**Burlington Cycling Advisory Committee Meeting**

**Minutes**

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| Date: | November 21, 2017 |
| Time: | 7:00 pm |
| Location: | Room 247, Level 2, City Hall |

**1. Members Present:**

Don Thorpe (Chair), Chris Ariens, Brad Slade, Jackie Lodder, Teresa Baerg, Claudia Segatore and David Darnell

**2. Others Present:**

Dan Ozimkovic (Transportation Technologist) and Jo-Anne Rudy (Clerk)

**3. Regrets:**

Jeffrey Brooks, James Schofield, Brett Moore, John Greven, Kinsey Schirm and Councillor Jack Dennison

**4. Declarations of Interest:**

None

**5. Approval of Minutes:**

5.1 Approve minutes from meeting held October 24, 2017

**On motion, the minutes of October 24, 2017 were approved as presented.**

**6. Delegation(s):**

None

**7. Regular Items:**

7.1 Transportation update

Dan provided the following update:

- There are 3-4 interested instructors who want to provide Can-bike training. In class and on-road training to take place in early Spring 2018.
- Bike rodeos at elementary schools hosted by Share the Road were a huge success. Great media coverage and our goal is to expand this in 2018.
- Media release reminding pedestrians and cyclists to follow proper etiquette and safe practices when using shared pathways went out the end of October. As part of the media release, we offered free bike lights and bells which has received alot of interest.
- Cycling giveaways have been received. Still looking to order more bike lights either through our supplier or Share the Road.
- Marilu's Market at Walkers Line and New Street asked about the bike rack giveaway program. Thanks to James for reaching out to them.
- Consultant for the Cycling Master Plan will be in Burlington November 27 and 28. She would like to go on a bike ride with Cycling Committee members on November 27 at 1 p.m. and meet on November 28 at 7 p.m., Transportation meeting room, City Hall.
  **ACTION**: Jo-Anne to send out email to members to see who can participate.
- Still waiting to hear back from the province regarding Commuter Cycling funding.
- Don and Dan will do a cycling presentation at Nelson H.S. on December 6.
- Committee has been invited to participate in an Eco-night on January 25/18 at Tom Thomson P.S. More info to follow.
- Report regarding the rural road shoulder assessment - feasibility analysis was approved by Council on November 13. This will help to prioritize future works as part of the capital budget process.
- New Street report will go to Committee of the Whole on November 27 at 6:30 p.m.

7.2 Sub-committee updates:

a. Communications & Events

- Brad reminded members about the Santa Claus parade on December 3. We need to be at Burlington Mall at 1:15ish. Asking bike shops to participate as well.

b. Infrastructure

- Chris will delegate at the Committee of the Whole meeting of November 27 on behalf of the Cycling Committee in support of the recommendation.

**8. Other Business:**

- Claudia, Dave and James attended a Hamilton/Burlington/Oakville Cycling meeting on November 7. Discussion focused on the following:
  - engaging with municipalities and managing productive relationships,
  - existing cycling infrastructure, projects and initiatives,
  - best practices collaborating with other external organizations,
  - success and challenging with school boards,
  - insurance for social rides,
  - outreach and membership.
- Members discussed a date for the Christmas social and decided on December 6 at 7 p.m.
  **ACTION:** Jo-Anne will find a downtown venue and send email.

**9. Adjournment: 8:35 p.m.**

Next meeting: January 30, 2018 at 7 p.m. in Room 247, City Hall