



ACTIVE TRANSPORTATION COMMITTEE AGENDA

Date: Tuesday, January 28, 2020, 6:30 p.m.
Location: Esqueing Room - Halton Hills Town Hall
1 Halton Hills Drive

- 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 November 26, 2019.
- 4. SCHEDULED ITEMS FOR DISCUSSION**
 - a. Active Transportation Master Plan Workshop
Claire Basinski, Consultant Project Manager and John Zunic, Transportation Planner from WSP to make a presentation and solicit input from the committee regarding networking phasing and priorities.
- 5. SUB-COMMITTEES AND WORKING GROUPS**
 - a. Minutes of the Bike It Committee Meeting held on November 14, 2019.
 - b. Minutes of the Bike It Committee Meeting held on December 12, 2019.
- 6. CLOSED SESSION**

NIL
- 7. ITEMS TO BE SCHEDULED FOR NEXT MEETING**
- 8. ADJOURNMENT**



ACTIVE TRANSPORTATION COMMITTEE

MINUTES

Minutes of the Active Transportation Committee meeting held on Tuesday, November 26, 2019, at 6:30 p.m., in the Esquering Room Halton Hills Town Hall.

Members Present: Councillor J. Fogal, Chair,
Councillor W. Farrow-Reed, Vice Chair,
R. Hendry, C. Lenz, A. Sommer, A. Stiehl,
S. Superina (left at 7:52 p.m.)

Regrets: Councillor C. Somerville, K. Willard, Halton Region, T. Keenie,
G. Price-Jones, A. Welter

Staff Present: M. Taylor, Senior Landscape Architect,
I. Drewnitski, Traffic Analyst; R. Brown, Deputy Clerk

1. CALL TO ORDER

Councillor J. Fogal, Chair called the meeting to order at 6:30 p.m.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

There were no disclosures of pecuniary or conflict of interest.

3. RECEIPT OF PREVIOUS MINUTES

RECOMMENDATION NO. AT-2019-0005

THAT the Minutes of the Active Transportation Committee Meeting held on July 23, 2019 be received.

CARRIED

4. SCHEDULED ITEMS FOR DISCUSSION

4.a Presentation by WSP Consulting regarding Project Updates on the Active Transportation Master Plan and Maple Avenue Feasibility Study

Claire Basinski and John Zunic of WSP Consulting provided the committee with an update regarding the Active Transportation Master Plan and the Maple Avenue Feasibility Study.

C. Basinski provided an overview of the Active Transportation Master Plan project status, engagement update, input received, network development overview, proposed network and network considerations and assumptions. C. Basinski and J. Zunic updated the committee on the status of the Maple Avenue Feasibility Study and then concluded by highlighting next steps for education and promotion for both the Active Transportation Master Plan and the Maple Avenue Feasibility Study.

4.b Regional Cycling Tourism Summit

Councillor J. Fogal provided an update on the Regional Cycling Tourism Summit informing the committee that the summit was held at the Milton velodrome, there were lots of people in attendance and that the purpose of the summit was to educate people about cycling tourism. Another summit will be taking place in the future.

4.c Sustainable Neighbourhood Action Plan (SNAP)

M. Taylor advised the committee that Credit Valley Conservation (CVC) in partnership with the Town are looking at the Delrex neighbourhood to participate in a Sustainable Neighbourhood Action Plan. They are in the early stages of developing a plan with the action plan report expected to come forward at the end of 2020. The plan will focus on a broad range of sustainable initiatives from homeowner property initiatives to Hungry Hollow trail connectivity and stewardship planting in parks and open spaces.

4.d Trails Capital Project Update

1. Early Court, Standish Street, Eighth Line Trail Connection

M. Taylor advised that this trail connection includes an elevated boardwalk over an intermittent water course. This project is partially constructed with some access but due to early winter conditions, will be completed in spring 2020.

2. Bridge Replacement, Main Street South and Arborglen Drive

M. Taylor explained that the steel bridge along Main Street South crossing Black Creek located on the opposite side of the road from the multi-use path, is at the end of its life span, it will be replaced with an aluminum bridge with an asphalt deck. The project is currently out for tender with the expected completion date in the spring of 2020.

3. Maple Creek Parkette Trail Linkage

M. Taylor noted that there is currently no connection to Hungry Hollow from the South East section of Georgetown South. Staff have completed the required studies and design work and have submitted a permit application to Credit Valley Conservation (CVC) and are hoping for a permit by February 2020. The connection will consist of limestone screenings trail, wooden boardwalk and bridge across Silver Creek. The funding has already been approved by Council and the project is on track for completion by Fall 2020.

