



MINUTES

THE CORPORATION OF THE CITY OF MISSISSAUGA

MISSISSAUGA CYCLING ADVISORY COMMITTEE

TUESDAY, MAY 15, 2007- 7:00 PM

COMMITTEE ROOM A

2ND Floor, Civic Centre

300 City Centre Drive, Mississauga, ON L5B 3C1

Internet Address - <http://www.mississauga.ca>

MEMBERS PRESENT:

Erick Begin
David Bell
Peter Campbell
Nazrul Islam
Hamish Gordon
Craig Laferriere
Paul Price
John Sabiston
Jeff Wachman (Acting Chair)
Kelly Willis

MEMBERS ABSENT:

Paul DeVries
Rajendra Singh

COUNCILLOR PRESENT:

Councillor P. Mullin
Councillor C. Parrish

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GUESTS : Steve Largy

STAFF PRESENT: Richard Roberts, Engineering Technologist, Community Services
Anne Farrell, Planner, Community Services
Andy Harvey, Manager, Transportation & Works
Max Gil, Traffic Operations, Transportation & Works
Steve Barrett, Manager, Transportation & Works
Paulina Mikicich, Planner, Planning & Building
Jennifer Leach, Communications
Shalini Alleluia, Committee Coordinator, Office of the City Clerk
Kevin Arjoon, Committee Coordinator, Office of the City Clerk

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CALL TO ORDER

PRESENTATION:

- Item 5 (ii) Mr. Glen Gumulka, Executive Director, Smart Commute Mississauga
with respect to Bike Fridays (Event for 2007)

MATTERS CONSIDERED

1. Administrative Matters:
 - (i) Agenda Review
 - (ii) Minutes of Meeting – April 10, 2007
 - (iii) Action Items from April 10, 2007

2. 2007 Multi-use Recreational Trail Program
Corporate Report dated April 10, 2007 from Paul Mitcham, Commissioner of
Community Services to General Committee of Council

3. Network and Technical Issues
 - (i) Update from the Network and Technical Sub-committee Meeting of May 8, 2007

4. Communications and Promotions
 - (i) Maintenance of Cycling Web Site (Nazrul Islam)
 - (ii) Advertisement on Buses (status update – Jennifer Leach)

5. Events for 2007 (Status update)
 - (i) Annual Presentation to Council
 - (ii) Participation in Smart Commute Challenges - with respect to Bike Fridays
(John Sabiston/Jeff Wachman and Glen Gumulka, Executive Director, Smart
Commute Mississauga)
 - (iv) Participation in Canada Day events in the Civic Centre (Sunday, July 1, 2007)
 - (v) Simcoe Day Cycling

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6. Update on Naming a City facility in memory of Shin Fang (Ted) Ho
7. 2007 Budget
 - (i) Purchase of trail maps
8. Correspondence - For Information and Receipt
 - (i) E-mail dated April 20, 2007 from Joanne Uhlmann with respect to Helmet Safety Information
 - (ii) 2007 Smog Summit – June 7, 2007 at Toronto City Hall
 - (iii) Document titled “City Traverse Grid” dated May 7, 2006 prepared by a sub-committee of MCAC
 - (iv) Corporate Report from the Region of Peel dated March 20, 2007 with respect to Transportation Planning – Active Transportation Plan for the Region of Peel.
9. Summer Meeting Schedule
10. New Business

Next meeting date - Tuesday, June 12, 2007 - 7:00 p.m. in Committee Room A

ADJOURNMENT

MISSISSAUGA CYCLING ADVISORY COMMITTEE – MAY 15, 2007

CALL TO ORDER 7:00 P.M.

PRESENTATION:

Item 5 (ii) Mr. Glenn Gumulka, Executive Director, Smart Commute Mississauga with respect to Bike Fridays (Event for 2007)

MATTERS CONSIDERED

1. Administrative Matters:

(i) Agenda Review

No items were added to the Agenda. Jeff Wachman informed members that all new matters must be declared at the start of the meeting for inclusion under New Business.

(ii) Minutes of Meeting – April 10, 2007

On a verbal motion by Hamish Gordon to approve the minutes of the April 10, 2007 minutes as presented, was voted on and carried.

APPROVED (Hamish Gordon)

MG.25.Cycling

(iii) Action Item List from April 10, 2007 meeting

On a verbal motion by Craig LaFerriere, the Action Items list attached to the Agenda was received without discussion.

RECEIVED (Craig Laferriere)

MG.25.Cycling

2. 2007 Multi-Use Recreational Trail Program

Corporate Report dated April 10, 2007 from the Commissioner of Community Services to the General Committee of Council with respect to the 2007 Multi-Use Recreational Trail Program.

