

THE CITY OF TORONTO
City Clerk's Office
Minutes of the Meeting of the
Toronto Cycling Advisory Committee

Meeting 6

Monday, May 12, 2008

A meeting of the Toronto Cycling Advisory Committee was called for Monday, May 12, 2008 in Committee Room 2, Toronto City Hall, 100 Queen Street West, at 7:00 p.m.

Attendance

Members were present for some or all of the time period indicated.

	7:00 p.m. to 9:15 p.m. (Including Closed Session)
Councillor A. A. (Adrian) Heaps, Chair	X
Paulette Blais, Co-Chair	X
Chris Cavacuiti	(Regrets given)
Chris Hardwicke	X
Margaret Hastings-James	X
Aaron Hershoff	X
Sonia Khan	X
Fred Sztabinski, Co-Chair	X
Tammy Thorne	X

The following persons were also in attendance:

Daniel Egan, Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division
Tim Lawson, Transportation Engineer, Toronto Transit Commission
Caroline Law, Administrative Assistant to Councillor Heaps
Alex Shevchuk, Supervisor Community Design & Planning Initiatives, Parks, Forestry and Recreation Division
Barb Wentworth, Coordinator Bicycle Safety Education, Pedestrian and Cycling Infrastructure, Transportation Services Division
Sean Wheldrake, Assistant Planner, Pedestrian and Cycling Infrastructure, Transportation Services Division

Councillor A. A. (Adrian) Heaps, Chair, assumed the Chair.

Confirmation of Minutes

On motion by Ms. Margaret Hastings-James, seconded by Ms. Tammy Thorne, the minutes of the meeting of the Toronto Cycling Advisory Committee, held on April 14, 2008, were confirmed.

6.1 Liaison between the Toronto Transit Commission (TTC) and the Toronto Cycling Advisory Committee

Mr. Tim Lawson, Transportation Engineer, Toronto Transit Commission (TTC), was in attendance and introduced himself as the TTC's designated staff member on cycling issues. For TTC projects that he is not directly involved with, Mr. Lawson will act as a liaison, providing contact information for key TTC staff.

Mr. Lawson has worked on numerous projects over the past several years with City of Toronto staff from Transportation Services' Pedestrian & Cycling Infrastructure section and City Planning's City Cycling section, and was the project manager for TTC's bike racks on buses pilot project.

On motion moved by Mr. Fred Sztabinski, seconded by Ms. Paulette Blais, the Committee:

1. Received for information the introductions made by Mr. Tim Lawson, Transportation Engineer, Toronto Transit Commission.

Decision Advice and Other Informaiton:

The Chair encouraged Toronto Cycling Advisory Committee members to attend as many Transit City events as their schedules permit, in order to gain a better understanding of the transit projects that will be forthcoming from the Toronto Transit Commission.

6.2 Identification and Promotion of Major Historic Paths, Trails and Routes in the City of Toronto

Mr. Ian Wheal made a 10-minute presentation regarding Historical Data on Diagonal Routes in the City of Toronto.

The Committee had before it a communication (April 14, 2008) from Mr. Ian Wheal, regarding the identification and promotion of major historic paths, trails, and routes into and out of Toronto from pre 1793 to post 1850; and to identify the barriers created by geology and geography, and human barriers constructed since 1850.

On motion by Mr. Fred Sztabinski, seconded by Ms. Sonia Khan, the Committee:

1. Received for information the presentation from Mr. Ian Wheal.
2. Requested the Public Works and Infrastructure Committee to request Heritage Toronto to review the information provided by Mr. Ian Wheal, regarding the Identification and Promotion of

Major Historic Paths, Trails and Routes in the City of Toronto, and consider the possible designation and erection of a plaque to commemorate the Major Historic Paths, Trails and Routes in the City of Toronto.

6.3 Toronto Bike Plan Update

The Committee had before it a communication (May 12, 2008) from the Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division, providing an update on Toronto Bike Plan programs and initiatives.

On motion moved by Mr. Aaron Hershoff, seconded by Ms. Tammy Thorne, the Committee:

1. Received for information the communication (March 31, 2008) from Aaron Hershoff, Member, TCAC.
2. Requested City Program Staff to include information in the Cyclometer newsletter on how members of the public can get their items and issues considered for inclusion on the TCAC agenda.