4. Hungry Hollow Ministry of the Environment, Conservation and Parks Permit

M. Taylor advised that the Town is pursuing trails connections from West Branch Drive Park to Cedarvale and Downtown Georgetown. These connections require a Ministry of the Environment, Conservation and Parks Permit. To assist in getting this project moving forward the Chief Administrative Officer wrote a letter to the Deputy Minister and got a great response. Staff met with the Deputy Minister and key species at risk staff in September. The Ministry has acknowledged that the project can move forward to an Overall Benefit Permit process and sees no concern with the Towns request to have a permit in place by fall 2020. The Town has been banking money for this project and will be asking Council for the last 1/3 of the budget through the 2020 Budget process. Staff are cautiously optimistic that all of the permits will be received by fall of next year and that construction can start in 2021.

5. Birchway Place Neighbourhood Trail

M. Taylor advised that in the past there was a trail connection that went through private property but due to safety concerns that connection has been closed. The town is starting consultation with the neighbourhood to see if an alternative connection is required and how receptive the neighbourhood is to having an alternative connection. There is currently no budget allocated or construction timeline for this project, staff are just looking to gauge community interest.

5. SUB-COMMITTEES AND WORKING GROUPS

RECOMMENDATION NO. AT-2019-0006

THAT the Minutes of the Bike-it Sub-committee Meeting held on September 12, 2019 be received.

CARRIED

6. CLOSED SESSION

NIL

7. ITEMS TO BE SCHEDULED FOR NEXT MEETING

- Mountain Biking Trails

8. ADJOURNMENT

The meeting adjourned at 8:43 p.m.

Rick Bonnette, MAYOR

Suzanne Jones, CLERK



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

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, November 14, 2019, at 6:30 p.m. in the Esquering Room, Halton Hills Town Hall.

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

STAFF PRESENT: C. Warner, Customer Service Specialist

1. Call to order

Councillor J. Fogal called the meeting to order at 6:30 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the September 12th, 2019 meeting

The committee approved the minutes from the September 12th, 2019 meeting.

4. Business arising from the minutes

a. Traffic circle video edits

- Jane, looked at one of the roundabouts and noticed it wasn't completed.
- Glenn, looks as though only one has been completed.
- Jane, cannot continue this discussion until staff is present.
- Ivan's submitted comments; *This will be added into our 2020 Traffic Engineering Work Plan.*

b. Every Metre Matters

i. Any news

- Ivan's submitted comments; *Website has finished a final review from the Hub members. Burlington has promoted the*

website through their communications team. I will be talking to communications to see if we can send some traffic to the site during the December or January months.

c. Ontario by Bike – Update

i. Distribution of packages

- Jane, dropped the package off. Was pleased to see the store was open and there were two employees working in it. Matt the owner however, was not there. Let the employees working know the importance of signing up and having the store on the map.

ii. Repair stations – *installation, signage, promotion*

- Ivan's submitted comments; *The bike repair station signs have been installed by Public Works staff this week at Georgetown Library.*
- Jane, signs have been installed. Would still like to see a sign installed on Main Street stating that there is a repair station located at the library.
- Allen, pumps are getting great use. Asked users why they were using them and they responded with because they don't have a pump at home.
- Ryan, do they have both kinds of pumps?
- Allen, not sure.
- Ivan's submitted comments; *I have the sign along Maple Avenue that was identified as Crooked, is there any way I can get a list so I can send this off to PW for their review/attention.*
- Jane, will do a tour of the town and create a list of all the crooked sign locations. Asked committee members to let her know of any and she will add them to the list.
- Glenn, there is a crooked sign at Argyll Road and Mountainview Road by Holy Cross Parish.
- Heather, believes there is one along Delrex.
- Allen, the bike rack at Hooded Goblin has been fixed which is great, but it is still movable. The person who sells tarts at the farmers market keeps moving it so that it is in the way of people walking. He has taken ownership of it saying that Ollie gave it to him. Now that the Town has repaired it they should anchor it into place.
- Heather, the person taking ownership didn't seem to care or say anything about it when it was taken away by the Town to be repaired.
- Jane, it is an issue if it is on the sidewalk.
- Heather, people with kids and baby strollers need to go onto the road to get around it.
- Jane, should it stay in the cement corner?

