

**AGENDA**  
**ACTIVE TRANSPORTATION EXPERT PANEL**  
meeting held Monday, October 28, 2024  
at 2:30 p.m.  
via Zoom video conference

**1. Call to Order**

**READING OF LAND ACKNOWLEDGEMENT**

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomie. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land

**2. Declaration of Conflict**

**3. Adoption of the Minutes**

Adoption of the Minutes of the meeting held May 30, 2024 – ***attached.***

**4. Business Items**

**4.1 2024 Operating Budget – Expenditure Planning and Possible Initiatives to Fund**

- a) Safety Village Cycling Safety Programs
- b) Bike Safety Event
- c) Bike racks for schools
- d) Cycling related items for children, i.e. helmets, locks, lights
- e) Promotional ads, i.e. safety message geared at motorists regarding pedestrian and cyclist safety

**4.2 Prioritization of future Projects**

**4.3 New Business**

**5. Date of Next Meeting**

**6. Adjournment**

## **Active Transportation Expert Panel**

Meeting held May 30, 2024

A meeting of the Active Transportation Expert Panel is held this day commencing at 2:30 o'clock p.m. via Zoom video conference, there being present the following members:

Dr. Paul Henshaw  
Teena Ireland  
Kevin Morse  
James Sommerdyk

### ***Regrets received from:***

Cole Gorham  
Jocelyn Nikita

### ***Guest in attendance:***

Melissa Lauzon, Executive Director, The Safety Village

### ***Also present are the following resource personnel:***

Kathy Quenneville, Chair, and Active Transportation Coordinator  
Ian Day, Manager, Traffic Operations  
Karen Kadour, Committee Coordinator

## **1. Call to Order**

Kathy Quenneville, Chair calls the meeting to order at 2:31 o'clock p.m. and the Expert Panel considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

## **2 Declaration of Conflict**

None disclosed.

### 3. Adoption of the Minutes

Moved by Dr. Paul Henshaw, seconded by James Sommerdyk,  
That the minutes of the Active Transportation Expert Panel of its meeting held  
March 14, 2024 **BE ADOPTED** as presented.  
Carried.

### 4. Business Items

The Presentation entitled Active Transportation Expert Panel – May 30, 2024  
Meeting is **attached** as Appendix “A”.

#### 4.1 Ideas for utilization of the 2024 Operating Budget

The Chair advises that the current Operating Budget is \$7,524.

In terms of the Bike to Work Event, the Chair thanks Kevin Morse and James Sommerdyk for attending and providing support for the event. Kevin Morse responds that the event went well although there still is a challenge to promote and entice more cyclists to participate in events such as this. James Sommerdyk suggests more advertising in the future may promote more participation. The Chair states that comments were made by the attendees asking for the addition of organized bike rides to the event.

The Chair refers to the Bike to Fireworks Event which was hosted by the Windsor Bicycling Committee in the past. She notes that 12 bike racks would be required as well as fencing from the Parks Department along with a security guard at a cost of approximately \$2,000. She asks if the Expert Panel is interested in moving forward with the Bike to Fireworks Event (for the June 24<sup>th</sup> Ford Fireworks).

The Chair remarks that the operating budget can also be used to purchase helmets, locks, and lights. Kevin Morse proposes doing promotional ads for a particular target i.e. safety messages towards the motorists as people forget that they have to share the road. He asks if there are particular groups or areas that the Expert Panel wants to emphasize, i.e. education skill building, policy design.

#### a) Safety Village, Cycling Safety Programs

Melissa Lauzon, Executive Director, The Children’s Safety Village appears before the Committee and provides the following overview:

- The Safety Village since 2003 has been honouring safety and injury prevention programs for children with a focus from kindergarten to Grade 5.
- The Bicycle Safety Programming targets Grade 3 and 4. Changes were made this year as they were finding that many of the students of this age group do not ride a

bike or perhaps the first time they have been on a bike. They have now included some peddle scooters along with the bicycles.

- They have seen 38 schools take part in that program specifically since the Fall. Now including EMS to take part in their programs so every school visit receives a curriculum that is lined up with the school boards. The educators walk them through safety education for 3.5 hours so topics vary but the Bicycle Safety Program falls with their partnership with law enforcement. The educators are either Windsor Police Officers or they are from a county school with that area.
- They do not service adults at this time, but the facility is open to new partnerships and utilizing the space in any way that they can.
- The focus is on the Grade 3's and 4's.

