
Mississauga Cycling Advisory Committee

Date

2019/05/14

Time

6:30 PM

Location

Civic Centre, Committee Room A - Second Floor,
300 Civic Centre Drive, Mississauga, Ontario, L5B 3C1 Ontario

Members

Councillor Chris Fonseca (**Chair**)
Anna Tran, Citizen Member
Earl Close, Citizen Member
Guy Winchester, Citizen Member (**Vice-Chair**)
Heather Martyn, Citizen Member
Kris Hammel, Citizen Member
Jeffery Fleming, Citizen Member
Laiq Siddiqui, Citizen Member
Larry Lindsay, Citizen Member
Paulina Pedziwiatr, Citizen Member
Rosanna Chacko, Citizen Member
Sunil Sharma, Citizen Member
Suzanne Doyle, Citizen Member (**Vice-Chair**)

Agency Representatives/City Staff

Manvir Tatla, Project Manager, Sustainable Transportation, Region of Peel
Jeremy Blair, Manager, Transportation Infrastructure Management
Matthew Sweet, Manager, Active Transportation
Max Gill, Supervisor, Traffic Operations
Raymond Lau, Project Manager – Engineering, Park Development
Kimberly Hicks, Communications Advisor

Contact

Stephanie Smith, Legislative Coordinator, Legislative Services
905-615-3200 ext. 3795
stephanie.smith@mississauga.ca

Find it Online

<http://www.mississauga.ca/portal/cityhall/cyclingadvisory>

-
1. **CALL TO ORDER**
 2. **APPROVAL OF AGENDA**
 3. **DECLARATION OF CONFLICT OF INTEREST**
 4. **MINUTES OF PREVIOUS MEETING**
 - 4.1. Mississauga Cycling Advisory Committee Minutes - April 9, 2019
 5. **DEPUTATIONS**
 - 5.1. Sue Ann Laking, Strategic Leader regarding the Downtown Public Realm Strategy
 6. **PUBLIC QUESTION PERIOD** - 15 Minute Limit
(Persons who wish to address the Mississauga Cycling Advisory Committee about a matter on the Agenda. Persons addressing the Mississauga Cycling Advisory Committee with a question should limit preamble to a maximum of two (2) statements, sufficient to establish the context for the question, with a 5 minute limitation. Leave must be granted by the Committee to deal with any matter not on the Agenda.)
 7. **MATTERS TO BE CONSIDERED**
 - 7.1. Review of the Mississauga Cycling Advisory Committee Terms of References (20 Minutes)
 - 7.2. Mississauga Cycling Advisory Committee Work Plan (10 Minutes)
 - 7.3. Appointments to each Subcommittee:
 - a) Communications and Promotions
 - b) Network and Technical
 - 7.4. Mississauga Cycling Advisory Committee Infrastructure Review Project (Guy Winchester, Citizen Member 10 minutes)
 - 7.5. Bike Signals and Trail Barriers (Matthew Sweet, Manager, Active Transportation 10 minutes)
 - 7.6. Dundas and Confederation Improvements (Matthew Sweet, Manager, Active Transportation 5 minutes)
 - 7.7. Tour de Mississauga Update (Matthew Sweet, Manager, Active Transportation 5 minutes)
 - 7.8. Community Rides Update (Matthew Sweet, Manager, Active Transportation 5 minutes)

8. **OTHER BUSINESS**

9. **DATE OF NEXT MEETING** - June 11, 2019

10. **ADJOURNMENT**

City of Mississauga

Minutes



Mississauga Cycling Advisory Committee

Date

2019/04/09

Time

6:34 PM

Location

Civic Centre, Committee Room A - Second Floor,
300 Civic Centre Drive, Mississauga, Ontario, L5B 3C1

Members

Councillor Chris Fonseca
Anna Tran, Citizen Member
Earl Close, Citizen Member
Guy Winchester, Citizen Member
Heather Martyn, Citizen Member
Jeffery Fleming, Citizen Member
Kris Hammel, Citizen Member
Laiq Siddiqui, Citizen Member
Larry Lindsay, Citizen Member
Paulina Pedziwiatr, Citizen Member
Rosanna Chacko, Citizen Member
Sunil Sharma, Citizen Member
Suzanne Doyle, Citizen Member

Members Absent ☐ Nil

Present Agency Representatives/City Staff

Manvir Tatla, Project Manager, Sustainable Transportation, Region of Peel
Jeremy Blair, Manager, Transportation Infrastructure Management
Matthew Sweet, Manager, Active Transportation
Mattea Turco, Active Transportation Coordinator
Fred Sandoval, Active Transportation Coordinator
Raymond Lau, Project Manager ☐ Engineering, Park Development
Kimberly Hicks, Communications Advisor
Stephanie Smith, Legislative Coordinator

Find it online

<http://www.mississauga.ca/portal/cityhall/cyclingadvisory>

1. CALL TO ORDER - 6:34PM2. APPROVAL OF AGENDA

Approved (Councillor Fonseca)

3. DECLARATION OF CONFLICT OF INTEREST ☐ Nil4. MINUTES OF PREVIOUS MEETING

4.1. Mississauga Cycling Advisory Committee Minutes - March 5, 2019

Approved (Councillor Fonseca)

5. DEPUTATIONS ☐ Nil6. PUBLIC QUESTION PERIOD - 15 Minute Limit

(Persons who wish to address the Mississauga Cycling Advisory Committee about a matter on the Agenda. Persons addressing the Mississauga Cycling Advisory Committee with a question should limit preamble to a maximum of two (2) statements, sufficient to establish the context for the question, with a 5 minute limitation. Leave must be granted by the Committee to deal with any matter not on the Agenda.)

Jonathan Giggs, Resident enquired about the qualifications to become a citizen member and if the Mississauga Cycling Advisory Committee adheres to the committees Terms Of Reference regarding appointing three members from each of the three quadrants in the City. Stephanie Smith, Legislative Coordinator responded to Mr. Giggs questions.

Donnie Morris, Resident spoke to item 7.8 and enquired about an update on the Collegeway project and what project would be completed first in 2019. Matthew Sweet, Manager, Active Transportation responded to questions.

7. MATTERS CONSIDERED7.1. Introduction of Citizen Members and Staff (10 minutes)

Members of the Committee provided introductions of themselves and outlined why they wanted to join the Mississauga Cycling Advisory Committee.

7.2. Committee to appoint the Chair for the Mississauga Cycling Advisory Committee (5 Minutes)

Councillor Fonseca noted that she would Chair the committee for a two year term. Guy Winchester, Citizen Member nominated Councillor Fonseca to be appointed as Chair for two years.

RECOMMENDATION

MCAC-0019-2019

That Councillor Chris Fonseca be appointed as Chair for the Mississauga Cycling Advisory Committee for a two (2) year term.

Approved (G. Winchester)

7.3. Committee to appoint the Vice-Chair for the Mississauga Cycling Advisory Committee

Councillor Fonseca recommended that there be two Vice-Chairs for the Mississauga Cycling Advisory Committee.

