Thursday, October 20, 2016
7:00 p.m. – Regular Meeting

Council Committee Room, 4th Floor, City Hall

Members:
- Kevin Montgomery (Co-Chair)
- Anthony Simone (Co-Chair)
- Alina Grzejszczak
- Stephen Laidlaw
- Dayle Laing
- Patrick McLeavey
- Gaspard Ndayishimiye
- Julius Pokol
- George Shepperdley
- Lisa Stokes
- Pauline Thornham
- City Councillor Jeff Bowman

For inquiries about this Agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:

Shauna Danton, Legislative Coordinator
Phone (905) 874-2116, TTY (905) 874-2130, cityclerksoffice@brampton.ca

Note: Some meeting information may also be available in alternate formats, upon request.
Agenda
Cycling Advisory Committee

Note: Please ensure all cell phones, personal digital assistants (PDAs) and other electronic devices are turned off or placed on non-audible mode during the meeting

1. Approval of Agenda

2. Declarations of Interest under the Municipal Conflict of Interest Act

3. Previous Minutes

3.1. Minutes - Cycling Advisory Committee - September 15, 2016

Note: the minutes are pending consideration by Planning and Infrastructure Services Committee on October 17, 2016, and approval by Council on October 26, 2016. The minutes are provided for information only.

4. Delegations / Presentations

4.1. Presentation by Lisa Stokes, Member, re: Cycling Infrastructure - Mississauga, Oakville, Burlington and Hamilton

5. Reports / Updates

6. Active Transportation Ideas

7. Other/New Business / Information Items

7.1. Discussion at the request of Nelson Cadete, Project Manager, Active Transportation, Planning and Development Services, re: Active Transportation Master Plan - Proposed November Cycling Advisory Committee Meeting Agenda
7.2. Discussion at the request of Kevin Montgomery, Co-Chair, re:
   - Minutes - CAN-BIKE Instructions Meeting, August 29, 2016
   - Presentation to Peel Alternative School North - Follow up
   - Committee Program Funding
   - Ontario Good Roads Association - 2017 Conference
   - Requesting Multi-use Pathways and Curb-Cuts
   - Peel Memorial Centre for Integrated Health and Wellness - Update re Bicycle Dedication to Ralf Jarchow

7.3. Discussion at the request of Lisa Stokes, Member, re:
   - Franceschini Bridge Status
   - Cycling Infrastructure on Widened Williams Parkway

8. **Future Agenda Items**

   Items to be considered at future Committee meetings include:
   (nil)

9. **Correspondence**

10. **Question Period**

11. **Public Question Period**

   15 Minute Limit re any item discussed as part of this agenda.

12. **Adjournment**

   Next Meeting: Thursday, November 17, 2016, at 7:00 p.m.
Thursday, September 15, 2016

Members Present: Kevin Montgomery (Co-Chair)  
Anthony Simone (Co-Chair)  
Alina Grzejszczak  
Stephen Laidlaw  
Dayle Laing  
Patrick McLeavey  
Gaspard Ndayishimiye  
Julius Pokol  
George Shepperdley  
Lisa Stokes  
Pauline Thornham

Members Absent: City Councillor Jeff Bowman (other municipal business)

Staff Present: Nelson Cadete, Active Transportation Project Manager, Planning and Development Services  
Andria Oliveira, Transportation Policy Project Manager, Planning and Development Services  
Shauna Danton, Legislative Coordinator, City Clerk’s Office
The meeting was called to order at 7:05 p.m. and adjourned at 7:33 p.m.

1. **Approval of Agenda**

   CYC067-2016 That the Cycling Advisory Committee Agenda for September 15, 2016, be approved as printed and circulated.

   Carried

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Previous Minutes**

   3.1. **Minutes - Cycling Advisory Committee - August 18, 2016**

   The minutes were considered by Planning and Infrastructure Services Committee on September 12, 2016, and approved by Council on September 14, 2016. The minutes were provided for information only.