Decision Advice and Other Information:

The Committee requested that:

1. the following submitted suggestions from Mr. Anthony M. Humphreys, regarding the installation of bike lanes on Annette Road, from Dundas Street West to Runnymede Road, be forwarded to the General Manager, Transportation Services Division, for his information and any actions he may deem necessary:
 - a. install paid and metered parking on both sides;
 - b. remove the centre yellow line;
 - c. reduce the speed limit on Annette Road to 30 km/h;
 - d. prohibit truck traffic on Annette Road; and
 - e. install pedestrian crosswalks at every intersection on Annette Road, from Dundas Street West to Runnymede Road;
2. the Supervisor, Community Design and Planning Initiatives, City Planning Division, provide at the Toronto Cycling Advisory Committee meeting on July 14, 2008, a listing of the planned trail installations for 2008;
3. Ms. Tammy Thorne, Member, Toronto Cycling Advisory Committee, in consultation with City Program Staff, report to the Toronto Cycling Advisory Committee meeting on July 14, 2008 on a plan on how the Toronto Cycling

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Advisory Committee can help to officially celebrate the installation of bike lanes;

4. the Chair, in consultation with City Program Staff, write a thank you letter to the local Ward Councillor, after the installation of a bike lane for 2008 in their respective Wards and express a hope for more bike lane installations within their local Ward in years to come; and
5. City Program Staff consider:
 - a. placing public meeting notices, regarding the installation of bike lanes, in the monthly newsletters of the local schools within the immediate area; and
 - b. issuing a Media News Release announcing the installation of new bike lanes.

The Chair requested all cycling advocacy groups to forward to the Chair any plans/suggestions, which shall include resource and funding requirements, they may have regarding various cycling issues and projects for review and consideration by the Toronto Cycling Advisory Committee.

The following persons addressed the Committee:

- Mr. Anthony M. Humphreys
- Mr. Hamish Wilson

6.4 Toronto Cycling Advisory Committee - Rider Information Pack

The Committee had before it a proposal from Ms. Margaret Hastings-James to create a TCAC Rider Information Pack, which will be distributed by retailers at point of purchase of any new or used bicycle, and suggesting that if there is consensus by the TCAC to develop the Rider Information Pack, the following actions be taken:

- a. approach various trade organizations as possible distribution partner(s), and if unresponsive, approach individual dealers;
- b. approach other private sector firms as design and print partner(s) on this project; and
- c. submit the package to the Ministry of Transportation (MTO) and/or Cycle Ontario Alliance for potential development into a toolkit for other interested municipalities.

Decision Advice and Other Information:

The Committee requested Ms. Margaret Hastings-James, Member, Toronto Cycling Advisory Committee, in consultation with the Assistant Planner, Transportation Planning, City Planning Division, prepare a report for presentation to the Toronto Cycling Advisory Committee on September 22, 2008, outlining a proposal, including funding requirements and partnerships with trade organizations, designers, printers, other levels of government and cycling organizations, regarding the development of the Toronto Cycling Advisory Committee Rider Information Pack, for a possible 2009 launch.

6.5 Update on the Development of the BMX (sports/kids) Parks

The Committee considered a request for an update from Parks, Forestry and Recreation staff on the development of a BMX facility for Marilyn Bell Park (which now may have been moved to the Canadian National Exhibition grounds).

On motion moved by Mr. Aaron Hershoff, seconded by Mr. Chris Hardwicke, the Committee:

1. Requested the Parks and Environment Committee to request the General Manager, Parks, Forestry and Recreation, to:
 - a. initiate an in-house study to develop a strategy and policy for BMX facilities, and such study to also address:
 - i. different types of BMX facilities, from regulation courses to recreational courses;
 - ii. possible locations within the City which could accommodate each type of BMX course; and
 - iii. the inclusion of the strategy and policy as part of the 2009 programming and budget deliberations; and
 - b. report to the Toronto Cycling Advisory Committee on September 22, 2008.

Decision Advice and Other Information:

The Committee requested Mr. Aaron Hershoff, Member, Toronto Cycling Advisory Committee, in consultation with representatives from various Off-Road and Cycling Advocacy Groups and Associations, Interested Parties and City Program Staff, to prepare a presentation for the Toronto Cycling Advisory Committee meeting on September 22, 2008, outlining the public interest and recreational value of a BMX facility in the City of Toronto.

Mr. Brian Betsworth, Founding Director, Toronto Off-Road Bicycling Association, addressed the Committee.

6.6 Tracking of TCAC Information

The Committee held a general discussion on:

- a. creating and having electronic access to an inventory of all the cycling-related reports that the City has done or commissioned and could be made available to the TCAC and the public; and
- b. possible method to track and follow TCAC motions, and all other items from meeting to meeting (sample tracking tool provided by Ms. Sonia Khan, Member, TCAC, is attached).

