

**THE CITY OF TORONTO**

**City Clerk's Division**

**Minutes of the Toronto Cycling Committee (TCC)**

**Meeting No. 1**

**Monday, February 23, 2004**

The Toronto Cycling Committee (TCC) met on Monday, February 23, 2004, Committee Room No. 1, Toronto City Hall, 100 Queen Street West, at 7:00 p.m.

Members Present:

Stephen Fisher, Co-Chair  
Nina Koskenoja, Co-Chair  
Chris Benjamin  
Derek Chadbourne  
Steve Crossman  
Peter Fraser  
Liane Gillies  
Ron Hart  
Martin Koob  
Crawford Murphy  
John A. Sherk  
Jessica Tivy  
Ian Wheal

Others Present:

Daniel Egan, Manager, Cycling and Pedestrian Infrastructure Unit  
Alex Shevchuk, Planner, Parks Planning  
Meg Shields, Corporate Management & Policy Consultant, Strategic & Corporate Policy, Chief Administrator's Office  
Barbara Wentworth, Bicycle Safety Planner, Transportation Services  
Sean Wheldrake, Bicycle Promotions Coordinator, Transportation Services

Stephen Fisher in the Chair.

**Confirmation of Minutes**

On Motion by Mr. Koob, the Minutes of the meeting of the Toronto Cycling Committee, held on November 17, 2003,

were confirmed.

### **1.1 Listening to Toronto: Shaping Council's Budget Debate**

Ms. Meg Shields, Corporate Management & Policy Consultant, Strategic & Corporate Policy, made a presentation to the Toronto Cycling Committee regarding the recently held "Listening to Toronto: Shaping Council's Budget Debate" sessions, which brought people from across the city together to help shape Toronto's budget discussions.

In considering this matter, the Toronto Cycling Committee had before it the following documents:

- (a) 2004 City Budget Community Workbook; and
- (b) Listening to Toronto: Shaping Council's Budget Debate – Participant Guide.

On Motion by Ms. Gillies, the Toronto Cycling Committee received the presentation from Ms. Meg Shields, Corporate Management & Policy Consultant, Strategic & Corporate Strategy, with thanks.

(Sent To: Ms. Meg Shields, Corporate Management & Policy Consultant, Strategic & Corporate Policy c: Manager, Pedestrian and Cycling Infrastructure, March 1, 2004)

### **1.2 Status of the 2004 Toronto Cycling Committee Budget**

Mr. Daniel Egan, Manager, Pedestrian and Cycling Infrastructure, Mr. Alex Shevchuk, Parks & Recreation Planner, Policy & Development, Ms. Barbara Wentworth, Bicycle Safety Planner, Transportation Planning and Mr. Sean Wheldrake, Bicycle Promotions Coordinator, Transportation Planning, made a verbal presentation to the Toronto Cycling Committee regarding the status of the 2004 Toronto Cycling Committee Budget.

Mr. Alex Shevchuk also advised that a Parks Signage Committee, comprised of City staff, had recently been formed to review the 2003 Bike Trail Test Signage.

On Motion by Mr. Fraser, the Toronto Cycling Committee recommends that the verbal presentation from Mr. Daniel Egan, Manager, Pedestrian and Cycling Infrastructure, Mr. Alex Shevchuk, Parks & Recreation Planner, Policy & Development, Ms. Barbara Wentworth, Bicycle Safety Planner, Transportation Planning and Mr. Sean Wheldrake, Bicycle Promotions Coordinator, Transportation Planning, regarding the status of the 2004 Toronto Cycling Committee Budget, be received.

The Toronto Cycling Committee reports having requested the Toronto Cycling Committee support staff to present an update to the next meeting regarding the work that will be undertaken by the Parks Signage Committee.

