

Bike to the Future Monthly Meeting

September 13, 2011

Sport for Life Centre, 145 Pacific Avenue

Minutes

Directors:

Present: Kevin Miller (meeting chair), Mark Cohoe, Dave Elmore, Curt Hull, Liz Erickson, Shona Kusyk

Regrets: Vicky Reaney, Mark Wiehler, Charles Feaver, Loren Brault, Bill Newman

Absent: Tom McMahon

Members:

Present: Kevin Champagne, Shannon Keys (note taker), Gary Liao, Gareth Simons, Bryan Goods, Philip Wolfart, Rosanne Ritchot (staff), Chris Chypyha, Tina Tenbergen, Jeremy Hull, Edwin St John

Regrets: Janice Lukes

1. Minutes from the July monthly meeting

- The minutes, which have been posted for two months at <http://biketothefuture.org/about/meetings>, were approved by consensus.

2. CAA Forum – Provincial Election

- Jeremy Hull & Janice Lukes are attending it (tonight) and will be asking questions regarding AT. Liz Peters at CAA has been an excellent person to work with.

3. Strategic Planning

- Deferred as Tom McMahon not in attendance.

4. Snow Removal

- The City of Winnipeg has increased its proposed snow-removal budget for AT infrastructure by \$250,000. The budget goes to Executive Policy Committee on September 21 for adoption.
- **Action:** Kevin will write something for the website to encourage members to ask their city councillors to support the additional AT snow-removal funding. Kevin will also write a letter to the City from Bike to Future to endorse the additional funding.

5. Provincial Election

- A webpage has been created for the run-up to the provincial election: <http://q3network.com>. The webpage draws attention to the Manitoba's Active Transportation Advisory Group (ATAG)'s report entitled "Greater Strides".
- **Action:** In the next Announce list newsletter, Kevin will encourage people to visit the website and to click submit to send a message to all candidates regarding ATAG's report.
- Mark informed people about the candidates' forum on the environment taking place September 14 at the 1st Unitarian Church.

6. Safety and Education– Dave Elmore

- Enrolment in the City of Winnipeg's Leisure Guide *City Cycling* courses being offered this month is low. Dave will be advised on Sept 14 whether *City Cycling for Beginners* will go ahead or will be cancelled due to poor enrolment. He will be advised about the status of the *City Cycling for Commuters* course at a later date. The course instructors were only made aware the city was offering the courses this fall after the Leisure Guide was published – they were not consulted beforehand. Their preference is to promote spring courses versus fall courses for two reasons:
 - There is better enrolment in the spring
 - The spring offering is more consistent with the teaching philosophy ie: learn in-class and on-road during the course, then have the spring and summer to practice the skills learned; as fewer people ride through the winter, students are less likely to practice what they learn over the winter if they take a fall class
- Update - Discussions with MPI regarding BttF's proposal for improving cycling safety and education (see July monthly minutes) are not going well. Dave is not in favour of MPI's latest response to the proposal.

7. Mobile Display Unit (update) – Dave Elmore

- Dave is happy with the size of the banner on the mobile display unit, however he is not happy with the design, so some changes will be made.

8. Financial Report (attached) – Liz Erickson

- Bike Valet Winnipeg secured a MEC grant recently. The money from the two previous MEC grants Bike to the Future secured has been spent.
- Liz is stepping down as treasurer at the end of her term, however she has spoken to some people who might be interested in standing for election, including Gary Liao. Gary runs his own business, so has experience tracking revenue and expenses.

9. Filling the Gaps in St Boniface's Cycling Network workshop – Mark Cohoe

- Mark briefly reviewed the format for the workshop, which is taking place at the Norwood Community Centre on Sept 27.

10. Moving Planet Manitoba – Curt Hull

- Moving Planet, a rally focused on moving beyond fossil fuels, takes place September 24 around the world. The Manitoba event starts at 12:30 at the Legislature with a moving parade (cyclists, dancers, drummers...). In addition to other events at the Legislature, there will be displays under the canopy at The Forks. Mark Cohoe volunteered to bike the mobile display unit to The Forks for the event, however more volunteers are needed to help staff the display. To volunteer, contact us.
- **Action:** Kevin will add the event to BttF's website.

11. Multi-use Path Etiquette – Kevin Miller

- Someone who is blind contacted BttF to inquire about multi-use path etiquette as he has been buzzed by cyclists on multi-use pathways. BttF does not necessarily support the mandated use of bells as using one's voice is often more effective than a bell. Many pedestrians prefer to know on which side a cyclist will pass, which is best indicated by a verbal cue (ie: "on your left"), not a bell.
- Those in attendance agreed that on multi-use pathways, cyclists should give audible warning to pedestrians when approaching them from behind. BttF also emphasizes the need for cyclists to slow down and yield to pedestrians when passing them for safety and courtesy.