4. **Delegations / Presentations**

5. **Reports / Updates**

   5.1. Public Works Information, dated August 19, 2016, re: *Implementation of Bicycle Lanes on Balmoral Drive*

   Committee discussion of the matter included provincial accessibility standards at crosswalks and intersections.

   The following motion was considered:

   CYC068-2016 That the Public Works Information, dated August 19, 2016, to the Cycling Advisory Committee Meeting of September 15, 2016, re: *Implementation of Bicycle Lanes on Balmoral Drive* be received.

   Carried

6. **Active Transportation Ideas** - nil
7. **Other/New Business / Information Items**

7.1. Verbal Update from Kevin Montgomery, Co-Chair, re: **Motion for Committee Consideration regarding Dedication of Bicycle Parking at Peel Memorial Health Centre.**

Kevin Montgomery, Co-Chair, noted that as recommended by Committee, correspondence was sent to the Board of the William Osler Health System proposing that the bicycle parking at the Peel Memorial Health Centre be dedicated to Ralf Jarchow, an avid cyclist and fundraiser for the centre. Updates regarding the naming process will be provided to Committee when they become available.

7.2. Proposed Correspondence from Lisa Stokes, Member, dated September 16, 2016, re: **Community Rides - Draft Thank-you Letters to Peel Regional Police Participants**

Committee consideration of the matter included consensus to approve the correspondence and a suggestion that it be signed by the Co-Chairs on behalf of the Committee.

Staff noted that the correspondence will be finalized and sent to the recipients through the City Clerk's Office.

The following motion was considered:

**CYC069-2016** That the proposed correspondence from Lisa Stokes, Member, dated September 16, 2016, to the Cycling Advisory Committee Meeting of September 15, 2016, re: **Community Rides - Draft Thank-you Letters to Peel Regional Police Participants** be received.

Carried

7.3. Discussion at the request of Kevin Montgomery, Co-Chair, re: **Cycling Infrastructure in the vicinity of Tuner Fenton Secondary School**

In response to questions from Committee, staff suggested that memos and correspondence be sent to local school boards and appropriate advisory committees suggesting the installation of cycling infrastructure in the vicinity of schools to encourage active transportation and help alleviate traffic congestion.
7.4. Verbal update from Nelson Cadete, Project Manager, Active Transportation, Planning and Development Services, re: **2016 Bicycle Friendly Community Application**

Nelson Cadete, Project Manager, Active Transportation, Planning and Development Services, requested assistance from Committee in preparing the Bicycle Friendly Community Application. The application will be sent to Committee electronically and members are encouraged to provide input to Mr. Cadete directly.

8. **Future Agenda Items**

Items to be considered at future Committee meetings include:

(nil)

9. **Correspondence** - nil

10. **Question Period**

Lisa Stokes, Member, advised that the dates have been finalized for additional Community Rides and requested that Members register to volunteer at the events.

In response to questions from Committee, staff provided answers on the installation of cycling infrastructure and road resurfacing.

11. **Public Question Period** - nil

12. **Adjournment**

CYC070-2016 That the Cycling Advisory Committee do now adjourn to meet again on Thursday, October 20, 2016, at 7:00 p.m.

Carried

_______________________          _______________________
Kevin Montgomery, Co-Chair           Anthony Simone, Co-Chair
Cycling Infrastructure
Mississauga, Oakville, Burlington and Hamilton
McLaughlin Road over Highway 401
Lakeshore Boulevard, Oakville, over Sixteen Mile Creek
Lakeshore Blvd, Oakville over Bronte Creek
Centennial Pathway

Burlington
8km long through a hydro corridor

Standard bollard and paint design
Neighbourhood Connections
Appleby Line - Controlled Crossing - Curb Depressions
Longmoor Drive - Mid Block -
Uncontrolled - Curb Depression
Map, Rules, Information and Wayfinding Signage
Wayfaring Signs
I STILL HEAR YOUR VOICE...
IT IS HAILING FROM THE VAST BRILLIANT LIGHT

