Minutes of a meeting of the Regional Niagara Bicycling Committee held on Wednesday, February 2, 2012 commencing at 7:01 p.m. in Committee Room 4, Regional Municipal Building, Thorold, Ontario.

ATTENDANCE

Committee: Mr. Bob Romanuk (Acting Chair); Mr. Adam Bunz; Mr. Joe D'Agostino; Mr. John Hoffner; Mr. Dave Hunt; Ms. Janice Makepeace; Mr. Pat Maloney; Mr. Rich Merlino; Mr. Paul Pattison; Mr. Daniel Plante; Mr. Jeff Poulson; Mr. Drew Semple; Mr. Wade Smith; Mr. Darryl Strum; Mr. John Swart; Mr. Tom Whitelaw.

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

Regrets: Councillor(s) Caslin, Petrachenko, Grenier.

APPOINTMENT OF ACTING CHAIR

1. Ms. Lisa McManus, Legislative Assistant, in Councillor Caslin's absence, called the meeting to order and asked for nominations for the position of Acting Chair of the Regional Niagara Bicycling Committee.

Moved by Paul Pattison
Seconded by Pat Mahoney

That Mr. Romanuk be nominated for the position of Acting Chair of the Regional Niagara Bicycling Committee.

Ms. McManus called a second and third time for nominations for the position of Acting Chair of the Regional Niagara Bicycling Committee.
With the agreement of Mr. Romanuk, Ms. McManus declared him Acting Chair of the Regional Niagara Bicycling Committee for the purposes of the business listed on the February 2, 2012 meeting agenda.

Moved by
Seconded by

That nominations for the position of Acting Chair of the Regional Niagara Bicycling Committee, be closed.

Carried.

Mr. Romanuk assumed the Chair for the remainder of the meeting.

ITEMS FOR INFORMATION

2. Moved by Mr. Semple
   Seconded by Mr. Hoffner

That the following items be received for information:

   RNBC 1-2012  Presentation package submitted by project developers; Ted Higgins, Gary Murphy, Walter Berg, David Hunt
   RNBC 2-2012  Cycling For Fun and Health
                 Draft Budget Estimate of Expenses 2012
   RNBC 3-2012  Cycling For Fun and Health – Schedule

Carried.
3. **Discussion re: Budget**

Ms. Stephen, Senior Transportation Planning Engineer provided Committee members with a brief overview respecting past and current Regional Niagara Bicycling Committee budget processes.

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

- Transportation Division / Public Works is prepared to set up a Line Item if required; currently a $5,000 Line Item exists.

- Years ago there was 20,000; the money was not used therefore it was lost.

- Small budgetary costs (food, mileage, signage, Bike Show) have been covered in the past on a request basis.

Ms. Stephen, in closing, suggested that the Regional Niagara Bicycling Committee and its Task Forces develop a 2013 Work Program/Plan which lists the exact budget “ask” and the project for which that budget will support. She also stated that this be completed and distributed to Public Works by August / September 2012.

Mr. John Swart and Mr. Pat Mahoney stated that the Education and Encouragement Task Force had already initiated a draft Work Plan therefore; they would finalize it and meet with other members to ensure that their interests where addressed in the final version to be presented to Public Works.
4. **Safe Cycling for Fun and Health Initiative**

Moved by Mr. Hunt  
Seconded by Mr. Plante  

That this Committee recommends to the Public Works Committee:

That Public Works and Integrated Community Planning Departments investigate ways and means to augment the In-Kind support currently being provided by the Niagara Region Public Health Department and that in consultation with the Public Health Department they offer financial support for the initiative called “Safe Cycling for Fun and Health” which entails three (3) separate two (2) hour segments to encourage cycling, improve the capability of cyclists and promote bicycle safety as follows:

- **Getting Safety (In Class)** – buying, equipment and effective use of bicycles  
- **Cycling Safety (In Class, Parking Lot, On-Road)** – rules of the road, safety principals, lane positioning, handling skills, group riding  
- **Advanced Training (In Class)** – training techniques to ride better for an event  

Carried.  

