

**Hamilton Cycling Committee
Monthly Meeting Minutes
November 1, 2006**

Attendees: Daryl Bender (chair), Andrew Brown, Al Horzelenberg, Greg Ellis, Rob Wazny, Jordan Fysh, Brad Tyleman, Michael Donaldson, Bob Brown. City Staff Representative: Rich Shebib.

Minutes taken by Rob Wazny.

1. Approval of agenda.

2. Brief discussion regarding parking passes. Rich Shebib stated that location of future meetings is tentative due to construction at city hall. Meetings will be held at city hall till at least January of 2007.

3. Report regarding Home Depot display October 20/2006. Daryl Bender setup and attended display. Daryl suggested not to participate in the future due to modest interest by the public at this venue.

4. Display and Handout materials

- Rich Shebib stated he has ordered and received 5000 more maps.
- Discussed issues regarding HCC materials
 - Future orders of materials should ideally be approved by HCC.
 - Quality of present maps should be upgraded – paper rips along seams too easily.
 - Updates should be made before ordering more maps.
 - Idea suggested that since Hamilton Tourism distributes many of the maps, they should pay for 1/2 the cost. Pros and cons discussed, but no agreement to proceed with this suggestion as circulation is a great success whoever distributes.
 - Look into purchasing new display board.
 - No need to order any more business cards.

Action items: Rich Shebib will report existing quantities of display materials, and insure they are in a secure location and consolidated. Updates to HCC map to be discussed at next meeting.

5. Tarquin Adams (not present) has sent letter regarding “Y” trail connections by red hill expressway.

6. Sarah Veale has resigned from the committee but will remain the HCC webmaster. She requests that we keep her on mailing list.

7. Greg Ellis presented draft letter regarding the lift bridge crossing. Some changes discussed. Final draft to be sent to The Right Honorable Michael M. Fortier and cc Waterfront Trust and Waterfront Trail Association.

8. Terms of Reference Revision

- Al Horzelenberg presented the revised document.
- Bob Brown moved that a max of 11 members be stated. Rob Wazny seconded. Carried.
- Membership to be limited to no more than 2 consecutive terms.
- Vice-All to replace title of Vice-Chair. Vice-All to fill in for any executive not present at a meeting.
- Signing members will be Chair, Treasurer, and one other member.
- Discussion to appointment a Council Liaison as primary contact with City Council. For future consideration.
- Members should be committed to spend an average of 6 hours per month on HCC related issues.

9. **Motion to Adjourn** 7pm.