Functional, Public Art
Path Crossing at New Street

- Four lane cross section
- Minor arterial
- 60 KPH speed limit
- Stop sign on side street
- Uncontrolled on New Street
- 80 metres from traffic light controlled intersection
- Curb depression
Curb Depression - Uncontrolled
Guelph Line - Curb Depressions
- Refuge Island - Uncontrolled -
110 m from Traffic Light
Residential Street - Curb Depression - Uncontrolled
York Street - Bike Lane
York Street - Desjardins Channel Bridge - Bike Lane
Cannon Street Two Way Cycletrack
Limeridge Road East - Collector Road
- Curb Depressions - Cars Required to stop only when pedestrians present
Cycle Infrastructure Good for Business Innovation
Key Messages

- Other Municipalities are cutting curbs **now**
  - Stop using liability as an excuse against moving forward
- Future proof expensive construction projects for cycling infrastructure
  - For example, ensure bridges are wide enough to carry bike lanes even if there are no bike lanes planned on either side of bridge
- Benefits of cycling infrastructure are wide-ranging
  - Not just encouraging cycling and improving cycling safety
  - Improve health
  - Reduce congestion
  - Improve retail
  - Attract new business
  - Inspire creative new businesses
City of Brampton
Active Transportation Master Plan Stakeholder Meeting

Brampton Cycling Advisory Committee
Boardroom CH-4A (Council Committee Room)
4th Floor, City Hall
2 Wellington Street West
Thursday November 17, 2016 at 7:00 p.m.

Draft Agenda

1. Welcome  5 mins
2. Introductions  5 mins
3. Active Transportation Master Plan – Scope, Direction & Objectives  15 mins
4. Discussion & Brainstorming – We would like to take this opportunity to engage you in providing input, direction and feedback for the ATMP.  60 mins

In preparation for this meeting, please give some thought to the following key discussion questions:

a) The Active Transportation Master Plan could identify several “signature projects” – major pieces of infrastructure that will provide key cycling connections. If you could identify one signature project, what would it be? Dream big!

b) Developing a more connected network is a top priority for this project. What do you feel are the key barriers to overcome in achieving a connected network? Barriers could be related to infrastructure (transportation and/or land use), jurisdictional issues, public support, political will, etc.

c) Attached to this agenda is a map of the existing cycling network and proposed/candidate cycling network from the 2015 Transportation Master Plan (TMP). Please review these maps and identify any incorrect / missing existing network pieces. Are there any other proposed links that you would like to re-visit through the ATMP process?

5. Next Steps  10 mins
Hi Shawna. I'd like to add these items to the next agenda:

**Minutes from CAN-BIKE Meeting**
Attached as: CAN-BIKEInstructionMeetingMinutes.pdf

**Information:** Follow-up on presentation to Peel Alternative School North
See attachment: Kevin+Anthony Card+Sean 001.jpg
Discussion: Do we have a mechanism for accepting money to fund BCAC programs?
   Ex: Accepting honorariums?

Discussion: OGRA 2017 Conference
Is a representative from the City of Brampton attending the Ontario Good Roads Association 2017 Conference?

About OGRA:
The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.

This mandate translates into four main business objectives:
- To advocate the collective interests of municipal transportation and public works departments through policy analysis, assessment of legislation and consultation with partners and stakeholders.
- To provide affordable and accessible education and training services.
- To promote leadership with regard to infrastructure asset management.
- To develop plans, programs and partnerships for the delivery of services that meet the needs of municipal transportation and public works departments, while recognizing the contribution of the corporate sector.

About the OGRA Conference:
OGRA organizes and hosts the annual conference at the historic Royal York Hotel in downtown Toronto. Approximately 2,200 municipal leaders from across Canada and leading thinkers from around the world will come together to discuss topics of local, provincial, national, and international importance. The goal is to invigorate public debate about how Ontario’s municipalities will respond to emergent challenges and opportunities.

