

**AGENDA**  
and Schedule "A"  
to the minutes of the  
**Windsor Bicycling Committee** meeting held  
**Wednesday, October 17, 2012**  
**at 5:00 o'clock p.m.**  
**Room 407, 400 City Hall Square East**



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1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **MINUTES**

Adoption of the minutes of the meeting held September 19, 2012 – *attached*.

4. **BUSINESS ITEMS**

4.1 **WBC 2013 Budget**

E-mail from Council Services directing Advisory Committees to bring forward reduction options totaling 10% of their 2012 net budget – *attached*. The Business Plan and Financial Request for the 2013 Budget Deliberations – *attached*. A list of strategies for 2013 as submitted by the Chairperson – *attached*.

4.2 **E-Bike Retailers**

C. Pope to provide outcomes regarding the meeting held with Transportation Planning relating to E-bike retailers.

4.3 **"Metre Me" Video Campaign Proposal**

Proposal by the Canadian Arts Productions regarding a music video to promote cycling safety – *attached*.

5. **DATE OF NEXT MEETING**

First meeting date of 2013 to be determined.

6. **ADJOURNMENT**

## Kadour, Karen

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**From:** White, Alana  
**Sent:** October 9, 2012 12:23 PM  
**To:** Halberstadt, Alan; 'neil.m.campbell@sympatico.ca'; 'karignac@gmail.com'; 'chas.griff@sympatico.ca'; 'bwm@uwindsor.ca'; 'moore26@uwindsor.ca'; 'nnoel@uwindsor.ca'; 'cpope@wincom.net'; 'cwaters@uwindsor.ca'  
**Cc:** Kadour, Karen  
**Subject:** Windsor Bicycling Committee 2013 Budget  
**Attachments:** Business Plan and Financial Request - Windsor Bicycling Committee.docx

Good afternoon:

Windsor city Council at its meeting held June 7, 2011 adopted By-law Number 98-2011 being "A By-law to provide rules governing the proceedings of Windsor City Council meetings and its Committees and the conduct of its members".

Section 21.6 of the Procedure By-law states the following:

***"Advisory Committees shall prepare annual business plans and budget submissions should they require funding or additional resources for their activities. In the event that the funds are not fully utilized at year end they would be zeroed and any new funding would be determined on the strength of the annual budget submission".***

Essentially, what the foregoing means, is that if the monies allocated for 2012 are not utilized, there will be no "carry forwards" or "place holders" into the 2013 budget.

The Committees of Council who have historically received an annual budget, will be required to prepare a business plan by the Chair or designate that outlines an annual budget including what is required monetarily for the Committee to function optimally in accordance with the Council approved Mandate for the Committee.

City Council at its meeting held September 17, 2012 adopted the following:

### **CR220/2012**

THAT the report of the Chief Financial Officer & City Treasurer dated September 5, 2012 regarding the 2013 Proposed Budget Process & Timeline BE RECEIVED for information and;

THAT the process identified herein regarding the development of the 2013 operating and capital budgets **BE APPROVED** and;

***THAT the Chief Administrative Officer BE DIRECTED to provide all City Departments and City Funded Agencies, Boards, Committees & Commissions (Windsor Police Services, Transit Windsor (including Handi-Transit), Windsor Public Library, Essex Region Conservation Authority, Windsor Essex Health Unit, Art Gallery of Windsor, Windsor Symphony, Arts Council, Artcite Inc., Centres for Seniors, Tourism Windsor-Essex, Windsor Essex County Development Corporation, Essex-Windsor Solid Waste Authority) with direction to prepare a 2013 budget within their 2012 funding levels and further, that they bring forward reduction options totally 10% of their 2012 net budget to ensure sufficient options are identified to achieve Council's fiscal goals.***

THAT the projected timelines included herein **BE APPROVED IN PRINCIPLE** subject to any future required adjustments as the process unfolds; and further,

THAT Administration BE REQUESTED to provide information on what could be deemed "non-essential or non-legislatively mandated services", as well as potential "target operating budget enhancement options" for Council's consideration for the 2013 budget process."

The following schedule and deadline has been established in order to provide your budget submission and business plan to your respective Standing Committee:

**Planning & Economic Development Standing Committee**

**October 30, 2012**

International Relations Committee  
Windsor Heritage Committee

**Social Development, Health & Culture Standing Committee**

**October 30, 2012**

Mayor's Youth Advisory Committee  
Seniors Advisory Committee  
Windsor Accessibility Advisory Committee

**Environment, Transportation, & Public Safety Standing Committee**

**November 13, 2012**

Town & Gown Committee  
Windsor-Essex County Environment Committee  
Windsor Bicycling Committee

A template for your 2013 Budget & Business Plan is **attached**.

Karen Kadour  
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Council Services  
(519)255-6222, ext. 6430  
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## **Strategies for 2013**

### **(as submitted by the WBC Chairperson)**

1. Education/Outreach Initiatives. ElderCollege Biking Course, E-bike safety literature/workshop, St. Angela's, CANBike training, redesign of [cyclewindsor.ca](http://cyclewindsor.ca).
2. Engineering Initiatives. Recommendations to council re: making on-road bike lanes a priority, pushing for \$ allotment to Bikeways Development fund in 2014 (currently, it stands at \$0), creating bike rack request procedure.
3. Encouragement Initiatives. 2013 events- Bike to Work, Bike the Bridge, Bike to the Fireworks, etc. Safe Biking Raffle for kids (WBC members/police give raffle tickets to those they see riding safely), bike share program?
4. Enforcement Initiatives. Pressuring WPD to enforce cycling laws (bike blitz), WPD in-cruiser pamphlet campaign (similar to Halton's program).
5. Evaluation Initiatives. Push for the hire of a full-time cycling coordinator, pressure administration to update BUMP, gear up for next Bike Friendly Community application in 2014 (or should we consider doing this *before* the next municipal election?), assess city's bike racks (ensure bike rack go in at the new aquatic centre, university and college campuses), collision analysis (city admin and WPD).



The "Metre Me" Dance: VISUAL, MEMORABLE and FUN:

Canadian Arts Productions will produce an exciting music video to promote cycling safety. It will focus on the need for drivers to give enough space when they're passing cyclists on the road.

The original, made in Windsor "Metre Me" dance video will promote cycling as a fun and cool activity. It will put Windsor in a leadership role in the growing movement to increase cycling and improve safety and respect on the road.

The video will have the potential to 'go viral', attract media attention and spur similar projects in other communities.

It's designed as the initial building block for a grant proposal to advance the CYCLING SAFETY message in many areas, such as school presentations, safe cycling training programs and a bike rally and tour of Windsor-Essex starting with the "Metre Me" dance.

The footage gathered will be available for future projects and will include interviews with several cyclists about the value of the "one metre" concept.

It will get people talking about safe cycling by creating a feeling of goodwill toward cyclists who obviously enjoy riding bikes, but need to be given the space to cycle safely.