



ACTIVE TRANSPORTATION COMMITTEE AGENDA

Date: May 18, 2021, 7:00 p.m.

Location: VIA ZOOM

- 1. CALL TO ORDER**
- 2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
- 3. RECEIPT OF PREVIOUS MINUTES**
 - a. Minutes of the Active Transportation Committee Meeting held on January 26, 2021.
- 4. SCHEDULED ITEMS FOR DISCUSSION**
 - a. Hungry Hollow Accessways update
 1. Lucinda Place
 2. Gooderham Drive/Maple Creek Parkette
 - b. Hungry Hollow West Branch Dr. Park to Downtown Georgetown update
 - c. 2022 Trails Capital Budget Requests
 1. Upper Canada College Trail (Credit Valley Trail Section)
 2. Birchway Place/Fairy Lake Trail
 3. Trafalgar Sports Park to Black Creek Estates
 - d. Eighth Line Environmental Assessment
 - e. Maple Avenue drawings
 - f. Signage on Main Street North Bridge
- 5. SUB-COMMITTEES AND WORKING GROUPS**
 - a. Bike It Committee

1. Bike it Committee minutes dated January 14, 2021
2. Bike It Committee minutes dated February 11, 2021
3. Bike It Committee minutes dated March 11, 2021
4. Bike It Committee minutes dated April 8, 2021

6. CLOSED SESSION

7. ITEMS TO BE SCHEDULED FOR NEXT MEETING

8. ADJOURNMENT



**MINUTES OF THE
ACTIVE TRANSPORTATION COMMITTEE**

Minutes of the Active Transportation Committee meeting held on
Tuesday January 26, 2021 Via Zoom

Members Present: Councillor J. Fogal, Chair, Councillor C. Somerville,
Councillor W. Farrow-Reed, R. Hendry, C. Lenz, G. Price-Jones,
A. Sommer, S. Suprina, A. Welter

Regrets: A. Stiehl

Staff Present: K. Okimi, Director of Parks and Open Space;
I. Drewnitski, Transportation Planning Technologist;
M. Taylor, Senior Landscape Architect;
R. Brown, Committee Clerk

1. CALL TO ORDER

Councillor C. Somerville, Chair called the meeting to order at 7:02 p.m.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

There were no disclosures of pecuniary/conflict of interest.

3. RECEIPT OF PREVIOUS MINUTES

Recommendation No. ACT-2021-0001

That the Minutes of the Active Transportation Committee Meeting held on
January 28, 2020 be received for information.

CARRIED

4. SCHEDULED ITEMS FOR DISCUSSION

4.a Completion of the Active Transportation Master Plan

I. Drewnitski explained that the Active Transportation Master Plan (ATMP) was undertaken over the course of a 2-year process. The goal was to provide a comprehensive master plan that addresses on and off-road active transportation as well as active mode specific recommendations related to walking, cycling and other self-propelled forms of transportation. The information contained within the ATMP reflects an intentional and collaborative approach to provide the Town of Halton Hills and its partners with a reference, guide and resource to inform future decision making, partnerships, programming, outreach, budgeting, monitoring and evaluation.

On October 26, 2020 Town Council endorsed the Active Transportation Master Plan (ATMP), the plan provides a comprehensive master plan document that address on and off road active transportation and recreation as well as active mode specific recommendations related to walking, cycling and other self-propelled forms of transportation.

The ATMP has been developed taking in to consideration the Cycling Master Plan (2010) and Trails Strategy; building on the original plan creating a path forward that is flexible, shorter-term and focused on the needs of the community. The Plan formalized the on-going progress the Town has made in making our community more bikeable and walkable within our road right-of-way and open spaces.

As part of the development of both the network and supportive recommendations for the ATMP the following assumptions and criteria were used:

- Refine the Cycling Master Plan
- Expand the Trails Network
- Connect Major and Minor Communities
- Integrate Touring “Loop Routes”
- Create an Integrated System
- Reinforce the Region’s Network
- Consider Physical and Social Barriers
- Prioritize meaningful improvements
- Integrate with Capital Priorities

The active transportation network was refined from the network presented in the 2010 Cycling Master Plan, and the Town's Trails Strategy and includes a variety of facility types such as signed routes, bike lanes, buffered bike lanes, protected bike lanes, cycle tracks and multi-use paths (located within road allowance) and multi-use trails (located within parks and valley lands).