(Sent To: Manager, Pedestrian and Cycling Infrastructure, Parks & Recreation Planner, Policy & Development, Bicycle Safety Planner and Bicycle Promotions Coordinator, March 1, 2004)

### **1.3 Review of Draft Traffic Signal Guidelines for Bicycles**

The Toronto Cycling Committee had before it a memorandum (February 11, 2004) from the Manager, Pedestrian and Cycling Infrastructure, advising that the Transportation Association of Canada (TAC) is currently developing Traffic Signal Guidelines for Bicycles; that TAC is providing an opportunity for cycling advisory committees and cycling organizations to review the final draft of the guidelines and to provide comments and suggestions; and recommending that the TCC:

- (1) review the final draft of the guidelines and provide comments at the Toronto Cycling Committee scheduled for March 22, 2003; and that the Manager, Pedestrian and Cycling Infrastructure, submit the TCC recommendations and comments to the TAC on March 23, 2004; or
- (2) review the final draft of the guidelines and provide comments at a special meeting of the Toronto Cycling Committee; such meeting to be held on one of the following dates:

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- (a) Tuesday, March 9, 2004 at 7:00 p.m. (location to be determined);  
or
- (b) Wednesday, March 10, 2004 at 7:00 p.m. (location to be determined); or
- (c) Thursday, March 11, 2004 at 7:00 p.m. (location to be determined).

On Motion by Mr. Koob, the Toronto Cycling Committee recommends that:

- (1) the final draft of the Traffic Signal Guidelines be considered by the Toronto Cycling Committee at a special meeting of committee to be held on Thursday, March 11, 2004; and
- (2) TCC members who are unable to attend the special meeting of committee be encouraged to submit their comments through the City Clerk.

(Sent To: TCC Members and Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

#### **1.4 Toronto International Bike Show**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Safety Planner, advising that the Toronto International Bicycle Show is being held on March 5, 6 and 7, 2004 at the National Trade Centre, Hall A, Exhibition Place.

On Motion by Ms. Koskenoja, the Toronto Cycling Committee received the report (February 4, 2004) from the Bicycle Safety Planner.

(Sent To: Bicycle Safety Planner; c: Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

### **1.5 Bike Week 2004 Update**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Promotions Coordinator, advising of the activities and events being planned for Bike Week 2004; and recommending that the report be received for information.

On Motion by Mr. Sherk, the Toronto Cycling Committee received the report (November 5, 2003) from the Bicycle Promotions Coordinator.

(Sent To: Bicycle Promotions Coordinator; c:  
Manager, Pedestrian and Cycling Infrastructure,  
March 1, 2004)

### **1.6 Pro Walk/Pro Bike 2004 International Symposium in Victoria, BC**

The Toronto Cycling Committee had before it a report (February 9, 2004) from the Bicycle Promotions Coordinator, advising that The National Centre for Bicycling & Walking in Washington, D.C., is organizing the Pro Walk/Pro Bike 2004, the 13<sup>th</sup> International Symposium on bicycling and walking, to be held from September 7 to 10, 2004 in Victoria, British Columbia; and recommending that the report be received for information.

On Motion by Mr. Crossman, the Toronto Cycling Committee received the report (February 9, 2004) from the Bicycle Promotions Coordinator.

(Sent To: Bicycle Promotions Coordinator c:  
Manager, Pedestrian and Cycling Infrastructure,  
March 1, 2004)

### **1.7 Toronto Bikes – 2004 Cycling Guide**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Safety Planner, providing background information with regard to the 2004 Toronto Cycling Guide and advising that further information on the project

will be provided to the Toronto Cycling Committee in the near future.

On Motion by Ms. Tivy, the Toronto Cycling Committee received the report (February 4, 2004) from the Bicycle Safety Planner.

(Sent To: Bicycle Safety Planner c: Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

### **1.8 Ontario Injury Prevention Conference Presentation and Display**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Safety Planner, advising that she will be making a presentation, regarding bicycle helmets, at the Ontario Injury Prevention Conference at the Delta Chelsea Hotel in Toronto on February 22, 23 and 24, 2004.