(Refer to Staff Directions)

**ITEMS FOR CONSIDERATION**

5. **Education and Encouragement Task Force**  
**2012 Bike Summit**

Moved by Mr. Mahoney  
Seconded by Ms. Makepeace  

That RNBC 10-2012, respecting the Education and Encouragement Task Force 2012 Bike Summit, be received;  

That this Committee recommend to the Public Works Committee:

That Regional Council endorse the Regional Niagara Bicycling Committee hosting a 2012 Bicycle Summit;
That an Advisory Committee, consisting of eight (8) to nine (9) community members, be formed to organize the 2012 Bicycle Summit;

That Regional Council nominate two (2) Regional Councillors to participate on the 2012 Bicycle Summit Organization Committee; and

That a onetime seed funding amount of $2,500 be provided to support the 2012 Bicycle Summit.

Carried.

6. **Bike Racks on Busses**

**RNBC 21-2012**

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

That RNBC 21-2012, being a draft letter to Mr. Alfred Stockwell, Transit Manager respecting bike racks on Niagara Region Transit buses operated by Welland Transit, be received *as amended*;

That this Committee recommend to the Public Works Committee:

That the following letter be approved for distribution *as amended*;

Mr. Alfred Stockwell, Transit Manager
Welland Transit
c/o Civic Square
60 East Main Street
Welland, ON
L3B 3X4

Dear Mr. Stockwell:

**Bicycle Racks on Buses**

The Regional Niagara Bicycle Committee (RNBC) is aware that there are no bicycle racks installed on the Niagara Region Transit (NRT) buses operated by Welland Transit, and further, that modifications to bus wash bays would be required to accommodate buses equipped with bicycle racks. RNBC is also aware that there are bicycle racks on the remainder of the NRT fleet.
The addition of bicycle racks on buses allows residents and visitors to make longer distance trips without driving. It can also encourage those who have resisted commuting by bicycle to use their bikes more, by allowing them to cycle on lightly travelled roads to their bus stop, board the bus, and then cycle to their final destination. In Welland, the addition of bike racks on buses will also support the City's quest to win a Bicycle Friendly Community Award.

RNBC members support an integrated transportation system that allows citizens to use multiple modes of transportation along their journeys. In particular, the RNBC encourages efforts that permit sustainable multi-modal trip making. However, we note that citizens require certainty that a service will be available before they will commit to it. The addition of bicycle racks to the NRT buses operated by Welland Transit would mean that the entire fleet would be equipped with these racks. This would make the service even more convenient and would ensure that cyclists do not have to leave their bicycles behind, or wait for the next bus, because of the absence of a bike rack.

RNBC members also support the addition of bike racks on Welland Transit's local buses.

Please accept this letter as a formal request from the Regional Niagara Bicycle Committee to have bicycle racks installed on the Niagara Region Transit buses operated by Welland Transit, and on Welland Transit's local buses.

Sincerely,
Alan Caslin
Chair
Regional Niagara Bicycling Committee

c: Craig A. Stirtzinger, City Manager, City of Welland
    Dave Sherlock, General Manager, St. Catharines Transit
    Dave Stewart, General Manager, Niagara Transit

Carried.
Regional Niagara Bicycling Committee Policy Task Force
Town of Pelham – Official Plan

RNBC 12-2012

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

That RNBC 12-2012, respecting The Regional Niagara Bicycling Committee Policy Task Force recommendation respecting the Town of Pelham Official Plan, be received;

That this Committee recommend to the Public Works Committee:

That the Regional Niagara Bicycling Committee (RNBC) endorse the comments of Mr. Dave Hunt in his December 8, 2011 letter to the Town of Pelham (RNBC 6-2012) recommending changes to the comprehensive Official Plan and East Fonthill Secondary Plan that provide more precise policy guidance and support for active living and cycling in the Town of Pelham;

That the Town of Pelham be encouraged to revise the East Fonthill Secondary Plan to identify on-road bicycling routes in the southern portion of the Plan area, including connections between proposed residential areas and nearby collector and arterial roads; and

That copies of Mr. Hunt’s comments, as well as the recommendations of the Regional Niagara Bicycling Committee (RNBC), be forwarded to the Pelham Active Transportation Committee for their information, and to the Regional Policy Division of the Integrated Community Planning Department to assist in their review of the Town’s planning documents noted above.