The recommendations presented within the ATMP are a long-term blueprint and guide for staff involved in the day to day decision making and provide a phased approach for implementation. The ATMP network and recommendations has been developed based on a 10+ year horizon and divided into three (3) categories, short-term (0-5 years), medium-term (6-10 years) and long-term and aspirational (10+ years).

The Active Transportation Masterplan and executive summary can be found online here:

<https://www.haltonhills.ca/en/residents/active-transportation-master-plan.aspx>

4.b Active Transportation Projects 2021

I. Drewnitski explained that the Town has been able to immediately begin implementation of the recommendations from the ATMP with a few upcoming active transportation related projects.

McCullough Crescent

As part of our infill sidewalk program, McCullough Crescent has been identified for sidewalk connections on the south side of the corridor, this will provide better connection towards the underpass leading to Mowat Crescent.

Barber Drive East

Barber Drive bike lane implementation will be picked up this year, due to the delays by COVID from 2019. This project is intended for bike lane installation from Mountainview Road to 10 Side Road.

Tanners Drive

Tanners Drive is another proposed corridor for bike lane installation from Churchill Road N to Churchill Road South.

22 Side Road

The Town will be paving shoulders along 22 Side Road from Limehouse to Trafalgar Road/Hwy 7

Halton Hills Dr

Construction for the Halton Hills Dr extension has begun, this project will not be completed this year but will be an important active transportation link with sidewalks and bike lanes along the corridor that provides connection to Princess Anne Dr and Maple Avenue.

Maple Avenue

Maple Avenue from Main Street to Mountainview Road. The breakdown is from Main Street to Guelph Street will be a multi-use path on the north side of Maple, and from Guelph Street to Mountainview will be a cycle track facility.

More Active Transportation Updates

- There will be additional installations of “Share the Road” signs in the Rural area.
- New safety enhancement pilot project along Eighth Line
- Continuation of the Bike-It Committee Cycling Map.

4.c Off-Road Projects 2021

M. Taylor provided an overview of 2020 Trail Development he noted that the Hungry Hollow - Maple Creek Parkette Linkage has been completed and is being heavily used. Improved direction signage is planned for Hungry Hollow in the spring.

2021 Trail Development is to include Hungry Hollow Trails from West Branch Drive Park to Main Street and Maple Avenue to Park Ave. This is close to getting a permit through CVC and MECP. The funds for Phase 1 were already approved through the capital budget process and assuming we receive the permits construction will start this year.

Main Street to Cedarvale Park will be Phase 2 of the project constructed in 2022. The project will include a bridge over Black Creek. Cedarvale Park will provide a real trail head, a destination for advertising and promotion and there will be signage and mapping.

2021 Trail Development will include Credit Street to Wildwood Trail to Anne Street and is being constructed by the developer through the development of the Eden Oak Creditview Heights Subdivision. It is expected to be completed in 2022 for public use.

(I. Drewnitski to supply R. Brown with PowerPoint and executive summary for circulation to the Committee)

2023-2024 Trail Development Forecast includes Acton Legion to Fairy Lake connection, Upper Canada College and the Credit Valley Trail (footpath Sheridan Lands to River Road)

M. Taylor provided an update on the Guelph Radial Trail noting they have met with the Guelph Hiking Club regarding trail connections in Limehouse. Changes in land have forced the trail onto the road in some sections as some of the new owners are not interested in having a trail go across their property, they are still talking with landowners about this. The Guelph Radial Trail goes from Downtown Guelph to Limehouse.

4.d Traffic Calming and Addressing Speeding Concerns on Residential Streets - safety of pedestrians and cyclists (Councillor J. Fogal)

Councillor J. Fogal explained to the Committee about the ongoing complaints received by Councillors and the Town about speeding. She noted that the Town has taken these complaints seriously and have gone to streets to have speed measurements taken and it turns out that cars are mostly going the speed limit. The issue is that people don't feel safe on their own streets. Councillor Fogal noted that there have been pilot projects in other communities that have reduced the speed limits on some local streets from 60 kmh to 40 kmh. The Town of Oakville today approved the lowering of speed limits on local streets to 40 kmh.

Councillor J. Fogal requested the Committees support in bringing forward a resolution to Town of Halton Hills Council requesting that Town staff look at other municipalities to see how they are dealing with speeding on local streets and the different pilot projects and actions that they have undertaken, to determine if there is a good option for the Town of Halton Hills to reduce speeds on local roads or other traffic calming measures.

Recommendation No. ACT-2021-0002

THAT the Active Transportation Committee supports bringing forward a Resolution to Town of Halton Hills Council requesting that staff research potential reduction in speed limits on local streets and other traffic calming measures and report back to Council on the findings and any options that may be appropriate for Halton Hills.