In response to a question asked by the Chair regarding the length of the program, Melissa Lauzon responds that it is approximately 3.5 hours and the police component is about 1 hour and 10 minutes. The children will receive information on the bicycles, there is helmet fitting, direction on how to maintain a bicycle, proper hand signals, rules of the road and the practical component once they are outdoors.

Dr. Paul Henshaw notes that the Expert Panel has been reviewing the budget and its utilization, and asks if the amount of \$400 is per school. Melissa Lauzon responds that the amount of \$400. is per visit (60 students at \$8.00 per student cost) although not all schools can absorb that cost. Dr. Henshaw questions if there is a rotation of schools, i.e. a dozen schools one year, and the next year another dozen schools. Melissa Lauzon responds that it is up to the teacher to book the field trip.

As some schools cannot afford bussing, a great option for those schools would be if this organization can go to those respective schools.

Teena Ireland asks if there are statistics relating to the number of children riding their bikes to school. She advises that there are low income schools in the downtown area, who most likely require helmets and education. Melissa Lauzon responds that they track what schools come to the Safety Village and how often they attend. She indicates that they receive a donation from a local corporation of 350 helmets every summer for the Helmet Safety Program (between May and September) and if they receive a phone call from a family that needs helmets, they will do the fitting at the Safety Village.

Kevin Morse indicates that the infrastructure of where the school is built provides its parents areas to drive and park, thus are more likely to drive their children to school than walk or ride the bikes.

Dr. Paul Henshaw suggests that when the Safety Village goes into these schools, that there could be an incentive program, i.e. a child rides their bike two days a week, they would receive a bike lock which would relieve traffic around the schools. The Chair states that this could be an initiative that the Expert Panel can fund – bicycle related swag for incentivization.

Melissa Lauzon leaves the meeting at 3:00 o'clock p.m.

Moved by Dr. Paul Henshaw, seconded by Kevin Morse,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$2,500 for costs associated with the Bike to Fireworks event including the provision of fencing from the Parks Department, bike rack rentals and a security guard.

Carried.

The Chair asks for volunteers to assist at the Bike to Fireworks event. Teena Ireland remarks that in the past there were approximately six volunteers who helped with the event (in two shifts). She states with the addition of the security guard, that four volunteers will be sufficient.

Dr. Paul Henshaw expresses concern that there may be an insufficient number of members present to help with the event.

Discussion ensues regarding reaching out to various groups, and former Windsor Bicycling Committee members to determine if they are available to assist with the Bike to Fireworks event.

In terms of other initiatives, Kevin Morse asks if the Expert Panel is interested in approving some wayfinding signage as a pilot with some active transportation or environmental supports. The Chair responds that this suggestion falls under the bikeways development budget and adds they are looking at possible signage for the Victoria bikeway. She refers to the multi-use trail on the Gordie Howe Bridge and the need for more signage for travel and recreational purposes.

## 4.2 Prioritization of Future Projects

The Chair reviews the following Active Transportation Projects:

- Victoria Street Bikeway
- Kildare Bikeway
- Walker/Munsee/Turner/Seneca Multi-Use Trail
- Grand Marais Multi-Use Trail
- The Shepherd Street Local Street Bikeway includes the addition of speed humps, reconfiguration of stop signs and sharrow pavement markings and signage
- Review of the Capital Projects
- Review of the Active Transportation Master Plan (ATMP) High Priority Connections List along with ATMP high priority future projects

Kevin Morse states he looks at the east to west, north to south and filling in the gaps but trying to aim for whether streets or trails for the people are the safest. He wants

to ensure we are making it fluid so people can get into the downtown areas, those accessible areas in a safe way.

Dr. Paul Henshaw referred to the Shepherd Street Local Street Bikeway and asks if there were road improvements associated with this becoming a bikeway. Ian Day responds that it depends on whether it is a rehab project with the Operations Division where it is a mill and pave of the road and if the space is available to put the bike lanes back in. In terms of most of the capital projects, if bike lanes can be incorporated they are, as they are looking at the importance of getting the bike lanes in on the existing pavement. Dr. Paul Henshaw remarks that if the road is not to be resurfaced, it will not serve the purpose that they want. If they are not going to improve the road, it does not matter if there is signage or speed bumps.

Dr. Paul Henshaw also suggested extending the Walker-Munsee-Turner-Seneca trail to the north, to the Shoppers plaza parking lot to make travel from both north and south directions along Walker to the bike lanes on Seminole possible.

Moved by Kevin Morse, seconded by James Sommerdyk,  
That the update provided by Kathy Quenneville, Active Transportation Coordinator regarding the prioritization of future projects **BE RECEIVED**.

