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March 18th, 2015

**Re: Technical Agency Committee (TAC) Meeting #1
London ON Bikes: Cycling Master Plan**

Dear Technical Agency Committee (TAC) Member:

The City of London has retained MMM Group Limited to assist city staff in the preparation of a new Cycling Master Plan, also called “London ON Bikes”. As noted in the notice of study commencement, the master plan will focus on both on-road cycling and off-road pathways and will build on the original recommendations outlined in the 2005 Bicycle Master Plan, the subsequent 2007 Bicycle Master Plan Implementation Study, and the City’s 2030 Transportation Master Plan. The study area for the project will be the entire City of London.

As part of the study’s robust consultation and engagement strategy we have identified three (3) Technical Agency Committee meetings where you will be asked to provide your input. The meetings have been aligned with key project deliverables.

This letter invites you to attend the first meeting of the Technical Agency Committee on **April 15th, 2015 at the Central Library (251 Dundas Street, London, ON N6A 6H9) in the Second Floor Meeting Room**. The meeting will be held between **1:00 p.m. and 3:00 p.m.** Underground parking is available at the **Citi Plaza (355 Wellington Street, London, ON N6A 2N7)**. Ticket validation is available if you are parked for 2 hours or less.

A presentation will be given which will be followed by a workshop session where attendees will be asked to engage with the study team to answer some key questions. Your input will be used to inform the outcomes of the study.

We hope that you are available to attend the first TAC meeting and the remaining meetings of the London Cycling Master Plan. If you could please provide your **RSVP** to the study team by **April 1st, 2015** that would be very much appreciated. Responses can be sent to mclaughlind@mmm.ca.

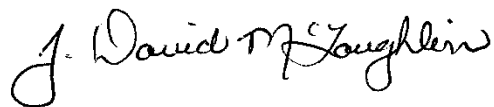
For additional information about the development of the London ON Bikes or to provide input on the selection and design of on and off-road cycling routes and facilities, you are encouraged to visit the study website (<http://www.londonbikes.ca>).

The City of London is obtaining information for this study to assist us in developing the Cycling Master Plan. Comments and information received will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

The meeting is being conducted in accordance with the *Accessibility for Ontarians with Disabilities Act (2005)*. For additional information about the accessibility of the Central Library or if you require meeting materials to be provided in an alternate format please contact Doug MacRae dmacrae@london.ca.

We appreciate your time and consideration in participating in this important study.

Respectfully,

A handwritten signature in black ink that reads "J. David McLaughlin". The signature is written in a cursive style with a large initial "J" and "M".

Dave McLaughlin
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cc: Doug MacRae, City of London
Maged Elmadhoon, City of London
Jay Cranstone, MMM Group
Claire Basinski, MMM Group