- Allen, this is a perfect location for the bike rack to stay. It just requires holes to be drilled into it and then into the concrete and be attached.
- Jane, on that note, the BIA decided to purchase all 14 bike ring racks at once, rather than phasing them in. Not sure if the Town will be installing all 14 at once, or will still phase them in.
- Glenn, will all of them be installed along Main Street?
- Jane, yes.
- Allen, do we know where the locations will be? Are there guidelines that need to be followed on where they should be located? Maybe by the flower pots so people don't walk into them?
- Jane, not sure where the Town will be placing them, but did walk along Main Street with Town Staff looking at suitable locations bearing in mind specific stores and current bike racks.
- Allen, can we see the plans for the locations and make comments?
- Jane, yes.

d. Painting lines and symbols on multi use paths – pilot project

- Ivan's submitted comments; *this will be reviewed in 2020 as part of the Traffic Engineering Work Plan. It may not necessarily be painting lines and symbols, however we will be reviewing operational safety measures for multi-use pathways.*
- Jane, the committee is looking for clarification on what operational safety measures will be reviewed regarding multi-use paths.

5. Terms of Reference for Bike It Committee

- Jane, the updated Terms of Reference clarified the amount of people permitted to be on the Bike It committee.
- Allen, if we exceed the 50% of Committee members at the Bike it meeting, those people would be left out of the decision making.
- Jane, we can have guests attend and they can have input during discussions, but they would not be allowed to vote. From the Town's perspective, the Bike It committee is a Sub-committee of the Active Transportation Advisory committee and we need to have 50% of those committee members to keep some type of strong connection between the two committees.
- Glenn, we can recruit more people.

6. ActiveEasy Update

a. Seniors Active Living, more seniors riding bikes

- No comments, Marg Taylor not in attendance.

7. Cycle Tourism

a. Cycling Summit at Velodrome Nov. 19th

- Jane, will be attending on the 19th and Ivan will be presenting. Everyone is welcome to attend and the event is free.
- Ivan's submitted comments; *I will be presenting alongside the other municipalities some of the cycling development and cycling tourism we are doing within Halton Hills.*

8. Active Transportation Master Plan Update

a. Progress report

b. Active Transportation at Craft Beer Festival - Results

- Ivan's submitted comments; *we will be receiving a Technical Memo for Phase 2 and will be moving into Phase 3 of the ATMP. Claire from WSP will be attending the next Active Transportation Committee coming up to talking about a few things. I will be confirming the agenda with her sometime soon.*

9. New Bike Shop – Spokes N Slopes

a. How can we help promote the business

- Allen, as previously mentioned, during the bike tour no one was carrying patch kits. How do we get people to purchase them? How can we suggest to the store to up sell items such as pumps, repair kits and water bottles?
- Heather, issue is some people don't know how to use the repair kits.

b. How can we leverage the location

- Allen, we could hold different types of bike clinics at the store.
- Glenn, Matt the owner would be the ideal host to attend one of our events like the dust off your bike event.
- Jane, we tried having a clinic before at an event once, but no one attended it. Would like to host something at the shop.
- Glenn, maybe something less official, as the clinic was abit intimidating for someone who doesn't ride often. The clinic should be geared more towards fixing your bike on the side of the road and no lift should be used. Maybe Matt could create his own repair kit and brand it with the store name. Sell it for a lower cost during clinics.
- Heather, like a first aid kit for your bike.
- Glenn, could use the second bottle rack as your repair kit.
- Allen, maybe check with Matt to see what he's done in Milton for clinics, etc.
- Jane, we need to plan out 2020. What about having Matt attend a meeting? Or we could visit him at the shop to have a chat. Will book a time to meet with him and invite members.

10. Bike Map for Halton Hills

- a. **Confirming the information on Georgetown**
- b. **Confirming the loop in Georgetown**
- c. **Acton routes and information**
- d. **Rural routes**
- e. **Other information on the map**
- f. **Moving forward – what do we do next**
 - Working session between committee members highlighting bike routes and existing infrastructure for Acton and rural areas.
 - The Region of Halton has trail maps, and two of them, The Limehouse Loop and Leathertown Spin can be used to be published on our map.
 - Jane, the Halton Region map lists incentives, maybe something we want to add on our routes/maps? Also, should we be marking gravel roads?
 - Crystal, could Ivan see if our GIS program already has a layer marking gravel roads?
 - Allen, should mark on the map the location in Acton that is the highest point in all of Halton Hills.
 - Jane, should mark bike friendly destinations (restaurants/ coffee shops). So far we have the following items that should be marked on the maps; service/commercial shop areas, trails, public washrooms, tourist attractions, bike repair stations, water stations, accommodations, bike shops, libraries, parks and the GO Stations.
 - Heather, the Best Western is bike friendly.
 - Jane, the Acton loop will be more of a figure 8 loop starting from the GO Station. This is because the loop needs to be safe, and not along the highway. More of a points of interest/ family friendly loop, compared to the Georgetown loop.
 - Ivan's submitted comments; *I have a few maps in my office, and will be reviewing them with Allison to ensure they meet both Tourism and Traffic Safety needs. I spoke with Meagan and this looks like it could be done in 2020 and is roughly 5-8 months turnaround. I will follow up with this on a separate update mentioned below.*