Laiq Siddiqui nominated Guy Winchester and Larry Lindsay nominated Suzanne Doyle for the Vice-Chair positions.

RECOMMENDATION

MCAC-0020-2019

That Guy Winchester, Citizen Member and Suzanne Doyle, Citizen Member be appointed as Vice-Chairs for the Mississauga Cycling Advisory Committee for the period ending November 14, 2022, or until a successor is appointed.

Approved (L. Siddiqui)

7.4. Mississauga Cycling Advisory Committee Terms of Reference

Councillor Fonseca and Guy Winchester, Citizen Member spoke to the Terms of Reference (TOR) and that members of the committee are to bring suggestions on updating the TOR to the next meeting.

RECOMMENDATION

MCAC-0021-2019

That the Mississauga Cycling Advisory Committee Terms of Reference be received.

Received (G. Winchester)

7.5. Mississauga Cycling Advisory Committee Roles and Responsibility (Stephanie Smith, Legislative Coordinator and Matthew Sweet, Manager, Active Transportation 10 minutes)

Ms. Smith outlined the MCAC committee procedures.

Mr. Sweet spoke to the roles of staff in the Active Transportation Office.

Guy Winchester, Citizen Member enquired about the input from the Mississauga Cycling Advisory Committee. Mr. Sweet responded.

Sunil Sharma, Citizen Member enquired about qualifications of voting members.

RECOMMENDATION

MCAC-0022-2019

That the presentation by Stephanie Smith, Legislative Coordinator and Matthew Sweet, Manager, Active Transportation regarding the Mississauga Cycling Advisory Committee Roles and Responsibilities be received.

Received (K. Hammel)

7.6. Appointments to each Subcommittee:
a) Communications and Promotions
b) Network and Technical

Matthew Sweet, Manager Active Transportation and Councillor Fonseca spoke to the subcommittees roles and responsibilities. Laiq Siddiqui, Citizen Member and Guy Winchester, Citizen Member noted that more information is needed on the roles of the subcommittees.

RECOMMENDATION

MCAC-0023-2019

That the appointments to the Communications and Promotions Subcommittee and to the Network and Technical Subcommittee be deferred to a future Mississauga Cycling Advisory Committee meeting.

Deferred (L. Siddiqui)

7.7. Mississauga Cycling Advisory Committee Member Representative on the Road Safety Committee

Councillor Fonseca spoke to a representative to sit on the Road Safety Committee. Susan Doyle, Citizen Member enquired about the difference between the Road Safety Committee and the Traffic Safety Committee.

Guy Winchester, Citizen Member nominated Laiq Siddiqui, Citizen Member to be appointed to the Road Safety Committee.

RECOMMENDATION

MCAC-0024-2019

That Laiq Siddiqui, Citizen Member be appointed as the Mississauga Cycling Advisory Committee Member Representative on the Road Safety Committee until November 14, 2022 or until a successor is appointed.

Approved (G. Winchester)

7.8. Cycling Master Plan Overview (Matthew Sweet, Manager, Active Transportation 10 minutes)

Mr. Sweet provided an overview on the Cycling Master Plan.

Members of the Committee spoke to the matter and asked the following questions: the status of bicycle parking programs; the benefits of the crossrides; existing gaps in the network; and what support is needed from the Committee.

Direction was given to staff to bring back a colour coded map outlining current network priorities and future network priorities.

RECOMMENDATION

MCAC-0025-2019

That the presentation by Matthew Sweet, Manager, Active Transportation regarding the Cycling Master Plan Overview be received.

Received (G. Winchester)

7.9. 2018 Community Rides Review & 2019 Community Rides Overview (Matthew Sweet, Manager, Active Transportation 5minutes)

Mr. Sweet spoke to the 2018 Community Rides program and outlined the 2019 Community Rides. He noted that the draft scheduled was sent to Members of Council and spoke to the committee's role.

Councillor Fonseca spoke to bike routes going to Cassauga and bike valet parking at the event.

Members of the Committee spoke to the matter and made the following comments: the rational to continue running the Community Rides program; the promotional plan to promote the Community Rides; the registration system; and incentives for people to ride their bikes to Cassauga. Mr. Sweet responded to questions.

RECOMMENDATION

MCAC-0026-2019

That the memorandum dated December 17, 2018 from Matt  a Turco, Active Transportation Coordinator entitled 2018 Community Rides Review be received.
Received (A. Tran)

7.10. Tour de Mississauga Update (Matthew Sweet, Manager, Active Transportation 5 minutes)

Mr. Sweet provided an update on a third party organization operating the 2019 Tour de Mississauga. Sunil Sharma, Citizen Member requested that the General Committee report outlining the transition of a third party operating the Tour de Mississauga be sent to all committee members.

Councillor Fonseca spoke to promoting the use of bike racks or bike valet parking. Mr. Sweet spoke to the bike parking at the Civic Centre.

RECOMMENDATION

MCAC-0027-2019

That the verbal update by Matthew Sweet, Manager, Active Transportation regarding the Tour de Mississauga update be received.

Received (P. Pedziwiatr)

7.11. 2018 Bike Challenge Review (Matthew Sweet, Manager, Active Transportation 5 minutes)

Mr. Sweet spoke to the 2018 Bike Challenge Review.

Heather Martyn, Citizen Member spoke to the online data being collected.

RECOMMENDATION

MCAC-0028-2019

That the memorandum dated December 17, 2018 entitled 2018 Bike Challenge Review from Mattea Turco, Active Transportation Coordinator be received.

Received (H. Martyn)

7.12. Social Media Overview (Kimberly Hicks Communications Advisor 5 minutes)

Ms. Hicks spoke the corporate social media channels that are available to the committee.

Members of the Committee spoke to the new redesign of the City of Mississauga website, Councillor's social media pages, and paid social media advertising. Stephanie

Smith, Legislative Coordinator spoke to the previous committee's social media and website pages.

RECOMMENDATION

MCAC-0029-2019

That the verbal update from Kimberly Hicks Communications Advisor regarding the Social Media Overview be received.

Received (L. Lindsay)

8. INFORMATION ITEMS

8.1. 2019 Mississauga Cycling Advisory Committee Meeting Dates

No discussion took place.

9. OTHER BUSINESS ☐ Nil

10. DATE OF NEXT MEETING - May 14, 2019

11. ADJOURNMENT ☐ 9:17PM (S. Doyle)

Proposed Text

Changed passages are underlined

Mandate

The committee is an active stakeholder in the Mississauga Cycling Master Plan which was initially approved by Council in September 2010 with an update reapproved by Council in the fall of 2018. The plan is an ambitious strategy that will transform Mississauga into a city that is conducive to cycling, not only for recreation and fitness, but also for daily transportation needs. The plan builds on Mississauga's long-standing commitment to its off-road trail system by identifying a comprehensive network of on-road as well as off-road cycling facilities to be maintained and constructed over the term of the plan.

(Original)

The committee was an active stakeholder in the development of the Mississauga Cycling Master Plan which was approved by Council in September 2010. The plan is an ambitious strategy that sets out to transform Mississauga into a city that is conducive to cycling not only for recreation and fitness, but also for daily transportation needs. The plan builds on Mississauga's long-standing commitment to the off-road trail system through identifying a comprehensive network of on-road as well as off-road cycling facilities.