Richard Roberts gave Committee a brief overview of the 2007 Multi-Use Trail Program, identifying key initiatives including major off road trails along existing hydro corridors. Councillor Mullin advised Committee that the report was put on the Mississauga Cycling Advisory Committee agenda as an information piece. The report reflects the endeavors made by Community Services to create a network of integrated trails, and represents a good news story. The Queensway Trail has been in the works for years but recently there has been much progress made.

Councillor Mullin noted that staff have been working hard on the Queensway Corridor off road trail projects; they have worked closely in partnership with Transportation and Works, Parks and Recreation and Hydro One. These trails will be of great benefit to the community. Jennifer Leach, Communications noted that news releases have been circulated about the success of the proposed Queensway Corridor Trails; if there are any developments on the Multi-Use Recreational Trail Program, that are deemed newsworthy it can be posted on the Committee web site. John Sabiston complimented that almost 3 million dollars in funding was a large amount from what was previously awarded to recreational trail programs.

On a motion moved by Councillor Mullin the following was voted on and carried.

MCAC-0004-2007 That the Corporate Report dated April 10, 2007 from the Commissioner of Community Services with respect to the 2007 Multi-use Recreational Trail Program be received and that staff be commended on the initiatives and endeavours to enhance the existing Multi-use Trail Network, particularly the recreational trail adjacent to the Hydro One Corridor parallel to the Queensway.

CARRIED

MG.25.Cycling

3. Network and Technical Issues

(i) Update from the Network and Technical Subcommittee Meeting of May 8, 2007

Richard Roberts gave a verbal update on the discussion at the Network and Technical Subcommittee meeting held on May 8, 2007. The Subcommittee met and discussed major ongoing projects in particular the QEW and Hurontario interchange. Richard Roberts advised Committee that open houses are held for major road projects, and suggested that Mississauga Cycling Advisory Committee attend these open houses and participate. There were also discussions about major technical issues including Confederation Parkway/ 403 overpass to McLaughlin Road also and the area concerning the McLaughlin Road/401 overpass leading up to Courtney Park Drive, with respect to bike lanes and potential future for off road multi-use trails that will eventually link all the trails in Mississauga.

Steve Barrett, Transportation and Works advised Committee that the Transit Department is working on equipping approximately 50% of their fleet with Bike Racks. Mr. Barrett is working on a tender to buy the racks with hopes to put them in place this summer. Jeff Wachman suggested that bike racks on Transit buses be featured on the Committee web site, to inform residents. Jennifer Leach will check with the Marketing Division within Transportation and Works regarding the promotion of this new feature.

RECEIVED

MG.25.Cycling

4. Communications and Promotions

(i) Maintenance of Cycling Website

Nazrul Islam addressed Committee on the Mississauga Cycling Advisory Committee web site; both he and Craig Laferriere have been trained on the basics of how to maintain the web site. Mr. Islam requested that an email be sent with regards to any items that members would like posted on the web site to the Communications and Promotions Sub-committee.

For the purposes of clarity, the following was amended at the June 12, 2007 meeting:

(ii) Advertisement on Buses (Status Update)

Jennifer Leach advised Committee that she has received the reimbursement from Smart Commute for the previous bus advertisements. Through the direction from the Committee she has gone ahead and purchased advertisements for the next three months. Kelly Willis suggested that the Committee wait until some of the larger summer events are completed before they make any more commitments purchasing additional advertising spots on buses.

Craig Laferriere advised that the Communications and Promotions Subcommittee is looking into putting together a strategic plan for this term of the Mississauga Cycling Advisory Committee. The plan would include a statement of the Subcommittee, and outline some of the goals or objectives they wish to accomplish during this term. The Mississauga Cycling Advisory Committee should also create a strategy and objectives.

Kelly Willis affirmed that the Trail Checker Program should be reinstated, that by not facilitating the program the Committee is severing an important link to younger cyclists. Richard Roberts responded stating that the program was suspended, but by no means scrapped. Next year the Parks and Recreation Division will be taking over the program. Jeff Wachman suggested that the issue be revisited at the end of the year to get an update from staff on how the Trail Checker Program will be administered.

RECEIVED

MG.25.Cycling

5. Events for 2007 (Status Update)

(i) Annual Presentation to Council

Councillor Mullin advised Committee that the Annual Mississauga Cycling Advisory Committee presentation should be deferred to the fall. A fall presentation will allow the Committee to establish itself and report on the many successes of the upcoming summer events, it is also good timing for financial

advocacy for MCAC in terms of a fall presentation being close to City budget meeting cycle. She suggested that the presentation should demonstrate, where we were, where are today and where we want to be.