## **5. Confirm and Ratify E-mail Poll**

That the following E-mail Poll sent on April 29, 2024 regarding an expenditure in the upset amount of \$1,000 for the Bike to Work Event **BE CONFIRMED AND RATIFIED**

Moved by Dr. Paul Henshaw, seconded by Kevin Morse,  
That approval be given to an expenditure in the upset amount of \$1,000 for the purchase of light refreshments for the Bike to Work event to be held on Thursday, May 30, 2024 from 7:30 a.m. to 9:00 a.m. in Charles Clark Square.  
Carried.

## **6. Date of Next Meeting**

The next meeting will be held at the call of the Chair.

## **7. Adjournment**

There being no further business, the meeting is adjourned at 4:03 o'clock p.m.

# Active Transportation Expert Panel Meeting

May 30, 2024

## AT Expert Panel Budget & Initiatives

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WBC balance carry forward: \$ 3,791

Annual Budget: \$ 4,300

Bike to Work Event: \$ 567

Remaining Balance: \$ 7,524

### Initiatives for Consideration:

- Safety Village In-School Programs - \$ 400 each to cover costs
- Fireworks Bike Parking – Approx. total cost: \$2,000
  - Fencing provided by Parks: \$ 1,651
  - Security guard: \$ 106 (\$ 26.50/hr – 4 hrs)
  - Bike rack rental: \$ 240 (\$20/rack @ 12 racks – 96 bikes)
- Bike helmets, locks, lights
- Other Ideas?