Objectives/Goals

Consistent with the goals of the Cycling Master Plan, the goals of the Committee are to foster a culture where cycling in Mississauga is an everyday activity, to support the building of an integrated on-road and off-road cycling network as part of a multi-modal transportation system, and to promote a "safety-first" approach for cycling in Mississauga.

In order to meet the above goals, the committee has set the following objectives to provide the framework for its work:

- Monitor the implementation of the City of Mississauga Cycling Master Plan and make recommendations to influence progress when appropriate;
- Assist City staff in updating the Cycling Master Plan, as required;

(Original)

Consistent with the goals of the Cycling Master Plan, the goals of the committee are to foster a culture where cycling is an everyday activity, build an integrated on-road and off-road cycling network as part of a multi-modal transportation system, and to adopt a "safety-first" approach for cycling in Mississauga.

In order to meet the above goals, the committee has set the following objectives, which will provide the framework for its work:

- Monitor the implementation of the City of Mississauga Cycling Master Plan and make recommendations to influence progress when appropriate;
- Assist City staff in updating the Cycling Master Plan, as required;

Fostering a Cycling Culture:

- Represent the cycling community and facilitate opportunities for additional Community input to implement, enhance, and evolve the Cycling Master Plan.
- Monitor and encourage all forms of cycling activity within Mississauga by providing input and feedback for City staff or citizen-led programs, community or other organized mass rides or cycling initiatives, and as a point of contact for the cycling and general communities with regards to cycling in Mississauga.

Building a Cycling Network:

- Provide input into and support the development and maintenance of a continuous and integrated cycling network within the City of Mississauga and with neighbouring municipalities, with a particular emphasis on recommending priorities;

Adopting a "Safety-First" Approach:

- Provide input to City staff and Council on and support the planning and delivery of programs and infrastructure to promote safe cycling; and
- Review legislation and policies that relate to cycling and advocate to City Council and other legislative bodies for cycling-supportive legislation and policies.

(Original)

Fostering a Cycling Culture:

- Represent the cycling community and facilitate opportunities for additional community input;
- ~~Promote all forms of cycling activities within Mississauga through campaigns, community rides and events, including the committee's signature annual event, the Tour de Mississauga;~~

(Original)

Building a Cycling Network:

- Provide input into the development and maintenance of a continuous and integrated cycling network within the City of Mississauga and with neighbouring municipalities, with a particular emphasis on recommending priorities;
- ~~Assist with the recruitment and coordination of Cycling Ambassador Program volunteers as a means of monitoring and improving the cycling network;~~

(Original)

Adopting a "Safety-First" Approach:

- Provide input to City staff and Council on the planning and delivery of programs to promote safe cycling; and
- Review legislation and policies that relate to cycling and advocate to City Council and other legislative bodies for cycling-supportive legislation and policies.

Work Plan

All Advisory Committees shall prepare annual Work Plans which they will send to their parent standing committee, then to Council at the beginning of the new year, as well as a progress update at the end of the year. Committee members shall work collaboratively with City staff devise these Work Plans to ensure that the workload is manageable and appropriately shared between the two parties. Work plans will need to be carefully crafted in order to meet the Committee's mandate and objectives, as well as the City's Strategic Plan, Master Plans, and budgetary capacity.

The work plan shall speak directly to the specific goals the committee aims to accomplish.

The work plan for each Advisory Committee attempts to use the City's Strategic Plan Pillars, action items, master plans, or legislation as sub-headings to organize the committee's focus and nature of work.

The Committee shall present its accomplishments as they relate to the work plan, to Council annually.

Definitions

Definitions are provided for the purpose of clarity and only where necessary.

That definitions provided are referenced to the appropriate source/legislation.

Procedures and Frequency of Meetings

All Committees are subject to Council Procedure By-law, which outlines the procedures for Council and Committee meetings.

http://www7.mississauga.ca/documents/bylaws/procedural_by-law_2013.pdf

The Mississauga Cycling Advisory Committee will meet approximately 12 times per

No change

year, usually on the second Tuesday of every month, or as determined by the Committee at the call of the Chair. □

Membership

All members are subject to the Code of Conduct and Complaint Protocol for Local Boards.

http://www7.mississauga.ca/documents/CityHall/pdf/2014/Local_Boards_Code_of_Conduct.pdf.
and Corporate Policy 02-01-01: Citizen Appointments to Committees, Boards and Authorities. <http://inside.mississauga.ca/Policies/Documents/02-01-01.pdf>

The MCAC shall consist of Voting Members and Volunteer Members. Their roles are outlined below:

Voting Members

There will be a total of 12 voting members appointed by Council, with a minimum of 3 members from each of the three quadrants of the City. The areas are established using the following quadrants; North West, North East and South (see attached). There shall also be representation(s) from City Council on the Committee. The Councilors(s) will also be a Voting Member(s), but will not necessarily be required for quorum. Quorum will consist of a majority of the members.

Volunteer Members

Provision will also be made for Volunteer members. These volunteers are non-voting members of MCAC. They can participate in the meetings of MCAC and sit on all sub-committees. A person wishing to be a Volunteer Member should indicate their interest to the Committee Coordinator who will maintain a registrar of such members.

Staff Support Members and Agency Representatives

Staff support members and agency representatives will function as non-voting

No change

members of the committee.

The Committee Coordinator (Office of the City Clerk) will prepare the committee's notices, agendas, minutes and correspondence. The committee will also be supported by staff from the Active Transportation Office (Transportation and Works Department) and by staff from the City Departments, as warranted. They include, but are not limited to the following:

- Transportation & Works Department: Traffic Operations
- Community Services Department: Parks; Sports
- Planning & Building Department: Policy Planning
- Corporate Services Department: Communications

Agency representatives may be involved in the development or implementation of cycling initiatives. Representatives from these agencies will be requested to attend as warranted. Such agencies include, but are not limited to the following:

- Region of Peel: Public Works Department
- Peel Regional Police

Role of Chair

The role of the Chair is to:

1. Preside at the meetings of Mississauga Cycling Advisory Committee using City of Mississauga's Procedure By-law, and keep discussion on topic.
2. Provide leadership to Mississauga Cycling Advisory Committee to encourage that its activities remain focused on its mandate as an Advisory Committee of Council.
3. Review agenda items with the Committee Coordinator and (appropriate) Office in the City.
4. Recognize each Member's contribution to the Committee's work.
5. Serve as an *ex-officio* member of subcommittees and attend subcommittee meetings when necessary.

No change

6. Liaise with the Manager of (Office in the City that handles the Committee's subject matter) on a regular basis.

No change

Role of Committee Members

The role of Committee Members is to:

1. Ensure that the mandate of Mississauga Cycling Advisory Committee is being fulfilled.
2. Provide the Chair with solid, factual information regarding agenda items.
3. When required, advise Council on matters relating to (the matters that the committee deals with).
4. Actively participate in the promotion of the Committee's signature events/Site inspections/etc. (whatever they may be).
5. Notify the Committee Coordinator if they are unable to attend Mississauga Cycling Advisory Committee meetings to ensure that quorum will be available for all meetings.

