



HAMILTON CYCLING COMMITTEE (HCyC) MINUTES

Wednesday December 2, 2020

5:45 p.m.

Virtual Meeting

Present: Chair: Chris Ritsma
Vice-Chair: Sharon Gibbons
Members: Ann McKay, Kevin Vander Meulen, Cora Muis, Gary Rogerson, Yaejin Kim, William Oates, Cathy Sutherland, Jeff Axisa, Jessica Merolli, Jane Jamnik and Christine Yachouh

Absent with

Regrets: Councillor Esther Pauls, Kate Berry, Roman Caruk, Councillor Terry Whitehead, and Joachim Brouwer

Also Present: Rachel Johnson, Project Manager, Sustainable Mobility
Daryl Bender, Project Manager, Active Transportation

1. APPROVAL OF AGENDA

(Merolli/Gibbons)

That the transit program, Mountain Climber be added to today's agenda under Item 7, Discussion.

CARRIED

(Merolli/Rogerson)

That the agenda of the December 2, 2020 meeting of the Hamilton Cycling Committee be approved, as amended.

CARRIED

2. DECLARATIONS OF INTEREST

None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(i) November 4, 2020 (Item 3.1)

(Mckay/Muis)

That the minutes of the November 4, 2020 meeting of the Hamilton Cycling Committee be approved, as presented.

CARRIED

4. COMMUNICATIONS

None

5. CONSENT ITEMS

None

6. STAFF PRESENTATIONS

None

7. DISCUSSION ITEMS

(Ritsma/Gibbons)

That the Committee reorder the Discussion Items (Item 7) on the agenda as follows: Review of HCyC Monthly Meeting Dates (Item 7.2), Integrity Commissioner Investigation Report (Item 7.3), Women in Cycling Research (Item 7.4), Regulation of E-Scooters (Item 7.5), Mountain Climber (Added Item 7.6) and Planning and Project Updates (Item 7.1).

CARRIED

(i) Review of HCyC Monthly Meeting Dates (Item 7.2)

The Committee discussed changing the date and time at the meetings. Staff and the Chair will engage Councillors to find alternative meeting dates that work with their schedule. Staff will then create a new online poll, using Doodle, for Committee members. The meeting dates will take into consideration the availability of rooms at City Hall for 2021. The next HCyC meeting will take place on Wednesday January 6, 2021.

(ii) Integrity Commissioner Investigation Report (Item 7.3)

Concerns were raised by the Committee following Report FCS20086 respecting the Submission of Integrity Commissioner Investigation Report - Complaint Filed Against a Citizen Committee Member. The Committee is seeking clarification around roles, responsibilities and definitions from Clerks.

(iii) Women in Cycling Research (Item 7.4)

The Committee has been interested in facilitating research around women and cycling and will seek a local organization to conduct this research.

(Merolli/Jamnik)

That the Committee request a proposal from Cycle Hamilton for the delivery of gender and cycling research using an intersectional lens.

CARRIED

(iv) Regulation of E-Scooters (Item 7.5)

The Committee discussed the upcoming Report PED20134/PW20050 respecting Regulation of E-Scooters.

(Gibbons/Vander Muelen)

That Jessica Merolli be authorized to submit a delegation request to Public Works Committee, on behalf of the Hamilton Cycling Committee, for the purpose of delegating respecting Report PED20134/PW20050 respecting Regulation of E-Scooters.

CARRIED

(v) Mountain Climber Program (Added Item 7.6)

A few Committee members and Staff met with Transit regarding the Mountain Climber program. Transit/ HSR is planning to provide a Report to Councillors in 2021 describing Mountain Climber operations. Additionally, Transit/ HSR is planning to conduct additional level-of-use data in 2021. Three Mountain Climber stops were discussed in detail, Waterdown Rd, Kenilworth Ave and St Joseph's/ Charlton/ James/ John locations.

(vi) Planning and Project Updates (Item 7.1)

Staff provided the Committee with a written update on 2020 cycling infrastructure projects and 2021 planned projects. A map of 2021 projects was also provided.

Staff will engage the Staff responsible for GRIDS 2 to see if they are available to give a presentation to the Committee at a later date.

(Merolli/Rogerson)

That the updates from Staff on Planning and Project Updates be received.

CARRIED

8. MOTIONS

(i) Bill 148, Doored But Not Ignored Act, 2019 (Item 8.1)

(Merolli/McKay)

WHEREAS, Bill 148 is a bill to amend the Highway Traffic Act. The bill requires that police officers collect the necessary information to create a report on violations of clause 165(1) of the Act that involved a motor vehicle and cyclists, commonly referred to as dooring;

THEREFORE, BE IT RESOLVED:

(a) That the following feedback from Hamilton Cycling Committee be forwarded to Public Works Committee for consideration:

- (i) That, Public Works Committee formally endorse Bill 148, Doored But Not Ignored Act, 2019; and,
- (ii) That, Public Works Committee forward to the Police Services Board the Hamilton Cycling Committee's recommendation that Hamilton Police Services bring their practices of data collection and reporting in line with the regulations outlined in Bill 148 in relation to clause 165(1) of the Highway Traffic Act, notwithstanding the outcome of Bill 148, Doored by Not Ignored Act, 2019.

