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Windsor, Ontario February 8, 2011

A meeting of the **Windsor Bicycling Committee** is held this day commencing at 6:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Mark Lindquist, Chair
Councillor Alan Halberstadt (arrives at 6:20 o'clock p.m.)
Tristan Fehrenbach
Kari Gignac
Dr. Christopher Waters
Eric Renaud
Charles Griffiths (arrives at 6:10 o'clock p.m.)

Regrets received from:

Jim Boufford
Staff Sergeant Steve Bodri, Windsor Police Services

Also present are the following resource personnel:

Cathy Copot-Nepszy, Windsor-Essex County Health Unit
Jen Leitzinger, Transportation Planning Engineer
Susan Vadori, Committee Coordinator (A)

1. CALL TO ORDER

The Chair calls the meeting to order at 6:04 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADDITIONS TO THE AGENDA

That Rule 3.3 (a) of the *Procedure By-law, 420-2001 as amended* be waived to add the following Agenda item:

Moved by T. Fehrenbach, seconded by E. Renaud,

That an update **BE PROVIDED** regarding *Item 6.9 Bike Friendly Windsor* **BE PRESENTED.**

Carried

3. **ADOPTION OF THE MINUTES**

Moved by T. Fehrenbach, seconded by K. Gignac

That the minutes of the Windsor Bicycling Committee held on December 14, 2010 **BE ADOPTED** as amended to include *Item 7.2* Bylaw No. 9148 **BE FORWARDED** to the Transportation Planning Committee prior to being forwarded to the City Solicitor's office.

Carried.

4. **DECLARATION OF CONFLICT**

None declared.

5. **FINANCIAL**

The Committee generally notes that no new expenditures have occurred since the allocation of budget funds at the December 14, 2010 meeting.

6. **BUSINESS ITEMS**

6.1 **Update - Bylaws for Cycling**

The Committee notes that Bylaw 9148 will now be considered by the Bike Technical Group at Public Works and request a report. The Chairperson explains the electronic mail received from the City Solicitors office dated February 2, 2011, **attached** as Appendix "A".

ACTION ITEM

J. Leitzinger will contact the City Solicitor's office and liaison with the subcommittee to discuss the Committees comments regarding the bylaw and wording including:

1. sidewalks and the use of electronic bikes on them and the Committee requests clarification of the Appendix "A";
2. and to include the \$25 fine for cyclists caught riding on the sidewalks also be address by the Solicitors' office.

Chairperson Lindquist notes a necessity for a definition of electronic bike is he offers to research and provide to the Committee for an upcoming meeting.

6.2 **Update – Policy that mandates the accommodation of cyclists on all road projects**

J. Leitzinger updates the Committee and distributes the attached Appendix “B” – “Road Widening for Road and Sewer Rehabilitation Projects on Local Roads”, and encourages comments to be forwarded to her as this is a Draft Policy and attempts will be made to accommodate cyclists during the engineering of projects. The Committee notes concern pertaining to wording in:

Section 4.5 – too vague and requests that an addition be made regarding the paint lines and signage to be included,

Section 4.6 – Bike Parking is requested to be included,

Section 4.7 - Requests to be included in the Official Plan.

ACTION ITEM

J. Leitzinger will collect all other comments and forward the Committee’s concerns to the author of the Draft Policy on “Road Widening for Road and Sewer Rehabilitation Projects on Local Roads”.

6.3 Update – Increase the amount of bike lanes in priority locations and the amount of connecting bike lanes/paths for users

K. Gignac distributes an update entitled “Prioritizing Bike Lanes in Windsor” attached as Appendix “C” and informs that Committee of her use of a grid-system when researching the number of bike accidents across the City of Windsor. The Committee generally discusses the information and agrees that a sub-committee should be formed and contact Public Works officials to discuss the suggestions of possible bike route alternatives and provide input to Administration for their background budget information preparation and use.

ACTION ITEM

Committee members K. Gignac, A. Halberstadt, C. Waters, and M. Lindquist suggest forming a sub-committee and meet with members of the Technical Committee. A. Halberstadt to request meeting and members to be updated when the meeting has been scheduled. It is generally agreed that Appendix “C” will form part of the discussion at the meeting.

6.4 Update – Increase Bike Parking

T. Fehrenbach distributes “Post and Ring request form” obtained from the City of Toronto web site, attached as Appendix “D”.

The Committee generally discusses the procedure to request a post and ring placement, and inclusion for the use as it is referred to in the BUMP document.

ACTION ITEM

T. Fehrenbach offers to continue researching and the Committee generally agrees to discuss the need for a procedure, costs related to installation and the best method to advertise the procedure to update and include the public.

6.5 Update – Education

C. Waters updates the Committee regarding the purchase of vests, bike lights and bicycle bells. The following quotes are distributed to the Committee attached as Appendix “E” from McCabe! Promotional and attached as Appendix “F” Bike Safety Products Graphix Plus. The Committee discusses the merits of vests, bike lights and bicycling bells and the Committee is cognizant of the budget.

A. Halberstadt leaves meeting at 7:32 o’clock p.m.

A. Halbersadt returns to meeting at 7:40 o’clock p.m.

Moved by K. Gignac, seconded by T. Fehrenbach that

That C. Waters **BE AUTHORIZED** to purchase Bicycle Bells from McCabe! Promotional quote as attached in Appendix “E” including the imprint of the Committee logo and that C. Waters **BE AUTHORIZED** to purchase round blinking lights with clips from Graphix Plus Bike Safety Products quote as attached in Appendix “F” including the imprint of the Committee logo to the upset limit of \$900 for all promotional items which will **BE DISTRIBUTED** at Committee 2011 sponsored events and further payment of the purchase will **BE OBTAINED** from the 2010 Windsor Bicycling carry-forward budget.

Carried

The following two items on the Agenda are discussed simultaneously.

6.6 Discussion – schedule of 2011 events and

6.8 ABC Governance Review – approved at January 31, 2011 meeting of City Council- Governance Review B (excerpt)

The Chairperson informs the Committee members that he will be forwarding an email for their review and requests their input regarding the implementation of the changes to the Committee meeting schedules.

The Committee generally agrees that since they are a volunteer group who are dedicated to the mandated of the Committee it is their hope that 2011 meeting schedule be status quo.

C. Copot-Nepszy leaves meeting at 7:50 o’clock p.m.

The Committee discusses the 2011 Bike Committee events:

Bike to Work – the Committee generally agrees to reduce the number of days involved in the event. In 2010 this budget item cost approximately \$1750 for the week’s celebration. K. Gignac and T. Fehrenbach volunteer for the event.

Bike to Bridge – It is a cross-border event and A. Halberstadt offers to report back to the Committee regarding the logistics of the event and the international border crossing details that must be considered while organizing the event.

Farmers Market – T. Fehrenbach to update at an upcoming meeting.

Earth Day – E. Renaud volunteers to assist with the organizing of this event and will update the Committee.

8. DATE OF NEXT MEETING

The next meeting will be held on March 8, 2011 at 6:00 o’clock p.m. in Room 407, 400 City Hall Square East.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 8:02 o’clock p.m.

CHAIR

COMMITTEE COORDINATOR