Quorum

1. Quorum of the Mississauga Cycling Advisory Committee shall be reached with the presence of a majority of the appointed and elected members, at a time no later than thirty (30) minutes past the time for which the beginning of the meeting was scheduled and so noted on the agenda or notice of the meeting.
2. The issuance of an Agenda for a meeting of this Committee will be considered as notice of that meeting.
3. The presence of one (1) of the appointed Council members shall not be required to establish quorum.

Subcommittees

That, as per the Procedure By-law 139-2013, a Committee of Council may establish a subcommittee which shall consist of members of the parent Committee, as may be determined by such parent Committee and any

No change

other member approved by Council.

- Sub-committees will be formed to deal with specific issues, and will make recommendations to the parent Committee. Once the specific issue is dealt with the subcommittee shall cease.
- All appointed members of the subcommittee have the right to vote.
- The Chair of the subcommittee will be appointed at the first meeting of the subcommittee.

Mississauga Cycling Advisory Subcommittees are as follows;

- Network and Technical Subcommittee
- Communications and Promotions Subcommittee

Terms of Reference: Network and Technical Subcommittee

- All subcommittee activities will be consistent with and support the attainment of MCAC's goals
- On an ongoing basis, the Subcommittee will undertake activities to review and monitor the safety and performance of the installed cycling network and will provide feedback to MCAC and City staff concerning any recommended remedial actions.
- Coordinating with City staff, the Subcommittee will provide safety and technical performance input for proposed new cycling structures and upon completion will review finished structures for safety, utility and deficiencies.

Terms of Reference: Communications and Promotions Subcommittee

- All Subcommittee activities will be consistent with and support the attainment of MCAC's goals
- On an ongoing basis, the Subcommittee will undertake activities to review and monitor cycling related communications and promotions undertaken by

(Original)

Mississauga Cycling Advisory Subcommittees are as follows;

- ~~Tour de Mississauga Subcommittee~~
- Network and Technical Subcommittee
- Communications and Promotions Subcommittee

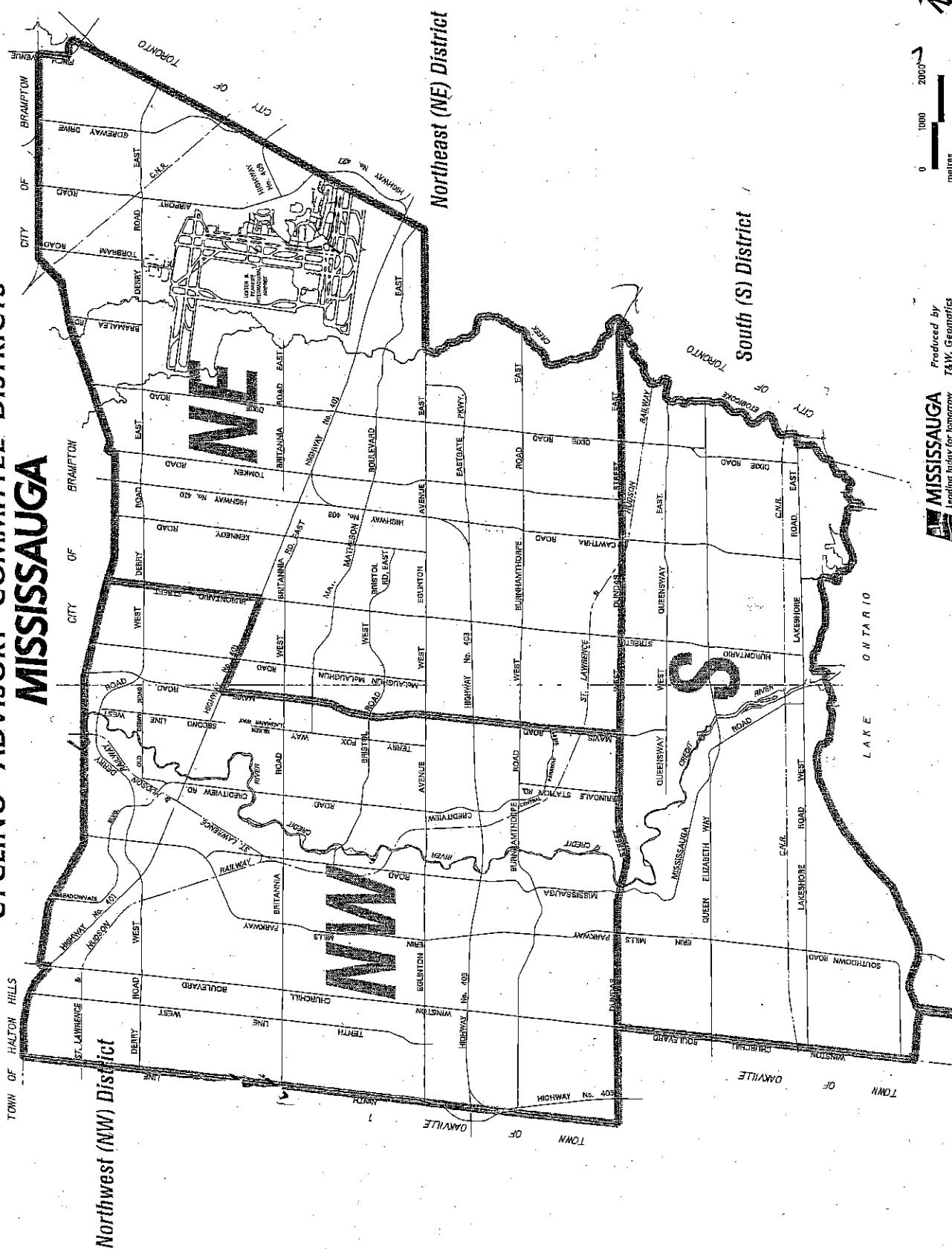
New

City Staff or MCAC and will provide feedback to MCAC and City staff concerning any recommended actions

- Upon request and as directed by MCAC, the Subcommittee will assist City staff in the development of cycling related communications and promotions programs and materials in support of City cycling activities.
- As directed by MCAC, the Subcommittee will develop and recommend to MCAC communications and promotions programs and materials to support attainment of MCAC's goals.