Carried.
8. Regional Niagara Bicycling Attendance
RNBC 14-2012

Moved by Mr. Mahoney
Seconded by Mr. Semple

That RNBC 14-2012 a draft letter respecting correspondence to past Regional Niagara Bicycling Committee members who have been absent from 3 or more consecutive meetings, be received as amended;

That this Committee recommend to the Public Works Committee:

That the following letter be approved for distribution as amended;

February 2, 2012

Dear <>:

It is my hope that this note finds you well.

Regional Council at its December 14, 2011, amended the Region's Procedural By-Law, to require that all Committees have a quorum present in order to conduct business at their meetings and if a quorum is not present at the time set for the meeting or is not present within 30 minutes after the time is set for the meeting the meeting will stand adjourned.

In this respect, the RNBC may no longer declare a quorum of the members present and in an effort to ensure that the RNBC has a membership in place that the quorum numbers in an achievable range, we have decided to poll recent attendance scores.

As per the RNBC's Terms of Reference, Section 4.5 respecting Absenteeism, states: "Should an RNBC member or a Task Force/Ad Hoc Working Group member miss three consecutive meetings without notification and consent of the designated Chair, the member shall be deemed to have resigned from the Committee and will be notified of this in writing by the Committee Chair."

We therefore regrettably must notify you that the record of your attendance at the RNBC meetings revealed that you have missed the necessary number of consecutive meetings.
to be deemed a resigned member of the Regional Niagara Bicycling Committee.

We wish to recognize that you have been a valued contributor to the Regional Niagara Bicycling Committee (RNBC) by always bringing your perspective to the issues at hand however; we also realize that this may be a time when other commitments require more of your attention. If this is not the case and you wish to remain on the Committee, please contact Lisa McManus at 905-685-4225 ext. 3720.

On behalf of the members of the Regional Niagara Bicycling Committee, I wish to extend our best wishes to you in all that you choose to undertake in the future.

Sincerely,
Councillor Alan Caslin
Chair, Niagara Regional Bicycling Committee

Carried.

9. Resignation – Regional Niagara Bicycling Committee
RNBC 9-2012

Moved by Mr. Mahoney
Seconded by Mr. Whitelaw

That Report RNBC 9-2012, respecting Ms. Erin O’Hoski’s resignation from the Regional Niagara Bicycling Committee, be received and her resignation accepted, with regret.

Carried.

10. Resignation – Regional Niagara Bicycling Committee
RNBC 13-2012

Moved by Mr. Mahoney
Seconded by Mr. Whitelaw

That Report RNBC 9-2012, respecting Mr. Robert Paquette’s resignation from the Regional Niagara Bicycling Committee, be received and his resignation accepted, with regret.
11. Graphic Display
   New Banner and Display materials for Bike Show

   Moved by Mr. Swart
   Seconded by Mr. Smith

   That the New Banner and Display Materials exhibited at the meeting, be
   approved.

   Carried.

   (Please see attached PDF version of the Graphics submitted and approved)

12. Regional Niagara Bicycling Committee
    Meeting Day and Time

    Oral Discussion

    Moved by Mr. Poulsen
    Seconded by Mr. Mahoney

    That the discussion respecting the Regional Niagara Bicycling Committee
    meeting day and time, be deferred until the March 8, 2012 meeting.

    Carried.
ITEMS FOR INFORMATION (continued)

13. Moved by Mr. D’Agostino
Seconded by Mr. Hunt

That the following items of correspondence, be received for information:

RNBC 6-2012  Correspondence (dated December 8, 2011) from Mr. Dave Hunt (member of Regional Niagara Bicycling Committee) to Mr. Craig Larmour, Director of Planning and Development respecting Proposed Official Plan and East Fonthill Secondary Plan – Town of Pelham.

RNBC 5-2012  Regional Niagara Bicycling Committee
Policy Task Force - Meeting notes of Dec. 12/11

RNBC 7-2012  Council correspondence (ratified at Regional Council meeting of January 19, 2011) respecting the Temporary Appointment of Councillor Paul Grenier to Various Committees.