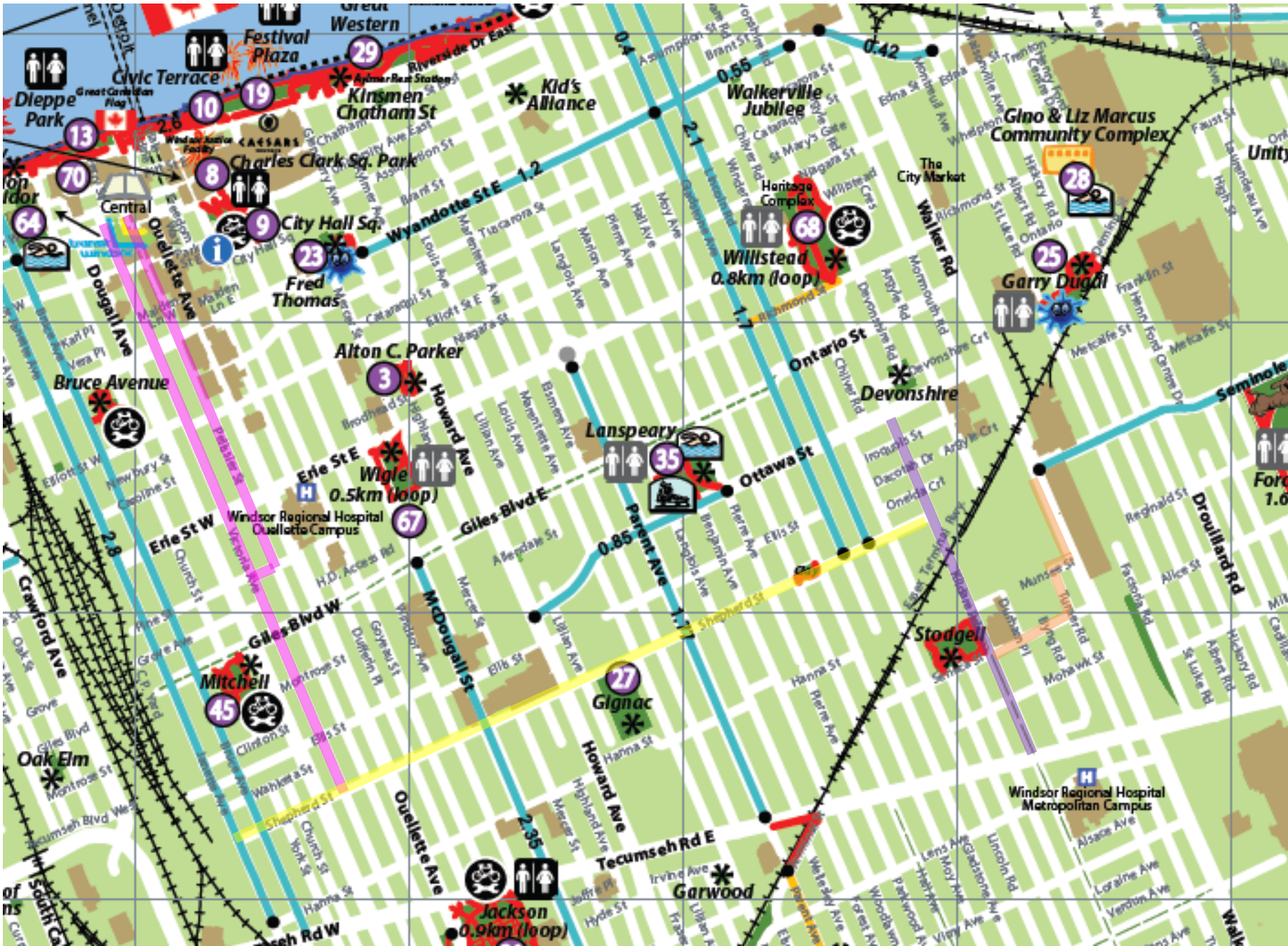


# Active Transportation Projects





2024 & Planned Projects



Summer 2024

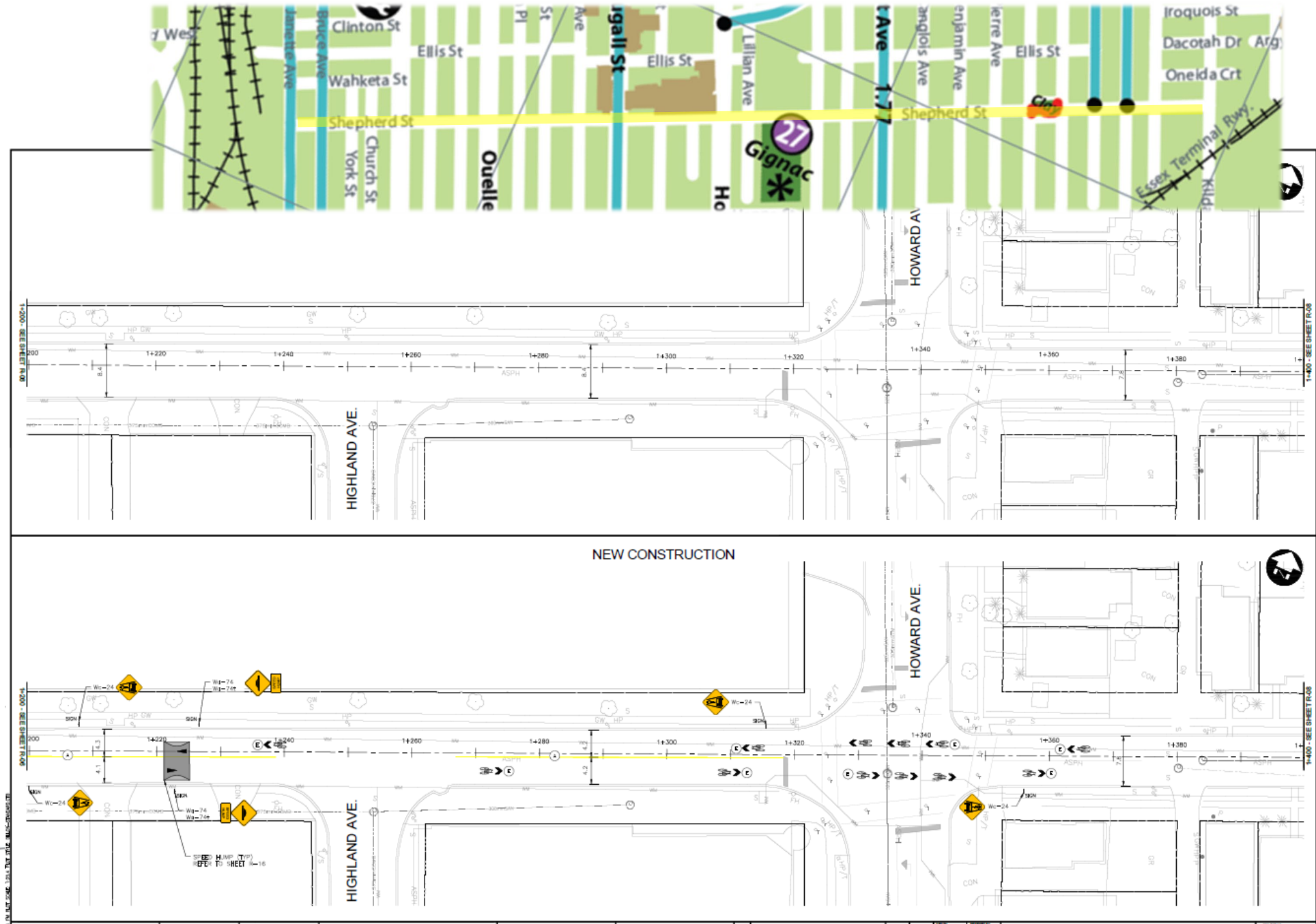
- Victoria St Bikeway
- Kildare Bikeway

Planned

- Shepherd Bikeway
- Walker/Munsee/  
Turner/Seneca MUT
- Grand Marais MUT  
(not shown)