New

CYCLING ADVISORY COMMITTEE DISTRICTS MISSISSAUGA



MISSISSAUGA
Leading today for tomorrow
Produced by
T&W, Geomatics

2018 MISSISSAUGA CYCLING ADVISORY COMMITTEE WORK PLAN

PRIORITIES	DELIVERABLE	LEAD	FOLLOW-UP	ESTIMATED COSTS	STATUS	START DATE	FINISH DATE	NOTES / COMMENTS
COMMUNITY RIDES - 4th Year - 23 Rides - 2500+ Participants - Achieving City of Mississauga's Strategic Plan	23 Community Rides	Network and Technical Subcommittee	Donnie Morris	\$18,000.00	On Going	May 1, 2018	October 31, 2018	1. Planned routes of 23 rides through the City 2. Each ride to be tested 3. Volunteers to be recruited 4. Continue to improve success of rides and ridership
	Cue Sheets	Network and Technical Subcommittee	Donnie Morris		On Going	May 1, 2018	October 31, 2018	• Maps of Cycling Routes
	Registration	Network and Technical Subcommittee	Donnie Morris		Not Started	May 1, 2018	October 31, 2018	• Online Registration of Participants
	Community Rides Punch Cards	Communication and Promotions Subcommittee	Dorothy Tomiuk		Not Started	May 1, 2018	October 31, 2018	• Community Rides Punch Cards
	T-shirts	Communication and Promotions Subcommittee	Dorothy Tomiuk		Completed	May 1, 2018	October 31, 2018	• T-shirts for Community Rides
	Food	Communication and Promotions Subcommittee	Dorothy Tomiuk		Not Started	May 1, 2018	October 31, 2018	• Coordinate refreshments with various vendors for the end of the ride (e.g. Dairy Queen)
	Social Media	Communication and Promotions Subcommittee	Dorothy Tomiuk		Completed	May 1, 2018	October 31, 2018	• Advertise on Social Media Platforms (e.g. Facebook, Twitter, MCAC Website, etc.)
	TOTAL COSTS FOR COMMUNITY RIDES <i>Please Note: \$8000 is from a sponsorship from the GTAA</i>			\$18,000.00				
MCAC PROJECTS - Maintain MCAC Committee Integrity - Develop and maintain MCAC Committee member's knowledge, experience, and expertise	MCAC Website	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$269.90	On Going	January 1, 2018	December 31, 2018	• Payment for Yearly Domain Registration Fee
	Participation in Conferences, Bike Show, Meetings, and Seminars by MCAC Committee Members	Mississauga Cycling Advisory Committee	Donnie Morris	\$3,000.00	On Going	January 1, 2018	December 31, 2018	• Conferences, Meetings, and Seminars regarding Cycling Initiatives (e.g. Bike Shows, etc.)
	Cycling Master Plan Update	Mississauga Cycling Advisory Committee	Donnie Morris	\$-	On Going	January 1, 2018	December 31, 2018	• MCAC members to work with Staff to review, provide support and input into update of the Cycling Master Plan
	Phil Green Award	Communication and Promotions Subcommittee	Donnie Morris	\$100.00	On Going	January 1, 2018	December 31, 2018	• Cost towards purchasing the plaque (Award to an individual that is promoting or furthering cycling or other forms of sustainable transportation in the City of Mississauga)
	Promotions & Participation	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$500.00	On Going	January 1, 2018	December 31, 2018	• Promote various events of partnered local organizations (e.g. Earth Market, Amazing Green Race, Green Belt, Great Waterfront Trail Adventure, Share the Road Greg's Ride, etc.) • Participate in Events

2018 MISSISSAUGA CYCLING ADVISORY COMMITTEE WORK PLAN

PRIORITIES	DELIVERABLE	LEAD	FOLLOW-UP	ESTIMATED COSTS	STATUS	START DATE	FINISH DATE	NOTES / COMMENTS
	Registration for Award Applications	Mississauga Cycling Advisory Committee	Donnie Morris	\$ 500.00	On Going	January 1, 2018	December 31, 2018	• Cycling Master Plan Update
	Youth Engagement	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$ -	Not Started	March 1, 2018	December 31, 2018	• Working on a tool-kit document to be distributed to schools in the Region
	Public Engagement	Mississauga Cycling Advisory Committee	Donnie Morris	\$ -	Not Started	April 1, 2018	December 31, 2018	• Staff will be working on Education campaign and will incorporate input from MCAC
	Vision Zero	Mississauga Cycling Advisory Committee	Dorothy Tomiuk	\$ -	On Going	January 1, 2018	December 31, 2018	• Educating regarding Vision Zero and cycling safety (i.e. Conduct presentations to various stakeholders)
	Bike Month (May 27 - June 30, 2018)	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$ -	Not Started	May 20, 2018	June 30, 2018	• Advertise on Social Media Platforms (e.g. Facebook, Twitter, MCAC Website, etc.)
	Bike to School Week (May 27 - June 3, 2018)	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$ -	Not Started	May 20, 2018	June 3, 2018	• Advertise on Social Media Platforms (e.g. Facebook, Twitter, MCAC Website, etc.)
	Bike to Work Day (May 27 - June 30, 2018)	Communication and Promotions Subcommittee	Dorothy Tomiuk	\$ -	Not Started	May 20, 2018	June 30, 2018	• Advertise on Social Media Platforms (e.g. Facebook, Twitter, MCAC Website, etc.)
	Year End Report to Council (does deputation occur once a year only?)	Mississauga Cycling Advisory Committee	Donnie Morris	\$ -	Not Started	October 1, 2018	December 31, 2018	• Update members of Council on accomplishment related to the Committee
Tour de Mississauga	Tour de Mississauga	Mississauga Cycling Advisory Committee	Donnie Morris	\$ 5,000.00	Not Started	January 1, 2018	December 31, 2018	MCAC members to continue to provide support for Tour de Mississauga (organized by Sustain Mobility)
	TOTAL COSTS FOR MCAC PROJECTS			\$ 9,369.90				

TOTAL COSTS FOR MCAC PRIORITIES \$ 27,369.90

MCAC Infrastructure Review Project

Participants: All members of MCAC and a permanent public input component

Coordination: Network and Technical Subcommittee will coordinate/lead the project on behalf of the full committee.

Goal: Ensure currently installed cycling infrastructure is 100% safe and functional.

Scope: MCAC will undertake a comprehensive safety, performance, and utility review of all currently installed cycling infrastructure in Mississauga. Prioritized remedial actions identified by the project will be forwarded to City staff for review and action. MCAC will monitor remedial action progress.

Timing: Start June 1, MCAC completion by September 1, 2019. City remedial action thereafter, budget and priorities permitting.

Key points:

- This is not a gap analysis. The objective of this project is the identification of safety, maintenance, performance, utility or completion deficiencies in the currently installed cycling network. A similar ongoing project would be undertaken for new projects once this base line review is completed.
- As community representatives, Committee members will be allocated segments of the current cycling network inventory and will be expected to physically review those segments and report on those assigned segments from the perspective of a cyclist. City staff will be asked to provide a comprehensive list of all cycling structures in the City to support this project.
- The Committee acknowledges that the current cycling network was designed and installed by professionals to a high quality standard. This review is not intended to question or replace the expertise of those professionals but on a formalized and comprehensive basis is to provide user feedback and input to both improve current network quality and user experience when possible and to inform future network development.
- In reviewing assigned network segments, members are to assess safety issues, missing components (example: missing curb cuts or continuity issues), missing signage, maintenance or deterioration issues, barriers or blockages, and any other factor that would create a negative cycling experience for the class of cyclist intended/expected to use that segment. The review is not to consider any critique of the core design or installation of any segment (example: sharrows vs. bike lane vs. off road path) but is to consider how the installed outcome is functioning for the intended cycling user group. While the underlying assumption is to be that the reviewed structure was both designed and installed following best practices and to plan, the review is to consider how the finished product actually meets the needs of cyclists and as required, identify any tweaks or changes that will enhance the utility of that network segment. The exception to this is any segment for which the current design creates a significant safety hazard or use-ability concern for the intended user group so may require a change in design or in extreme cases,

removal of the structure for safety reasons, based on an understanding that cycling at that location may be too dangerous for any cyclist.