Keynotes include:
- Hon. Steven Del Duca
- Mikhail Colville-Anderson

The 2017 OGRA Annual Conference will be held on Sunday, February 26 – Wednesday, March 1, 2017 at the Fairmont Royal York Hotel, Toronto.

Registration and Housing will open at 10:00 AM on Tuesday, October 18th 2016.

Program details will be announced shortly (as of October 9, 2016).

Motion to recommend that representative from City of Brampton staff attend.

For Information Only -- Requesting multi-use pathways and curb cuts:
Per conversation on Twitter, Curb Cuts and new multi-use pathway requests (including sidewalk upgrades) can be sent to Brampton 311.
For information only -- Bicycle Facility Dedication to Ralf Jarchow
"...the family is in full agreement that this is the most appropriate location on site to memorialize Ralf.

Thank you for reaching out with your idea - this recognition will be very meaningful to the Jarchow family."

See attachment: Gmail - RE_Bicycle Facility Dedication to Ralf Jarchow.pdf

Kevin Montgomery R.G.D., C.X.D.
--CAN-BIKE Instruction Meeting Minutes

Date: Monday, August 29th, 2016
Time: 6:30 PM – 8:30 PM
Location: Region of Peel Office – 10 Peel Centre Drive, Suite B, 1st Floor, Brampton Room

-- MINUTES --

| Attendees: | Luis Barboza (LB), Wayne Henry (WH), Leo Romero (LR), Alina Grzejszczak (AG), Lorie Miller (LM), Gaspard Ndayishimiye (GN), Peter Bolton (PB), Kevin Montgomery (KM) |
| Region of Peel | Erica Duque (ED), Lisa Ma (LM) |
| City of Brampton | Michelle Robinson (MR) |

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1. Teaching children/students - Ideas

1. Schools
   - How can we promote lessons in schools? Need to consider logistics (who’s paying, when lessons would be held, etc.)
   - Long-term goal is to integrate cycling into the curriculum
     - The Sustainable Transportation Strategy, which includes an update to the Region of Peel’s Active Transportation Implementation Plan, is currently being launched. Findings from the Strategy will be included in the Region of Peel’s Long Range Transportation Plan.
     - Brampton is also currently creating their first Active Transportation Plan
     - Important to include long term goals in Plans/Strategies, especially in terms of funding

   - School fairs
     - Visit the schools during school fairs and set up a CAN-BIKE information stand.
     - Visit principals and hand out information brochures.

   - Bike-to-School-Week (B2SW)
     - Last week of May, 52 schools in Peel registered in 2016

Action: Send link for BTSW 2016 Storify to everyone. (ED)
- Offer Cycling instruction before or at the beginning of Bike to School Week to registered schools. Perhaps it could be one of the prizes for early registration and the Region/partners could pay instructors?
  - Safety first, liable for students’ safety
  - Could Parks and Rec hire the instructors (because they already have experience hiring instructors?) or would it be more appropriate for the Region to instructors directly?
  - Could teach the students before BTSW how to bike (i.e. April), and then the children will have the tools to bike to school.
  - The curriculum could be sent home to the parents so they know what their children are learning.

- **School’s Sports Day**
  - William’s Parkway Middle School has 2 teachers who are cyclists and take students on community rides during sports day.
    - Parents sign a waiver, kids bring their own equipment
    - Cycling is not included as a sport on the waiver form but it can be added
    - Want to get visit schools to talk about safety
    - Introduce friendly, approachable literature to parents; Young Cyclist’s Guide is a good example

- **CAN-BIKE High School Visits**
  - On September 16th, Kevin will be visiting 4 different high schools to give a high level safety chat to the classes
    - The visits are to let students know where to get resources (through Bike Brampton, David Spencer), Kevin will be formally representing the Cycling Brampton Committee
    - There is a lack of information, nothing is completely comprehensive, no cycling ambassadors anymore

- **York Region schools (Jacky Schneider)**
  - Schools pay her, she pays instructors
  - She tracks number of students attending to see how many instructors they need
    - Morning and afternoon classes
    - 5-7 students per instructor
    - 2 hours per class
    - Teaching skills and road safety
  - Will need instructors in September
    - Will be teaching over 300 students
    - Currently only has 3 instructors committed
    - 1 day (with travel time) is $120

