CITY OF WINDSOR MINUTES 07/31/2024

Environment, Transportation & Public Safety Standing Committee Meeting

Date: Wednesday, July 31, 2024
Time: 4:30 o'clock p.m.

Members Present:

Councillors
Ward 2 - Councillor Fabio Costante (Chairperson)
Ward 3 - Councillor Renaldo Agostino
Ward 8 - Councillor Gary Kaschak
Ward 9 - Councillor Kieran McKenzie

Councillors Regrets
Ward 4 - Councillor Mark McKenzie

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Mark Winterton, Commissioner, Infrastructure & City Engineer (Interim)
David Simpson, Commissioner, Infrastructure & City Engineer
Tyson Cragg, Executive Director, Transit Windsor
Shawna Boakes, Executive Director, Operations & Deputy City Engineer
Stacey McGuire, Executive Director, Engineering & Deputy City Engineer
Adam Pillon, Manager of Right-of-Way
Mark Spizzirri, Manager, Performance Measurement & Business Case Development
Kathleen Quenneville, Active Transportation Coordinator
Clare Amicarelli, Transportation Planning Coordinator
Chris Gerardi, Policy Analyst
Anna Ciacelli, Deputy City Clerk

1. CALL TO ORDER

The Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE

3.1. Adoption of the Environment, Transportation & Public Safety Standing Committee minutes of its meeting held June 26, 2024

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Kieran McKenzie

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee meeting held June 26, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 198/2024

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

8.2. CQ 13-2023 - Front Yard Parking Best Practice 2.2.2

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Gary Kaschak

Decision Number: CR11/2024 ETPS 972
THAT the report of the Technologist II dated November 9, 2023 entitled "Response to CQ 13-2023 - Front Yard Parking Best Practice 2.2.2" **BE DEFERRED** to a future meeting of the Environment, Transportation & Public Safety Standing Committee to allow all members of the committee to be in attendance.
Carried.

Report Number: SCM 327/2023, S 150/2023 & AI 15/2024
Clerk's File: ST2023 & ST2024

5. COMMUNICATIONS

None presented.

6. PRESENTATIONS AND DELEGATIONS

None presented.

7. COMMITTEE MATTERS

7.1. Minutes of the Environment & Climate Change Advisory Committee (ECCAC) of its meeting held May 21, 2024

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Kieran McKenzie

Decision Number: **ETPS 1014**
THAT the minutes of the Environment & Climate Change Advisory Committee (ECCAC) meeting held May 21, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 195/2024
Clerk's File: MB2024

7.2. Minutes of the Active Transportation Expert Panel of its meeting held May 30, 2024

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1015**
THAT the minutes of the Active Transportation Expert Panel meeting held May 30, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 217/2024
Clerk's File: MB2024

7.3. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held May 7, 2024

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 1016**
THAT the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regual Board meeting held May 7, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 219/2024
Clerk's File: MB2024

7.4. Essex Windsor Solid Waste Authority (EWSWA) Annual Report - Essex-Windsor Residential Waste Diversion 2023

Councillor Gary Kaschak comments that the rates are not exactly where we want them to be, but when we discuss rates, revenues and commodity prices, it is enlightening.

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1017**
THAT the Essex Windsor Solid Waste Authority (EWSWA) Annual Report – Essex Windsor Residential Waste Diversion 2023 **BE RECEIVED**.
Carried.

Report Number: SCM 220/2024
Clerk's File: MB2024

8. ADMINISTRATIVE ITEMS

8.1. Bike Parking Policy - City Wide

Councillor Kieran McKenzie inquires whether there are any policies related to bike parking requirements within city spaces during events. Chris Gerardi, Policy Analyst appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Additional Information re: S 75/2023 - Bike Parking Policy – More detailed information related to the nine items of the Bicycle Parking Policy framework – City Wide" and indicates that there is not currently an event bike parking policy.

Councillor Kieran McKenzie inquires as to what the view of administration is on the impact of making bike parking a requirement for utilizing public city spaces. Mr. Gerardi indicates that the discussion with various parties is more voluntary and would depend on the needs of the event.