- The subcommittee will develop methodology and tools to allow the easy capture and collation of data which can then be forwarded to the committee and then staff.
- For any segment recommended for some action by a committee member, the subcommittee will review and determine if the proposed actions should be included on the recommendation list. The proposed list of recommendations will then be submitted to the entire committee for review and approval. The committee approved list will then be forwarded to City staff.
- While it is intended that the Committee's entire list of recommendations will be actioned in due course, there may be practical constraints such as available budgets, feasibility and insufficient cost- benefit. The subcommittee will work with City staff to prioritise actions and/or overcome constraints and may request Committee support up to and including feedback to Council, particularly with respect to budget priorities that may be impacted by this work.
- The project will include the development of a public consultation component that will provide a parallel opportunity for community input and review. A tool will be developed based on free social media and/or an emailable form that will permit members of the community to provide input to this project. Public promotion of this tool will be through free media (press release, web site etc.) and current social media. This tool is intended to be permanent and will allow the community to report issues of concern in the cycling network on an ongoing basis.
- Upon completion of this work, the City's current cycling infrastructure should be functionally optimized to its intended current design. This work will also provide a solid knowledge base for the best quality of future development and the tools and processes developed for this project can then be used on an ongoing basis for additions to the network.

April 29, 2019

City of Mississauga Corporate Report



Date: 2019/04/02

To: Chair and Members of General Committee

From: Geoff Wright, P. Eng., MBA, Commissioner of
Transportation and Works

Originator's files:

Meeting date:
2019/04/17

Subject

Review of Bicycle Traffic Signal Installations

Recommendation

1. That the bicycle signals at the seven signalized intersections and one midblock location owned and operated by the City of Mississauga on Burnhamthorpe Road East, Rathburn Road West and Terry Fox Way be re-energized;
2. That staff be directed to monitor the operations of the current intersections that include bicycle signals and to take corrective action as required to address safety issues if they arise;
3. That staff be directed to review and enhance cross-ride pavement markings through use of green colour applications where appropriate;
4. That staff be directed to review and enhance the signage directed to cyclists and motorists in support of bicycle signal installations; and
5. That the report titled *Review of Bicycle Traffic Signal Installations* dated April 02, 2019 from the Commissioner of Transportation and Works be forwarded to the Region of Peel for their consideration with respect to the bicycle signals at the intersection of Winston Churchill Boulevard and Britannia Road West.

Report Highlights

- The newly installed bicycle signals at intersections along Burnhamthorpe Road East, Rathburn Road West and Terry Fox Way were deactivated due to concerns raised by the Mississauga Cycling Advisory Committee.
- The bicycle signal installations in Mississauga have exceeded the minimum recommendations of Ontario Traffic Manual Book 12A – Bicycle Signals to a standard that

has also been adopted by the Region of Peel and the City of Brampton, for consistency.

- Three bicycle phasing scenarios have been evaluated, in isolation and in combination, as part of this review: 'No Right on Red' Restriction, Protected Left Turns, and Exclusive Bicycle Phase.
- Staff has committed to making needed physical layout revisions at locations with bicycle signals and cross-ride pavement markings.

Background

The Mississauga Cycling Advisory Committee (MCAC) passed a motion at its January 8, 2019 meeting, subsequently amended by General Committee on January 16, 2019 and adopted by Council on January 23, 2019 as follows:

GC-0027-2019

1. That all newly installed cross rides be deactivated immediately due to safety concerns raised by the MCAC.
2. That City staff report back on how the cross-rides were implemented and the studies and standards that were established for cross-rides, including the Region of Peel.
3. That the matter be referred to the Road Safety Committee and the MCAC.
4. That the recommendation be forwarded to the Region of Peel for their consideration to deactivate the cross ride at Winston Churchill Boulevard and Britannia Road.

(Original - MCAC-0004-2019)

On January 17, 2019, City staff deactivated the bicycle signals along Burnhamthorpe Road East, Rathburn Road West, and Terry Fox Way. For consistency, the Region of Peel deactivated their bicycle signals recently installed at the intersection of Winston Churchill Boulevard and Britannia Road West. Staff then proceeded with a review of the bicycle signals, including options available to improve the operations of the bicycle signals from a safety perspective. The purpose of this report is to inform Council of staff's findings and recommendations.

Comments

The 2018 Cycling Master Plan (CMP) identified intersections as critical locations for improvements in the cycling network. Retrofitting intersections to remove 'Dismount and Walk' conditions is considered extremely important. In order to remove 'Dismount and Walk' conditions, bicycle signals and cross-rides are required as per the Highway Traffic Act. The CMP also includes recommendations about removing obstacles from the path of travel of bicycle riders, including intersection elements such as traffic light standards and bollards. Ontario Traffic Manual (OTM) Book 12A □ Bicycle Signals was published in 2018 by the Ontario Traffic Council in partnership with the Province and participating municipalities. OTM Book 12A represents the collective experience and knowledge of practitioners across Ontario, private

firms with international experience, and best practices from design guidelines and standards of other jurisdictions.

The community of practice around traffic signal operations is highly sophisticated and mature, generally. For bicycle infrastructure design and bike signals specifically, the community of practice is growing rapidly and maturing over time. Drawing on a community of practice means that developing "made in Mississauga" standards is not required; municipalities can seek guidance from manuals that are developed collaboratively by practitioners and represent best practices and lessons learned from other jurisdictions with more experience. OTM Book 12A provides municipalities with consistent guidelines for the installation and operation of bicycle signals.

Features of consistent installation and operation throughout the Region include:

- Dual bicycle signal heads for each direction of travel;
- The bicycle signal green indication comes up concurrently with the pedestrian walk signal cycle;
- The bicycle signal indications will display a clearance interval (i.e. amber and all red), which is calculated based on bicycle traffic characteristics (typical behaviour, speed, movements, etc.) and as per OTM Book 12A; and
- The bicycle signals are monitored to the same rigour as every other signal indication.

As a result, installations in the City have exceeded the minimum recommendations of OTM Book 12A. Furthermore, the standards employed by the City are consistent with those of the Region of Peel and the City of Brampton. It is also important to note that in conjunction with the installation of bicycle signal equipment, City traffic signal staff, in coordination with the Region, have specifically designed and procured new traffic signal controller cabinets to ensure the proper operation of the new equipment with existing City infrastructure.

Bicycle Specific Phasing Options

OTM Book 12A provides information on bicycle specific phasing options. Some specific phasing options that have been discussed or mentioned by members of MCAC include:

- 'Bicycle-advanced Through Only' phase;
- 'Protected Left Turn' phase (for left turning vehicles from the parallel street crossing the cross-ride);
- 'Bicycle-only' separate phase; and
- 'No Right Turn on Red' restrictions.

