



# Transportation Advisory Committee

**Date:** Thursday October 22, 2020

**Time:** 9:00 AM

**Location:** Via Zoom

## AGENDA

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	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>TRANSPORTATION ADVISORY COMMITTEE AGENDA</b>
	<b>Thursday October 22, 2020 at 9:00 AM VIA ZOOM</b>

A Transportation Advisory Committee meeting of the Town of Cobourg will be held on Thursday October 22, 2020 at 9:00 AM in the VIA ZOOM.

**I     CALL TO ORDER**

1. Accessibility Committee Liaison - Jerry Ford, Welcome!

**II     APPROVAL/AGENDA ADDITIONS**

**III    DISCLOSURE OF PECUNIARY INTEREST**

**IV     ADOPTION OF MINUTES**

1. September 24, 2020 minutes. 4 - 10

**V       PRESENTATIONS/DELEGATIONS**

**VI      COMMUNICATION/CORRESPONDENCE**

**VII     REPORTS**


1. Public Works Update - Terry Hoekstra
2. Transit & Parking Update - Renee Champagne
3. TAC Sub Committee Update - Bruce Bellaire

**VIII    NEW BUSINESS**

**IX      UNFINISHED BUSINESS**

1. 1. Bike Racks - Public Engagement Project
2. Work Plan 2020
3. Vision Zero - Speed Reduction
4. Transit Feasibility Motion - Sent to Council
- X** ADJOURNMENT

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	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>TRANSPORTATION ADVISORY COMMITTEE MEETING MINUTES</b>
	September 24, 2020 Via - Zoom Meeting

The Transportation Advisory Committee met via Zoom on Thursday, September 24, 2020, with the following persons in attendance:

**Members present:** Randy Curtis, Chair  
Councillor Brian Darling  
Bruce Bellaire  
Randall Ross  
William Glover

**Regrets:** Harry Meester

**Staff present:** Terry Hoekstra, Manager of Engineering & Capital Projects  
Renee Champagne, Engineering & Public Transit Administrator

### **CALL TO ORDER**

The Chair called the meeting to Order at 9:08 a.m.

### **APPROVAL/AGENDA ADDITIONS**

Moved by Bill Glover THAT the agenda be adopted as presented.

**Carried**

### **DISCLOSURE OF PECUNIARY INTEREST**

None.

### **ADOPTION OF MINUTES**

February 27, 2020 Minutes

Moved by Bruce Bellaire THAT the minutes dated February 27, 2020 be adopted as presented.

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Carried

**PRESENTATIONS/DELEGATIONS**

None.

**COMMUNICATION/CORRESPONDENCE**

None.

**REPORTS**

Public Works - Terry Hoekstra

Reported on the Kerr Midtown Creek flood reduction pond which includes a new multi-use path from D'Arcy St to west of Division St. The multi-use path will be paved within the next few weeks.

Matthew St reconstruction is nearing completion, which includes sidewalk on both sides of the street.

The design for sidewalk on Abbott Blvd is now complete which is part of the sidewalk priority plan; notices to residents will be going out in the next month or so (2021 budget). The proposed sidewalk installation will go from King St E to Lakeshore.

Public Transit & Parking - Renee Champagne

There have been several requests for the Town of Cobourg to look into alternative transit service delivery as well as different vehicle types (small/large/hybrid/electric) in the last year or so.

Terry noted that the City of London published a report regarding a feasibility analysis and simulations based planning study for an electric vehicle pilot program. Renee to forward this link after today's meeting.

Renee and Terry noted that due to the complexity with regards to the scope of transit services/delivery models/vehicles etc.; it is recommended that a transit consulting firm be hired to complete a comprehensive review of all available transit options for staff review. The report will look at recommendations for improvements and or a complete service change to Cobourg Transit. Renee noted that it is anticipated that the study will have several stages and will include items like: preparing an RFP for feasibility study; extensive review of transit services offered which will include, ridership data, shuttle service with Port Hope, hours/dispatching services, service to new development areas. Develop transit service alternatives based on current industry options; evaluate each alternative identify preferred alternative through public consultation; propose next steps for implementation. Budget considerations will need

to be presented to Council in order to develop an implementation plan which may also include items like a pilot program, RFP to design recommended alternative; hard/soft resource implementation. The process could likely take several years to complete depending on the recommended transit service.

Moved by Randall Ross **THAT** the Transportation Advisory Committee recommends that Council requests staff to complete the research required, and provide the level of scope for a Transit Feasibility Study to be completed by a transportation consulting firm.

**AND FURTHER THAT** Council consider using funds, such as the Building Efficiencies Fund given the urgency of making a final recommendation to Council during the current budget year.

**Carried**

TAC Sub Committee Update - Bruce Bellaire

Bruce reported that a meeting has not taken place, will require more time for a report. Looking at the October meeting date to provide a report from the sub-committee.