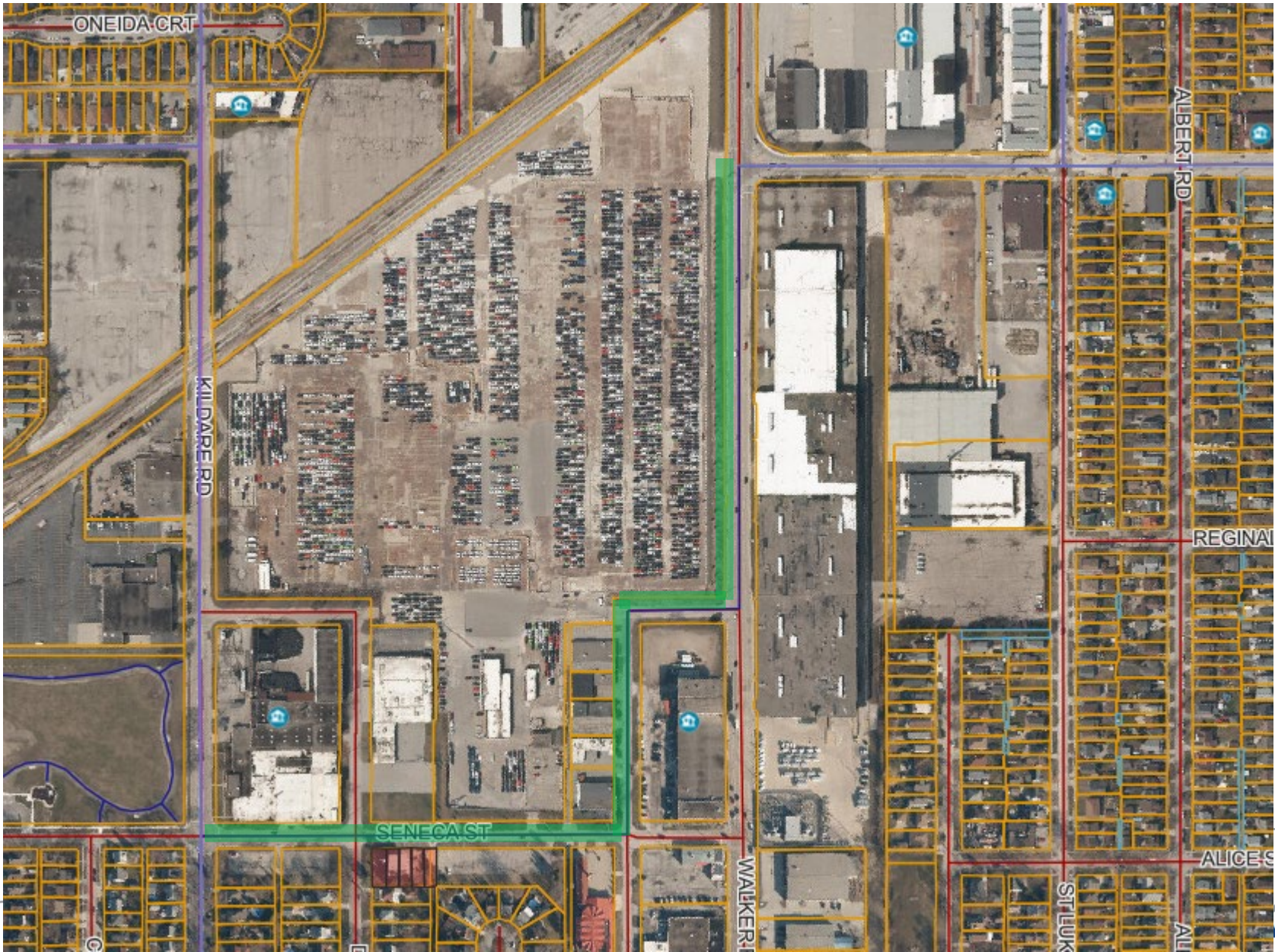
## Shepherd St. Local Street Bikeway

- Addition of speed humps
- Reconfiguration of stop signs
- Sharrow pavement markings and signage