On Motion by Mr. Hart, the Toronto Cycling Committee received the report (February 4, 2004) from the Bicycle Safety Planner.

(Sent To: Bicycle Safety Planner c: Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

### **1.9 Transit Shelter Space and OMG Space for 2004**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Safety Planner, advising that spaces have been reserved for cycling safety promotion for 2004.

On Motion by Mr. Chadbourne, the Toronto Cycling Committee received the report (February 4, 2004) from the Bicycle Safety Planner.

(Sent To: Bicycle Safety Planner c: Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

### **1.10 Women's Health Matters Forum and Expo**

The Toronto Cycling Committee had before it a report (February 4, 2004) from the Bicycle Safety Planner, advising that she attended the Women's Health Matters Forum and Expo at the Metro Toronto Convention Centre; promoted CAN-BIKE Cycling Freedom for Women; and set up a booth and did a 30 minute presentation on stage.

On Motion by Mr. Hart, the Toronto Cycling Committee received the report (February 4, 2004) from the Bicycle Safety Planner.

(Sent To: Bicycle Safety Planner c: Manager,  
Pedestrian and Cycling Infrastructure, March 1,  
2004)

### **1.11 2004 Toronto Cycling Committee and Subcommittees Meeting Schedule**

The Toronto Cycling Committee had before it a report (February 9, 2004) from the City Clerk, advising that the 2004 meeting schedule for the Toronto Cycling Committee and its subcommittees has been prepared and is now posted on the Toronto Cycling Committee Web site.

On Motion by Mr. Benjamin, the Toronto Cycling Committee received the report (February 9, 2004) from the City Clerk and endorsed the 2004-meeting schedule for the Toronto Cycling Committee and its subcommittees.

(Sent To: City Clerk c: Manager, Pedestrian and  
Cycling Infrastructure, March 1, 2004)

### **1.12 Bicycle Traffic Pavement Markings**

The Toronto Cycling Committee had before it a communication (February 12, 2004) from Ms. Sarah Wells, Senior Program Manager, Transportation Association of Canada (TAC), advising that TAC is undertaking a project to develop a national guide to assist practitioners in the design and application of

bicycle traffic pavement markings at interchanges, intersections and roundabouts.

On Motion by Mr. Sherk, the Toronto Cycling Committee received the communication (February 12, 2004) from Ms. Sarah Wells, Senior Program Manager, Transportation Association of Canada (TAC).

(Sent To: Ms. Sarah Wells, Senior Program Manager, Transportation Association of Canada (TAC) c: Manager, Pedestrian and Cycling Infrastructure, March 1, 2004)

### **1.13 Subcommittees, Advisory Committees, Roundtables and Other Bodies**

The Toronto Cycling Committee had before it a communication (February 5, 2004) from the City Clerk advising that the Toronto Cycling Committee has been re-established for the new term of Council, and will now report to the Works Committee.

On Motion by Mr. Crossman, the Toronto Cycling Committee deferred consideration of the communication (February 5, 2004) from the City Clerk to the next meeting of the Toronto Cycling Committee scheduled for Monday, March 22, 2004.

(Sent To: City Clerk c: Manager, Pedestrian and Cycling Infrastructure, March 1, 2004)

### **1.14 Six Points Interchange Reconfiguration Class Environmental Assessment Notice of Study Commencement**

The Toronto Cycling Committee had before it a communication (November 28, 2003) from Ms. Helen Noehammer, Acting Manager, Infrastructure Planning, Transportation Services, WES, advising that Transportation Services Division of the City of Toronto has initiated an Environmental Assessment Study to address the opportunity for a future reconfiguration of the Six Points interchange.

The Toronto Cycling Committee also had before it a copy of the Public Meeting and Open House notice (February 18, 2004) advising that the public meeting and

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open house has been scheduled for Tuesday, March 2, 2004, 6:00 p.m. to 9:00 p.m. (Presentation at 7:00 p.m.), Royal Canadian Legion, Branch 210, Coach Light Room, 3326 Bloor Street West.