CARRIED

5. SUB-COMMITTEES AND WORKING GROUPS

Councillor Fogal highlighted some of the things that the bike It Committee are working on including a Bike Map, planning events (if they are permitted to proceed) and exploring the idea of doing safety videos.

Councillor Fogal noted that the Bike It Committee has recruited two new members.

Recommendation No. ACT-2021-0003

THAT the following minutes be received by the Active Transportation Committee:

5.a Minutes of the Bike it Committee Meeting held on November 12, 2020

5.b Minutes of the Bike It Committee Meeting held on December 10, 2020.

CARRIED

6. CLOSED SESSION

NIL

7. ITEMS TO BE SCHEDULED FOR NEXT MEETING

NIL

8. ADJOURNMENT

The meeting adjourned at 8:08 p.m.



BIKE IT COMMITTEE MEETING – SUB COMMITTEE OF THE ACTIVE TRANSPORTATION COMMITTEE

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, January 14, 2021, at 7:00 p.m. virtually via Zoom.

MEMBERS PRESENT: Councillor J. Fogal, Chair; A. Stiehl; H. Price-Jones; G. Price-Jones; R. Hendry; B. Borbridge; R. Hamilton

STAFF PRESENT: I. Drewnitski, Transportation Planning Technologist; M. Lawr, Customer Service Specialist; E. Burger, Recreation Supervisor – Community Development

REGRETS: R. Carney

1. Call to order

Councillor J. Fogal called the meeting to order at 7:00 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the December 10th, 2020 meeting

G. Price-Jones suggested rewording of section 7, subsection f.

The committee approved the minutes as amended from the December 10th, 2020 meeting.

4. Cycling Map of Halton Hills

- a. Update and review:** I. Drewnitski will use the plotted maps printed out by Councillor J. Fogal to plot loops on GIS system. I. Drewnitski to email routes to committee members once completed. Councillor J. Fogal noted that a portion of the Georgetown South loop does deviate at the intersection of Mountainview and Delrex to avoid the section of Mountainview Road South where there isn't space for riders. A. Stiehl

noted that in the Georgetown North loop there is one section on Joycelyn Crescent going the wrong way. I Drewnitski will ignore that line when plotting. R. Hendry suggested adding a section to the Georgetown South loop for riders to go in and out of Jubilee Wood Lot as it is a nice path for bike use. You can enter the pathway from the parking lot at St. Catherine's School or off of Webster Way; there is a loop that brings you all the way around or there is a section to get off the path at Niagara Trail. Councillor J. Fogal to look into what can be added; possibility of putting it in as an alternate route. A. Stiehl and I. Drewnitski suggested not having too many routes on the printable version as it may become hard to read. I. Drewnitski noted that the City of Hamilton has a printable loop map while also providing more options on their website. G. Price-Jones suggested that the virtual maps could have various layers for alternate routes. Committee members agreed to have more trail options provided electronically and keep them separate from the printed ones. R. Hamilton suggested adding a portion to the Acton loop that goes around Fairy Lake as there are a few more bike paths that could be utilized. Councillor J. Fogal to add area around Elizabeth Street to the North West loop. **Next Steps:** I. Drewnitski to email committee members with instructions, asking for final set of comments. Committee members to give edits or suggestions so that I. Drewnitski can work towards the finalized version. Hoping to have it ready for distribution and promotion by June or July.

5. **Community Activation:** E. Burger gave update that events are hopefully going to begin in the summer but will be pending on the status of Covid; still in the planning stages.

6. **2021 Program Discussion**

a. **Bike Swap**

- i. **Location and date:** Councillor J. Fogal confirmed that at last month's meeting the date set for the event was April 24th, 2021. If this date needs to be pushed due to Covid, an alternate date could be set for June during Father's Day weekend instead of loop rides. E. Burger noted that organizations that usually host large events in town during the month of June have said that they will not be running this year. E. Burger advised that the town is currently working with the Region to create an Events Guide for when things start opening back up. The committee agreed to continue discussing the date of this event and further planning of other events at next month's meeting.
- ii. **Partners**

