



The Corporation of The Town of Cobourg
Transportation Advisory Committee
MINUTES

April 22, 2021, 9:00 a.m.
Electronic Participation

Members Present: Randall Ross
 Bruce Bellaire
 Harry Meester
 Randy Curtis, Chair
 William Glover
 Councillor Brian Darling
 Mark Mills

Accessibility Liaison Jerry Ford

Staff Present: Terry Hoekstra, Manager of Engineering and Capital Projects
 Renee Champagne, Engineering and Public Transit
 Administrator Committee Secretary

1. CALL TO ORDER

Chair called the Meeting to Order at 9:05 A.M.

2. TRADITIONAL LAND ACKNOWLEDGEMENT

3. APPROVAL/ADDITIONS TO THE AGENDA

Moved by William Glover

THAT the Agenda dated April 22, 2021 be approved as amended.

Add 3.1 - Welcome to our new member, Mark Mills!

Carried

3.1 Welcome to new member - Mark Mills

Mark introduced himself and provided the Committee with his working background and expertise in Transportation.

4. DECLARATIONS OF INTEREST BY MEMBERS

There were no Declarations of Interest Declared by Committee Members.

5. ADOPTION OF MINUTES

Moved by Bruce Bellaire

THAT the minutes dated March 25, 2021 be adopted as presented.

Carried

6. DELEGATIONS/PRESENTATIONS

6.1 Bicycle Action Committee (BAC)

Winston Emery, Chair of Bicycle Action Committee (BAC) provided a presentation to the Committee regarding prioritizing cycling infrastructure in the Town of Cobourg. It has been noted by BAC that major issues with the current system is that there are no complete routes, with gaps in the infrastructure.

BAC is requesting that TAC respond and support the provided map as guidance to complete the Town's cycling network, specifically the spines and ribs described by BAC be adopted in the revised Transportation Master Plan. BAC also requests that cycling infrastructure described and outlined on the map be required on all applicable infrastructure projects to include:

- Road repair and reconstruction; linear utilities: electric transmission corridors, gas and water supply lines and sewers;
- All park development and reconstruction projects;
- All new land development projects.

Winston reported that the top priority outlined is Kerr St; happy to hear that the Committee/Council is supporting extension of the Kerr St path west of Division St with \$25K approved in the 2021 budget.

The Committee engaged in discussion with regards to the presentation provided. The Chair noted that there are three (3) items that require

attention before endorsing BAC's request, which may take a 2-3 months to be finalized:

1) Long Term - Bruce Bellaire - Develop acceptable set of standards for cycling facilities and infrastructure for the Town to be incorporated in the Transportation Master Plan based on BAC priorities;

2) Budget \$25K - Harry Meester - Outline priorities based on BAC's report and in coordination with Bruce to allocate funds over the next few years to specific projects.

3) Temporary Measures - Mark Mills - Explore temporary measures/pilot projects i.e Bicycle track/bollards etc.

Pilot projects/temporary measure to be added to the Work Plan; Mark Mills has agreed to take on this item.

Councillor Darling noted that staff feedback will be required and that BAC's recommended wording may need to be reviewed following once this item comes back to the Committee.

The Chair reported that feedback will be provided to BAC to review and debate.

7. COMMUNICATIONS/CORRESPONDENCE

Renee reported that further discussions were made with the resident that inquired about resident parking passes; further correspondence will be directed to the Engineering Department.

8. REPORTS

8.1 Public Works Update - Terry Hoekstra

Terry reported on Engineering capital projects getting underway in the next few weeks; sidewalk repairs/installations; catch basin cleaning; downtown banners and sidewalk inspections will be taking place next week.

8.2 Transit & Parking Update - Renee Champagne

Renee reported that the On Demand pilot commenced on Monday, April 19. Phase 1 will allow for fixed route service to be utilized Monday to Friday from 6:15 am to 5 pm, with on demand services from 5pm to 10 pm and all day on Saturday & Sunday offerings. Phase 2 will start on June 14 and will offer On Demand services only. Rider can book by telephone, computer or by downloading the app on a smartphone or tablet. Renee to

share data with the Committee at our next meeting; riders are reminded that travel should be limited to essential purposes only.

Renee noted that a letter has been sent to DBIA merchants as well as the board for comments/concerns regarding the proposed removal of downtown parking meters to be replaced with Pay & Display; comments to be sent to Public Works by April 30, 2021.

8.3 Coordinator Report - Brian Darling

Councillor Darling expressed thanks to Terry, Bill and the Parks Department regarding the installation of bicycle racks.

9. NEW BUSINESS

No new business to report.

10. UNFINISHED BUSINESS

10.1 Idling By-law

This item will be deferred and dealt with under the Work Plan.

10.2 Bicycle Racks - Installation/Communications Update

Terry/Bill noted that installation of bicycle racks are nearly complete; Bill is awaiting a call back from the Communications Department regarding a follow-up piece to the bike rack installation survey. Members of the Committee feel that a map and list should be created to include new rack placements as well as other bicycle rack/post on private property to show bike parking in Cobourg. The Chair noted that the Chamber of Commerce could help with creating a list of business that currently offer bicycle parking at their establishments.

10.3 Work Plan Update - Chair, Randy Curtis

The Chair and the Committee reviewed each item and adjusted timelines accordingly. With regards to the Idling Bylaw, members feel that cooperation is needed with the Sustainability and Climate Change Advisory Committee (SCCAC) so that the Committees can submit a joint motion to Council supporting the by-law. Mark Mills offered to look further into the Idling By law item. Renee to forward the Town of Port Hope's idling by-law for the Committee's review.

11. ADJOURNMENT

The meeting was adjourned by the Chair at 11:02 a.m.

Municipal Clerk B. Larmer

Mayor J. Henderson