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Windsor, Ontario April 6, 2017

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:

Amy Farkas, Chairperson
Dr. Chris Waters, Vice Chair
Councillor Rino Bortolin
Robert DiMaio
Klaus Dohring
Anthony Ventimiglia

Regrets received from:

Brendan Dodd

Also present are the following resource personnel:

Dwayne Dawson, Executive Director, Operations
Josette Eugeni, Manager of Transportation Planning
Eric Nadalin, Windsor Essex County Health Unit
Lori Newton, Bike Windsor Essex
Constable Dale Roorda, Windsor Police Services
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 5:01 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. Dr. Waters nominates A. Farkas, seconded by Councillor Bortolin. The Committee Coordinator asks if there are further nominations from the floor for the position of Chairperson. Seeing none, the Committee Coordinator asks A. Farkas if she accepts. A. Farkas accepts.

Moved by Dr. Waters, seconded by Councillor Bortolin,
That Amy Farkas **BE ELECTED** Chairperson of the Windsor Bicycling Committee for the term ending December 31, 2017.

Carried.

The Committee Coordinator calls for nominations from the floor for the position of Vice Chairperson. R. DiMaio nominates Dr. Waters, seconded by Councillor Bortolin. The Committee Coordinator asks if there are further nominations from the floor for the position of Vice Chair. Seeing none, the Committee Coordinator asks Dr. Waters if he accepts. Dr. Waters accepts, however, he notes he will be leaving on sabbatical in August 2017.

Moved by R. DiMaio, seconded by Councillor Bortolin,
That Dr. Chris Waters **BE ELECTED** Vice Chair of the Windsor Bicycling Committee for the term ending December 31, 2017.

Carried.

A. Farkas assumes the Chair.

3. DECLARATIONS OF CONFLICT

The Chair discloses an interest on matters relating to Bike Windsor Essex and she is a member on the Board.

4. MINUTES

Moved by Councillor Bortolin, seconded by K. Dohring,
That the minutes of the Windsor Bicycling Committee of its meeting held February 28, 2017 **BE ADOPTED** as presented.

Carried.

5. PRESENTATION

5.1 Can-Bike Program

L. Newton provides an overview of the Bike Windsor Essex Can-Bike Program as follows:

- The Ride with Confidence course (\$35 for members or \$45 for non-members) is a fun four hour course that will prepare hesitant cyclists to ride safely on the road. The course is designed for cyclists who are comfortable riding on multi-use trails and within quiet urban neighbourhoods who wish to become comfortable riding on the road with motor vehicles.
- The cost to attend an advanced two day session of Can Bike 4 Certification training is \$175. This course is designed for active cyclists who have experience riding on arterial roads with motor vehicles. Limited to six participants.

- The cost for the Can-Bike instructor training is \$200.
- In 2016, trained 6 individuals in Can-Bike including a police officer, Grade 8 teacher and several individuals from the city and county.
- Three different weekends to be held for Can-Bike 4 instruction.
- Bike mechanics training is also available.
- Bike rodeos will be held.
- An ad providing public awareness of the Can-Bike training will appear in the Activity Guide and the presenter asks for financial assistance from the WBC for the ad.
- Suggestion to involve New Canadians in this initiative.
- Can Bike training should be undertaken by the City.

In terms of the city undertaking Can-Bike training, J. Eugeni responds this is a recreation issue and training in the past was only available in Toronto. She indicates she will identify the proper Recreation Dept. contact for Bike Windsor Essex. (post meeting note – contact information for the Manager of Community Programming, Carolanne Smith was provided to Lori Newton)..

Councillor Bortolin indicates it is not within the purview of the WBC to offer relief to Bike Windsor Essex for the Activity Guide charges.

6. BUSINESS ITEMS

6.1 2017 Meeting Schedule

It is generally agreed WBC meetings will be held in May and September 2017.

6.2 Policy for Bicycle Parking on Public Property

Councillor Bortolin provides the following comments relating to the policy for bicycle parking on public property:

- The general perspective is the policy puts the onus on the business owner to purchase the bicycle racks as it is viewed as “furniture” similar to streetscaping furniture. Should be viewed as “transportation infrastructure”.
- Individual business owners do not pay for parking meters, painting parking lines or for sidewalks. These items are provided through the global budget.
- There is verbiage in the Bicycle Use Master Plan that indicates it is the City’s responsibility to be proactive in providing parking across the city.
- The issue is to encourage cycling, active transportation without having the burden of charging the business owner for bicycle parking on the city property in front of their business.

D. Dawson adds in terms of parking, revenue is generated from the lots, meters and garages.

Dr. C. Waters provides the following suggestions:

- Be proactive and have a coherent approach to bike parking;
- Look at best practices of comparable municipalities
- Think about innovative bicycle parking infrastructure

Dr. C. Waters further indicates the BUMP suggests Council provide \$10,000 a year for bicycle parking. In terms of how the city can be proactive, he recommends the city allocate a portion of funds annually for bike parking and, where the bicycle parking is located be based on an evidenced based manner in consultation with local businesses.