iii. **Added elements:** G. Price-Jones confirmed use of storage container from Ray. E. Burger confirmed that the storage container can be left on-site at the Gellert before the event for bikes to be dropped off. Councillor J. Fogal suggested choosing dates and times for the bike drop offs to arrange for volunteers to monitor so that bikes are not left unattended. A schedule for volunteers can be set up; bike drop off times can range between 4 PM to 7 PM. G. Price-Jones suggested looking into thank you cards or gift certificates to be given out to someone when donating a bike. G. Price-Jones reminded that Covid protocols must be followed during the event and during bike drop offs as crowds will need to be controlled. G. Price-Jones suggested finding use for leftover bikes; such as donating to various groups or organizations in town. B. Borbridge suggested contacting principals of local schools; they would be able to advise of students who could make use of receiving a bike. Councillor J. Fogal noted that another task to complete before the event is pricing out bikes; this can be done using the same sticker system as last year. R. Hendry suggested proceeds can be donated to the food bank again. Councillor J. Fogal noted that this should be included in the advertising. H. Price-Jones suggested accepting cash donations or food donations during the event as well. R. Hendry noted that Covid protocols must be considered for cleaning and sanitizing during the event. For example, a bike would need to be sanitized after someone takes it for a test ride. R. Hendry suggested looking into getting a sprayer or fogger to use to sanitize the bikes. E. Burger to look into if one can be borrowed from Town Hall for the event. E. Burger suggested having a separate volunteer to focus on cleaning so that other volunteers can focus on customers.

b. Father's Day Cycling Event – Tabled until next month's meeting

- i. **Loop Rides**
- ii. **Bike Rodeo**
- iii. **Safety Checks**
- iv. **Launch of the map**
- v. **Other elements**
- vi. **Partners**

c. Acton cycling event – Tabled until next month's meeting

d. **Safety videos/campaign:** R. Hamilton suggested videos can promote 'Share the Road' and road safety. R. Hamilton noted that police may need to be contacted for location of filming to ensure it is done in a safe way; can also look into receiving a flight permit for drone usage. Councillor J.

Fogal suggested that I. Drewnitski can speak to M. Roj for a police contact to set up a meeting with a community police officer. R. Hamilton and B. Borbridge to think about ideas for the video and a script.

- e. Active and Safe Routes to School:** I. Drewnitski attending a meeting later this month with Halton District School Board.
- f. Equity and inclusion**

7. Committee Member Items

- a.** I. Drewnitski advised that Cycle Toronto is doing their Bike Month in June; to be held virtually. I. Drewnitski showed options for ordering and suggested ordering 100 Bike Month t-shirts that can be handed out during various events. There is also the option of getting three safe cycling webinars that could be included on the webpage with the Safety Video. Another option is to get digital Bike Month Halton Hills bingo cards. I. Drewnitski advised that the Halton Hills Cycling Program page is on the Bike Month website and noted that it may need to start being updated with current dates.
- b.** I. Drewnitski to confirm the Maple Avenue construction project phases. Councillor J. Fogal noted that the first phase is the multi-use path from Main Street to Guelph Street.
- c.** A. Stiehl noted that where the construction just finished at Main Street bridge over the tracks, there are bike lanes and a bike symbol has been placed in the middle of the lane. The bike symbols go from the bridge to the intersection at Guelph Street but they do not continue all the way down the hill and are not on both sides of the road. Councillor J. Fogal suggests that I. Drewnitski takes this to M. Van Ravens and M. Roj to look into it and decide how to move forward.
- d.** A. Stiehl inquiring if the Bronze Bike Friendly Community sign can be installed somewhere in town. I. Drewnitski to look into having it installed.
- e.** G. Price-Jones noted that the way finding signs in front of Holy Cross Church at Mountainview and Argyll are bent; the wooden posts that were used are warped. G. Price-Jones to takes pictures and send to Councillor J. Fogal or I. Drewnitski to be forwarded to Public Works.

8. Next meeting Thursday, February 11th, 2021 at 7:00 pm

9. Closure

Meeting concluded at 8:25 p.m.

Items held over for future action or discussion – pilot project, painting symbols on Multi Use path at Argyll indicating cyclists use lane closest to the road and pedestrians closest to grass.



**BIKE IT COMMITTEE MEETING – SUB COMMITTEE OF THE
ACTIVE TRANSPORTATION COMMITTEE**

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, February 11th, 2021, at 7:00 p.m. virtually via Zoom.

MEMBERS PRESENT: Councillor J. Fogal, Chair; A. Stiehl; H. Price-Jones; G. Price-Jones; R. Hendry; B. Borbridge; R. Hamilton

STAFF PRESENT: I. Drewnitski, Transportation Planning Technologist; M. Lawr, Customer Service Specialist

REGRETS: R. Carney

1. Call to order

Councillor J. Fogal called the meeting to order at 7:08 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the January 14th, 2021 meeting

The committee approved the minutes from the January 14th, 2021 meeting.