Councillor Kieran McKenzie inquires whether bike parking could be a provided as an in-house service for a fee. Mr. Gerardi responds that it is something that administration is considering, providing temporary bike racks that could be provided at a cost to the renter. Shawna Boakes, Executive Director Operations, appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Additional Information re: S 75/2023 - Bike Parking Policy – More detailed information related to the nine items of the Bicycle Parking Policy framework – City Wide" and adds that they have provided bike racks at different events, there is a significant cost for security to monitor the bikes. Ms. Boakes

adds that they don't currently have the costing and funding sources, although If it is council's direction to explore it, they can report back.

Councillor Kieran McKenzie inquires as to what that would entail. Ms. Boakes indicates that an additional information memo could be prepared for the next council meeting including consultation with the CERT committee, risk management, and legal to determine a user fee structure.

Councillor Kieran McKenzie inquires as to what some of the municipality's tools are to be able to address the lack of bike parking in certain areas around the city to incentivize or compel businesses to provide bike parking. Ms. Boakes indicates that they are looking at policies for new construction, but for existing businesses it is an ongoing discussion.

Councillor Kieran McKenzie inquires whether there is an opportunity to remediate any deficiencies related to bike parking during a renovation permitting process. Ms. Boakes indicates that the planning department would need to help answer that question as it relates to current policies.

Councillor Kieran McKenzie inquires whether planning is coming back with a report related to bike parking and strengthening by-laws. Ms. Boakes indicates that they are working with planning to come up with new wording for existing policies and by-laws with respect to new developments.

Councillor Kieran McKenzie inquires what the rationale is behind not recommending bike corrals in on-street parking spaces in the winter months. Ms. Boakes indicates that bike corrals described in the program would be required to be placed in an on-street vehicular parking space and would be removed in the winter months to allow for snow removal.

Councillor Kieran McKenzie inquires whether there would be an estimated operational cost. Ms. Boakes responds that they can report back on estimated costs.

Councillor Kieran McKenzie inquires whether there are any BIA partners looking at opportunities to provide more secure bike parking in some of our garages. Ms. Boakes indicates that they have space in the Pelissier garage that is video monitored. The Goyeau garage would be more difficult as there is no ground level parking. Ms. Boakes adds that they can look at loss of revenue based on a parking space rate of $120-130 per space per month. Ms. Boakes indicates that those two are the only garages that are manned and monitored, and the lots are not monitored with cameras so they would be less secure.

Councillor Kieran McKenzie inquires whether there are enough spaces for people to park even with the addition of bike parking, if it can still be considered a loss. Ms. Boakes indicates that there are waiting lists for most garages although the garages are not full daily due to work from home programs. If people were to return to the office full-time, it would pose a problem.

Councillor Renaldo Agostino comments that if looking at our garages from the perspective of a potential source of revenue just as a vehicle space, one space at $130 for one vehicle vs $15 per bike for 20 bikes, that's a significant amount of revenue. Ms. Boakes responds that with council direction, bike parking for a fee is something that could be added to current by-laws. It is currently being offered as a free service. We could look at the current Pelissier bike parking area numbers to determine if paid parking would be successful.

Councillor Renaldo Agostino inquires as to what value-add the City could provide to incentivize people to use the paid service. Councillor Renaldo Agostino inquires whether a bike pump, outlets for e-bikes, security can be added, or can this be advertised as a service.

David Simpson, Commissioner, Infrastructure Services & City Engineer appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Additional Information re: S 75/2023 - Bike Parking Policy – More detailed information related to the nine items of the Bicycle Parking Policy framework – City Wide" and indicates that this aligns well with a pilot-trial. Mr. Simpson adds that they can work with Council to scope the features of the trial and can report back with usage numbers, cost, and the potential for expanded application.

Councillor Gary Kaschak inquires about the concern that bike locker sizes are not big enough. Ms. Boakes responds that the City only owns one locker, and it is rarely used. Ms. Boakes indicates that they would have to determine if there is available data as to the reasons.

