

KK/
Windsor, Ontario October 11, 2011

A meeting of the **Windsor Bicycling Committee** is held this day commencing at 5:00 o'clock p.m. in Room 402, 400 City Hall Square East, there being present the following members:

Mark Lindquist, Chair
Councillor Alan Halberstadt
Neil Campbell
Tristan Fehrenbach
Kari Gignac
Charles Griffiths
Charles Pope
Dr. Christopher Waters (arrives at 5:30 p.m.)

Also present are the following resource personnel:

Junaid Akhter, Transportation Planning Engineer (T)
Cathy Copot-Nepszy, Windsor-Essex County Health Unit
Karen Kadour, Committee Coordinator (A)

1. CALL TO ORDER

The Chair calls the meeting to order at 5:04 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None.

3. MINUTES

Moved by N. Campbell, seconded by C. Pope,
That the minutes of the meeting of the Windsor Bicycling Committee held July 5,
2011 **BE ADOPTED** as presented.
Carried.

4. ADDITION TO THE AGENDA

Moved by Councillor Halberstadt, seconded by C. Pope,

That Rule 3.3 (c) of the Procedure By-law 98-2011 be waived to add the following addition to the Agenda:

8.0 New Business – Verbal report of the Transportation Planning Engineer
Carried.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Windsor Bicycling Committee Mandate

It is generally agreed that the Committee Coordinator will review and amend the 2004 WBC Mandate/Terms of Reference and will send the revised document to the members for their input.

6. BUSINESS ITEMS

6.1 Share the Road Cycling Coalition Bicycle Friendly Community Designation

Councillor Halberstadt distributes his e-mail dated October 11, 2011 relating to the “Go for Silver Campaign”, *attached* as Appendix “A”. He refers to the following six points in the Go for Silver Campaign outlined by the Share the Road Coalition CEO Eleanor McMahon:

- Lack of full-time staff attention
- Need bike parking inventory for office, retail locations
- Percentage of arterial streets with bike lanes – network needs work
- Expand in-school bicycling education and regular education for adults
- Consider a Bike Sharing Program
- Collision analysis

Councillor Halberstadt indicates there is a need for a dedicated staff person to pursue the silver designation. He suggests that an investigation be undertaken to determine if other municipalities of similar size to Windsor have a dedicated bicycle coordinator.

Moved by N. Campbell, seconded by T. Fehrenbach,

That a subcommittee consisting of Councillor Halberstadt, T. Fehrenbach, C. Griffiths, N. Campbell, M. Lindquist and C. Copot-Nepszy **BE ESTABLISHED** to identify the logistics to attain the Share the Road Cycling Coalition Bicycle Friendly Community *Silver* Designation.

Carried.

Councillor Halberstadt leaves the meeting at 6:00 o'clock p.m.

C. Griffiths distributes a flyer entitled "Children's Safety Village of Windsor and Essex County – 2011 Hallowe'en Fundraiser" to be held on October 27, 2011 at the Children's Safety Village, attached as Appendix "B".

7. FINANCIAL SUMMARY VARIANCE REPORT

The Chair advises that the Windsor Bicycling Committee year to date variance is \$2,024. Discussion ensues regarding the establishment of a facebook page for the Committee and the subsequent maintenance fees. The Chair reads a portion of an e-mail dated October 11, 2011 from the Manager of Transportation Planning as it relates to social media accounts:

"The Social Media Account Policy is currently under development. It will address accounts such as facebook, twitter, etc. The WBC may not start a WBC account of this type outside of that Policy. Once that Policy has been adopted by Council, Junaid can advise the WBC so that this request can be reviewed within the context of the Policy."

J. Akhter indicates he will provide the cost to purchase childrens' bicycle helmets at the next meeting.

It is generally agreed to invite Staff Sergeant Mike Kelly to attend the November 29, 2011 meeting to provide an update relating to the recent Police Blitz.

8. REPORT OF THE TRANSPORTATION PLANNING ENGINEER

J. Akhter provides the following information relating to current construction projects:

- Intersection at Central/Grand Marais – Multi-use trail
- Ojibway Parkway – Broadway to Weaver – Multi-use trail
- Way finding signage – EC Row, Walker, Howard and Empress

A letter from Landmark Engineers Inc. dated September 29, 2011 relating to the "Grand Marais Drain Channel Improvements – Dougall Avenue to west of Huron Church Road – Class Environmental Assessment – Notice of Intent" is distributed and attached as Appendix "C". Dr. Waters and K. Gignac will provide comments prior to the October 24, 2011 deadline.

ACTION REQUIRED: J. Akhter to provide an update relating to the status of the \$400,000 transportation planning budget and, to provide the date the multi-use trail along the riverfront (near Casino Windsor) will be open to the public.

9. **DATE OF NEXT MEETING**

The next meeting will be held on Tuesday, November 29, 2011 at 5:00 o'clock p.m. in Room 204, 400 City Hall Square East.

10. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 6:47 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR (A)

AGENDA
and Schedule "A"
to the minutes of the
Windsor Bicycling Committee meeting held
Tuesday October 11, 2011
at 5:00 o'clock p.m.
Room 402, 400 City Hall Square East



1. CALL TO ORDER

2. DECLARATIONS OF CONFLICT

3. MINUTES

Adoption of the minutes of the meeting held Tuesday, July 5, 2011– *(previously distributed)*.

4. BUSINESS ARISING FROM THE MINUTES

- 4.1 Windsor Bicycling Committee Mandate – *(this item was previously deferred from the July 5, 2011 to allow for Committee member consideration and input) - (attached)*.

5. BUSINESS ITEMS

- 5.1 "Share the Road Cycling Coalition Bicycle Friendly Community Designation"

6. FINANCIAL SUMMARY VARIANCE REPORT

The Financial Summary Variance Report for the period ending September 30, 2011 – *attached*.

7. DATE OF NEXT MEETING

The next meeting will be held on Tuesday January 10, 2012 at 5:00 o'clock p.m.

Clerk's Note:

At their meeting of July 5, 2011 the Windsor Bicycling Committee selected the following dates for their 2012 meeting schedule:

Tuesday April 10, 2012 at 5:00 o'clock p.m.

Tuesday July 10, 2012 at 5:00 o'clock p.m.

Tuesday October 9, 2012 at 5:00 o'clock p.m.

8. ADJOURNMENT