RNBC 8-2012  Council correspondence (ratified at Regional Council meeting of January 19, 2011) respecting the Resignation from the Regional Niagara Bicycling Committee.

RNBC 4-2012  Regional Niagara Bicycling Committee
Network Task Force – Meeting notes of Nov. 3/11

RNBC 11-2012  Regional Niagara Bicycling Committee
Policy Task Force Priority Projects
Implementation Plan (2012 – 2014)

Carried.
14. **Minutes – Regional Niagara Bicycling Committee (RNBC)**
   **November 3, 2012**

Moved by Mr. Semple
Seconded by Mr. Merlino

That the minutes of the Regional Niagara Bicycling Committee meeting of September 21, 2011, be received *as amended*;

Quorum; There being a lack of ordinary quorum at the meeting, the Committee Chair determined that the ordinary quorum for the meeting be reduced to *nine* members, pursuant to Section 22.10 of the Procedural By-law 120-2010.

Carried.

(Refer to Staff Directions)

**OTHER BUSINESS**

15. **Municipal Joint Meeting of the Regional Niagara Bicycling Committees**

Moved by Mr. Whitelaw
Seconded by Mr. Pattison

That this Committee recommend to the Public Works Committee:

That the Regional Niagara Bicycling Committee hosts the 2012 Joint Meeting of the Cycling Committees;

That a sub-committee of the Regional Niagara Bicycling Committee be established to organize the Joint Meeting and that the sub-committee, among its other tasks, make a recommendation respecting a budget for the Joint Meeting; and

That the City of Welland be invited to be a co-host of the Joint meeting.

Carried.
16. **CAA Decal Bumper Sticker – “Share the Road”**

Mr. Dan Plante stated that he would be able to provide a more in depth update after his scheduled meeting with “Meredith” from CAA and that Mr. Phil Bergen would be sending out three (3) “Share The Road” sticker designs from CAA for members to have a look at earlier in the week.

17. **Webinar: Land Use Planning and Active Transportation**

Mr. Forgeron announced that the Region had registered for, and would be hosting, an APBP professional development webinar on February 15th, 3pm to 4:30pm in Committee Room 4 on “Land Use Planning: Routine Inclusion of Bicycling and Walking in New Developments.

Mr. Forgeron stated that he would forward via e-mail an invitation to RNBC members as soon as he had all the information.

18. **Review of Greater Niagara Circle Route Committee**

Mr. Forgeron advised Committee members that a joint meeting of the Greater Niagara Circle Route and Regional Niagara Bicycling Committee was tentatively scheduled for February 22, 2012. He further stated that the Review recommendation report, compiled by Mr. Dobbie, would be available for review and discussion at that point.

19. **Retirement Announcement**

Mr. Ken Forgeron advised Committee members that he would be retiring from the Region at the end of March. He congratulated all Regional Niagara Bicycling Committee (RNBC) members on all of the tremendous work they have done over the past 15 years and added that he would continue to volunteer on the Regional Niagara Bicycling Committee Policy Task Force.

In closing Mr. Forgeron stated that although currently he was unsure of the Planning staff member who would be taking his position on the RNBC he would make the appropriate introductions at the RNBC March meeting.

20. **Introduction**

Mr. Bob Romanuk introduced Mr. Larry Lemelin to Committee members, stating that he was present in an effort to educate himself as to all of the Region’s Committee’s.

Mr. Lemelin briefly commented on the great work the Regional Niagara Bicycling Committee was doing.
STAFF DIRECTIONS

Staff was requested to:

- provide an update respecting the Regional Niagara Bicycling Committee’s current Line Item balance to the March 8, 2012 meeting of the Regional Niagara Bicycling Committee (Minute Item #4) (Mr. Mahoney)

- meet with the Region’s IT Division to obtain fulsome information respecting the cost of a Blog (Minute Item #14) (Mr. Poulsen)

ADJOURNMENT

There being no further business the committee adjourned at 9:21 p.m. to meet again on Thursday, March 8, 2012 at 7:00 p.m. in Committee Room 4.

______________________________
Bob Romanuk
Acting-Chair

______________________________
Lisa McManus
Legislative Assistant
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