Members of the Committee concurred with the sentiments of the Councillor, noting that a fall presentation would also give the Committee more time to prepare for the presentation. Councillor Mullin advised that making a good quality presentation does take time. Richard Roberts added that a fall presentation could also report on the summer construction and work completed on Mississauga's Trails.

Members of the Committee expressed an interest in producing a video. Jennifer Leach advised that at present, Audio Visual Services is under staffed and that the production of the previous Mississauga Cycling Advisory Committee video took quite a long time. It is unlikely that Audio Visual Services will have the resources to help the Committee produce a new video.

Hamish Gordon noted that a good presentation starts with a good speech and Craig Laferriere offered to help draft an outline of the presentation and speech. Members of the Committee stressed that it is important to capture the trails and recreational aspect of cycling, yet also need to convey cycling as a viable mode of transportation.

Councillor Mullin noted that the visuals are a key component of any presentation and that the presentation should be geared to Council and to the public. If the Committee wishes to have video footage, perhaps some rough footage from Committee events could be utilized. Councillor Parrish noted that Council is televised on Rogers Television which serves as a great way to expose the Committee and its endeavors to the general public and media.

On a motion by Councillor Mullin the following was voted on and carried.

MCAC-0005-2007 That the annual Mississauga Cycling Advisory Committee presentation to Council be undertaken in the Fall to allow the new Committee members to become familiar with Committee operations.

CARRIED

MG.25.Cycling

(ii) Participation in Smart Commute Challenges - with respect to Bike Fridays (Event for 2007)

Glenn Gumulka, Executive Director, Smart Commute Mississauga addressed Committee on an upcoming biking event to be done in partnership between the Mississauga Cycling Advisory Committee and Smart Commute Mississauga. Mr. Gumulka distributed a handout to Committee which included, an event work plan and sample posters for promotions. At present plans include riders assembling at Riverwood Park, using Riverwood Park's barn as a contingency plan if it rains. Once the riders are assembled they will depart, and converge with other groups of riders on route, to the Civic Centre. The participants will be greeted at the Civic Centre by a reception lead by Councillors Mullin and Parrish and served a complimentary pancake breakfast.

Mr. Gumulka asked Committee about the logistics of the reception, at the Civic Centre whether the riders will be greeted, and by whom. He also asked Committee whether they would still wish to do a low key event as planned on June 1st or defer to have a larger event at a later date.

Jennifer Leach, Communications advised that more time would be beneficial, that she could help promote the event however, she will require more help to make it larger. Mr. Gumulka suggested that the event be held at the end of June. John Sabiston noted that the City of Toronto's Bike Friday's Events occur on the last Friday of the month, there are also Critical Mass rides held in Toronto that are also held towards the end of the month. Councillor Parrish suggested that the event be held at the end of the month June 29, 2007 to allow the Mississauga event to "piggy back" on the larger Toronto event. The Committee decided to have the event on June 29, 2007 to allow it to be better planned and possibly larger.

Jeff Wachman stated that the event should have more exposure and also enquired about how rides could be registered. Glenn Gumulka responded stating that at present Smart Commute posts rides, the routes and contact information on the Smart Commute website. Jeff Wachman suggested that both the Smart Commute Mississauga and the Mississauga Cycling Advisory Committee web site have ride information.

Glenn Gumulka advised about the potential costs involved in hosting the event. The Smart Commute will be working in conjunction with the Mississauga Cycling Advisory Committee and therefore all costs will be split between both groups. Riverwood Park was established as the desired meeting place, with 7:30 a.m. as the decided start time for the ride. Craig Laferriere volunteered to be present to receive the riders at Riverwood Park and the following Committee members, Paul Price, Erick Begin Hamish Gordon and Jeff Wachman had volunteered to organize groups of riders for the event. Jennifer Leach enquired about the logistics for the proposed pancake breakfast. Councillor Parrish responded that her office will contact the cafeteria concerning the details regarding refreshments for the event.

Members from the Committee enquired on how many riders could they expect for the event, Glenn Gumulka responded that an event of this size could see approximately 20 to 30 riders. Jeff Wachman affirmed that ideally he would like to see about 50 to 100 riders and Erick Begin added that there are numerous cycling clubs, within Mississauga who could be contacted and invited to participate.

Erick Begin enquired about liability, for members of the Committee who organize rides. Shalini Alleluia, Committee Coordinator advised Committee that she has been advised by the Manager of Risk Management, that members of a Committee of Council are covered under the larger umbrella of the City's insurance.

