

# BBAC minutes

**December 15, 2014 - 6:30pm – 8:30pm**

16 George Street North (Brampton Safe City Association offices)

**Attendees:** Members: David Laing, Dayle Laing, Stephen Laidlaw, Kevin Montgomery, Lisa Stokes, George Shepperdley, Pauline (Polly) Thornham, John Van West, Erica Duque (Peel Active Transportation)

**Regrets:** Gerald Pyjor, Peter Bolton, Ernst Braendli, Tricia Prato, Jerry Prato, Paola Rico, Chris Spinney, Jason Hammond (Community CarShare)

**Meeting Started:** 6:42 pm

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**Review and approve minutes from last meeting** Motion to approve minutes: George, seconded Kevin – Carried

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## **Actions arising from previous minutes**

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### **Brampton City Update**

David reported that he requested from the Clerk's Office, a new Councillor representative for BBAC. He heard back that this decision is pending the outcome of the new committees of Council. (New Business)

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### **Regional Update**

Erica reported that Beth Savan's project will be linked with Peel Region's Community Based Social Marketing project for efficiencies and cost savings. David suggested that Ranjana Mitra, Executive Director of the Community Environment Alliance, and Uzma Ifan, Community Development Coordinator of the Punjabi Community Health Services might be appropriate partners.

**Action:** David to send Ranjana's and Uzma's contact information to Erica.

Erica reported she is organizing a "staff only" meeting on February 26<sup>th</sup> regarding Municipal Liability. The leading liability partner at Gowlings Lafleur Henderson LLP, lawyer Belinda Bain will be presenting on liability and insurance issues for active transportation. (Ms. Bain presented on this topic at the Ontario Bike Summit in Toronto last April.) Dave McLaughlin from MMM Group will be presenting about

# BBAC minutes

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Ontario Book 18.

Erica reported that [Peel Walk + Roll website](#) has enjoyed a 46% increase in traffic this past year. BBAC video [“Biking in Brampton Builds Our Community” link](#) to YouTube is posted in their “News” section, and Critical Mass rides are posted in “Upcoming Events”.

**Action:** Erica to request posting of BBAC’s [BikeBrampton link](#) in their “Resources” section.

**Action:** Erica to request posting of BBAC’s June 20, 2015 [Bike the Creek event link](#) on their “Events Calendar”.

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## BBAC Project Updates

1. Downtown bicycle revitalization project including updated signage, bicycle parking, downtown signed bike routes

David reported that 8-80 Cities still has a commitment for parking space enhancement for the downtown. He circulated photos of murals that will be installed along Vivian Lane. Dayle reported that Peter VanSickle requested use of our Wayfinding Signs [blog article](#) for their BDDC newsletter. Kevin reported that calls to 311 have netted additional post and ring bike parking in the downtown. Kevin reported GO train bike lock up appears to be limited to right outside bus terminal and possibly on the other side of VIA station. Kevin and Erica both completed a survey supporting bikes being allowed on GO trains at rush hour. Lisa reported this is now allowed in Montreal.

**Action:** Erica to get David GO Train phone number for bike parking inquiry.

**Action:** Kevin to confirm if bike parking is available at VIA station.

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2. [Brampton Kids on Bikes Project](#)

Polly reported that she and David were invited and attended for the first time, a PSARTS (Peel Safe and Active Routes to School) Committee meeting on November 19<sup>th</sup>. There were approximately 20 attendees from several organizations in Peel, representing most but not all stakeholders. This highlighted the interest that exists for active transportation in Peel.

David and Polly had two meetings with Pastor Finu Iype, All People’s Church, Finchgate & Queen St. Their aim was to arrange a focus group with parents and/or youth in the congregation. Pastor Finu requested an event similar to Bike the Creek, in Bramalea for next spring. This is not yet finalized, but BBAC will also be invited to participate in other events concentrating on physical fitness, health and

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# BBAC minutes

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nutrition. David and Polly also had a meeting with Uzma Ifan, of the Punjabi Community Health Services, who has agreed to provide valuable contacts with South Asian media, and several Malton and Brampton school officials.

