



**THE TORONTO CYCLING ADVISORY COMMITTEE
DECISION DOCUMENT
MEETING 6**

Date of Meeting:	Monday, May 12, 2008	Enquiry: Frank Baldassini
Time:	7:00 p.m.	Committee Secretary
Location:	Committee Room 2	416-395-7352
	2nd Floor, City Hall	fbalda@toronto.ca
	100 Queen Street West	
	Toronto	

This Decision Document is for preliminary reference purposes only. Please refer to the Committee's minutes for the official record.

How to Read the Decision Document

- *recommendations of the Committee to a Standing Committee of City Council are in bold type after the item heading;*
- *action taken by the Committee on its own authority does not require Council's approval and is listed in the decision document in bold type under the heading "Action taken by the Committee"; and*
- *Declarations of Interest, if any, appear at the end of an item.*

Minutes Confirmed –

Meeting of April 14, 2008 of the Toronto Cycling Advisory Committee

Communications/Reports:

1. **Liaison between the Toronto Transit Commission (TTC) and the Toronto Cycling Advisory Committee
(7:00 p.m. to 7:15 p.m.)**

Action taken by the Committee:

The Committee received for information the introductions made by Mr. Tim Lawson, Transportation Engineer, Toronto Transit Commission.

Decision Advice and Other Information:

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.

Mr. Tim Lawson, Transportation Engineer, Toronto Transit Commission, 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.

**2. Identification and Promotion of Major Historic Paths, Trails and Routes in the City of Toronto
(Presentation – 7:15 p.m. to 7:30 p.m.)**

Action taken by the Committee:

The Committee recommended that:

- 1. the presentation from Mr. Ian Wheal be received for information; and**
- 2. the Public Works and Infrastructure Committee be requested 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.**

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

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.

**3. Toronto Bike Plan Update
(7:30 p.m. to 7:45 p.m.)**

Action taken by the Committee:

The Committee received for information the communication (May 12, 2008) from the Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division.

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 Rummymede 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 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.

Communication (May 12, 2008) from the Manager, Pedestrian and Cycling Infrastructure, Transportation Services Division, providing an update on Toronto Bike Plan programs and initiatives.

**4. Toronto Cycling Advisory Committee - Rider Information Pack
(7:45 p.m. to 8:00 p.m.)**

Decision Advice and Other Information:

The Committee requested Ms. Margaret Hastings-James, Member, Toronto Cycling Advisory Committee, in consultation with the Bicycle Promotions Coordinator, 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.

Proposal (copy attached) 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.

**5. Update on the Development of the BMX (sports/kids) Parks
(8:00 p.m. to 8:10 p.m.)**

Action taken by the Committee:

The Committee recommended that the Parks and Environment Committee be requested to request the General Manager, Parks, Forestry and Recreation, to:

1. **initiate an in-house study to develop a strategy and policy for BMX facilities, and such study to also address:**
 - a. **different types of BMX facilities, from regulation courses to recreational courses;**
 - b. **possible locations within the City which could accommodate each type of BMX course; and**
 - c. **the inclusion of the strategy and policy as part of the 2009 programming and budget deliberations; and**
2. **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.

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).

**6. Tracking of TCAC Information
(8:10 p.m. to 8:20 p.m.)**

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.

TCAC members have requested that a general discussion be held 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).

**7. 2008 Bike Lane Installations
(8:20 p.m. to 8:30 p.m.)**

Decision Advice and Other Information:

The Committee dealt with this matter under Item No. 3 referenced on page 2 and 3 of this Decision Document.

- 7(a).** Request to receive a listing of the three batches of bike lanes that will be installed in 2008 totalling 50 km.
- 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.

**8. Installation of Cut-throughs
(8:30 p.m. to 8:40 p.m.)**

Action taken by the Committee:

The Committee recommended that the Public Works and Infrastructure Committee request:

- 1. 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**
- 2. request the Toronto Transit Commission, as part of their Transit City program, to consider the inclusion of cut-through access on transit right-of-ways.**

Requesting the Toronto Cycling Advisory Committee 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’.

9. **Toronto Urban Renewal Network (TURN) – South Kingsway-The Queensway Interchange (SKQI) Cycling Issues (8:40 p.m. to 8:45 p.m.)**

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.

The Chair will provide 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.

10. **City of Toronto – Use of Bicycle Courier Service versus a Vehicular Courier Service (8:45 p.m. to 8:50 p.m.)**

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.

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.

11. **Pro Walk/Pro Bike 2010 – Request for Proposals**

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; and**
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.**

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 Bicycle Promotions Coordinator, Transportation Planning, City Planning 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.