommended against forming an on-going Active Transportation Advisory Committee.
WHAT WE LEARNED

Essex County....cont'd....

- In lieu of an Advisory Committee of members of the public, a Technical Advisory Committee has been formed, bringing together staff of from Essex County as well as its member municipalities.
- This Technical Advisory Committee meets on a monthly basis and are charged with the implementation of the plan.
- Essex County have ensured that the local municipality plans align with the Essex County plan.
- There is a cost-sharing arrangement between the County and the local municipalities.
- There is not enough funding to do the implementation as quickly as staff had hoped for.
- Essex indicated at the end of the meeting that Niagara Region was one of the areas that they had studied as a best practices municipality when they were developing the Essex plan.

WHAT WE LEARNED

REGION OF WATERLOO – September 20th, 2011

- The meeting arranged by the Region of Waterloo had representatives from the City of Waterloo, the City of Kitchener, and the City of Cambridge.
- Throughout the day there were a series of presentations from the three area municipalities and Waterloo Region on the status of their plans for active transportation facilities.
- The Director of Transportation Planning for the Region of Waterloo gave us an overview of their Master Plan which was completed in 2002.
- Waterloo mentioned the recently formed Active Transportation Advisory Committee for Waterloo Region and indicated that we would be ending our day while sitting in with the Active Transportation Advisory Committee during their meeting being held later in the day.
- Niagara Region staff had been asked to put together a presentation to give to the Waterloo Active Transportation Advisory Committee on the matter of cycling and tourism in Niagara Region.
WHAT WE LEARNED

Region of Waterloo...cont’d....

• Each of the three municipalities indicated how their plans for active transportation facilities related to the regional master plan.

• We were very impressed with the way the regional municipality and the local municipalities worked closely together on these facilities.

• Like every municipality, they wish they had more money to proceed more quickly with the implementation of their facilities.

• The regional and local levels of government appear to be committed to active transportation facilities.

• We learned a great deal about design elements, signing and maintenance of active transportation facilities.

• From an enforcement point of view, all three municipalities used the same by-law and therefore policing by Waterloo Region Police was not a problem.

• Given the largely urban areas under consideration, ATV’s were not a problem as well.

• The Region is currently addressing the rails to trails issue.

• The Region formed a single Active Transportation Advisory Committee approximately one year ago.

WHAT WE LEARNED

Region of Waterloo...cont’d....

• There are 14 members of the Active Transportation Advisory Committee.

• The terms of reference for the Active Transportation Advisory Committee include:
  o Assisting the Region in developing new active transportation policies, strategies and programs.
  o Advising Regional Council and staff on measures and policies required to implement active transportation facilities.
  o Advise Regional Council and staff on cycling and pedestrian issues.
  o Advise Regional Council and staff in addressing active transportation issues received from other governments and agencies.
  o Assist in monitoring the extent and effectiveness of active transportation facility construction, education and enforcement.
  o Serve as a form for public agencies to raise their view points on cycling and pedestrian issues.
  o Increase public awareness and understanding of active transportation issues.
WHAT WE LEARNED
Region of Waterloo...cont’d....

• In the evening, we attended the Active Transportation Advisory Committee for the Region of Waterloo.
• We were welcomed by the Chair of the Committee who introduced to all of the members of the Committee.
• We had a very good discussion about the activities of the Advisory Committee.
• Niagara staff made a very good presentation to the Committee on active transportation facilities in Niagara Region and their relationship to tourism.
• The Chair of the Active Transportation Advisory Committee in the Region of Waterloo indicated that he thought their Committee was very effective given that there was a companion Active Transportation Committee at the staff level with staff from the region, as well as the local municipalities that were in a position to implement issues that were raised at the Advisory Committee level.

WHAT WE LEARNED
CITY OF OTTAWA – September 27, 2011

• We were welcomed by Colin Simpson, a Senior Project Manager in the Transportation Planning area.
• Mr. Simpson gave us much information regarding Ottawa’s facilities for active transportation.
• The Ottawa Cycling Plan was developed initially by Traffic and Parking but is now the responsibility of the Transportation Planning group.
• Capital funding is provided annually to extend the multi-use pathway system.
• Ottawa is particularly proud of the recently installed bike lanes on Laurier Ave. and we have a video to show the operation of these facilities.
• During lunch, we had the opportunity to meet Michael Powell who is the Chair of the Roads and Cycling Advisory Committee for the City of Ottawa.
City of Ottawa ....cont'd....

• Michael gave us the following information about their Advisory Committee:
  - Their mandate, responsibilities and organization are contained on Ottawa’s website
  - They have about 6 meetings per year
  - They create sub-committees that are less formal to deal with particular issues
  - Their current priorities are infrastructure and safety, education and outreach – winter operation of bikeway facilities
• There are no members of Council on their Advisory Committees.
• He was well aware of the work that had been done in Niagara Region and wished us every success moving forward.

➢ The four municipalities we visited were proud of their work on active transportation facilities and equally interested in what we were doing in Niagara.
➢ All four municipalities provided us with a great amount of detailed information and wanted to know the outcome of our work.
➢ With the exception of Essex County, all municipalities have a single Advisory Committee dealing with active transportation facilities.
➢ It appears to be easier to coordinate the work of staff in different departments in single tier municipalities such as Windsor and Ottawa.
➢ The two tier municipalities that we visited – Essex and Waterloo, each have staff technical committees dealing with active transportation facilities where both the Region and all local municipalities are represented.
DRAFT RECOMMENDATIONS:

1. Establish a Niagara Region Active Transportation Advisory Committee (NRATAC) which would assume the responsibilities and remaining work for both the Greater Niagara Circle Route Advisory Committee and the Niagara Region Bicycling Committee.

2. Implement a Region-wide Active Transportation Coordinating Committee which would be made up of staff from the Region and local municipalities.

3. Consider the implementation of a volunteer program that would give private sector companies and citizens an opportunity to invest in active transportation facilities and volunteer towards the maintenance of those facilities.

4. That Niagara Region Council encourage all local municipalities to adopt a common by-law on active transportation facilities in order to facilitate enforcement across Niagara Region.