4. Business arising from the minutes

- a. Sharrows on Guelph Street going towards GDHS; I. Drewnitski brought forward to M. Roj regarding the sharrows not continuing all the way down the hill and on both sides of the road
- b. Directional signpost in front of Holy Cross Church at Mountainview and Argyll to be straightened; I. Drewnitski to bring forward to Public Works

5. Cycling Map of Halton Hills

- a. **Side B review:** Committee shared feedback on Cycling Map brochure. I. Drewnitski to bring changes forward to M. Cooper for the brochure to be

adjusted accordingly. I. Drewnitski will bring the updated version of the brochure back to the committee for approval.

- i. 'Maximum Protection' section: Helmet graphic to be changed to a more detailed one.
- ii. 'Bike Security' section: To be removed to allow for more space on the brochure.
- iii. 'Tips for Drivers' section: Bullet points were reworded and the order of the bullet points were adjusted.
- iv. 'Tips for Cyclists' section: Bullet points were reworded and the order of the bullet points were adjusted.
- v. 'Signaling' Section: More detailed graphics to be used.
- vi. 'Sharks Teeth' section: Bullet points were reworded and some bullet points were removed.
- vii. 'Sharrows' section: Bullet point was reworded.
- viii. 'Tune-Ups' section: To be removed to allow for more space on the brochure.
- ix. 'Multi-Use Path Rules' section: Some bullet points were reworded.
- x. 'One Meter Law' section: A more detailed graphic will be used and image will be moved to the middle section of the brochure replacing the current car and cyclist graphics.

- b. **Side A process timetable:** I. Drewnitski continuing to work on revisions with M. Cooper; will bring forward to next committee meeting.

6. 2021 Program Discussion – Event discussion tabled until next meeting

a. Bike Swap

i. Logistics – Covid Safety

a. The physical set up

i. Layout and equipment required

- 1. Sale of donated bikes**
- 2. Sale by owner**

b. Process for receiving donated bikes

- i. Sanitizing**
- ii. Repair**
- iii. Pricing**
- iv. Days and hours for receiving bikes**

ii. Approval from Town to host – process

iii. Partners

iv. Added elements – handouts?

b. Acton cycling event

c. Bike Month

d. Safety videos/campaign

7. Committee member items

- a. Discussion regarding painting Sharks teeth on private driveways on the private property side where there is a multi-use path crossing. For example: the Sinclair exit at Goodlife. Councillor J. Fogal asked that I. Drewnitski bring forth the idea to M. Van Ravens.
- b. A. Stiehl inquiring about the installation of the bronze level Bike Friendly sign. A. Stiehl suggested installing the sign on Eighth Line as you cross over 10 Side Road past the Fire Station driveway. I. Drewnitski to bring forth suggested location to M. Roj. J. Fogal noted that another sign could be ordered to be installed in Acton. I. Drewnitski to look into ordering a second sign with the Share the Road Coalition.
- c. Discussion regarding 'Repair Station' signs on multi-use paths. The signs currently say 'Repair Station' with an arrow pointing in the direction of the station. A. Stiehl inquiring if the distance in kilometres to the repair station can be added to these signs. I. Drewnitski to bring forward to M. Roj.
- d. A. Stiehl suggested committee members download 'What3Words' app to see if it could be of use for committee members or committee events in the future.

8. Next meeting Thursday, March 11th, 2021 at 7:00 pm

9. Closure

Meeting concluded at 8:50 p.m.

Items held over for future action or discussion – pilot project, painting symbols on Multi Use path at Argyll indicating cyclists use lane closest to the road and pedestrians closest to grass, continuation of sharrows on Guelph Street near GDHS, directional sign post at Mountainview and Argyll to be straightened, installation of Bike Friendly sign, ordering a second Bike Friendly sign, adding KMs to Repair Station signs



**BIKE IT COMMITTEE MEETING – SUB COMMITTEE OF THE
ACTIVE TRANSPORTATION COMMITTEE**

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, March 11th, 2021, at 7:00 p.m. virtually via Zoom.

MEMBERS PRESENT: Councillor J. Fogal, Chair; A. Stiehl; H. Price-Jones; G. Price-Jones; B. Borbridge

STAFF PRESENT: I. Drewnitski, Transportation Planning Technologist; M. Lawr, Customer Service Specialist; E. Burger, Community Development Supervisor – Event & Neighbourhood Support; A. Graham, Economic Development & Tourism Officer

REGRETS: R. Carney; R. Hendry; R. Hamilton

1. Call to order

Councillor J. Fogal called the meeting to order at 7:04 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the February 11th, 2021 meeting

The committee approved the minutes from the February 11th, 2021 meeting.