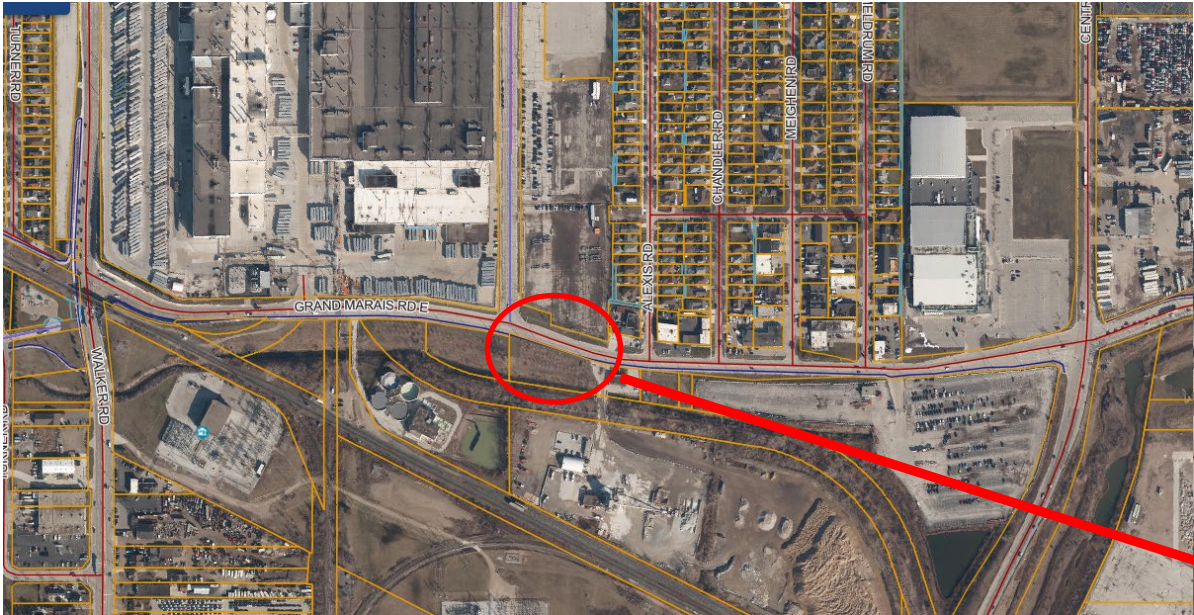


Walker-Munsee-Turner-Seneca MUT





# Grand Marais MUT



Lat: 42.2911° N  
Lon: 82.9801° W

## BIKEWAYS DEVELOPMENT BUDGET

The 2023 approved 10-year capital plan for the Citywide Bikeway Development includes the following budget allocations to support the implementation of the ATMP:

| 2024       | 2025       | 2026       | 2027 to 2030  | 2031       | 2032       | 2033       |
|------------|------------|------------|---------------|------------|------------|------------|
| \$ 400,000 | \$ 400,000 | \$ 400,000 | \$ 100,000/yr | \$ 600,000 | \$ 281,000 | \$ 670,000 |

- Development of the cycling network
- AT promotion, awareness & education
- End of trip facilities

### Projects On the Shelf

| Bikeway                                       | Estimated Cost |
|---|----------------|
| Shepherd Ave. Local Street Bikeway            | \$ 1,000,000   |
| Walker/Munsee/Turner/Seneca Multi-use Pathway | > \$ 550,000   |
| Grand Marais Trail Connection                 | \$ 100,000     |
| TOTAL   | > \$ 1,650,000 |