12. Red River AT crossing from St Vital to the UofManitoba – Mark Cohoe

- MMM has been awarded the contract to study the building of a Red River AT crossing from St Vital to the UofManitoba . They would like BttF representation.
- Kevin Champagne volunteered to act as BttF's representative on the project. Those in attendance agreed to endorse Kevin as the rep.

13. City Committee report (attached) – Mark Cohoe

- The City is talking about scrapping most of the proposed changes to Pembina Highway between Plaza Drive & Chevrier Boulevard that Mark outlined in the July minutes. There are safety concerns with what the City is now considering. It may be worth considering a *write your City Councillor* campaign to bring attention to this issue. Mark volunteered to join Dave Elmore at a meeting between the *Safety Committee on Active Transportation* and Kevin Nixon, the City's AT Coordinator.
- From the bid opportunities page on the City's website, Mark has learned that the design for AT on St. Matthews has changed significantly from the one presented during public consultations.
- The St. Mary bike lane is now in (as of first week in September), however it ends sooner than is desirable ie: it doesn't cross Memorial.
- Osborne Bridge – during the winter there will be four lanes of traffic. The two curb lanes will likely be a little wider than the inside lanes, however they will still be narrow (~3.8m), so cyclists are advised to take the lane. Both sidewalks will be open in winter, with the east sidewalk closing when construction resumes come spring.
- Mark would like to know whether any "half signal" in the city flashes red. If you know, please advise.

14. Bicycle Valet Winnipeg (BVW) – Rosanne Ritchot

- Last weekend (Sept 10 & 11) was very busy for BVW as they serviced ManyFest, a Family Fun Fair at 17 Wing, and a Bombers game. It was a profitable weekend (\$3500 in revenue).
- During an event, strong winds blew a piece of BVW fencing into a car. BVW has a \$500 deductible on their insurance, so it appears the best course of action is to pay the car owner's \$200 deductible.
- There was some discussion regarding if and how to get names from cyclists who park their bikes with BVW. It was agreed that BVW will collect names and email addresses of willing cyclists using BVW and that Roseanne will better promote BttF through BVW.
- **Action:** Explore getting a QR code for BVW (and BttF). (Do an internet search of "QR Code Generator").

15. AT Presentation at UofWinnipeg class – Kevin Miller

- Rebecca Blaikie, who is teaching an Urban Issues class at the UofWinnipeg's Selkirk St campus, contacted BttF to ask someone to make a presentation regarding cycling, and Kevin agreed to do so.

16. Volunteers – Kevin Miller

- There is a need to mobilize volunteers. Over the summer, there was sometimes competition for volunteers when numerous events were happening at the same time (ie: Cicolvia, BVW, etc.)
- Rosanne noted that articles about BVW in the newspapers have been good publicity and have attracted new volunteers. Others felt that providing specific details regarding volunteer opportunities, such as what is involved and the time commitment required might be helpful. One-off or time-limited events are likely to attract more volunteers than open-ended or vague postings.
- **Action:** Philip Wolfart will explore what is involved in advertising for volunteers through Volunteer Manitoba, then let Kevin know (done).

17. Rosanne's position – Kevin Miller & Rosanne Ritchot

- Rosanne has been working way more hours than anyone anticipated. Although she was hired to work an average of approximately 10 hours per week, both she and BttF were aware that she would likely work more hours during the spring and summer months and less during the fall and winter. Her current workload however, far exceeds this, and is unsustainable. She spends the majority of her time on BVW, and though BVW is growing, there is much more potential for growth. It may require a full-time staff person to manage and grow BVW.
- It was agreed that Rosanne's contract will need to be reviewed prior to its renewal in February. It may be necessary to consider two or three positions: one or two staff for BVW and one staff for BttF administration.
- Rosanne will continue to track her hours; she will be compensated for any hours in excess of those for which she was contracted.

18. Membership – Kevin Miller

- BttF hasn't had a Membership director for almost a year. The membership database is accurate only as of October 25, 2010; there is a backlog of paper memberships and PayPal memberships to be entered into the database. The amount of work required to keep the database up to date, and to track and solicit membership renewals and new memberships is significant and unsustainable; this is likely the reason BttF lost its previous membership director.
- **After much discussion regarding various membership models (yearly memberships, lifetime memberships, etc.) and the purposes of membership, it was agreed that anyone who has ever been a member of Bike to the Future since its inception in May 2007 is a member for life and eligible to vote.** Bike to the Future will continue to solicit donations to generate additional revenue, however will no longer require yearly membership renewals.
Action: BttF will publicize the decision to move from yearly to lifetime memberships and the rationale behind the decision.
- There is a need to resurrect membership cards.
Action: Blank cards can be put in the mobile display unit to be completed and given to anyone who purchases a membership at the mobile display unit. Membership cards for current members will be given to anybody who requests one.