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**Action:**
Explore possibility of hiring instructors to deliver cycling education prior to B2SW (ED)

**Action:**
Order copies of Young Cyclist’s Guide. (LM)

**Action:**
Look into including cycling in the school sports waiver as a default. (ED)

**Action:**
Encourage William’s Parkway Middle School to sign up for B2SW 2017. (ED)

**Action:**
Find out how much it will cost to print at least 100 copies of High School Tool Kit for next
2. Summer Camps
- The City of Mississauga will be implementing a regular camp at the Hershey’s Center
  - 2 hours from 12-2 to offer cycling classes, looking for instructors
  - Don't have enough bikes
  - The CBC could possibly help provide bikes
- One of the challenges with Mississauga instructor is the fact he also has a full time job aside from being a Can-bike instructor. I know he is interested in expanding his team for the program he is already running, so if any of the Brampton CanBike instructors is interested in part-time work there could be an opportunity for them in Mississauga. Same goes for the summer camp education pilot – we’d likely be hiring for +/- 15 hours per week in July and August 2017 spread over 3 week days.

3. Community Rides
- How are we going to encourage kids biking on the streets? Far more liability when children are riding
  - A lot of concern from parents about let children under 12 to ride on the roads
- Can have an open house to have kids show off their skills to their parents
- Could consider having a “Kid-ical mass”
- When the weather is good, could teach kids in a park
  - Parents want children to be active during the summer, if parents know that their children know how to bike, they will feel more secure about letting their children bike on their own.
  - The more people see others riding bikes, the more you attract attention and interest in it
  - Need to have a sense of urgency, can save lives

4. Bike Clinic
- A place where kids can get their bikes fixed
- CBC or Peter could offer their services
- Needs to be an indoor facility to teach during winter (i.e. Greenbriar)
5. Winter cycling fair  
   - Could be held in an indoors in February to prep students for BTSW

6. Joyride facility  
   - Indoor bike park for BMX bikers  
   - Could look into installing one in Brampton

2. Partner with the City of Brampton Parks + Rec to deliver a modified Can-Bike program with increased public appeal (less cost? More locally available? Provides bicycles? Different formatting (i.e. an hour a week for 10 weeks))? 

Parks and Rec 2016 Spring/Summer Programs *(Deadline is September 11)*  
- Learn-to-ride lessons  
  - 1 hour, usually run on weekday nights or Saturdays, 2-3 kids per lesson  
  - Could offer a family package  
  - May-September, not just June  
  - If some facilities take ice out earlier in the year, could use those in April/May  
  - CAN-BIKE is not always affordable  
    - $89 for kids is quite expensive  
    - Look to see if a program like Canadian Tire Jumpstart can partially fund it  
    - A partnership with CBC would also be beneficial  

- Adult “Refresher” course  
  - Great interest for adults to ride (most of the time because their kids can ride and they cannot)  
  - Adult classes could be advertised as a “refresher course”  
    - “Refresher cycling”, or “Hello, bicycle”  
  - 1 hour for 3 weeks, aged 18+  
  - Start in parking lot → trail → road  
  - Advertise that male and female instructors are available.

- Critical Mass Rides  
  - Happen on the last Friday of each month, could also advertise in Spring/Summer program  
  - More information on Critical Mass rides can be found on the Walk+Roll Events Calendar  
  - Is there an opportunity for a “kid-ical mass”? Have a group of kids on quieter roads/trails, Sunday mornings work really well then can have a picnic

**Action:** Think of a name for the adult refresher course. (KM & MR)

**Action:** Put together an ad for Critical Mass and a “Kidical mass” for the
### Bike Rodeo
- Could offer a free or very cheap bike rodeo, obstacle course, riding in a straight line, slalom, stopping/turning
- Hour long class with up to 40 participants, would be on a Saturday or Sunday
- Want to have at least 2-3 weekends before BTSW
- Could overlap with a critical mass; learn the skills then apply them

### Sports camp
- Include cycling as a part of a sports camp, because there is not enough time to plan out a full bike camp.