4. Business arising from the minutes

- a. Sharks Teeth: I. Drewnitski noted that the pilot project would have the Sharks teeth on Sinclair Avenue from Armstrong Avenue to Guelph Street and will be added to the work plan for 2022
- b. Bike Friendly sign: I. Drewnitski waiting to hear back regarding cost for additional sign
- c. Directional signpost at Mountainview and Argyll: I. Drewnitski spoke with Public Works and sign will be straightened once the ground is thawed.

5. Tourism Photography Project – Allison Graham

- a. Photography Project: Economic Development launched a new tourism website throughout 2020. They are currently working on a photography project and are looking to get more photos of identified tourism assets. Photos will be taken until May or June. A. Graham noted that they will be working with the Regional Tourism Organization and will hopefully be receiving a grant from them in April. A. Graham is looking for opinions on locations to market for visitors, or if there are any cycling events that are going on where photos could be taken. A. Graham also noted that committee members can volunteer to be photography subjects with their bikes for the project.
- b. Suggested Locations: A. Graham asked for suggestions on what points cyclists are attracted to that could be used in the photography project. A. Stiehl suggested 27 Side Road from Trafalgar Road to Silvercreek Conservation and the bike paths on Eighth Line near the Gellert Centre. Councillor J. Fogal suggested that the videos that the committee plans to create using drones could also be used for tourism projects. A. Stiehl suggested downtown Georgetown and Fairy Lake as locations for drone shots.
- c. Group Riding: A. Graham would like to have some photos of groups riding to promote how to do it safely. A. Stiehl suggested that an area for group rides where photos can be taken is 15 Side Road.
- d. Tourism: A. Graham suggested that photos can be taken of cyclists at various restaurants in town to promote local tourism. Councillor J. Fogal suggested Glen Williams could be an area for photos to show cyclists off of their bikes and taking a break. A. Stiehl suggested taking some photos to show that Halton Hills hosts riders who come to see the Greenbelt. A. Stiehl asked if places to stay while you are cycling throughout Halton Hills can somehow be promoted. A. Graham noted that there is a Community Improvement Plan survey available on the Let's Talk platform where suggestions like this can be filled out. The committee will be provided with the link to the survey. A. Graham will map out areas for the photography project and bring back to the committee.

6. Cycling Map of Halton Hills

- a. **Side B – review of updated brochure:** I. Drewnitski to bring completed copy of brochure to next meeting.
- b. **Side A – review:** I. Drewnitski will bring completed map to next meeting.

7. 2021 Program Discussion – Event discussion tabled until next meeting

- a. **Bike Swap** - Will schedule for June 19th, 2021 (Father's Day weekend) from 10 AM to 12 PM at the Gellert if Halton Hills is in the orange zone at that time, with the option to postpone if necessary due to Covid restrictions. E. Burger will start the permit process for the event. The

committee agreed that donations and any money raised will go to the local Youth Centres. Any donated bikes that are left over after the event will be given to students who need them, B. Borbridge will speak with local school principals to arrange.

i. Logistics – Covid Safety

a. The physical set up - E. Burger to speak with Gellert staff regarding the use of the parking lot as the Gellert will still be in use as a vaccine site at the time of the event. Councillor J. Fogal advised that a site map plan for the event can be created, which will include the placement of the Hey Ray storage container for a period of time before the event.

i. Layout and equipment required - Councillor J. Fogal advised that an equipment request will need to be completed, E. Burger noted that this can be done closer to the event date. Equipment required will be bike racks, barricades, a table and chairs. H. Price-Jones noted vests can be used for volunteers to differentiate themselves from customers.

1. Sale of donated bikes - Will be grouped by cost on the day of the event, using the dot sticker system.

2. Sale by owner

b. Process for receiving donated bikes

i. Sanitizing

ii. Repair

iii. Pricing

iv. Days and hours for receiving bikes - Timing for receiving donated bikes will need to be determined.

ii. Approval from Town to host – process

iii. Partners

iv. Added elements – handouts? A. Graham suggested putting the Bike Swap event on the Visit Halton Hills calendar to promote it. Councillor J. Fogal will do a write-up for the cycling page on the Town's website. E. Burger will help with the write-up regarding wording for any Covid related restrictions.

b. Acton cycling event - The rest of the event discussion was held until next meeting.

