

**Pelham Active Transportation Committee
Minutes**

Tuesday June 16, 2015, 6:00 p.m.
Location: Town Hall Meeting Room

1. Attendance: Bea Clark (Chair), Joe Marchant (Vice Chair), Bob Fish, Lisa Gallant (recorder), Bill Gibson, John Swart, Councillor Catherine King, Councillor Brian Baty, Ryan Cook (staff)

Regrets: Liisa Harju, David Swan

2. Call to Order and Declaration of Quorum

Declaring that a quorum was present, Chair Clark called the meeting to order

3. Adoption of Agenda

New agenda items:

- Wayfinding and signage
- Bike valet on Thursday nights

Moved by: Councillor Baty

Seconded by: John Swart

THAT the agenda for the June 16, 2015 meeting be adopted with additions.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest noted by any of the members present

5. Minutes Approval – May 19, 2015

Moved by: Bob Fish

Seconded by: Councillor Baty

THAT the Minutes of the PATC meeting of May 19, 2015 be approved.

Carried

6. Business Arising from Minutes – May 19, 2015

6.1 Status of budget items

Ryan noted that there is \$30K in the budget for the AT Master Plan. Other items are embedded in the parks and recreation department budget. Six benches are already purchase and ready for placement after construction is completed.

Actions:

- **Councillor King will review the budget to determine the approved allocations and advise the committee**
- **Ryan will ask that these funds be transferred to the PW budget.**

- **Bea will review past minutes to see if locations were already discussed for the benches and will confirm locations with Ryan by email.**

6.2 AT Master Plan update

Ryan noted that Andrea will seek input from this committee for the AT Master Plan.

Bill offered to help prepare the RFP.

Ryan uncertain what the timelines would be for this project.

Actions:

- **Ryan to look for Fall PATC minutes regarding past input/discussion**
- **Ryan to ask Andrea to follow-up with Bea**
- **Bea to send samples she has of ATMPs**

6.3 Crosswalks on Pelham St. update

Andrea sent an email to Bea outlining that she required more information about the concerns regarding the crosswalks.

Ryan noted that he did discuss the timing issue with Andrea and with Regional staff. He noted that there is a five second delay after a person pushes the crossing button and the light changes. Any deviation from this standard will have to come with a signed letter from Andrea. He also noted that if there is a second walker there is a 40 second delay to allow traffic to move.

Action: Bea to contact Andrea and refer her to the PATC meeting minutes and letters to Council from the last 12 months that highlight issues related to the crosswalks. She will also indicate the interest and availability of the PATC to do a walk about Andrea and other staff to further view and discuss the concerns.

6.4 Funding for Trails, cycling strategy Ontario Cycling Strategy Funding

John provided an update about the Ontario Cycling Strategy. There is a total of \$25M that will be available for funding. Approximately \$10M of these funds will be available to municipalities

Action: Bea to find out if the Town is interested in preparing a request for the Ontario Cycling strategy funding and indicate that The PATC would support a submission along with our ideas.

Canada's 150th Funding

Action: Bea to ask if the Town submitted a proposal for these funds

7. Committee Events and Reports

7.1 Summerfest Committee and Active Zone events and suggestions

Bill provided an update. Lafarge is keen to promote bicycle safety. Lafarge will hand out bike bells and safety information. We will provide the screwdriver for putting the bells on the bikes. Lafarge is also interested in sponsoring our bike map along with copyright use of the text from their handout to include with the map. They are also developing a logo for use at Summerfest featuring a bike. They are inviting their president to attend the event. Will bring bikes to show children where the blind spots are in the trucks.

Brian recommended we invite Steve Bauer to attend the event

Bea and Bill will purchase the bike for the active zone prize.

Lucchetta Homes agreed to sponsor the Family Fun ride and walk on Sunday again.

7.2 Senior's Advisory Committee

Bill offered to represent PATC on this committee

7.3 G.A. Green School Travel Planning Committee

The bike rodeo had to be cancelled.

7.4 Neighbourhood Traffic Management Plan

No news to report.

7.5 Canada Day Parade

Members should arrive at AK Wigg at noon.

Action: Bea to send out an email reminder

8. New Business

8.1 Bike friendly map and Lafarge

Action: Bill and Brian to proceed with the maps and keep members up to date over the summer via email.

8.2 How to handle safety issues

Bob asked if there was a better way for us to track safety issues. He recalled discussion about possible ways to increase safety at Pelham and Port Robinson Road, particularly with cars that are illegally passing cars that are making a left turn as this puts

pedestrians at risk. Suggestions made during the PIC for this area included bump outs, pavement markings and perhaps flexible traffic barriers.

Ryan suggested the submission of a public service request to better document these requests as a citizen or as a committee member. This provides a system for staff to look at requests and communicate any follow-up for tracking. He noted that public works have some flexible traffic sticks coming in and is considering locations for their use.

Actions:

- **The committee will consider using PSR system to address and track appropriate issues**
- **Bob will submit a PSR for the Pelham and Port Robinson intersection (under roads and other)**

8.3 Wayfinding and Signage

Brian noted that the Greater Niagara Circle Route Committee and the Welland International Flat Water Center each have \$10K that they plan to put towards signage this summer. They held a meeting on June 16 to discuss a template for the signage. Participants agreed to use standards for the Greenbelt Route, minimizing language and including French translation. A graphic artist will provide a report by mid-July with sample signs. This template might work well for discussion with 12 municipalities regarding common signage.

Action: Brian will provide a copy of the report from wayfinding and signage discussion at our next meeting

8. 4 Bike Valet

The Town has a bike valet during the concert series which public works has built.

On June 25th the BFBN are staffing the valet.

PATC agreed to staff one night

Recommend: The Town reconsider last year's model where businesses sponsored the bike valet, which was operated and staffed by a Bike Valet business.

9. PATC Planning 2015 – 2018

Members discussed their dreams for this group over the next few years. This needs to be in sync with the Town's strategic plan. Bea shared this strategic plan and the committee's mandate with members.

Action: Bea will type up discussion notes on flip charts to bring to committee in September to look at low and prioritize actions at the September meeting.

10. Adjournment

**Moved by: Joe Marchant
Seconded by: Bob Fish**

THAT the meeting of PATC Committee be adjourned until the next regular meeting.

Carried

The meeting was adjourned at 8:00 p.m.

Fall Meeting Schedule:

September 15, 2015
October 20, 2015
November 17, 2015
December 15, 2015