11.2020 Cycling Infrastructure Program

- Ivan's submitted comments; *Barber Drive East between Mountain Rd and Danby Rd bike lanes. Sharrows will be implemented subject to budget approval and the ATMP final recommended outcomes.*
- Glenn, all the way to St. Catherine of Alexandria Catholic Elementary School?
- Jane, yes to 10 Side Road. Also, a study for Maple Avenue has been put into the budget to have bike infrastructure put back along it. The Region was responsible for Maple Avenue and designed what you see today. They have since downloaded it to the Town and the Town will now redesign it.

12. Tourism Website Redesign Discussions

- Ivan's submitted comments; *wanted to get the Committees recommendation on some of their recommended ideas for a new cycling tourism website redesign. I will follow up on a email soon to get everyone's idea.*

13. New Business – What should go on the next agenda?

a. Around the Table – announcements or issues

- Jane, spoke to Dick Spear on who fixes Town Line in regards to the bike route. He said that the Town of Milton is responsible to maintain it from 15th Side Road to 17th Side Road and that the Town of Halton Hills is responsible for it from 17th Side Road to 25 Side Road. Town staff will access the road in the spring and see what they can do to repair it. Should we send a request to the Town of Milton to repair the part that is in their jurisdiction?
- Allen, a lot of bike clubs use the Town Line road as it is a good route and lots of roads branch off of it.
- Ryan, the part of the hill up the Glen is not fixed.
- Allen, there are issues with exiting the Cedarvale Park, as there are large bushes at the entrance that you cannot see past. The bushes should be trimmed down all the way to the telephone pole.
- Allen, when they repaired Main Street downtown, they removed the bike sharrows. Will they be putting them back in?
- Jane, read that sharrows are bad, and that it's worse to have them then not having them. They give a false sense of security.
- Heather, the sharrow along Edward Street was quite controversial. There was a Facebook group created as people weren't sure what they were or how to maneuver them.
- Jane, Councillor Johnson went on the Facebook group and educated people how the sharrows worked. The area along the edge of the road is for parking but no one parks there, which is part of the confusion.
- Allen, what about removing the sharrows.
- Jane, it is very expensive to remove the lines.
- Allen, would like to see multi-use paths put in along McNabb Street and Murdock Street, not sidewalks.
- Jane, there have been meetings regarding Mill Street and no one has brought up wanting multi-use paths over the chosen sidewalks. There was also a neighbourhood walk with about 80 citizens in attendance.
- Allen, the streets are so quiet that people walk along the road.
- Jane, if you have opinions on that specific neighbourhood, put it in writing and I will forward it to the people in charge of the study. The

Town owned land that is currently gravel will be redesigned into a park in the spring of 2020.

b. What should go on the December agenda?

- 2020 initiatives

14. Next meeting Thursday December 12th

15. Closure

Meeting concluded at 8:21 p.m.



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

MINUTES

Minutes of the Bike It Committee meeting held on Thursday, December 12, 2019, at 6:30 p.m. in the Esquering Room, Halton Hills Town Hall.

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

STAFF PRESENT: I. Drewnitski, Traffic Analyst; C. Warner, Customer Service Specialist

1. Call to order

Councillor J. Fogal called the meeting to order at 6:30 p.m.

2. Declarations of pecuniary interest

There were no disclosures of pecuniary/conflict of interest.

3. Approval of the minutes of the November 14th, 2019 meeting

The committee approved the minutes from the November 14th, 2019 meeting.

4. Business arising from the minutes

a. Traffic circle video edits

- Councillor J. Fogal showed a Dutch diagram of a roundabout with a bike lane located within it as a separate coloured path.
- I. Drewnitski mentioned that the Town is trying to keep all roundabouts the same so people know how to negotiate/ navigate them. With that being said, he will bring the proposed design to M. Roj's attention. A possible trial and development area for the proposed design could be Vision Georgetown.
- It was discussed how roundabouts reduce the number of car accidents compared to signaled intersections as there is only 1

point of collision. The committee wants to make it as safe as possible for drivers, riders and pedestrians.

b. Every Metre Matters

i. Any news

- I. Drewnitski mentioned that S.Mackie has been promoting the program on social media weekly.

