



## **Burlington Cycling Advisory Committee Meeting**

### **Minutes**

Date: October 26, 2021  
Time: 7:00 pm  
Location: Virtual

**1. Members Present:**

Chris Scotland (Chair), Brett Moore, Claudia Segatore, Jon Millman, Pat Binnie, Laura Fowlie, Mohamed Abdel-Aziz, Katherine Dobson, Tracey Almeida, Rob Todd, Mo Sayed, Nancy Gray, James Dekens

**2. Member Regrets:**

Vicki Trottier, Greg Pace

**3. Others Present:**

Councillor Kelvin Galbraith (left at 7:30 p.m.), Dan Ozimkovic (Transportation Planning Technologist), Georgie Gartside (Clerk)

**4. Land Acknowledgement:**

The Chair read the city's land acknowledgement.

**5. Declarations of Interest:**

None.

**6. Approval of Minutes:**

6.1 Approve minutes from meeting held September 28, 2021

On motion, the minutes from the meeting held September 28, 2021 were approved as presented.

## **7. Delegation(s):**

### **7.1 Election Policies**

Amanda Fusco, Deputy City Clerk, shared the following:

#### **Proposed Public Appointment Policy:**

Kevin Arjoon, City Clerk, is preparing a new Public Appointment Policy which sets out the rules for appointments to city advisory committees and boards. The report and draft policy will be presented at the November 10, 2021 Corporate Services, Strategy, Risk and Accountability Committee meeting. A copy will be circulated to the committee once it has been published in the agenda.

#### **Campaign Contribution Rebate Program:**

Council asked the Office of the City Clerk to bring back options for a modest rebate program to assist candidates with their election campaigns. Oakville, Markham, Whitby, Oshawa, Ajax and Toronto all have programs. The rebate program would be paid for through taxpayer dollars.

#### **Questions:**

#### **Have other municipalities with a rebate program seen an increase in candidates?**

Staff is currently obtaining data and will be reporting back to Council in December with that information.

## **8. Regular Items:**

### **8.1 Staff update**

Dan provided the following updates:

- Rural Active Transportation Strategy - virtual engagement will begin on Nov. 8. Information will be shared with the committee.
- Sharrows and parking lines from last meeting - spoke to traffic operations staff and they will provide additional information to committee. Regarding Kenwood Avenue, the contractor made a mistake of placing the markings next to the parking lane. Contractor will remove and add sharrows to the middle of the lane.

- Active transportation bridge over QEW - have been discussing with Ministry of Transportation (MTO) staff. Location is just east of Brant Street. Rough sketch has been shared with the MTO. MTO will be doing a lot of work at the Freeman interchange over the next 10 years and will allow the city to piggyback on their project by using the same contractors.

#### **Questions:**

##### **Is there going to be a connection to Roly Bird Park?**

Yes, will connect to the bike path on the hydro corridor.

##### **Will the bridge cross the rail lines?**

There are no rail lines to cross. It will cross the QEW.

##### **Regarding the rural active transportation strategy project, is there any consideration of building a mock up in a section for residents to see what the infrastructure will look like?**

Unfortunately, all brand new infrastructure would have to be installed which would require drawings and cost a lot of money. Every proposed facility will include a photo and description on the website during the engagement.

#### **8.2 Integrated Transportation Advisory Committee update**

No update.

#### **8.3 New representative for Integrated Transportation Advisory Committee**

##### **Motion:**

Approve Jon Millman as the Cycling Advisory Committee's representative on the Integrated Transportation Advisory Committee. **CARRIED**

#### **8.4 Timelines for 2021 annual report and 2022 workplan**

Georgie shared the following timelines to complete and approve the committee's 2021 annual report and 2022 workplan:

November - 2022 workplan discussion

December - no meeting

January - annual report and workplan to be approved by the committee

February - report to Corporate Services, Strategy, Risk and Accountability Committee with all advisory committee's annual reports and workplans

## 8.5 Review of 2021 workplan items

Chris reviewed the 2021 workplan in preparation of the committee's annual report. The following updates were noted:

- Virtual bike month seminars were held this year and in-person programming will start next year. This item could roll over to the 2022 workplan
- Social media promotion - Katherine had Dan and Tourism Burlington on CHCH for a bike riding segment
- Cycling giveaways were given away during the summer. Dan will order more lights and bells at the end of this year
- Cycling map - Laura and Nancy worked with Dan on updating the map. Printed map will be distributed
- Review websites: Laura has been reviewing them
- 2021 Ontario Bike Summit - scheduled for Dec. 1 & 2
- Attendance at events - if anyone attended events, virtual or otherwise, please let Chris know for the annual report
- Partner with schools - no update - move to 2022 workplan

## 9. Other Business:

### 9.1 Ontario Traffic Manual - Book 18

Dan shared a link to the [Ontario Traffic Manual Book 18](#) regarding cycling facilities for the committee's information.

## 10. Adjournment:

Chair adjourned the meeting at 7:51 p.m.