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Windsor, Ontario April 16, 2015

A meeting of the **Windsor Bicycling Committee** is held this day commencing at 5:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Dr. Christopher Waters, Chair
Councillor Rino Bortolin
Jacques Berge
Robert Di Maio
Klaus Dohring
Amy Farkas
Jim Huang
Anthony Ventimiglia

Also present are the following resource personnel:

Laura Ash, Engineer I, Office of the City Engineer
Cathy Copot-Nepszy, Windsor Essex County Health Unit
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 5:03 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

The Committee Coordinator calls for nominations from the floor for the position of Chairperson. Councillor Bortolin nominates Dr. Chris Waters. The Committee Coordinator asks if there are further nominations from the floor for the position of Chairperson. Seeing none, the Committee Coordinator asks if Dr. Chris Waters accepts. Dr. Chris Waters accepts.

Moved by Councillor Bortolin, seconded by T. Ventimiglia,
That Dr. Chris Waters **BE ELECTED** Chair of the Windsor Bicycling Committee for the term ending December 31, 2015.
Carried.

Dr. Chris Waters assumes the Chair.

It is generally agreed the election of the Vice Chairperson be deferred to the next meeting of the Windsor Bicycling Committee.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

4. **MINUTES**

Moved by Councillor Bortolin, seconded by A. Farkas,
That the minutes of the Windsor Bicycling Committee of its meeting held September 24,
2014 **BE ADOPTED** as presented.
Carried.

5. **BUSINESS ITEMS**

5.1 **WBC 2014 Annual Report**

The Chair provides an overview of the WBC 2014 Annual Report and highlights the many accomplishments in 2014.

5.2 **WBC Terms of Reference/Mandate**

The Chair distributes his memo dated April 16, 2015 entitled “WBC Terms of Reference/Mandate”, *attached* as Appendix “A”. Salient points outlined in the submission of the Chair as it relates to active transportation include the following:

- Broaden the focus of the WBC from cycling to active transportation which would include adding “pedestrian” to the WBC mandate
- The most progressive thinking about urban/transportation planning is in the area of “complete streets”
- Complete Streets are “designed for all ages, abilities and modes of travel. On complete Streets, safe and comfortable access for pedestrians, bicycles, transit users and the mobility impaired is an integral planning feature. A Complete Streets policy ensures that transportation planners and engineers consistently design and operate the entire street network for all road users, not only motorists”.
- An active transportation committee would allow the broadening of the base of support for active transportation in Windsor.
- While not everyone is a cyclist, everyone is a pedestrian.
- Occasionally the interests of cyclists and pedestrians are not aligned, but the major problem both cyclists and pedestrians face is the car-centric nature of our City.
- Currently, there is no advisory/advocacy body for pedestrians in Windsor.

Councillor Bortolin indicates addressing snow on bike lanes and around bus shelters would be an “easy fit” as an active transportation committee.

The Chair suggests a subcommittee be struck to review and revise the current WBC Mandate/Terms of Reference.

Moved by A. Ventimiglia, seconded by Councillor Bortolin,
That a subcommittee to review the current Terms of Reference/Mandate of the Windsor Bicycling Committee **BE ESTABLISHED** consisting of the Chair, K. Dohring, J. Berge, A. Farkas and C. Copot-Nepszy.
Carried.

5.3 WBC Annual Operating Budget and Business Plan

The Chair reports the WBC 2015 Operating Budget approved by City Council is \$4,300.

5.4 WBC Priorities for 2015

The following WBC priorities for 2015 are considered:

- Close the Windsor Loop which is a circular loop that connects the city around its perimeter, joining city neighbourhoods and providing access to the Trans Canada Trail.
- Provide an active transportation link to the new bridge
- Pilot project for the ferry to transport bicycles to Detroit
- Bicycle Use Master Plan (BUMP) – Requires an update as the current BUMP does not take into account the new cycling infrastructure. Also, require the creation of a cycling coordinator position.
- Enforcement as it relates to tinted windows on vehicles and for cyclists riding on sidewalks
- Ploughing of cycle lanes during the winter months
- Events such as Bike to Fireworks, Bike to Work and Earth Day
- Need to address high accident areas in the City.
- Liaise with other cycling groups, i.e . Bike Friendly Windsor to avoid duplicated efforts
- A. Farkas to oversee the WBC's Facebook site and will link with other cycling groups

It is generally agreed the following items be discussed at the May 27, 2015 WBC meeting:

- Request for Transportation Planning to provide a map that defines the high accident areas in the city as it relates to pedestrians and cyclists
- Request for Transportation Planning to provide an update on all major cycling projects, i.e. Windsor Loop, Vista Project, Central Box Study area.