19. Annual General Meeting – Kevin Miller

- The AGM will take place on Tuesday November 22 at the Sport for Life Centre, followed by the Monthly Meeting. It was suggested that providing a meal, as was done at last year's AGM, would attract more people.
Action: Kevin will explore having the AGM catered again this year.
- There was some discussion surrounding how to attract new directors. The secretary, treasurer, and at least one director will be stepping down at the end of their terms. Liz has talked to some people in an effort to find people willing to run for treasurer. It was advised that directors who will not be continuing do the same ie: attempt to find and generate interest among prospective replacements. Past directors could also be approached to see if they would be willing to return.
Action: Kevin will email all directors to ask them to confirm whether they intend to stand for re-election or to step-down at the end of their terms, and to ask them to review the bylaws.

20. Project Management – Gareth Simons

- Gareth inquired about BttF project management as there are now many reasonably priced web-based applications available. Curt may investigate some of the applications.



Income Statement - Year to Date - August 2011
Financial Statement

Account	DB	CR	Net
Revenue/Partnerships/Grants			
Interest	3.63		\$ 3.63
Membership	449.36		\$ 449.36
Bike Valet	10,700.00	9,700.00	\$ 1,000.00
ACU Grant	4,000.00		\$ 4,000.00
MEC Partnerships		3,633.57	\$ (3,633.57)
Donation	140.00		\$ 140.00
	15,292.99	13,333.57	\$ 1,959.42
Expenses			
Admin Cost		422.66	\$ 422.66
Part Time Admin		1,425.00	\$ 1,425.00
Bike Shorts	50.00	50.00	\$ -
Cycling Map	2,780.00	2,280.00	\$ (500.00)
	2,830.00	4,177.66	\$ 1,347.66
Opening retained earnings			\$ 11,702.35
Net earnings YTD			\$ 611.76
Closing retained earnings			\$ 12,314.11
	18,122.99	17,511.23	611.76

Note: As of Apr 1 '09 T-shirts had yet to recover \$497.64 of cost **T-shirt net to date:** \$ -

Note: Opening retained earnings includes **\$450 liability for July 25, '08 Scavenger Hunt grant**

Note: Opening retained earnings includes \$633.57 for the first MEC Partnership Grant and \$3000 for the second MEC Partnership grant. See breakdown of funds spent and earmarked on Grants & Partnership report.

Note: Bike Shorts International Fan Favourite cheque for \$50 written in October 2010. The cheque was mailed in October and returned undeliverable. There was coorespondence with the winner and the cheque was promptly resent. Cheque was considered stale dated at the end of April so the funds were put back into general use. Payee cashed the cheque in May and the ACU processed it.