c. Bike Month

d. Safety videos/campaign

8. Committee member items

- a. **Maple Avenue signs and pavement markings – A. Stiehl:** A. Stiehl suggested that the committee should have some input in regards to bike lanes and signage when the town is working on a new roads project. Councillor J. Fogal asked if I. Drewnitski could speak with the Engineering department to see if more details can be given to the committee regarding the Maple Avenue project or if it can be arranged for something to be presented the committee. I. Drewnitski will also ask the department why the green markings for bikes are only in certain sections of the road. Councillor J. Fogal would like for the committee to be able to see a diagram and would like this discussed in next meeting.
- b. I. Drewnitski noted that the sharrows on Guelph Street will be fixed this Spring. Sharrows will be put on pavement so that it is not just signage.
- c. A. Stiehl inquired about the new project on Queen Street in Acton, wanting to know if bike lanes will be completed during the project as the current bike lanes are too narrow. I. Drewnitski to look into this project.
- d. A. Stiehl suggested signage should be added to the Sinclair multi-use path as there is currently nothing there to indicate that it is a multi-use path.
- e. A. Stiehl advised that the bike posts in downtown Georgetown are not located in spots where they will be used, suggested that the committee should be consulted before more are installed. Councillor J. Fogal advised that the bike posts belong to the BIA and believes that a few more will be installed.
- f. A. Stiehl inquired about the bike lock box located downtown Georgetown in the parking lot at Main Street and Church Street, wondering if this is monitored by Town staff. I. Drewnitski to check in with Public Works regarding this.
- g. B. Borbridge suggested the idea of using QR codes to help promote local tourism spots around town. A. Graham advised that using QR codes linked to the Vist Halton Hills website is being considered.
- h. A. Stiehl inquired about the Acton Quarry Land and if there are any updates. Councillor J. Fogal advised that there is no new information on it yet.

9. Items to be schedule for next or future meeting(s)

- i. E. Burger suggested the idea of a partnership between neighbourhood activators and the committee for various bike events

10. Next meeting Thursday, April 8th, 2021 at 7:00 pm

11. Closure

Meeting concluded at 8:55 p.m.

Items held over for future action or discussion – pilot project, painting symbols on Multi Use path at Argyll indicating cyclists use lane closest to the road and pedestrians closest to grass, continuation of sharrows on Guelph Street near GDHS, directional signpost at Mountainview and Argyll to be straightened, installation of Bike Friendly sign, ordering a second Bike Friendly sign, adding KMs to Repair Station signs, Sharks teeth on Sinclair from Armstrong to Guelph



BIKE IT COMMITTEE MEETING – SUB COMMITTEE OF THE ACTIVE TRANSPORTATION COMMITTEE

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, April 8th, 2021, at 7:00 p.m. virtually via Zoom.

MEMBERS PRESENT: Councillor J. Fogal, Chair; A. Stiehl; H. Price-Jones; G. Price-Jones; R. Hendry;

STAFF PRESENT: I. Drewnitski, Transportation Planning Technologist; M. Lawr, Customer Service Specialist; E. Burger, Community Development Supervisor – Event & Neighbourhood Support; M. Roj, Traffic Coordinator

REGRETS: R. Carney; B. Borbridge; R. Hamilton

1. Call to order

Councillor J. Fogal called the meeting to order at 7:07 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the March 11th, 2021 meeting

The committee approved the minutes from the March 11th, 2021 meeting.

4. Business arising from the minutes

- a. Bike locker in Main Street parking lot –lock cut off: I. Drewnitski advised that the lock has been cut off. I. Drewnitski will look into getting a separation piece for the locker and a sign to explain what the locker is used for. A. Stiehl noted there is also one on James Street across from the childcare centre which has had a lock on the box for quite a long time. The locker is located near the Chamber of Commerce office, at the corner of Draper and James. I. Drewnitski to look into the locker at that location.

- b. Committee would like to see the complete plan for pavement markings and signage on Maple Avenue: M. Roj advised that the Maple Avenue project will have a multi-use pathway with clear signage, similar to Eighth Line. M. Roj advised that the process of signage and pavement markings is done based on provincial guidelines. M. Roj suggested that the plans could be brought forward to the Active Transportation committee as a way of information sharing. Councillor J. Fogal suggested that items can be brought forward to the Active Transportation committee but if staff are on a timeline and need information sooner then items could be brought to the Bike It committee. M. Roj to bring suggestion to B. Andrews and M. Van Ravens.
- c. Status of Glen Lawson/Dufferin Aggregates property: Item on hold until more information is received. The issue is the need for access off of 4th Line.