**Who is the main point of contact for any questions about classes?**
- Send inquiries to Michele, one of her staff members can be in charge of finding out details then sending out an email to the group
  - **REPLY ALL** so that there aren’t several responses to one email

**Summary:**
- 2 bike courses (learn-to-ride and adult “refresher”), bike rodeo, advertisements for Bike-to-school week, Bike-to-work day and critical mass events.

### Action:
- **Put together an ad for BTSW 2017 for the spring/summer program.** (KM)

### Action:
- **Look into including cycling in Parks and Recs Sports Camps in 2017.** (MR)

### 3. Become your own team so that when requests for education come to the Region/City/other we direct them to your team to fulfill the request for education
- Michele is the point of contact for the City of Brampton. Erica find out if anyone in Mississauga is interested

**Action:** Find point of contact in Mississauga. (ED)

### 4. Caledon: it would be helpful to have instructors available to run some Can-Bike training courses and/or volunteer to support bike rodeos at many of our events.
Unfortunately the other issue for us is sign up and attendance but maybe we need to provide more dates/options for these courses and events so that people show up.

**Action:** Find point of contact in Caledon. (ED)

### 5. From: Roseline Eubeuku [mailto:roselinee@bramptoncaledoncl.ca]
**Sent:** Tuesday, July 12, 2016 8:21 AM
**To:** McKay, Thomas
**Cc:** Charles Rego; Debra Rose; Vivienne Senior

**Action:** Alina can contact them, and if extra
**Subject:** Caledon bike safety training

Goodmorning Constable McKay,

This is Roseline from Brampton Caledon Community Living. I wanted to ask if it would be possible for you to organize a bike safety training for the people we support within our organization. It would be very much appreciated if you would be able to assist us with this training. We hope to hear back from you soon.

Thanks!

Roseline Ebueku
Support Provider
Brampton Caledon Community Living
905-453-8841 Ex 5522
roelinee@bramptoncaledoncl.ca

**Comment from Alina:** I work part time for Brampton Caledon Community Living and encouraged one of the people they support to participate in Community Rides. As a matter of fact, I had an idea of offering cycling safety instructions to some of the people under their care but did not follow up on it. Now, after they asked, I will contact Roseline.

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| 7. | (The foregoing represents the writer’s knowledge of the major items of discussion and if the above does not accurately represent the understanding of all parties attending, please notify the writer) |

Minutes Prepared by:
Lisa Ma
(905) 791-7800 ext. 4473; Lisa.Ma@peelregion.ca

Minutes Reviewed by:
Erica Duque
(905) 791-7800 ext. 4226; Erica.Duque@peelregion.ca
Hi Kevin,

Ken Mayhew asked me to follow up with Ralf Jarchow’s family regarding the naming of the bicycle parking facilities at Peel Memorial Centre for Integrated Health and Wellness.

I am very pleased to share that the family is in full agreement that this is the most appropriate location on site to memorialize Ralf.

Thank you for reaching out with your idea - this recognition will be very meaningful to the Jarchow family.

Take care,

Jacquie Ritchie
The 25th of this month will mark the 1 year anniversary of the loss of Ralf Jarchow, who was tragically killed while on a fundraising bike ride for Peel Memorial.

On behalf of the Cycling Advisory Committee, I propose to the Board of the William Osler Heath System that consideration be given to dedicating the bicycle parking facilities of Peel Memorial Centre for Integrated Health and Wellness to Ralf Jarchow -- an avid cyclist and fundraiser for the Centre.

Thank you for your consideration.

**Kevin Montgomery**
R.G.D., C.X.D.
Co-Chair, Brampton Cycling Advisory Committee
Certified CAN-BIKE Instructor
BikeBrampton Member
bikebrampton.ca

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