General Ledger
Fiscal Year to Date - August 31, 2011

01-Apr-11		Balance Forward							\$ 11,702.35
Date written	Bank Date	Acct	Who	Memo	Ck#	CR	DB	Balance	
15-Oct-10	13-May-11	Bike Shorts	Laura Newman	International Fan Favourite	88	\$ 50.00	\$ 50.00	\$ 11,702.35	
13-Apr-11	26-May-11	Admin Cost	Minister of Finance	Annual Return on Information	97	\$ 25.00		\$ 11,677.35	
26-Apr-11	05-May-11	Admin Cost	MB Eco Network	Annual Membership	98	\$ 50.00		\$ 11,627.35	
	30-Apr-11	Interest	ACU	Credit Interest			\$ 0.55	\$ 11,627.90	
16-May-11	31-May-11	Cycling Maps	Chelsea May	Proof Reading Cycling Map	99	\$ 300.00		\$ 11,327.90	
	17-May-11	Membership	Liz Erickson	Deposit			\$ 110.00	\$ 11,437.90	
	17-May-11	Donation	Liz Erickson	Deposit			\$ 40.00	\$ 11,477.90	
20-May-11		Membership	Paypal	Membership \$\$ in Paypal used to pay Dreamhost			\$ 10.02	\$ 11,487.92	
20-May-11		Admin Cost	Dreamhost	Webhosting (paid via Paypal - \$9.95 USD)		\$ 10.02		\$ 11,477.90	
24-May-11	03-Jun-11	Admin Cost	University of Winnipeg	Meeting space for AGM	100	\$ 78.75		\$ 11,399.15	
	25-May-11	Membership	Kevin Miller	Various Memberships			\$ 65.00	\$ 11,464.15	
30-May-11		Membership	Paypal	Membership \$\$ in Paypal used to pay costs below			\$ 36.00	\$ 11,500.15	
30-May-11		Admin Cost	Linda Hull	Member incentive to attend Cycling Skills Course		\$ 18.00		\$ 11,482.15	
30-May-11		Admin Cost	Shannon Keys	Member incentive to attend Cycling Skills Course		\$ 18.00		\$ 11,464.15	
	31-May-11	Interest	ACU	Credit Interest			\$ 0.57	\$ 11,464.72	
12-Apr-00	03-Jun-11	ACU Grant	ACU Grant	Curt Hull - Deposit - ACU Grant			\$ 4,000.00	\$ 15,464.72	
14-Jun-11	28-Jun-11	Bike Valet	DMSMCA	Payout of DMSMCA Grant	101	\$ 200.00		\$ 15,264.72	
14-Jun-11	28-Jun-11	Part Time Admin	Rosanne Richot	1st Contract Payment - prorated for length of service	102	\$ 285.00		\$ 14,979.72	
	22-Jun-11	Bike Valet	DMSMCA	Liz Erickson - Deposit - Grant for Bike Valet			\$ 200.00	\$ 15,179.72	
	22-Jun-11	Membership	Misc	Liz Erickson - Deposit			\$ 10.00	\$ 15,189.72	
23-Jun-11	28-Jun-11	Bike Valet	David Wieser	Payout of Blue Bomber Contract	103		\$ 2,000.00	\$ 17,189.72	
23-Jun-11	28-Jun-11	Bike Valet	David Wieser	Payout of MB Gov't Grant	103		\$ 3,000.00	\$ 20,189.72	
	28-Jun-11	Bike Valet	Blue Bombers	Liz Erickson - Deposit - Blue Bombers Contract		\$ 2,000.00		\$ 18,189.72	
	28-Jun-11	Bike Valet	MB Gov't	Liz Erickson - Deposit - MB Gov't Grant		\$ 3,000.00		\$ 15,189.72	
	30-Jun-11	Interest	ACU	Credit Interest			\$ 0.84	\$ 15,190.56	
12-Jul-11	15-Jul-11	Part Time Admin	Rosanne Richot	Monthly Payment	104	\$ 570.00		\$ 14,620.56	
	31-Jul-11	Membership	Liz Erickson	\$40 regular, \$158.34 through MEC			\$ 198.34	\$ 14,818.90	
	31-Jul-11	Bike Valet	Liz Erickson	City of Winnipeg - Bike Valet at BTWD			\$ 1,000.00	\$ 15,818.90	
	31-Jul-11	Donation	Liz Erickson	HSC - Volunteer Appreciation			\$ 100.00	\$ 15,918.90	
	31-Jul-11	Interest	ACU	Credit Interest			\$ 0.84	\$ 15,919.74	
05-Aug-11	11-Aug-11	Bike Valet	David Wieser	\$2000 MEC Grant and \$2500 MPI Grant	105	\$ 4,500.00		\$ 11,419.74	
05-Aug-11	11-Aug-11	Part Time Admin	Rosanne Richot	Monthly Payment	106	\$ 570.00		\$ 10,849.74	
05-Aug-11	23-Aug-11	MEC Partnership				\$ 633.57		\$ 10,216.17	
05-Aug-11	23-Aug-11	MEC Partnership	Dave Elmore	Lightvisions - Bike Trailer/Display	107	\$ 3,000.00		\$ 7,216.17	
05-Aug-11	23-Aug-11	Admin Cost				\$ 10.91		\$ 7,205.26	
	13-Aug-11	Bike Valet	MPI	Liz Erickson - Deposit - Grant			\$ 2,500.00	\$ 9,705.26	
	13-Aug-11	Bike Valet	MEC	Liz Erickson - Deposit - Grant			\$ 2,000.00	\$ 11,705.26	
	13-Aug-11	Membership	Misc	Liz Erickson - Deposit			\$ 20.00	\$ 11,725.26	
	16-Aug-11	Cycling Maps	City of Winnipeg	Rosanne Ritchot - BTTF Inv 2011-01			\$ 1,980.00	\$ 13,705.26	
	16-Aug-11	Cycling Maps	City of Winnipeg	Rosanne Ritchot - BTTF Inv 2011-02			\$ 800.00	\$ 14,505.26	
18-Aug-11	18-Aug-11	Cycling Maps	Anders Swanson	Work done re: BTTF Inv 2011-01	108	\$ 1,980.00		\$ 12,525.26	
30-Aug-11		Admin Cost	Rosanne Richot	Farewell gift/food - David Wieser	109	\$ 211.98		\$ 12,313.28	
	31-Aug-11	Interest	ACU	Credit Interest			\$ 0.83	\$ 12,314.11	

Please note entry for cheque #88 written on October 15, 2010. The cheque was mailed out to the International Fan Favourite for the Bike shorts. It was returned undeliverable. There was coorespondence with the winner and the cheque was promptly resent. Cheque is now stale dated and the funds are available for BttF use. Winner has not contacted us looking for payment. If, in the future we are contacted, a new cheque can be produced and sent. Cheque cashed in May.