Councillor Gary Kaschak inquires whether any of the private garages offer bike parking. Ms. Boakes responds that she is not aware of any.

Councillor Renaldo Agostino inquires whether event providers are notified about the relationship with e-bike rental companies. Kathleen Quenneville, Active Transportation Coordinator appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Additional Information re: S 75/2023 - Bike Parking Policy – More detailed information related to the nine items of the Bicycle Parking Policy framework – City Wide" and indicates that Bird Canada is notified of upcoming events to identify geo-fenced locations where the services are not permitted due to safety for pedestrians.

Councillor Renaldo Agostino inquires whether the City is discouraging them from coming to our events. Ms. Quenneville indicates that they are discouraged to enter core areas of events where it may not be safe for pedestrians.

Councillor Kieran McKenzie inquires whether we can go straight into implementing a pilot, or if a report back on pilot feasibility is needed. Mr. Simpson indicates that direction to scope out the pilot in more detail to seek specific council direction as it relates to budget implications would be required.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1018** ETPS 1005
THAT the report of the Policy Analyst dated November 9, 2023 entitled "Bike Parking Policy – City Wide", **BE RECEIVED** for information; and,

THAT the existing Policy for Bicycle Parking on Public Property **BE RESCINDED** and **BE REPLACED** with the Bike Parking Policy and associated attachments as appended in report S 75/2023; and,

THAT administration **REPORT BACK** to the Environment, Transportation and Public Safety Standing Committee on the costs to retro-fit existing facilities, to meet the new Bike Parking Policy requirements, including identifying priorities and funding requirements which would be required for installation and maintenance; and,

THAT administration **BE DIRECTED** to report back on the opportunity and feasibility to create a bike locker parking service pilot program in the City parking garages in the downtown core.
Carried.

Report Number: S 75/2023 & AI 16/2024
Clerk's File: ST2023

8.3. Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide

Councillor Gary Kaschak inquires whether there is a forced permit process for right-of-way construction for the owner or contractor. Administration responds that requiring a permit is completed through a violation. A complaint is received, then they attend the site, determine if a permit is in place, and take appropriate action. Educating and informing residents about the permitting requirement process is necessary. There are penalties for working without a permit and it is double the permit fee. Stacey McGuire, Executive Director of Engineering appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 12, 2024, entitled "Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide" and adds that one of the problems is that agreements are made with the developer to have the necessary permits, but there is not a direct connection with the contractors that are completing the work.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 1019**
THAT the report of the Technologist III dated July 12, 2024 entitled "Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide" **BE RECEIVED** for information.
Carried.

Report Number: S 93/2024
Clerk's File: SB2024 & ACOQ2024

8.4. Response to CQ 11-2024 School Safety: Students and Drivers – City Wide

Councillor Kieran McKenzie inquires about what the conversation with the school board is with respect to permit requests for Kiss & Ride infrastructure. Ms. Boakes responds that the discussion with the ad hoc committee with the school boards includes the need for active transportation and when projects like a Kiss & Ride come up, the City directs them to other methods.

Councillor Kieran McKenzie inquires about the possibility of promoting a Kiss & Walk program, where parents can park a block away and walk with them to school. Allowing schools to use this Kiss & Ride model is creating safety concerns on public roadways. Ms. Boakes indicates that map my city is available online which provides a guide to parking areas near their child's school, this allows for possible drop off a block or two away and allow children to safely walk. Ms. Boakes indicates that possible further education and advertising could help to alleviate some of the problem.

Councillor Gary Kaschak inquires whether there are any members of council on the School Board Liaison Committee. Ms. Boakes responds that it is strictly an administrative committee. Mark Winterton, Commissioner, Infrastructure Services & City Engineer (Interim), appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Response to CQ 11-2024 School Safety: Students and Drivers – City Wide" and provides a brief overview of the history of the committee. It included formal members of the school board and members of council. Currently the committee is an ad-hoc administrative committee that is comprised of administration of the school boards and City administration. Anna Ciacelli, Deputy City Clerk appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated July 15, 2024, entitled "Response to CQ 11-2024 School Safety: Students and Drivers – City Wide" and adds that that committee did have a member of council at one point, but it hasn't met for some time.