5. Cycling Map of Halton Hills – deferred until student is hired

6. 2021 program discussion

a. Used Bike Buy and Sell

- i. Location selection as Gellert is unavailable: E. Burger noted that the Gellert location parking will be very busy as it is still being used as a vaccination site and the parking lot is also required for residents using the various outdoor amenities. E. Burger has spoken with the supervisor at Mold Masters Arena and that the parking lot has been approved for use. E. Burger can also confirm that a storage pod can be placed there but wanted to bring forward to the committee first to confirm a date for the event. G. Price-Jones suggested holding the discussion of a date until next meeting, the committee agreed.
- ii. Logistics – Covid Safety: All event discussion held until next meeting
 - a. The physical set up
 - i. Layout and equipment required
 - 1. Sale of donated bikes
 - 2. Sale by owner
 - b. Process for receiving donated bikes
 - i. Sanitizing
 - ii. Repair
 - iii. Pricing
 - iv. Days and hours for receiving bikes
 - iii. Approval from Town to host – process
 - iv. Partners
 - v. Added elements – handouts?

b. Acton Cycling Event

c. Bike Month

d. Safety videos/campaign

7. Committee member items

- a.** A. Stiehl inquiring about cycling infrastructure in regards to the project on Queen Street, Acton - M. Roj noted that the bike lanes will be put back where they were before on Queen Street between Churchill Road and Eastern Avenue. M. Roj advised that staff are trying to maximize lane space and believes that the lane widths will be 1.5 metres but will verify with staff and advise the committee. A. Stiehl inquiring if bike symbols will be on the pavement, M. Roj noted that bike symbols will be at every intersection to ensure that motorists entering from side streets will know the purpose of the lines.
- b.** A. Stiehl noted that the bike lanes on Young Street are full of dirt and the street needs to be swept. M. Roj will pass this along to Public Works.
- c.** M. Roj advised that as part of the Traffic & Engineering and Pavement Management work plan, staff are doing more for implementing Active Transportation. M. Roj provided updates on ongoing projects.
 - i. Sinclair Avenue, between Mountainview Road and Duncan Drive on the north side – there will be a multi-use pathway.
 - ii. 15 Side Road in front of Stewarttown Middle School – taking active transportation into account.
 - iii. Barber Drive, east round-a-about – project has been postponed.
 - iv. Eighth Line, multi-use pathway – Safety improvements being done.
 - v. 22 Side Road, Limehouse – Transportation & Engineering will be involved in this project and safety aspects for cyclists will be considered.
 - vi. Speed limit reductions – Reductions are an improvement for cycling and will continue to have more speed limit reductions.
 - vii. Pavement markings/signage – Aware that there are certain areas that require signage in addition to pavement markings. Continuing to work on improving infrastructure for cyclists. Committee members can continue advising I. Drewnitski of questions or concerns.
 - viii. Wavetronix system – Has been installed at some locations. One is located at Main Street and 15 Side Road. The system detects what is coming down 15 Side Road at the stop line, as well as the northbound left lane from Eighth Line to 15 Side Road, it will detect cyclists for the light to turn.
- d.** A. Stiehl advised that signage needs to be put up for drivers entering and exiting driveways on Sinclair Avenue and Armstrong Avenue so that they are aware of cyclists. M. Roj to pass along to the Chamber of Commerce to remind businesses in that area.
- e.** A. Stiehl inquired about repaving the Fourth Line between 17 Side Road and 22 Side Road. M. Roj will look into this.
- f.** A. Stiehl advised that the hill climb that goes onto 22 Side Road is in bad shape. M. Roj to pass information on to Public Works. M. Roj noted that painting is done each year in that area on the yellow lines to improve safety.

- g. A. Stiehl advised that the green sharrows were never put back on Main Street between Church Street and Park Avenue after construction was done. Councillor J. Fogal noted that before the area gets repainted there could be a better way for it to be laid out. M. Roj will look into this.

8. Next meeting Thursday, May 13th, 2021 at 7:00 pm

9. Closure

Meeting concluded at 8:25 p.m.

Items held over for future action or discussion – pilot project, painting symbols on Multi Use path at Argyll indicating cyclists use lane closest to the road and pedestrians closest to grass, continuation of sharrows on Guelph Street near GDHS, directional signpost at Mountainview and Argyll to be straightened, installation of Bike Friendly sign, ordering a second Bike Friendly sign, adding KMs to Repair Station signs