Grants, Partnerships & Projects

Cheque # or Meeting / Agenda

MEC Partnership 2009-2010		\$5,000.00
Anders Swanson - One Green City	chq 72	\$2,000.00
Anders Swanson - One Green City	chq 77	\$1,000.00
Dreamhost - Webhosting	Paypal	\$99.87
Expenses at Conf - M Cohoe	chq 83	\$500.00
Website work - Spyware/Virus Removal	chq 82	\$266.56
Grant Writing - Darren Grunau	chq 96	\$500.00
BTTF Bike Trailer/Display (partial)	chq 107	\$633.57
Total		\$5,000.00
MEC Partnership 2010-2011		\$3,000.00
BTTF Bike Trailer/Display (remaining)	chq 107	\$3,000.00
Total		\$3,000.00
Assiniboine Credit Union		\$4,000.00
Bike to the Future - Bike to Work Day Project Start Up		\$2,000.00
Bike to the Future - Bike Valet Winnipeg Project Start Up		\$500.00
MEC - (Bike Valet specific grant)		\$2,800.00
David Wieser - BVW	chq 79	\$2,800.00
MPI - (Bike Valet specific grant)		\$1,750.00
David Wieser - BVW	chq 84	\$1,750.00
ACU - Bike Valet specific grant)		\$4,000.00
David Wieser - BVW	chq 91	\$4,000.00
DMSMCA - (Bike Valet specific grant)		\$2,000.00
David Wieser - BVW	chq 93	\$1,800.00
David Wieser - BVW	chq 101	\$200.00
Province of Manitoba - (Bike Valet specific grant)		\$3,000.00
David Wieser - BVW	chq 103	\$3,000.00
Manitoba Public Insurance -(Bike Valet specific grant)		\$2,500.00
David Wieser - BVW	chq 105	\$2,500.00
MEC - (Bike Valet specific grant)		\$2,000.00
David Wieser - BVW	chq 105	\$2,000.00

September 2011 BttF City Committee Report

Pembina Highway

The city is again looking to revise its plans for cycling on Pembina Highway between Chevrier and Plaza. The consensus plan from July, which called for [buffered bike lanes](#) (2.0m bike lane and a 0.5m painted buffer on each side of Pembina) has been changed to a plan for a bike path along the eastern side of Pembina. We met with the city AT coordinator, Kevin Nixon, to discuss this option, and some of the concerns we have with it (a stronger chance of left hook and right hook collisions, more likely to be blocked by exiting motorists turning onto Pembina, unknown transitions, and poor access from the western side of Pembina). The change of plans seems to be motivated by concerns for the loss of parking (visibility in winter was also mentioned as a concern) that would have necessitated by the previous plan. We have suggested the possibility of using raised cycle tracks in the areas where parking would be affected as an alternative that would maintain most of that parking. These areas generally have no intersections, so this may be a practical, if more expensive solution (storm sewer grates may need to be moved). A report of the previous plan is attached.

St. Mathews

I came across the [tender](#) for the St. Mathews bikeway Friday afternoon (closing date is September 22nd), and I'm quite concerned about what I am seeing, which seems completely out of synch with the documentation on this project that had previously been provided on the city's website [here](#) (see page 4).

Here is what I am seeing in the tender drawings posted by the city:

Empress to Stratchcona - 4m wide sharrow lane (min width), 3m wide travel lanes

Stracona to Clifton - 2.8m parking lanes, 1.2m wide bike lanes (sub-standard) and 3m travel lanes

Clifton to Goulding - 4m wide sharrow lane (minimum width), 3m wide travel lanes

Goulding to Dominion - 2.8m parking lanes, 1.2m wide bike lanes (sub-standard) and 3m travel lanes

Dominion to Arlington - 4m wide sharrow lane (minimum width), 3m wide travel lanes

Under this plan, the most vulnerable user, the cyclist, is forced to make all of the lane changes, and in the bike lanes (substandard when next to parking) will likely be spaced against an empty parking lane and a narrow travel lane. This is unacceptable. We also know that sharrows are the least desirable facility for cyclists next to absolutely nothing.

Compare this to the plan that was shown on the city website.

Empress to Arlington - Parking Lane, Bike Lane, Travel Lane, Travel Lane, Bike Lane.

This is far safer. Possible lane widths could have been as follows:

3m, 2m, 3.5m, 3.5m, 2m.

An improvement I would suggest would be to alternate the side of the street where parking is allowed, as was suggested for the section between Arlington and Maryland (I think the city has dropped these plans entirely). The effect of alternating the side of the street where parking is allowed is that it will calm traffic (something that many residents had desired). Painting the bike lane line at 20cm instead of 10cm would be another suggested improvement. With this option, there would also be room to develop a protected cycle lane at some point in the future if money and demand were present.

