

BttF City Committee Meeting

Monday February 7, 2011, 7:00 PM

MB Eco Centre Boardroom

Minutes

Present: Mark Cohoe, Gareth Simons, Dave Elmore, Bill Newman

Regrets: Anders Swanson, Charles Feaver, Jim Chapryk, Kevin Miller, Mark Wiehler

1) Adoption of Agenda

The meeting commenced at 7:10pm

2) Introductions

3) Role and Setup of BttF Community Committees

Setup

- We discussed setting up a series of sub-committees based on the city's community committees
- We recognized that it could be difficult to get people out to sub-committee meetings
- There is a concern that committees might become disheartened if they do not get to see results coming out of their activities
- Ideally, people would have knowledge of the area either as a resident or through work/education in the area.
- We will start with the areas where there is interest, adding in any areas where there isn't sufficient interest at a later date
- There needs to be a familiarity with the city's organization and reporting methods so that the committees can plan for the future and supply needed input into projects

Goals:

- Develop more localized expertise of routes and opportunities in the local area
- Gather information on routes that will help with prioritization
 - i. Determine where more information is required to move a project forward.
 - 1. Parking Utilization
 - 2. Traffic Patterns
 - 3. Road Widths
 - ii. Identify Safety Issues
 - iii. Property Acquisitions that may be required
 - iv. Connections
 - v. Major Destinations/Attractions
 - vi. Neighbourhood Surveys
- Develop proposals for cycling projects in the area
 - i. Organize fact finding rides (see our Forks to River East Pioneers Greenway)
 - ii. Determine route options and choke points
 - iii. Identify where crossing facilities might be required
 - iv. Gather information on traffic patterns
 - v. Communicate proposals with city councilors and bureaucrats
- Provide public outreach for BttF
 - i. info tables (distribute maps, offer route suggestions, etc)
 - ii. open houses to gather community ideas/information/suggestions
 - iii. workshops for specific routes/destinations
 - iv. Help organize/advertise riding skills courses

- Develop Contacts/Links with community groups and councilors
 - i. Neighbourhood groups
 - ii. Local Trail Associations
 - iii. Schools & Student Groups
 - iv. BIZ groups
 - v. Community Centres
 - vi. Community Bike Shops
 - vii. Local Ride Groups
 - viii. Local Bicycle Users Groups
 - ix. Identify Liasons between groups
 - The committee would act as a local go to person on cycling issues. Posters/Business cards could be posted to reinforce this.
 - i. Receive unsolicited suggestions
 - ii. Help with route information requests
 - iii. Organize Bike Buddies
 - Monitor Zoning and Construction Projects
 - i. Reviewing and reporting on major roadway and bridge projects to help ensure the inclusion of appropriate cycling facilities, potentially identifying members to act as BttF representatives on such projects
 - ii. Reviewing Local Streets Projects to ensure they include cycling facilities and capitalize on opportunities to mesh with desired cycling projects.
 - iii. Review Zoning requests to ensure they do not conflict with cycling issues and provide proper easements for needed cycling facilities
 - iv. Offer advice on neighbourhood plans
- 4) How to Coordinate BttF Community Committees with BttF Monthly Meetings and Board
- Each committee would provide a written monthly report of activities
 - Bigger issues can be talked about at monthly meetings
 - Have one board member act as a contact
 - Potential to have a board member delegated as a committees representative
 - Use ad hoc committees to react to city wide issues, such as annual budgets, snow clearing policy, etc.
- 5) How to coordinate BttF Community Committees and ATAC Reps
- We should identify a 3rd person as an alternate rep to ATAC
 - ATAC reps will have to get notes out to city committees and contact sub-committees for input/concerns
- 6) Setting up Regular Meetings to Coordinate Activities
- We thought it would be good to experiment with different approaches
 - Meeting after the monthly BttF meeting might be an option
 - We would like to investigate a Wiki model to help with information gathering
 - A Google groups/email list serve would be a key communications tool
 - Each committee should decide on how it manages its meetings (virtual, in person on a regular basis, in person as needed, etc.). It will depend on the number of people who get involved, and how they want to meet.
- 7) Adjournment
- The meeting was adjourned at 8:45pm