On Motion by Ms. Koskenoja, the Toronto Cycling Committee recommends that:

- (1) the Fax Back Form, appended to the communication (November 28, 2003) from Ms. Helen Noehammer, Acting Manager, Infrastructure Planning, Transportation Services, be completed and returned by Mr. Stephen Fisher; and
- (2) Ms. Liane Gillies and Mr. Crawford Murphy be requested to attend the Public Meeting and Open House scheduled for Tuesday, March 2, 2004, and report back to the next Toronto Cycling Committee meeting scheduled for Monday, March 22, 2004.

The Toronto Cycling Committee also reports having referred the issue regarding the Six Points Interchange Configuration to the Road and Trails Subcommittee for further review to determine if the Toronto Cycling Committee will need to address this issue at a future date.

(Sent To: Ms. Helen Noehammer, Acting Manager, Infrastructure Planning, Transportation Services, Ms. Liane Gillies, Mr. Crawford Murphy, Mr. Stephen Fisher and Road and Trails Subcommittee c: Manager, Pedestrian and Cycling Infrastructure, March 1, 2004)

## **1.15 Work Group Reports**

### **(a) Velo Ontario Cycling Alliance**

Ms. Nina Koskenoja advised that she attended the recent meeting of the Velo Ontario Cycling Alliance.

Ms. Koskenoja advised that the objective of Velo Ontario Cycling Alliance is to establish and operate a membership organization to promote cycling for recreation and transportation purposes in Ontario,

cycling education and other purposes not inconsistent with these objectives.

Ms. Koskenoja further advised that the specific aims of Velo Ontario is to:

- provide a province-wide body for advocacy and lobbying for cyclists and their issues;
- promote and facilitate education of cyclists on safe and effective cycling practices, and of others on awareness of cyclists and their rights;
- monitor the policies and practices of all levels of government, and to make recommendations on their appropriateness for cyclists;
- provide a provincial forum for communication among cyclists, and a mechanism to elevate issues within the organization; and
- promote the environmental and health benefits of cycling.

**(b) Mimico Trail Working Group**

Ms. Koskenoja advised that the Mimico Trail Working Group options work has been completed and that the implementation portion of the work will be starting in the near future.

Ms. Koskenoja also advised that the Toronto Cycling Committee would need to consider nominating a replacement Toronto Cycling Committee Member to the Mimico Trail Working Group.

**(c) St. Clair Avenue West Transit Improvements Class Environmental Assessment**

Mr. Steve Crossman advised that he had attended the recent Public Meeting and Open House session, which was held to receive input from various interested stakeholders.

Mr. Crossman also advised that a wide range of opinions and options were presented.

Mr. Crossman further advised that he would attend any future meetings held and report further to the Toronto Cycling Committee.

On Motion by Mr. Koob, the Toronto Cycling Committee recommends that:

- (1) the verbal updates from Ms. Nina Koskenoja and Mr. Steve Crossman, be received with thanks;
- (2) Ms. Nina Koskenoja be thanked for her work on the Mimico Trail Working Group on behalf of the Toronto Cycling Committee; and
- (3) Mr. Peter Fraser be appointed as the Toronto Cycling Committee's representative to the Mimico Trail Working Group.

(Sent To: CAO/Secretary-Treasurer, Toronto and Region Conservation Authority, Mr. Peter Fraser c: Manager, Pedestrian and Cycling Infrastructure, March 1, 2004)

#### **1.16 Reports from Toronto Cycling Committee Subcommittees**

The Toronto Cycling Committee reports having requested the TCC support staff to ensure that any materials that have been before a subcommittee accompany the minutes from the subcommittee to the Toronto Cycling Committee.

(Sent To: Manager, Pedestrian and Cycling Infrastructure, Bicycle Safety Planner and Bicycle Promotions Coordinator, March 1, 2004)

The Toronto Cycling Committee adjourned its meeting at 9:10 p.m.

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Co-Chair