CARRIED

(ii) Updates on the City of Hamilton Recreational Trails Master Plan (Item 9.1)

(Merolli/Axisa)

WHEREAS, the mandate of the Hamilton Cycling Committee is to monitor implementation of the Hamilton Cycling Master Plan;

WHEREAS the 2016 City of Hamilton Recreational Trails Master Plan is are included in the Hamilton Cycling Master Plan;

WHEREAS the 2017 Hamilton Cycling Master Plan reported an increase of 84.6% of on-road bicycle lanes between 2009 and 2017, but only a 12.1% increase in off-road Multi-Use Recreational Trails; and,

WHEREAS the 2016 City of Hamilton Recreational Trails Master Plan falls under the mandate of the Parks and Cemeteries department;

THEREFORE, BE IT RESOLVED:

- (a) That, the Hamilton Cycling Committee request Staff from the Parks and Cemeteries department provide the Hamilton Cycling Committee with the following information in a written report/table to be distributed ahead of the Committee's monthly meeting with agenda:

- (i) Ward
- (ii) Priority number on Hamilton Cycle Master Plan
- (iii) Segment/KM Added (Street to Street & KM added to the network)
- (iv) Feedback Stage which could include specific motions in the minutes relating to recommendations from committee or questions
- (v) Relevant Meeting Dates (Public Works Committee Date/Environmental Assessment Feedback Date)
- (vi) Updates since last meeting (This would include only information that is different from a previous meeting)

CARRIED

Sample Table:

Project/ Resurface	Ward	Priority	Segment/Km Added	Design	*Feedback	PW Committee Date	Updates Since last meeting
2020 Planned Install							
Hunter	2	1	MacNab to Catharine 2.1KM	Paint Bike Lane with road diet & osp review – 2 way Bike Lane	Level 3 Motion: 4.3	(November 25, 2020) (First Quarter 2020) (2020)	- Planned install beginning 1 st week December - Councillor has concerns - Issue with design (see report)

**Level 1:* Design feedback (structural, design, flow, connections, materials)

Level 2: Preliminary Design feedback (discuss areas of concern brought by staff, widths markings, last minute design)

Level 3: Tweaks (Final design nearing completion, last minute issues and improvements)

**(iii) Request an Update to the Advisory Committee Procedural Handbook
(Item 9.2)**

(Merolli/Axisa)

WHEREAS, the Advisory Committee Procedural Handbook was last updated on July 17, 2020;

WHEREAS, the Advisory Committee Procedural Handbook does not clearly define the limits or scope of advocacy or advising;

WHEREAS, Committee members frequently need to ask Staff and the Clerk's Office for clarification on procedural rules that are not addressed in the Advisory Committee Procedural Handbook; and,

WHEREAS, Committee members are subject to review by the Ethics Commission of Hamilton.

THEREFORE, BE IT RESOLVED:

- (a) That, the Hamilton Cycling Committee formally request that the Advisory Committee Procedural Handbook be updated to include the following information:
 - (i) That a clear definition of activities that are classified as advocacy, and therefore beyond the scope of Advisory Committees;
 - (ii) That clarification on the powers of the Advisory Committees as Boards under Section 198.1 of the Municipal Act, including the extent to which the Advisory Committees can direct staff to provide information necessary to fulfil the mandate of the Committee;
 - (iii) That clarification on how Advisory Committees should be forwarding their formal advice to Council and its sub-committees;
 - (iv) That clarification on how Citizen Committee Reports should be drafted and approved; and,
 - (v) That clarification on the role of Councillors who sit on Advisory Committees in the development of the advice offered in the meetings.

CARRIED

(iv) Formation of Bike Share Working Group (Item 9.3)

The Committee discussed that there was value in creating a working group around micro-mobility and bike share but will wait until 2021.

(Merolli/Gibbons)

That the Formation of a Bike Share Working Group be deferred to future meeting, when the timing is more relevant.

CARRIED

9. NOTICE OF MOTION

(Merolli/Rogerson)

That the Rules of Order be waived to allow for the introduction of the following Notice of Motions as Motions at this meeting respecting, Updates on the City of Hamilton Recreational Trails Master Plan (Item 9.1).

CARRIED

(Merolli/Rogerson)

That the Rules of Order be waived to allow for the introduction of the following Notice of Motions as Motions at this meeting respecting, Request an Update to the Advisory Committee Procedural Handbook (Item 9.2).

CARRIED

(Merolli/Rogerson)

That the Rules of Order be waived to allow for the introduction of the following Notice of Motions as Motions at this meeting respecting, Formation of Bike Share Working Group (Item 9.3).

CARRIED

10. GENERAL INFORMATION / OTHER BUSINESS

None

11. ADJOURNMENT

(Gibbons/Merolli)

That, there being no further business, the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Chris Ritsma
Chair, Hamilton Cycling Committee

Rachel Johnson
Project Manager, Sustainable Mobility
Transportation Planning, Planning & Economic Development