Glenn Gumulka and Jeff Wachman circulated to Committee both of their proposed designs for the piney that will be used during the event. The Committee was keen on elements of both designs. Hamish Gordon thought that the end product could be made with a reflective material and waterproof. The Committee selected to use a combination of designs choosing Glenn Gumulka to complete the project with some of the elements of Jeff Wachman's design to be incorporated such as the yield shape of the piney, using some of the lettering, and placement of logos. The City's internal printing department will produce the piney at a minimal cost. Posters will also be produced featuring both Councillors names, the Mississauga Cycling Advisory Committee, and Smart Commute inviting riders to come and participate. The posters will be produced by the City's printing department and distributed to all City facilities. The event will also be promoted by Council, through a list of events that is read by the Mayor at the end of the meeting. Jennifer Leach agreed to work with Glenn Gumulka to prepare a media kit and to promote the event. Jeff Wachman thanked Glenn Gumulka on behalf of

the Committee for working in partnership with the Mississauga Cycling Advisory Committee on this event.

On a motion by Hamish Gordon the following was voted on and carried.

MCAC-0003-2007 That the Mississauga Cycling Advisory Committee host an Inaugural bike ride on June 29, 2007 and on the last Friday of every month, in partnership with Smart Commute.

CARRIED

The above motion was amended at General Committee on May 30, 2007 was amended to reflect a new name for the event. - 'Ride Your Bike to Work Event'

MG.25.Cycling

(iv) Participation in Canada Day events in the Civic Centre (Sunday, July 1, 2007)

Shalini Alleluia advised Committee that participation in Canada Day festivities at the Civic Centre involves manning a booth against the north wall of the square. The booth would promote the Committee, cycling awareness and bike safety. Councillor Parrish cautioned Committee that from her experience, Canada Day celebrations can become very hot and that it occurs shortly after the bike Friday event. The Councillor advised that if the Committee is going to participate ideally there should be a group of dedicated people who are willing to do one hour shifts. Councillor Parrish also suggested balloons as a great and easy way to promote the Committee on Canada Day and offered to get a quote on balloons for the Committee.

RECEIVED

MG.25.Cycling

(v) Civic Holiday Cycling Event

Hamish Gordon volunteered to be the liaison for the Mississauga Cycling Advisory Committee at the Civic Holiday Cycling Event.

RECEIVED

MG.25.Cycling

6. Update on Naming a City facility in memory of Shin Fang (Ted) Ho

Anne Farrell advised Committee that a Multi-Use Recreational Trail will be named to commemorate Ted Ho, a report is currently being prepared for General Committee.

RECEIVED

MG.25.Cycling

7. 2007 Budget

(i) Purchase of Trail Maps

The Committee decided to purchase one box of Trail Maps to be handed out at any future cycling related events.

8. Correspondence - For Information and Receipt

(i) E-mail dated April 20, 2007 from Joanne Uhlmann with respect to Helmet Safety Information

(ii) 2007 Smog Summit – June 7, 2007 at Toronto City Hall

Councillor Parrish noted that she will be attending the Conference and will also act as representative for the Mississauga Cycling Advisory Committee.

(iii) Document titled “City Traverse Grid” dated May 7, 2006 prepared by a sub-committee of MCAC (attached to the Agenda for the new Committee’s reference)

Richard Roberts referred Committee to the “City Traverse Grid” a document created by a Subcommittee of the Mississauga Cycling Advisory Committee.

Jeff Wachman advised that he requested that this document be put on the agenda to inform the new Committee members on the technical aspects of the Committee. Kelly Willis enquired why Cawthra Road was not apart of the grid. John Sabiston responded stating that Cawthra Road ends at East Gate Parkway, making it less desirable to be apart of the city-wide grid. Richard Roberts also advised Committee that there is a master plan in the works, and gave a brief overview of the timeline involved, once the Terms of Reference are completed for the project

they will be submitted to the City's Leadership Team after which it will be presented to Committee for consultation and approval.

- (iv) Corporate Report from the Region of Peel dated March 20, 2007 with respect to Transportation Planning – Active Transportation Plan for the Region of Peel.

RECEIVED

MG.25.Cycling

9. Summer Meetings

On a motion moved by Craig Laferriere the following was voted on and carried.

MCAC-0006-2007 Whereas cycling is busiest during the summer months and whereas road construction and other cycling related issues arise during this time, that the Mississauga Cycling Advisory Committee meet during the months of July and August as warranted.

CARRIED

MG.25.Cycling

10. New Business - Nil

Next meeting date – June 12, 2007 - 7:00 p.m. in Committee Room A

ADJOURNMENT– 9:00 p.m.