David, Polly and Dayle had a meeting with Region of Peel AT and Public Health staff on Nov 27th to discuss active transportation agenda for December 4<sup>th</sup> webinar and December 11<sup>th</sup> HUB meeting. Polly reported that on December 4<sup>th</sup>, Heart & Stroke Foundation and BBAC/BKOB co-hosted a webinar and meeting: **“Solving Peel Physical Inactivity Health Crisis through Active Transportation”** in the board room of Brampton Safe City. It began with webinar presentations from Heart & Stroke, Green Communities Canada and Metrolinx, and ended with group discussions. There were 12 decision-making representatives from Peel Walk + Roll, City of Brampton Transportation planning, Recreation (Brampton Bicycle Facilities Implementation Program), Peel Health, Brampton Safe City, as well as two Peel District School Board Trustees, and a representative of the Dufferin Peel Catholic District School Board. Participants agreed upon a statement of the issues, barriers, and opportunity strategies to change behaviour and promote more student active transportation to and from school. An action item was to create a subcommittee of PSARTS, “to focus on AT to school, including representatives from the school boards, faith groups, students and parents.” Brampton Kids on Bikes will be reaching out to several different faith groups, and working to increase contact with the school boards. The webinar group will reconvene in the Spring of 2015.

Dayle posted a [blog article](#) which contains links to: workshop results, the Brampton Kids on Bikes Literature Review Report, images of the 10 posters created for the event and a PowerPoint of those posters. David sent out the workshop results and a survey to all participants. Participants were also invited to the HUB meeting.

The GTHA Active and Sustainable School Transportation Regional HUB meeting scheduled for December 11<sup>th</sup> in Toronto was postponed until January 2015, due to a snowstorm.

Erica reported that she and Catherine Sim (Co-Chair, PSARTS) have been invited to speak about active transportation at EcoSchools.

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### 3. Bike Clinic Pilot Project

David reported in Gerald’s absence that the project started December 4<sup>th</sup>, is half way completed with 6 engaged youth participants. Gerald, Peter and initially Ernst have been training bike mechanic skills. George and Polly have been attending. The donated bikes are being well received and used by the

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# BBAC minutes

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group and the tools are of high quality. The [press release](#) that David wrote has been circulated extensively within the Region. The goal is to replicate the success of the pilot project, and obtain permanent space and ideally, a store front. David has requested success criteria from Adaoma Patterson. David and Dayle plan to attend on the 16<sup>th</sup>, and be there for the final evening graduation on Friday December 19<sup>th</sup>.

BBAC may also want to publicize bike donation for future Bike Clinic projects. **Action:** Gerald to follow-up as appropriate

**Action:** Discuss at next meeting donation possibilities: Kennedy Road Tabernacle, other faith-based organizations.

David will plan on presenting a delegation to Regional Council on the Bike Clinic and other BBAC initiatives in February 2015. **Action:** David has attempted to and will continue to follow-up with Janet Menard (Commissioner, Region of Peel) to arrange delegation.

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## 4. [Bike the Creek - June 20, 2015](#)

David reported that 2 route loops of 16 and 23 km have been finalized and approved by Brampton Emergency Response and the planning committee.

**Action:** David to print and bring Bike the Creek route map to January meeting, and to provide url link to BBAC group.

Planning has been proceeding orderly, building on strengths of last year. TRCA Living City Foundation is assisting in promotion to corporate sponsors. Discussion about possible sponsors for different aspects and at different sponsorship levels: possibly the Beer Store, Mandarin Restaurants

**Action:** BBAC members to identify and approach corporate sponsors (coordinate with David). We will need funding for passports, meals, T-shirts, etc.