Councillor Gary Kaschak indicates that there are issues with a couple of schools within his ward that are using plots of land that they don't own to park their vehicles and for pick-up and drop-offs and inquires whether there is enough representation from the different school boards on the liaison committee. Ms. Boakes responds that there is representation from all boards and Windsor Police also attends. Ms. Boakes adds that the schools are often directed by their principals without the board knowing about it. Administration gets into discussions about enforcement and what support

is needed. Mr. Winterton adds that the structure of the liaison committee is not the same as a council approved committee. It is more of an informal committee.

Councillor Gary Kaschak inquires whether the City is involved in any new school builds, renovations or constructions. Administration indicates that it would happen at site plan control process and through the *Planning Act* and the planning department.

Councillor Gary Kaschak inquires whether the schools let the City know about any plans. Administration responds that when there is an amendment to a site plan, it would go through planning and any other necessary departments for review, to provide comments and recommendations for that site plan.

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Gary Kaschak

Decision Number**: ETPS 1020**
THAT the report of the Active Transportation Engineer dated July 15, 2024 entitled "Response to CQ 11-2024 School Safety: Students and Drivers – City Wide" **BE RECEIVED** for information; and,

THAT administration **BE DIRECTED** to meet with the school boards through the City & School Board Liaison Committee regarding alternatives to the Kiss and Ride Program and their pilot project at Queen Victoria School currently being discussed; and,

THAT administration **BE REQUESTED** to send a letter the local School Boards outlining specific concerns from affected neighbours and the public regarding the Kiss and Ride Program related to safety in school neighbourhoods.
Carried.

Report Number: S 94/2024
Clerk's File: ME2024 & ACOQ2024

8.5. Niagara Street (Lincoln Road to Walker Road) Traffic Calming – Ward 4

Councillor Gary Kaschak inquires whether the four pending roads for speed humps will be completed before the end of 2024. Ms. Boakes responds that they are putting out tenders very shortly and adds that this traffic calming will be included and the four pending roads as provisional.

Councillor Kieran McKenzie comments about the "did not vote" responses and inquires whether administration has ever considered lowering the threshold to 50% of the residents who did participate in the vote. Ms. Boakes responds that the entire traffic calming policy is currently under review, and they will inquire with other municipalities regarding criteria and will recommend a policy change.

Councillor Kieran McKenzie inquires if there is any average speed data for pre and post speed hump installation. Ms. Boakes indicates they currently don't have any data but will endeavor to collect data prior to the installation and after the installation. Ms. Boakes adds that this data will be brought forward as part of their vision zero action plan update, and the traffic calming policy information.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1021**
THAT Administration **BE DIRECTED** to install speed humps on Niagara Street between Lincoln Road and Walker Road; and,

Whereas on February 2, 2024, the 2024 Capital Budget was deemed approved via Mayoral Decision MD05-2024 and subsequently City Council **SUPPORTS** an expenditure of $74,950; and further,

THAT the City Treasurer **BE DIRECTED** to pre-commit $74,950 in 2025 Pay-As-You-Go funding from the Traffic Calming Initiatives project, OPS-021-07, and make available for immediate use; and,

THAT a budget issue with regards to annual maintenance of $5,400 **BE PRESENTED** as part of the 2025 operating budget development process and be considered a priority item based upon approval for the installations.
Carried.

Report Number: S 95/2024
Clerk's File: ST/13863

9. TRANSIT BOARD ITEMS

None presented.

10. ADOPTION OF TRANSIT BOARD MINUTES

None presented.

11. QUESTION PERIOD

None registered.

12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 5:36 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held Wednesday, September 25, 2024.
Carried.

Ward 2 – Councillor Costante (Chairperson)	Deputy City Clerk / Supervisor of Council Services