Presumably the plans have been changed to maintain the existing parking, but I find it hard to believe that with the current utilization of parking on St. Mathews that the removal of parking from just one side of the street would have created any hardship. This issue has been put on the agenda for the upcoming City of Winnipeg AT Advisory Committee meeting on Thursday September 15th, so hopefully we can get an explanation, although I am not holding my breath. It's obviously quite frustrating to see that plans built around a public consultation process are dropped without any warning/notification.

St. Mary

The St. Mary bike lane has now been painted between Fort Street and Memorial. We were asked for input on the design, see attached. I am hopeful that some of these changes can be implemented in the future.

St. Boniface AT Network Workshop

On Tuesday, September 27th, we will be holding a community workshop at the Norwood Community Centre to help refine the cycling network in St. Boniface. Participants will:

- learn more about the city's cycling routes in your neighbourhood
- discuss barriers to cycling in St. Boniface
- discuss the best opportunities to overcome those barriers
- help us fill in the gaps where existing routes don't quite connect
- [free bike valet service](#)

When: Tuesday September 27th, 2011

6:00-6:15 pm—Registration (Bike Ride & Sessions)

6:15-7:30 pm—Neighbourhood Bike Ride (optional)

7:30-7:45 pm—Snacks/Late Registration (Sessions Only)

7:45-9:45 pm—Short Presentation & Breakout Sessions

Where: Norwood Community Centre, 87 Walmer Street ([see map](#))

See more details [here](#).

Red River Crossing Study

We have been asked to name a representative to public advisory committee for the Red River Crossing Study, which will be looking into options for a gondola or bicycle/pedestrian bridge connecting the University of Manitoba into St. Vital. The time commitment required would be 3-6 meetings of 1-2 hours to take place over the next 6-8 months. We'd want the candidate to be able to provide the committee with expertise on cycling infrastructure, as well as a good working knowledge of the area, preferably from someone living within the area. We need a volunteer for this position. I will help by providing advice and expertise to that volunteer.

Submitted by Mark Cohoe, September 13, 2011.

July 14th 2011 Pembina Bike Facilities Report

The option decided upon along Pembina between Chevrier/Crescent Drive and Plaza Drive was a [buffered bike lane](#) with a 2.0m bike lane and 0.5m cross hatched buffer, which would be created by reducing the width of the medians. Travel lanes would be 3.35m along this stretch of Pembina. Transit would prefer a 3.5m lane width for its buses, but that is somewhat offset by the ½ meter buffer. It may be hard to paint a cross hatched buffer of less than 0.6m in width (see NACTO guidelines), so that might mean the actual widths would be reset to a 1.9m bike lane with a 0.6m buffer.

At bus stops, the bike lane would be directed behind a raised bus platform, but would not cross over the sidewalks. When a bus is stopped at the platform, cyclists would be asked to wait behind the bus stop to let passengers enter and exit the buses. When no bus is present, transit passengers would be asked to keep clear of the bicycle lane, which would be narrowed through the bus platform diversion to 1.5m. The bus platform means that buses do not have to pull in and out of the bike lane, which is something both transit drivers and cyclists were uncomfortable with. One further issue that we should discuss with regards to the bus platforms is the height of the platform. If we are rebuilding the platform, we need to consider whether to go with a standard curb height or with the 10" curb height used for the rapid transit stations, which allow level access from a kneeling bus. A potential drawback would be where the bus platforms intersect crosswalks.

There are currently a few small off peak parking areas near the Chevrier end of the study area, and Sunday parking in front of some of the churches, plus one loading zone. Land owners in these areas will be approached to see if they are amenable to the removal of parking. If parking cannot be removed, one option may be to create a parking protected bike lane for short stretches. Cooperation from property owners to ensure compliance would be necessary for this option to proceed. Nothing has been determined with regards to parking at this point as property owners are still being contacted.

The Sunday parking is somewhat of a special case because we are dealing with short stretches with regular attendees of a specific destination, which means we have added opportunities to educate the people who will be parking, and can probably get good cooperation from those destinations. Long story short, I think the Sunday parking can co-exist with the buffered bike lane concept. See the definition of a [One Way Protected Cycle Track](#), also from the [NACTO Urban Bikeway Design Guide](#). Essentially, where parking is allowed, narrow the bike lane, widen the buffer, sign appropriately, and educate everyone who will be using the bikeway or parking. [Portland's Broadway Cycle Track](#) is an example of what this might look like. It's a bit different from what we might have in front of Sunday parking on Pembina, so please view it only as an example that we can use to pick ideas from. I think the non-city stakeholders can help out in creating and distributing educational brochures and posters that will help educate people on any new facility. Chicago's recent [Kinzie Street protected bike lane](#) may also prove to be a good example. It should be noted that Kinzie street is a much lower volume street than Pembina, with fewer retail driveways.