Section 5.1 of OTM Book 12A notes that bicycle specific phasing can be advantageous in boulevard multi-use trail situations where the bicycle traffic flows are mixed with pedestrian flows. The Burnhamthorpe Trail is a multi-use facility where pedestrians and cyclists share the trail; however, at the intersections pedestrians and bicycles are provided with separate crossing

spaces □ crosswalks provided with □ zebra stripe □ markings and cross-rides provided with □ elephant's feet □ square markings.

Section 6 of OTM Book 12A outlines decision criteria for implementing bicycle specific phasing:

- Volume/Delay (e.g. high volume of bicycle movements where delay is of concern, high volume of turning vehicles where safety of cyclists is of concern);
- Collision/Conflict (e.g. significant number of bicycle / motor vehicle conflicts occur or may be expected to occur);
- Planning (e.g. continuity of bicycle network or where movement would otherwise be challenging);
- Geometric (e.g. a multi-use trail that comes into the intersection in such a way that motorists may not see or yield to cyclists approaching the intersection);
- Timing/Phasing; and
- Demographic/Geographic (e.g. proximity to schools, parks and popular bike routes).

Other impacts to consider include the context of the benefits and impacts to all road users, such as the additional delay to road users resulting from adding bicycle specific phasing, as well as the cost of retrofitting signals.

Intersection Operation Analysis Incorporating Bicycle Phasing

Staff modelled and evaluated three signal phasing scenarios, in isolation and in combination, as part of its review of the bicycle signals; specifically, 'No Right on Red' Restriction, Protected Left Turns, and Exclusive Bicycle Phase. The intersection of Burnhamthorpe Road East at Bough Beeches Boulevard, during the afternoon (PM) peak travel period, was modelled as a representative intersection for the review. A summary of the analysis and findings for each scenario is provided below.

Scenario A: Implement a 'No Right Turn on Red' restriction on the cross street to mitigate the conflict between bicycles and right-turning vehicles.

The findings were:

- Motorist compliance of a 'No Right Turn on Red' restriction is anticipated to be low given the relatively low frequency of bicycles during peak and off-peak periods and based on experience elsewhere in the City with similar restrictions.

Scenario B: Implement a fully protected eastbound left-turn (EBLT) phase for the parallel street (e.g. Burnhamthorpe Road East) to mitigate the conflict between bicycles and left-turning vehicles.

The findings were:

- A fully protected eastbound left-turn phase would reduce intersection capacity and introduce additional delay to motorists since time must be taken away from the major through phases; and
- A fully protected eastbound left-turn phase would result in driver frustration as left-turning vehicles would be required to wait despite there being many adequate gaps in through traffic, and lead to the abuse of the clearance intervals (amber and all-red).

Scenario C: Implement a fully protected EBLT phase with a No Right Turn on Red restriction and an exclusive bicycle and pedestrian phase.

The findings were:

- These measures would result in a delay of approximately two and a half minutes for cyclists using the cross-ride as they wait for their exclusive phase, likely resulting in low compliance and cyclists proceeding on a red indication;
- An actuated bicycle phase would increase the number of phases (i.e. from 2 phases to 3 phases) and reduce the overall capacity of the intersection; and
- The eastbound left-turn lane's storage length may have to be increased to account for an increase in vehicle queues for the eastbound left-turn movement.

The safety of road users, particularly cyclists, would not be improved by implementing the new signal phases reviewed in the above three scenarios. Additional delay, potential for driver abuse of clearance intervals, and a high probability of non-compliance with traffic controls create conditions for decreased safety for all road users.

Region of Peel staff modelled various bicycle phasing scenarios for the intersection of Winston Churchill Boulevard and Britannia Road West. They advised that, under all scenarios, intersection operations would degrade significantly and increase delays for all movements in comparison to the current timing phasing.

Intersection Layout

At its meeting on January 8, 2019, MCAC raised specific concerns regarding the layout of intersection elements with the implementation of bicycle signals and cross-rides along Burnhamthorpe Road East. Specific concerns included:

- Placement of decorative bollards in the path of travel for cyclists;
- Traffic signal poles in the path of travel for cyclists; and
- Alignment of the cross-ride markings.

Staff committed to the following actions at the meeting:

- Removal of the decorative bollards from the intersections along Burnhamthorpe Road East;
- Realign the cross-ride markings to minimize conflicts with traffic signal poles; and

- Improve the process for intersection construction layout where bicycle signals and cross-rides are incorporated, to avoid conflicts in the future.

MCAC Comments

A draft of the corporate report "Review of Bicycle Signal Installations" was shared with members of MCAC at its March 5, 2019 meeting. The Committee received the draft report and engaged in a discussion about bicycle signals, which resulted in the following recommendation:

MCAC-0018-2019

That Transportation and Works staff implement the following safety measures at cross-ride intersections:

- a) To implement 'No Right Turn on Red' restrictions
- b) To paint cross-ride intersections green
- c) That increased enforcement is needed from the Peel Regional Police at cross-ride locations (MCAC-0018-2019)

The recommendation was referred back to staff by General Committee at its March 20, 2019 meeting.

Road Safety Committee Comments

A draft of the corporate report "Review of Bicycle Signal Installations" was shared with members of the Road Safety Committee at its March 26, 2019 meeting. The Committee received the draft report and engaged in discussion about bicycle signals, which resulted in the following comments:

RSC-0014-2019

That the Road Safety Committee provides the following comments to staff regarding the memorandum date March 4, 2019, entitled "Review of Bicycle Traffic Signal Installations" from the Active Transportation Manager:

- The Road Safety Committee supports the green painted bicycle lanes.
- More education be provided on cross-rides.
- Staff review the City of Ottawa's website regarding cross-rides.
- Staff review the feasibility of shifting the stop bar line at intersections.
- That there is limited support by the Road Safety Committee on no right turns on red lights.

Green Colour Applications

Using a green surface treatment for cycling facilities in conflict areas is a common practice in North America. Typically the green application is used where protected bike lanes, cycle tracks, or multi-use paths cross driveways or intersections. At these points, there is more concern of

vehicles turning across the bikeway, especially right-turning vehicles who fail to yield to cycling and pedestrian traffic going straight through the intersection with the right of way.

OTM Book 18 supports the use of green surface treatments as one of several options for carrying a cycling facility through a conflict area. As well, the National Association of City Transportation Officials (NACTO), which does ongoing research with major North American cities, supports the use of green pavement markings through conflict zones, and notes that it does tend to increase the visibility of cyclists, increases motorist yielding behaviour, and increases cyclist comfort through the crossing.

Financial Impact

There are no significant financial impacts resulting from the recommendations of this report. Sufficient funding is available from the operating and capital budgets for the costs associated with:

- Re-energizing the bicycle signals;
- Monitoring and adjusting the bicycle signals to adjust to operational issues as they arise;
- Reviewing and enhancing the signage directed to cyclists and motorists regarding the bicycle signal installations; and
- Reviewing and enhancing cross-ride pavement markings through use of green colour applications where appropriate.