Dayle posted [Bike the Creek – June 20, 2015 – Save the date](#) to our website Events page. Our business cards promote ‘save the date’ for the event. (See promotion business cards – item #5 below)

**Action:** Dayle to post posters, information, articles, and newsletters as developed, for our website.

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## 5. Promotion: Business Cards Social Media and Website

**Business Cards:** Dayle reported that the design was modified as per suggestions, and business cards were printed as approved last meeting. Cards were distributed to BBAC members. The cost was \$74.57 / 1000 (.075/card). Member donations covered \$50.00

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# BBAC minutes

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**Motion:** Cover the \$24.57 balance of printing costs from the Treasury of \$41.00, leaving a balance of \$16.43 - Lisa, seconded by Kevin – carried. (Note to Gerald, Treasurer: balance is \$16.43)

**Action:** Dayle to bring box of business cards to each meeting to allow members to refill their supply.

**Action:** BBAC members to look for opportunities to use business cards to promote “Save the date” for Bike the Creek on one side, and subscribe to BikeBrampton.ca on the other side. Ask Nick to put some cards on counter at CyclePath. Request City Hall main foyer display. Erica to display cards in Regional office in brochure location. Kevin to request display at Main Library by contacting Katrina Doktor. Lisa to contact Gore Meadows Library for display request. Also suggested: Sportschek, Metro stores.

Discussion about advantage of having something a bit larger for display on bulletin boards.

**Action:** Discuss at next meeting request to design a postcard size with similar information to the business card.

**Action:** Kevin to contact Elysia at 8-80 Cities regarding handle bar promotion.

**Social Media:** Kevin reported that he is exploring use of the website [“If this then that”](#) to add value to the dialogue with BikeBrampton subscribers. He wants it to provide advance warning of weather conditions in Brampton, and for example: snow, rain, high UV index.

**Motion:** to use IFTTT tool as part of our social media campaign, focusing on relevancy to the audience, not ‘noise’. - Kevin, seconded by Polly - Carried.

**Action:** Kevin to create an IFTTT account for Bike Brampton

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## 6. Advocacy campaign to change City curb-cut policy

Lisa reported there is no update to this campaign since the election. Discussion about waiting for delegation until after Erica’s February 26<sup>th</sup> liability meeting would be appropriate, and until after we have a new Council representative in place.

**Action:** Messrs. Parks and Cadete committed to looking at each situation as described in Lisa’s report of 59 documented and photographed infrastructure deficiencies, and then to making a joint delegation with BBAC members to Committee of Council in January after the new council is in place.

**Action:** Lisa and David to follow up with Messrs. Parks and Cadete re: a joint delegation to Council, probably by March 2015.

**Action:** David to edit delegation PowerPoint to address up-front, the concerns raised at the Accessibility Advisory Committee (AAC) delegation.

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## 7. Prioritized list of infrastructure

Update on projects: BBAC identified bicycle infrastructure priorities:

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# BBAC minutes

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## projects

## BBAC priorities

- a. Curb cuts:
  - i. along the Etobicoke Creek Trail – David
  - ii. along the Flowertown Trail – Lisa
  - iii. at 384-398 Balmoral Drive and 30 Avondale Blvd - as identified by Kevin
  - iv. in Peel Village - as identified by Richard Poersch (President FSNA Peel Halton and Area)
- b. Installation of traffic calming Stop signs at Heart Lake Road and Countryside Drive – David and Dayle.
- c. Kennedy Valley Trail Extension –David received a response from his [letter on behalf of BBAC to Harinder Mahli, MP](#), with a [letter from the Minister of Transportation, Steven Del Duca](#). The trail permit for this extension was issued to the city in December 2012 and was never commenced. The Ministry is now allowing that “the city may potentially start trail construction west of Westcreek Boulevard beginning in 2017”. **Motion:** BBAC supports a letter to City of Brampton Councillors, Staff and the TRCA to protect the previously allocated dollars for the Kennedy Valley Trail Extension. - Polly, seconded by Kevin – Carried. **Action:** David to prepare letter on above motion.
- d. Installation of bike lanes along Bramalea Road to the Bramalea GO station – Kevin
- e. Active transportation crossing of Queen St. at Scott St. -John
- f. Repair of railway level crossing at James and John Streets – John
- g. Additional signage along Etobicoke Creek Trail – **Action:** George to forward Etobicoke Creek signage locations to David (deferred until spring 2015).
- h. Alderlea Heritage Site, Elizabeth St. has only 1 bike rack. – John reported that he was told by heritage staff that more bike racks would interfere with the heritage appearance. Discussion about negative appearance of extra bikes attached to the fence instead, and the low cost of items (bike racks) that encourage active transportation. Discussion about masses of bikes that will be parked at Alderlea Pavillion at our Bike the Creek event next June.
- i. Peel Memorial Wellness Centre bicycle facility connection to Etobicoke Creek Trail – Kevin. Kevin made a delegation to Brampton Planning Design Development Committee on December 8<sup>th</sup>. The [Minutes](#) state that “Kevin Montgomery, Bartley Bull Parkway,

# BBAC minutes

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expressed concern over the potential traffic impact and requested that a pedestrian and bicycle connection to the Etobicoke Creek be included in the development plans”. Staff were directed to report back to the committee with the results of the public meeting and a staff recommendation. Kevin noted that the new wellness centre has bicycle paths indicated on the proposed site plan. Kevin has written a report with measurements and photographs. John suggested that Kevin request a log number for his query. **Motion:** Have City investigate report as submitted by Kevin for bicycle facilities between the Etobicoke Creek Trail and Peel Memorial Wellness Centre. - Kevin, seconded by John – Carried.

## City Priorities

- j. Bicycle Facilities along County Court, Fernforest, Richvale Drive – Kevin reported that busses are not respecting the merge lanes and are driving in the bike lanes along County Court Boulevard. Discussion about making comments on Twitter using: [.@bramptontransit](#) This address reaches the city officials monitoring Twitter and is also broadcast to one’s own followers. Discussion about busses should stop in their own lane and allow pedestrians to embark and disembark rather than pulling into the bike lane. Pedestrians could then proceed across the bike lane with caution. Discussion about why parking is required along County Court since the sports field has its own parking already. Discussion about need for education of public about safe use of bike lanes for all citizens. There was a video on the Winnipeg website when bike lanes were first extensively installed which demonstrated how the lanes work. **Action:** Kevin to champion this and to report follow up at next meeting. Kevin to investigate how the bus stopping works on Rutherford Road as a basis of comparison. **Action:** John to send David the name of person in Traffic department office to whom he spoke about the County Court bike lane issue.
- k. Multi-use trail signs and marking along McVean Drive, Clarkway Blvd and Chinguacousy Road in accordance with OTM Book 18.
- l. Esker Lake Trail pathway extension across Hwy 410 (Franchesini bridge)