A physical barrier such as the curb that was installed along Assiniboine Avenue was discussed. Significant challenges with this would be:

- Snow clearing in winter
 - Snow storage would be an issue since the road would be cleared from the median lanes towards the curb. A sidewalk snowplough would not suffice to clear the snow that would accumulate
 - The city does not have narrow equipment that would fit in the lane.
- Sweeping in summer. Again the reason given was lack of city equipment.
- The intermittent nature of the barrier that would be required by the many driveways that enter onto Pembina in this section of roadway
- There might be more of a problem with motorists blocking the lane while exiting the many driveways along this stretch of roadway.

The city is willing to consider collapsible bollards in the buffer strip. The bollards come in two pieces. The bollards consist of a base, which would be glued onto the pavement, and the vertical bollard, which could be removed for winter. The bases would be scraped off in winter and would have to be replaced in the spring. If this proved to be a positive addition, a permanent curb could be considered in the future.

One idea we had talked about during the Osborne Cycle Tracks discussion that we should renew and look into for the Pembina bikeway is the idea of altering the bus stop announcements at locations where cyclists will be diverted around bus platforms. The buses themselves would also be a great distribution point for any educational materials.

For a sense of the potential of such a facility to attract cyclists, take a look at the final report on Portland's [Evaluation of Innovative Bicycle Facilities: SW Broadway Cycle Track & SW Stark/Oak Street Buffered Bike Lanes](#).

St. Mary Bike Lane Suggestions

Here are my recommendations for changes to the St. Mary bike lane plans.

Hook Turn at St. Mary and Main

I would very much like to see a hook turn pocket added in to help cyclists turning left off of Main Street onto St. Mary. The corner of Burrard St. and Helmcken St. in Vancouver is a good example of a hook turn treatment.



The advantages of a hook turn facility here are as follows:

- Facilitates an easy left turn for cyclists coming from the south on Main Street (currently cyclists must cross several lanes of through traffic or jump on the sidewalk).
- Many cyclists would prefer this option to an awkward crossing at Assiniboine that forces cyclists to cross Main Street north of Assiniboine (even though the Assiniboine cycle tracks are located on the southern side of Assiniboine).
- Speeds up Transit as cyclists waiting to turn onto St. Mary can get out of the way of the bus lane.
- Reduces pedestrian/cyclist conflict

Disadvantages

- Cost – Left turn pocket, signage, and potentially a bicycle signal.
- Requires a no right turn on red for southbound Main Street traffic at St. Mary.

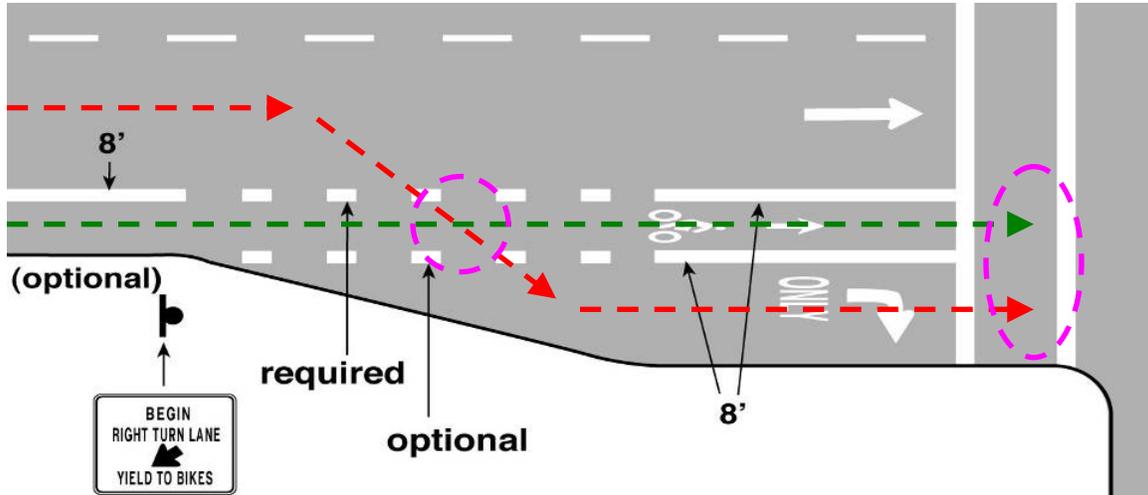
Unknowns

- Highway Traffic Act – could this be treated as an advanced stop line for cyclists? That would allow cyclists arriving at a red light to continue into the left turn pocket and then across St. Mary.