Decision Advice and Other Information:

The Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division, advised:

- a. that his department would track Transportation Division Items and report back to the Toronto Cycling Advisory Committee, as required; and
- b. that the City Cycling Website is being redesigned and it is anticipated that more links to cycling issue reports and decisions will be included for easier access.

The Committee Secretary advised that he would report from time-to-time on the status of matters that were referred to a City of Toronto Standing Committee for consideration.

The Chair requested members to contact his office, the Committee Secretary or City Program Staff, if they have an inquiry regarding the status of an issue.

Mr. Anthony M. Humphreys addressed the Committee.

6.7 2008 Bike Lane Installations

- 6.7(a).** Request to receive a listing of the three batches of bike lanes that will be installed in 2008 totalling 50 km.
- 6.7(b).** Consideration on how the Toronto Cycling Advisory Committee can help to officially celebrate the installation of the bike lanes, e.g. ribbon and cake cutting ceremony, etc.

Decision Advice and Other Information:

The Committee dealt with this matter under Item No. 6.3 referenced on page 3 and 4 of these Minutes.

The following persons addressed the Committee:

- Mr. Hamish Wilson; and
- Mr. Anthony M. Humphreys.

6.8 Installation of Cut-throughs

The Committee considered a request to:

- a. hold a discussion on the feasibility on installing 'cut-throughs', as shown in the attached picture;
- b. identify specific existing locations, which could then be reviewed by Transportation Services Division staff for remedial work; and
- c. as part of Transit City, identify any opportunities to include the installation of 'cut-throughs'.

On motion moved by Ms. Tammy Thorne, seconded by Ms. Paulette Blaise, the Committee:

1. Requested the Public Works and Infrastructure Committee to request:
 - a. the General Manager, Transportation Service Division, to report on the feasibility of creating a City-wide policy regarding the installation of cut-throughs at non-signalized intersections; and prepare a list of possible locations; and
 - b. the Toronto Transit Commission, as part of their Transit City program, to consider the inclusion of cut-through access on transit right-of-ways.

Mr. Anthony M. Humphreys addressed the Committee.

6.9 Toronto Urban Renewal Network (TURN) – South Kingsway-The Queensway Interchange (SKQI) Cycling Issues

The Chair provided an update advising that the recommendations from the Toronto Cycling Advisory Committee meeting held on April 14, 2008 have been forwarded to the Etobicoke York Community Council.

Decision Advice and Other Information:

The Chair advised that the matter regarding the South Kingsway-The Queensway Interchange is now before the Etobicoke York Community Council and a report from Transportation Services Division, Etobicoke York District, will be presented in the near future for consideration.

6.10 City of Toronto – Use of Bicycle Courier Service versus a Vehicular Courier Service

The Committee considered a request from the Chair for the Toronto Cycling Advisory Committee to inquire, through the appropriate Standing Committee of City Council, if the City of Toronto has a policy regarding the circumstances of when to use a Bicycle Courier service versus a Vehicular Courier Service.

The Committee had before it a Briefing Note (May 9, 2008) from the Manager, Printing and Distribution, City Clerk's Office.

Action taken by the Committee:

The Committee received for information the Briefing Note (May 9, 2008) from the Manager, Printing and Distribution, City Clerk's Office.

6.11 Pro Walk/Pro Bike 2010 – Request for Proposals

The Committee considered a request for Proposal document (undated) from the National Centre for Bicycling & Walking, who are seeking proposals from groups with an interest in hosting the Pro Walk/Pro Bike Conference in September 2010.

The Assistant Planner, Pedestrian and Cycling Infrastructure, Transportation Services Division, advised that City staff are working on a submission to indicate an interest to host the Pro Walk/Pro Bike Conference in September 2010, and that the submission deadline is June 15, 2008.

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Decision Advice and Other Information:

The Committee:

1. Directed that a letter of support, on behalf of the Toronto Cycling Advisory Committee, be prepared by City Program Staff, signed by the Chair and included in the submission to the National Centre for Bicycling & Walking.
2. Requested that this matter be presented by the Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division, to the Toronto Pedestrian Committee at its meeting on Tuesday, May 13, 2008, with a request that the Toronto Pedestrian Committee consider submitting a letter of support.
3. Requested City Program Staff to solicit letters of support from various Cycling groups, for inclusion as part of the submission to the National Centre for Bicycling & Walking.

Adjournment

There being no further business, the Toronto Cycling Advisory Committee adjourned its meeting at 9:15 p.m.

Councillor A. A. (Adrian) Heaps, Chair