# Capital Projects





## Capital Projects

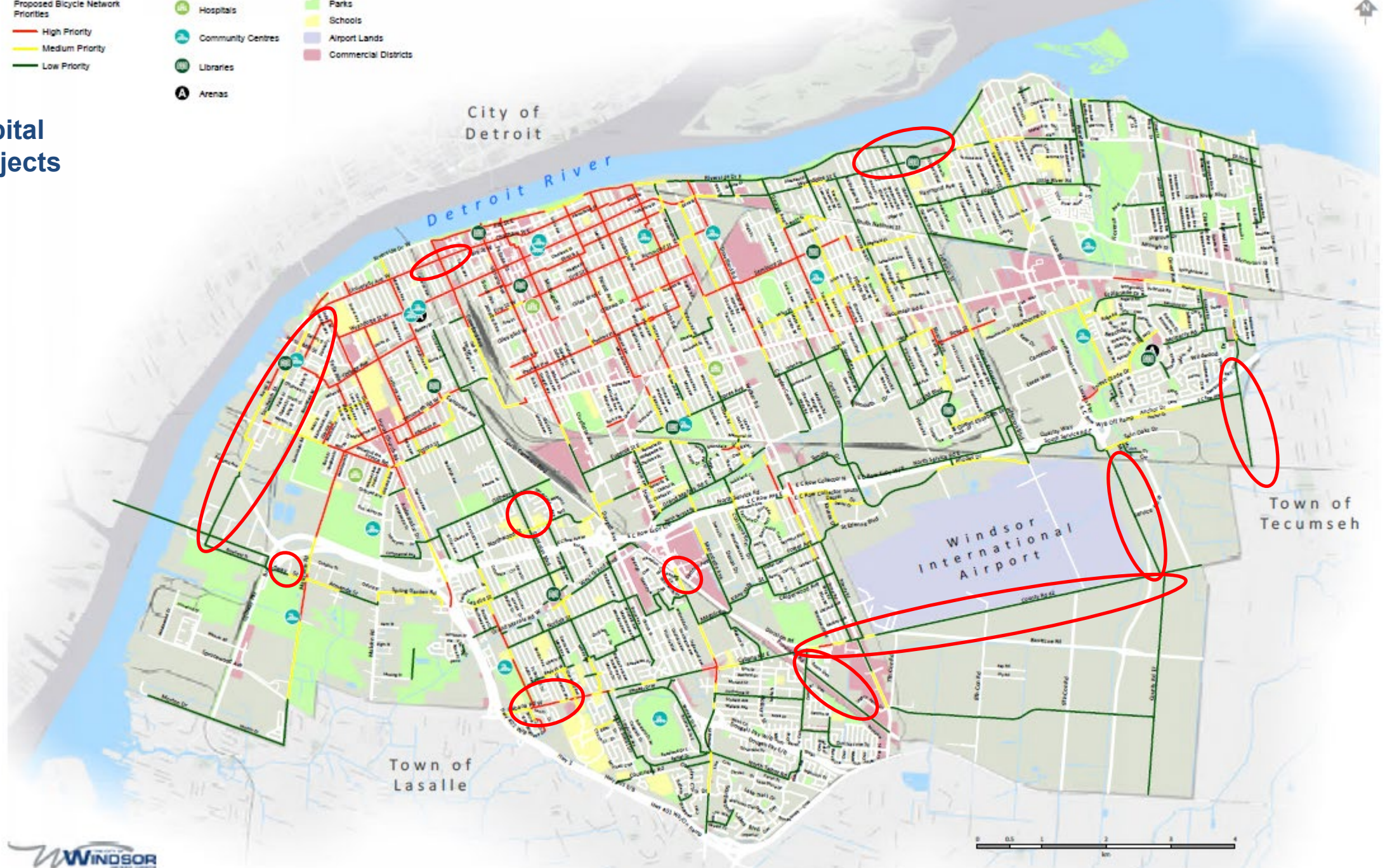


FIGURE 33 - CYCLING NETWORK PRIORITIZATION RESULTS

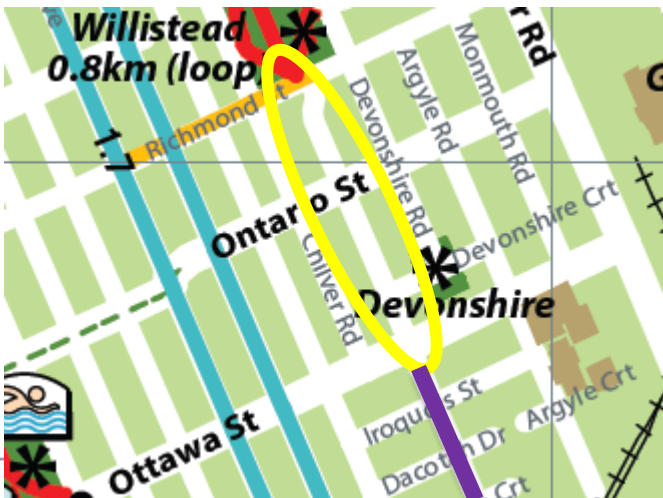


# ATMP High Priority Connections List

1. Roundabout – Sandwich St. & University Ave/Riverside Dr.



2. Kildare Rd. – Ottawa St. to Richmond St.



3. Howard Ave – Ottawa St. to Shepherd St.



4. Matchett – Chappell Ave. to Prince Rd.

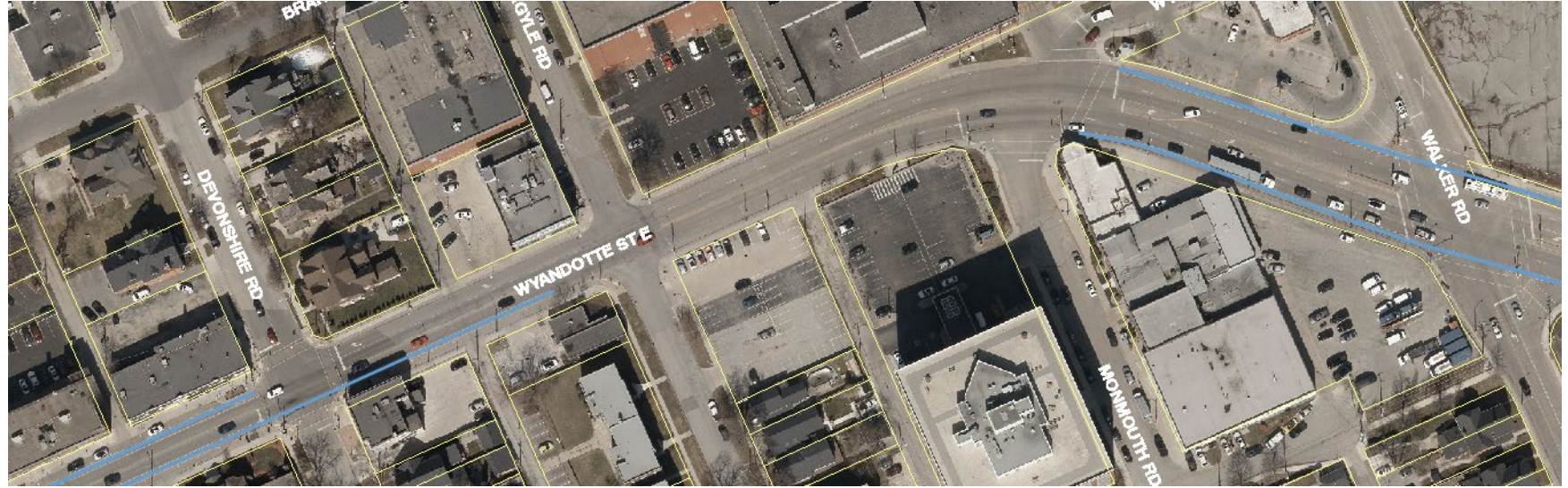




# ATMP High Priority Connections List cont'd

## 5. Wyandotte St. E. – Devonshire to Monmouth

**Existing:** gap in bike lanes (blue) from Devonshire/Argyle to Monmouth.



**Proposed:** close gap with protected bike lanes (green & orange) by reducing the number of general purpose lanes.



# ATMP High Priority Connections List cont'd

5. Roseville Garden Dr. - Thornberry Cres. to Jefferson & St. Rose





## ATMP High Priority – Future Projects

| Street   | From                       | To  | ATMP Facility Type                                  | Approx. Legth (m) | Connections Made   |
|--|----------------------------|---|---|-------------------|--|
| Matchett   | Broadway                   | Titcombe (Ojibway Nature Centre Entrance) | MUT   | 600               | MUT on Matchett N of Broadway to Ojibway Nature Centre & MUT through Ojibway Prairie |
| California Avenue Bikeway                                | Riverside Dr. (bike lanes) | Totten (bike lanes)                       | Local Street Bikeway                                | 2900              | Bike lanes on Riverside, University, College, Totten                                 |
| Dougall Avenue Protected Bike Lanes (Tecumseh - Eugenie) | Ellis                      | Eugenie                                   | Contraflow bike lane, sharrow, protected bike lanes | 1750              | Shepherd bikeway, bike lanes on Dougall and bike lanes at Eugenie                    |
| Matchett   | Broadway                   | Titcombe (Ojibway Nature Centre Entrance) | MUT   | 600               | MUT on Matchett N of Broadway to Ojibway Nature Centre & MUT through Ojibway Prairie |
| George Ave   | Wyandotte                  | Seminole                                  | Local Street Bikeway                                | 1000              | Bike lanes on Wyandotte, bike lanes on Seminole, George Park                         |
| Brock St.  | College                    | Sandwich St.                              | Local street bikeway                                | 900               | MUT on College at Brock, Sandwich St. bikeway (future) & MUT on Russell St.          |