The Chair questions if subcommittees dedicated to education, enforcement and cycling infrastructure are required. He asks which events the WBC wishes to pursue or discontinue.

A. Ventimiglia volunteers to contact Windsor Police Services relating to the summer safety campaign and will report back.

The Chair indicates he will contact Bike Friendly Windsor to determine if they will be hosting the Bike to Work event and if so, suggests the WBC assist in sponsoring the event.

K. Dohring suggests members of City Council participate in the Bike to Work event.

It is generally agreed that A. Ventimiglia, J. Berge and the Chair will organize the Bike to Work event.

Moved by J. Huang, seconded by R. Di Maio,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$450. for costs associated with the Bike to Work event to be held on a date to be determined.

Carried.

6. NEW BUSINESS

The Chair requests that all future minutes and agendas of the Windsor Bicycling Committee be sent as paperless e-communication.

7. DATE OF NEXT MEETING

The next meeting will be held on May 27, 2015 at 5:00 p.m. in Room 407, 400 City Hall Square East.

8. ADJOURNMENT

There being no further business, the meeting is adjourned at 6:27 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule "A"
to the minutes of the
Windsor Bicycling Committee meeting held
Thursday, April 16, 2015
at 5:00 o'clock p.m.
Room 407, 400 City Hall Square East



1. **CALL TO ORDER**

2. **ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**
Election of Chairperson and Vice Chairperson for the period ending December 31, 2015.

3. **DECLARATIONS OF CONFLICT**

4. **MINUTES**
Adoption of the minutes of the meeting held September 24, 2014 – *(attached)*

5. **BUSINESS ITEMS**
 - 5.1 **WBC 2014 Annual Report**
The 2014 Annual Report - *attached.*

 - 5.2 **WBC Terms of Reference/Mandate**
Review of the WBC Terms of Reference and Mandate – *attached.*

 - 5.3 **WBC Annual Operating Budget and Business Plan**
The 2015 WBC Budget/Business Plan – *attached.*

 - 5.4 **WBC Priorities for 2015**

 - 5.5 **Financial Summary**
The City of Windsor Financial Summary Variance Report for the period ending March 31, 2015 - *attached.*

6. **NEW BUSINESS**

7. **DATE OF NEXT MEETING**
To be determined.

8. **ADJOURNMENT**

To: WBC

From: Chris Waters

Date: 16 April 2015

Re: WBC Terms of Reference/Mandate

Colleagues,

One of the things we are asked to do at the start of each term is to consider our terms of reference/mandate. With a new term for Council and the WBC (and our largely new composition) this is an opportune time to rethink what the Committee does. I would like to suggest that we consider broadening the focus of the WBC from cycling to active transportation. Naturally, all of us are keen to promote cycling in the City for both commuters and recreational cyclists. Cycling would remain at the core of what an Active Transportation Committee would do. We would however be adding pedestrian traffic to our mandate. Here's why I think this is an idea worth exploring:

- 1) The most progressive thinking about urban/transportation planning is in the area of "complete streets". Complete streets are "designed for all ages, abilities, and modes of travel. On Complete Streets, safe and comfortable access for pedestrians, bicycles, transit users and the mobility-impaired is not an afterthought, but an integral planning feature. A Complete Streets policy ensures that transportation planners and engineers consistently design and operate the entire street network for all road users, not only motorists."¹ Calgary, among other cities, recently brought in a Complete Streets policy.² Our current exclusive focus on cycling may lead us to ignore the role cycling and walking play in a multi-modal transportation mix.
- 2) An active transportation committee would allow us to broaden the base of support for active transportation in Windsor. While not everyone is a cyclist, everyone is a pedestrian. Occasionally the interests of cyclists and pedestrians are not aligned, but the major problem both cyclists and pedestrians face is the car-centric nature of our City. There is strength in numbers. It is also worth pointing out that currently there is no advisory/advocacy body for pedestrians in Windsor; perhaps we should not

¹ Complete Streets for Canada: <http://completestreetsforcanada.ca>

² City of Calgary:

<http://www.calgary.ca/Transportation/TP/Pages/Planning/Calgary-Transportation-Plan/Complete-Streets.aspx>

be surprised to find a shortage of cross-walks, unresponsive cross-walks and so on.

- 3) There are numerous precedents for Active Transportation advisory committees in Canada, across a variety of city types. For example, Thunder Bay, Vancouver, Richmond, Stratford and Winnipeg all have active transportation committees. Many active transportation committees were formerly bicycling advisory committees whose mandates have evolved.

If there is interest in exploring this expanded mandate, where would we go from here? We would appoint a subcommittee to explore options and mandates for an Active Transportation Committee which would report back at our next meeting. We would then, as a whole committee, decide on making a recommendation to Council.

Thanks for considering this proposal.

Chris