**NEW BUSINESS**

1. Reduction of Speed Limits

Bruce provided a power-point presentation regarding the Vision Zero approach; particularly with regards to reducing speed limits to lower the risk of injury or death.

Terry noted that this item would be added to the Work Plan and Bruce will be the contact for this subject. Bruce noted that Police services will have to be involved as well as Public Works staff in order to plan and prioritize.

Micro Buses - Judy Smith-Torrie Council Presentation

This item was added to discuss and bring forth other alternatives for transit service delivery. This item has been discussed previously.

**UNFINISHED BUSINESS**

Bike Rack Update - Installation locations to be finalized

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Bill Glover provided the Committee with a report of bike rack location recommendations. Proposed locations discussed; Councillor Darling suggested engaging Cobourg through the Towns website to get public opinion regarding new possible locations. Terry and Bill will coordinate and suggest a final list of proposed locations.

Introduction to Transit System

Previously discussed under Transit Report; the Chair encouraged members of the Transportation Committee to get on and use the transit system in Cobourg before the next meeting.

Parking Rate Increase, Additional Paid Parking Locations

Randall Ross noted the opportunity to install additional paid parking areas within the close proximity to Victoria Park. Renee noted that a memo will be forthcoming to Council regarding a proposal to increase parking rates and parking pass rates.

TAC Work-Plan 2020

Randy noted that he will add the Transit Feasibility Study as well as the Speed Limit Reduction items to the work plan for the next TAC meeting.

**ADJOURNMENT**

Moved by Randy Curtis THAT the meeting be adjourned at 11:00 a.m.

**Carried**

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Municipal Clerk

**THE CORPORATION OF THE TOWN OF COBOURG**

**TRANSPORTATION  
ADVISORY COMMITTEE**

SUBJECT: Bicycle Rack Purchase for Active Transportation - Recommendations for Locations

Following the Motion adopted at the October 24, 2019 Transportation Advisory Committee (TAC) Meeting, the purchase and installation of ten bicycle racks was approved by Council.

These items were procured over the winter to be installed in spring 2020. As part of the motion to Council, the following general locations were proposed to receive the new racks:

- Farmer's Market (2 racks, totalling 10 hangers)
- Coverdale Tennis Club
- Post Office (Queen Street)
- Cobourg Beach (East and West promenade)
- Soccer Fields at CCC and Donegan Park
- Legion Fields

Bill Glover was tasked with recommending specific locations for the installations.

After exploring the named sites on-the-ground, I would like to suggest a re-consideration of the target locations.

In particular, I believe the recommended playing fields should be set aside for future consideration when a better understanding of the utilization of the fields, and the potential benefits and demand for bicycle racks can be determined at those facilities. There are many playing fields across the Town of Cobourg, including multiple fields within individual parks, so deploying a single rack to any one site would be a guessing game at best.

In lieu of the location list identified above, I would like to propose that the TAC endorse the following amending list of locations.

- Farmer's Market (2 racks, totalling 10 hangers)
- Post Office (Queen Street) (1 rack)
- Cobourg Beach (1 rack in east near paths and lawn bowling greens,  
and 1 rack in west near rail history monument)
- Victoria Park, northwest corner (1 rack)
- Coverdale Tennis Club (1 rack)
- Sinclair Park tennis courts (1 rack)
- Marie Dressler House (1 rack)
- Sifton-Cook Heritage Centre (1 rack)

Farmers' Market and Post Office locations can be installed (I believe) on the concrete-paver finished boulevards on the north side of Queen Street, opposite those locations, and adjacent to car parking lots.

Cobourg Beach and Victoria Park rack locations need some discussion.

The tennis courts locations may be identified as adjacent to the field houses and courts entrance gates.

Marie Dressler House - in the rear parking lot.


And the Heritage Centre has the possibility of using a grassed set-aside at the eastern end of the Centre's property, on Orr Street, which is an open access to a fenced hydro installation. Permission may be required.

Respectfully,

Bill Glover

TAC member

2020/09/24

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>TRANSPORTATION ADVISORY COMMITTEE</b>
TO:	Brent Larmer, Municipal Clerk/Manager of Legislative Services
FROM:	Renee Champagne, Secretary
MEETING DATE:	September 24, 2020
SUBJECT:	Motion – September 24, 2020

The following Motion was adopted at a regular scheduled meeting of the Transportation Advisory Committee (TAC) on September 24, 2020 for Councils consideration.

Moved by Member Randall Ross:

**THAT** the Transportation Advisory Committee recommends that Council requests staff to complete the research required, and provide the level of scope for a Transit Feasibility Study to be completed by a transportation consulting firm.

**AND FURTHER THAT** Council consider using funds, such as the Building Efficiencies Fund given the urgency of making a final recommendation to Council during the current budget year.

**CARRIED**