**Action:** David to bring Kevin’s 3’x4’ map with bike routes for ongoing use and updates at each meeting.

**Action:** BBAC members to continue to note issues from their areas of the city and provide list to David

**Action:** David to consolidate and send section issue list to our Councillor representative for city staff.

# BBAC minutes

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8. Bike Friendly Communities
    - a. Bike Friendly Business Program
    - b. Active Network Transportation Coordinator
    - c. Future of BBAC
- a. David reported that [Jamie Stuckless has been named Executive Director for Share the Road Cycling Coalition](#) to replace Eleanor McMahon, who was elected MPP. The Bike Friendly Business Program will be officially announced at the Ontario Bike Summit next spring. David is working with Jamie and Brampton stakeholders to put an advanced program in place so that we will have ½ dozen businesses committed and participate in Brampton Bike to Work Day (likely the last Monday in May, 2015). **Action:** Once program has been developed, David and/or Peter VanSickle to approach Rotary Glen Brampton, which has offered to provide a signage sponsorship.
- b. & c. David reported that he and Dayle had a meeting on November 18<sup>th</sup> with Jacqueline Svedas (Coordinator, Special Projects, Planning & Infrastructure Services Department), John Spencer, Henrik Zbogor, Andria Oliveira and Nelson Cadete to discuss the future of the Brampton Bicycle Advisory Committee within the context of becoming a Committee of Council. David summarized the meeting in this [report](#), which was sent to all participants plus Craig Kummer and Chief Ball. There was discussion about city reorganization, budget process, and the status of the Active Network Transportation Coordinator position. David outlined his 4 priorities for this position and the importance of always having measurable targets for both active transportation and the position. The position is still with Human Resources and has yet to be posted. There was no official response to his report. Discussion about how active transportation actually saves the city money, and questioning the current position of cobbling budgets together to make implementation “cost neutral”. **Action:** Dayle to research the quote from “Bikeconomics” about cost savings and modal shift benefit. **Action:** Dayle to create poster on cost saving benefit.
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## New Business

1. Book Review

Lisa gave a brief book review “Joyride: Pedaling toward a Healthier Planet” by Mia Birk. Discussion ensued about how Portland is a similar size to Brampton and how they went from zero infrastructure to being the pre-eminent cycling city in North America.
  2. Cycling Video

George distributed an excellent cycling video to BBAC members. It is a historical look at cycling and the bicycle from a British perspective.
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# BBAC minutes

3. BBAC Meeting Location BBAC thanked Larry Zacher, Executive Director of Brampton Safe City for providing board room meeting space for BBAC for this past year. Larry generously offered to continue this arrangement for as long as possible in 2015. BBAC is very appreciative!

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4. Brampton City Council Special Meeting, Dec 17<sup>th</sup>1pm A special meeting has been announced, where the creation of all the Committees of Council for this next term will take place. The [Agenda](#) outlines creation of a Cycling Advisory Committee, subject to voting by Council. A Council representative will also be selected:

### **Cycling Advisory Committee**

This committee was recommended by the last term of Council. It will advise on matters pertaining to cycling in Brampton. It will provide input to City staff on the delivery of the Bicycle Facility Implementation Program and develop an annual work plan including communications and budget. This committee will meet quarterly and include Members and citizens.

Composition: The Brampton Cycling Advisory Committee (BCAC) will consist of no less than eight and no more than twelve citizen members and one (1) member of Brampton Council. When appointing citizen members, each quadrant of the City will be represented by at least two members residing in their respective quadrant. The four City quadrants are defined as:

- Northeast of Highway 410 and Queen Street East;
- Southeast of Highway 410 and Queen Street East;
- Southwest of Highway 410 and Queen Street East; and,
- Northwest of Highway 410 and Queen Street East.

The Council representative on the committee will be a voting member but not be required for quorum. Quorum will be achieved with a majority of members.

Term of Office: Concurrent with the term of Council, ending November 30, 2018, or until successors are appointed

Established by: Resolution C197-2014 (Recommendation CW260-2014)

Meetings: 3rd Thursday of each month at 7:00 p.m. at City Hall

Reports to: Planning & Infrastructure Services Committee

# BBAC minutes

Supported by: City Clerk's Office (meeting management) and Planning and Infrastructure Services Department (Active Transportation Coordinator; subject matter expertise)

Committee Structure/Responsibilities:

Mandate: The Committee will provide an advisory role to Council by fulfilling the following mandate:

- Provide advice on matters pertaining to cycling in Brampton by responding to requests from staff and Council related to both utilitarian and recreational cycling in the City.

Provide input to City staff on the delivery of the Bicycle Facility Implementation Program.

- Review legislation and policies relating to cycling and advocate to City Council and other legislative bodies for cycling-supportive legislation and policies.

- Assist staff with updates and implementation of the Pathways Master Plan.