I think this is an important addition, given the high bicycle traffic coming north up Main Street, as well as bicycle traffic coming out of the Forks that will come up Waterfront Drive to York and then travel North up Main towards St. Mary. I disagree with the reports statement in section 7.3 that “it is more likely that cyclists travelling north or south of St. Mary Avenue will prefer to make use of the existing cycle lanes provided on Fort Street and Garry Street which connect to St. Mary Avenue”. The poor connection to Assiniboine from Main Street makes it unlikely that cyclists coming north over the Queen Elizabeth Way bridges will choose to access the Fort bike lane south of St. Mary.

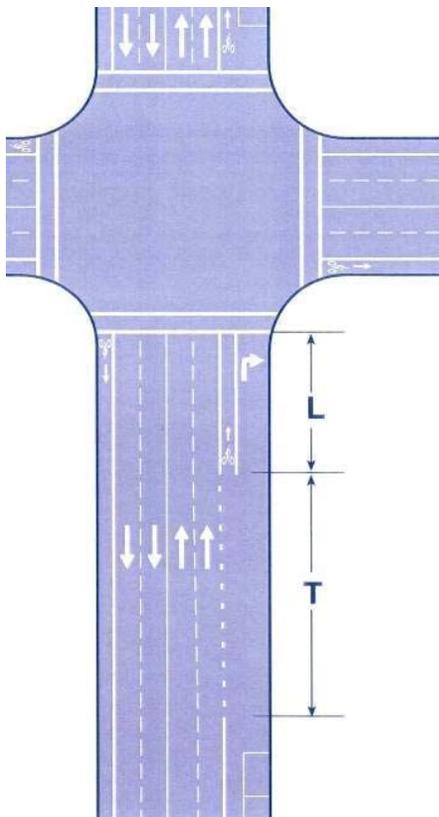
Marking of Bike Lanes Next to Right Turn Queue Lanes

Especially where the right turn queue lane is long, it would be better to move the transition zone, where cars cross over the bike lane from the through lane into the right turn lane, back from the intersection (see sample diagram below).



Advantages:

- Separates Conflicts
- Makes Bicyclists Movements more predictable
- Takes advantage of speed differences



See the NACTO guidelines for further explanation.

<http://nacto.org/cities-for-cycling/design-guide/intersection-treatments/through-bike-lanes/>

Curb Bulb-outs

Curb bulb-outs should be considered to prevent motor vehicles from using the parking lanes as travel lanes. As an added bonus, curb bulb-outs reduce crossing distances for pedestrians. An example of where the lack of a curb bulb-out has created trouble is at Bannatyne and Princess. I have often encountered motorists travelling in the parking lane to my right between Princess and Adelaide, which can be very discomfoting for cyclists. The level of parking demand and right turning traffic should be considered in determining whether or not a curb bump out is warranted.

The northeast and northwest corners of St. Mary and Fort would be high on my list of corners requiring a bulb-out. It would be good to get the number of transit users coming onto and off of the busses at the St. Mary and Fort location. We should also be considering cub bulb-outs where the parking lane ends and the right turn queue lane begins. As we have an extremely limited budget for this project, locations for curb bulb-outs should likely be prioritized. Perhaps they can be added as spot fixes down the line.

If turning radius is a consideration, note that a mountable curb bulb-out can be installed to retain truck access.



Main to Fort Diamond Lane

With the high right turn traffic at the intersections of St. Mary and Main and St. Mary and Fort, it might be worth turning this section of roadway into a diamond lane. That might make it a bit more comfortable for cyclists, even if it is only symbolic since the 24 hour parking begin proposed in the northern most lane to the west will create a de-facto diamond lane anyway.

Bike Lane Line Width and Directional Markers

Ideally, I would like to see the outside line on the bike lanes marked at 8" instead of the standard 4" that we have been using. It gives a much stronger feeling of security for the cyclists, and provides a much more visible bike lane marking for motorists.

Since St. Mary is a one way, and the York will not have a bike lane painted in it, I think it would be wise to include directional arrows in the bike lane to cut back on wrong way cycling in the bike lanes.



St. Mary and Memorial

I believe that there is currently some parking allowed on the south side of St. Mary just west of Vaughan (approximately 5 spots). Depending on the right turn volume off of St. Mary onto Memorial, it might be advantageous to move this parking to the North side of St. Mary. That would reduce the distance that the bicycle lane splits between the right turn lane and through lane. It also looks like the traffic volumes on this stretch are pretty low for four lanes.

York and Main Street

I know space at this intersection is extremely tight, but if a way could be found to create a pocket bike lane leading into a bike box to help cyclists cross Main into the eastbound bicycle lane on York leading towards Waterfront Drive, it would be a very positive addition (see example below from Portland).