Conclusion

The signal phasing options reviewed in this report would not result in a significant improvement to safety for cyclists, and therefore re-instatement of the original signal timings is recommended. Continued monitoring of the operation of recently implemented bicycle signals and cross-rides would be beneficial to identify and take corrective action for any safety issues that may arise. Review and enhancement of the signage directed to cyclists and motorists in support of bicycle signal installations, as well as review and enhancement of pavement markings through use of green colour applications, is also recommended.

Bicycle signals and cross-rides are new traffic control devices for Mississauga and are an evolving practice across Ontario. Staff will continue to stay apprised of best practices and coordinate with their professional colleagues, and will continue to work closely with members of MCAC and RSC to promote safety and advance cycling infrastructure in the City.

General Committee	2019/04/02	8
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Originators files: File names

Geoff Wright, P. Eng., MBA, Commissioner of Transportation and Works

Prepared by: Matthew Sweet, Manager, Active Transportation

From: [Kris Hammel](#)
To: [Matthew Sweet](#)
Cc: [Fred Sandoval](#); [Jeremy Blair](#); [Kimberly Hicks](#)
Subject: Re: Dundas / Confederation
Date: 2019/04/18 12:53:20 PM
Attachments: [image002.png](#)

Hi Matthew,

Thank you for following up with this e-mail. I think it is worthwhile to add this to the agenda for the next MCAC meeting both to bring new citizen volunteers up to speed on processes and to allow the city to take credit that safety concerns are being taken seriously.

Proposed solution looks good to me given constraints of curbs south of Pita&Grill entrance and the fact that it looks like a road diet was already in place south of this entrance. Solution may also help with aggressive drivers bullying folks out of the bike lane north of the light using it as a right turn lane (rare occurrence, but I have had few instances with drivers honking/revving behind me while I wait at a red light on top of a bike symbol)

I'm understanding of the timelines involved. I work for a big utility and know all too well the gaps that can take place between planning and execution let alone budget or manpower constraints.

Thank you,

Kris

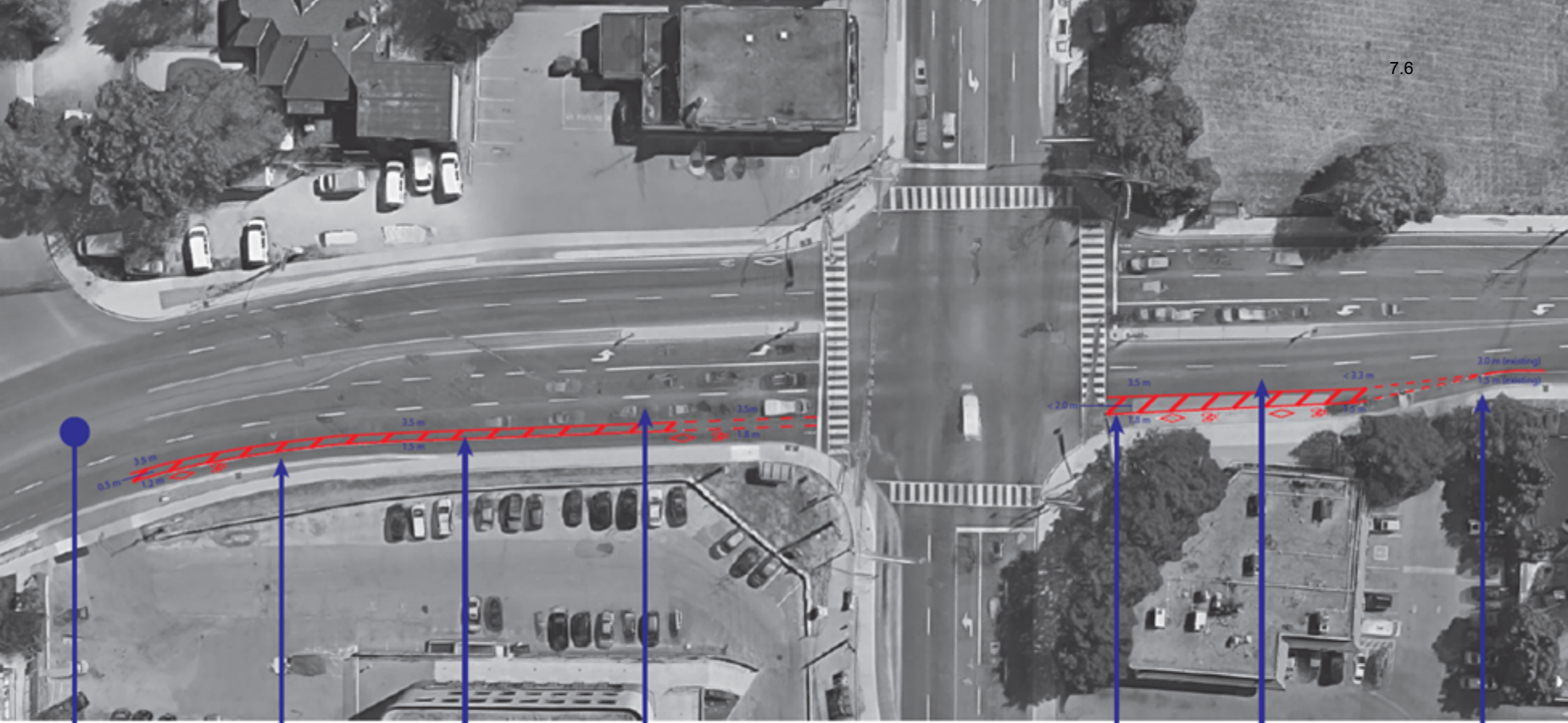
On Thu, Apr 18, 2019, 9:41 AM Matthew Sweet, <Matthew.Sweet@mississauga.ca> wrote:

Hi Kris,

Saw your tweet / retweet regarding Dundas at Confederation. We did review the location and work with our Traffic Operations colleagues to improve conditions by adding hatched buffers to the bike lane on both the north and south sides of the intersection. I've included an image below. The reason why it hasn't taken place yet is mostly due to timing. Towards the end of the construction season our pavement marking demands across the City are significant, so there is a long queue of work that needs to get done. Unfortunately they didn't have time to get to this spot last fall. But it should be taken care of early in the spring.

If you like, we can add this item to the agenda for next month's MCAC meeting so I can go over what we will be doing to improve conditions at that intersection and the process we go through to get them installed. Let me know what you think.

Thanks,



Note that there is a
signalized intersection
here now, not shown
in this picture.

Existing bike lane is
1.5 - 1.8 m. Line requires
repainting, is faded. Slight
narrowing of bike lane to
1.2 m at commercial
intersection.

0.5 m hatched buffer
should be added into
vehicle lane, there is
sufficient extra space.

3.5 m maintained
in vehicle lane.

Red markings on concept
indicate new/repainted lines
to be added.

2.0 m buffer gradually
decreases to maintain
narrower vehicle lane.

3.5 m vehicle lane
should gradually
narrow to existing
3.0 m choke point.

Existing choke point,
where motor vehicles
currently tend to
encroach into bike lane.