c. Ontario by Bike – Update

i. Distribution of packages

- Councillor J. Fogal has distributed the packages to everyone and will continue to follow-up.

ii. Repair stations – *installation, signage, promotion*

- It was noted that once School Lane and Main Street is finalized, the repair signs will be posted in Acton.
- A. Stiehl confirmed both air pumps are working at the Georgetown Library.
- I. Drewnitski to circulate a list to Councillor J. Fogal where signs are posted. Once she has the list she can go around and mark which signs need to be repaired. It was noted that a sign is crooked at Argyll Road and Eighth Line.
- I. Drewnitski with A.Graham's help will be looking into a program similar to the one run in Burlington about getting a grant to fund bicycle racks for organizations around Town.

d. Painting lines and symbols on multi use paths – pilot project

- No comments.

5. Cycle Tourism

a. Cycling Summit at Velodrome Nov. 19th

- Councillor J. Fogal gave a summary of what happened at the summit noting that it was a well-attended event that had a lot of cycle tourism and marketing.
- The Region's budget for cycling signage is \$180,000.00 and hoping some of it can be used for wayfinding signage.
- Their new tourism video was shown at the summit and had a lot of cycling content in it. The video did emphasize on the south side of the Region, specifically the beaches. The committee discussed that a lot of citizens of Halton Hills forget that there are beaches in the Region and that it is about a 30k ride from Georgetown.
- It was discussed at the summit that bikes can tie a community together and we need ideas to make it fun and safe for citizens.
- Councillor J. Fogal discussed Carmel, Indiana and their bike different initiatives such as, there is free coffee at schools for

parents who ride to the school with their kids and free valet bike parking at farmers markets.

- An idea from the summit that could be introduced through the committee was celebrating achievements. Maybe the committee can do something to celebrate when Armstrong Avenue is finally finished. Could ride it and then have hotdogs or ice cream at the end of the ride.

6. Active Transportation Master Plan Update

a. Brief recap of presentation by WSP

- I. Drewnitski did a quick summary as almost every committee member was in attendance at the Active Transportation Committee meeting. The consultants are starting Phase 3 which will include interviews with stakeholders and a PIC in March. A technical memo will also be produced for the proposed changes on Maple Avenue.

7. Bike Map for Halton Hills

a. Confirming the information on Georgetown

b. Confirming the loop in Georgetown

c. Acton routes and information

d. Rural routes

e. Other information on the map

f. Moving forward – what do we do next

- I. Drewnitski noted that it will take 4 to 6 months for turnaround of maps as per M.Cooper. The vision of the map was discussed including the items that should be on the map such as routes, destinations and infrastructure. The committee agreed that they liked the layout of Orangeville's map.
- The committee discussed how the maps are for our citizens first and for visitors second.
- I. Drewnitski will speak with the GIS coordinator and start plotting the routes and will meet with M.Cooper to go over the items to be on the legend. He's hoping to have something in February for the committee to review.
- A. Stiehl noted that the map should be dated and updated yearly and should fold-up small enough to fit in a pocket.

8. 2020 Cycling Infrastructure Program and Operating Budget

- The budget was passed this past week at Council. There will be \$30,000.00 allotted to Active Transportation for cycling promotion.
- Rural Council members are looking for a multiuse path along 22nd Side Road in Limehouse that will help connect citizens to the school. It is possible for that to be downgraded to a bike lane, which would leave

money in the budget that could be transferred to the Maple Avenue project. The Maple Avenue project only has money allotted for design, not for construction as of yet .

- The bridge on Main Street will be reconstructed to have a bike lane placed on it.

9. The 2020 Bike It Committee Program

- The committee reviewed last year's programs and decided to hold the following ones this year;
 1. Bike Swap
 - To be held in April at the Public Works office during the plant sale between 10:00 am and 12:00 pm with proceeds being donated to a local charity. To be advertised in the newspaper.
 2. Ride promoting the Georgetown Loop
 - To be held during the week around 6:30 pm and can promote it on different social media sites.
 3. Bike It to the Market
 - Always has a great turnout
 4. Bike It to Leathertown
 - To be held in August and only do the long rides. Need ideas on how to promote the ride.
 5. Acton/ Tannery Loop
 - To be held on a different day then Leathertown and on a weekday evening.
 6. Celebrate Armstrong Avenue
 - To be confirmed
- R. Hendry discussed the thoughts of having a local student or students attend committee meetings to get a different perspective. An alternate way would be to attend a school and meet with some students to get their perspective on what they are looking for in regards to cycling in Town.

10. Next meeting Thursday, January 9th

11. Closure

Meeting concluded at 8:21 p.m.