- Liaise with the following groups to effectively utilize resources and share information relating to cycling in Brampton:

- o Brampton Safe City – Road Safety Committee

- o Cycling Committees and/or staff from surrounding municipalities

- o Peel Regional Police

- o Brampton Transit

- o Professional Organizations (OTC, Velo Ontario, etc.)

- Represent the cycling community and promote all forms of cycling activities within Brampton through campaigns, community rides and an annual promotional event;

- Work with the assigned City staff to meet the mandate of the committee by developing an achievable annual work plan including communications and budget requirements.

Supported by: The City's Active Transportation Coordinator will provide the needed staff resource to lead the Brampton Cycling Advisory Committee.

The Committee will be supported by the following City staff, agency and organization representatives:

- Corporate Services Department

- o City Clerk's Office

- o Enforcement and By-law Services

- Planning and Infrastructure Services Department

- o Maintenance and Operations Division (Traffic Engineering Services)

# BBAC minutes

- o Engineering and Development Services Division (Open Space Design and Construction)
    - Public Services Department
  - o Recreation and Culture Division
  - o Transit Division
  - o Fire and Emergency Services
    - Brampton Safe City Association
    - Peel Regional Police
    - Region of Peel Public Works
    - Peel District School Board
    - Dufferin-Peel Catholic District School Board
    - Smart Commute Brampton
    - Sheridan College – Brampton Campus
- Action:** BBAC members who are able should attend Council Chambers to witness this meeting and may briefly ask questions if desired.

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## Events

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| 1. Critical Mass Rides                     | Critical Mass Friday December 19 <sup>th</sup> , Gage Park starting at 6:30pm (arrive by 6:15) – (normally last Friday of every month, but week earlier for December due to Boxing Day holiday) – friendly bike ride no matter the weather! |
| 2. Bike the Creek Planning Meeting         | Next meeting: January 7 <sup>th</sup> 10:00am-12:00 – either Jim Archdekin or Loafers Lake Rec Ctr – TBD  |
| 3. New Year’s Levee – Jan 10 <sup>th</sup> | Mayor Jeffrey announced at Council Meeting – see Brampton Guardian for details as available   |

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## Referred Matters List

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| 1. Discussion with Nelson Cadete | re specifications for including pedestrians and cyclists in design for traffic roundabouts |
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# BBAC minutes

**Action:** Deferred until Nelson present

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| 2. Brampton Community Rides | <b>Action:</b> Bring forward discussion to January 2015 meeting, once new Councillors are in place |
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| 3. Mayfield Road Environmental Assessment | <b>Action:</b> David to hear from Neal Smith regarding dates for public information feedback. |
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| 4. PAMA (Peel Art Gallery Museum + Archives) | PAMA has applied to become the first bicycle friendly attraction in Brampton (maybe even in Peel).<br><b>Action:</b> Dayle to post article about PAMA once this becomes official |
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| 5. Heritage Heights transportation public meetings | <b>Action:</b> BBAC members should be alert for announcements of the next round of Heritage Heights transportation public meetings early in 2015, and should report dates so that Dayle can post to website. Members are encouraged to attend meetings to voice their comments. |
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| 6. Website Analytics Strategy | <b>Action:</b> Kevin to work on an analytics strategy for next year, possibly including seasonal messages. |
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| 7. Promotional Ideas | Other types of promotion were discussed, pending a budget: bike handlebar tags, rubber band bracelets, promotion of Bike the Creek on Metro Morning CBC, Rogers Cable 10 South Asian shows.<br><b>Action:</b> David is connected to host Matt Galloway on Twitter, and will tweet BTC event info as available.<br><b>Action:</b> David has been on Heer and Now Cable 10 program and could approach again. |
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| Meeting Adjourned 9:13p.m.                          | Motion: that BBAC continue to meet monthly 3 <sup>rd</sup> Monday – Kevin, seconded Polly – Carried. |
| <b>Next meeting Mon Jan 19<sup>th</sup> 6:30 pm</b> | Moved by Kevin, seconded by Polly – Carried  |