Moved by Dr. C. Waters, seconded by Councillor Bortolin,

That a proactive approach to bicycle parking **BE ADOPTED** in accordance with the Bicycle Use Master Plan (BUMP) Recommendation 21 in light of best practices with comparable municipalities and, that dedicated funding **BE PROVIDED** annually for bicycle parking infrastructure.

Carried.

Recommendation #21 of the Bicycle Use Master Plan (BUMP) 2001 is as follows:

21. *Increase the amount and quality of bicycle parking facilities by:*

- *proactively installing short and long-term bicycle parking in the public right-of-way;*
- *promoting commuter cycling to the University of Windsor, St. Clair College, plus secondary and elementary schools, and assist these institutions in the purchasing and citing of bicycle parking;*
- *developing partnerships with businesses to sponsor the installation of bicycle parking facilities;*
- *fund, on an annual basis, a post-and-ring (or similar) bicycle parking program to provide facilities in areas where there is an identified demand;*
- *adopting the bicycle parking location guidelines described in the BUMP;*
- *actively encouraging innovative bicycle parking facility designs, such as covered bicycle sheds in existing motor vehicle parking spaces; and working with community cycling associations to create permanent relationships for the provision of temporary, long-term bicycle parking at special events*

The Chair indicates posts can be put out to Face Book to determine the locations of future bicycle parking.

It is generally agreed the WBC is requesting the city provide funding for bicycle parking, installation and maintenance.

6.3 Windsor LOOP – Closing the Gap between St. Rose Avenue and George Avenue

D. Dawson and J. Eugeni provide the following comments/options relating to closing the gap between St. Rose Avenue and George Avenue:

- Requesting feedback from the WBC relating to alternatives and options for closing the gap.
- Currently, there are cycling facilities on Wyandotte up to George Avenue so the gap is between George and the Clairview Trail.
- This section passes through two BIA's and based on available pavement width reviewed a few options within the roadway.
- In the past, a study was undertaken on Riverside Drive that had identified Wyandotte Street being basically enhanced for capacity so that you would draw the traffic away from Riverside Drive and that it would function as a scenic drive. Riverside Drive being a parallel route with designation as a scenic drive emphasized future studies on Wyandotte Street to enhance its capacity.
- With the available pavement width, there would be alternatives such as removing the parking as the parking is not continuous throughout the entire stretch so there would be sharrows.
- Other concepts that were considered includes reducing the number of thru travel lanes, however, that contradicts suggestions noted in the Riverside Environmental Assessment and would result in failed levels of service for that roadway if a lane in each direction was removed.
- Another alternative would be to divert the cyclists over to Riverside Drive for a short section in an attempt to connect the two BIA's with cycling infrastructure using some cycling on Riverside Drive and reducing the amount of sharrows that would be experienced and impacting parking.
- Another option included waiting for the Riverside Drive East Improvement Project; however, this section has not been included in the current 5 year Capital Budget.
- Another suggestion included optimizing existing cycling infrastructure to create an alternate route not on Wyandotte Street itself, but the route would take one from the cycling infrastructure on George, down George Avenue, along Seminole at Pillette, South National, up Jefferson and would connect one to the cycling infrastructure on Edgar and from Edgar to Edward Avenue to the Clairview Trail head and would close the gap. So it would result in some out of the way travel, but it provides a near interim solution that would still be in place.
- It is a permanent route that adds to the network so instead of being that direct connection, would provide a little more circuitous route using permanent infrastructure.
- In speaking with the BIA's, they were vehemently opposed to the removal of parking on Wyandotte. They suggested a single lane much like Walkerville that would slow the traffic and provide more awareness of the BIA's. This was considered but the number of vehicles travelling that section is much different

than the traffic in Walkerville based on the count. It was not desirable to pit cycling infrastructure against parking; physical change to the roadways would likely be needed.

- Are generally requesting feedback from the WBC on an interim solution and support for a future study.
- The recommended route does not physically take cyclists into the BIA's – it closes the gap.

D. Dawson states it was suggested to the BIA's to build off-street parking lots which were not supported as it is imperative to preserve the on-street parking. Councillor Bortolin adds this would be a win-win for the BIA's as they would have off-street parking along with bicycle lanes passing through the BIA's.

Dr. C. Waters advises in terms of leisure cyclists, they would be happy to detour to Riverside Drive but will still have cyclists on both Riverside and Wyandotte. It would not be serving the needs of the WBC if a recommendation to have dedicated cycling facilities on a major street going through the two BIA's were not proposed. He adds the question is what kind of cycling facilities do we want to recommend. The alternatives are a bike lane, or a complete streets-type rethink of the roads. J. Eugeni adds that this is the study that is being recommended.

In response to a question asked by Councillor Bortolin regarding if the Environmental Assessment for Wyandotte is forthcoming, D. Dawson responds this is what was recommended in the VISTA – to do a further study of Wyandotte and to make recommendations for improvement so that it is a corridor to carry the traffic. He adds there is no funding for the study at this time, however this matter will be brought to the 2018 Capital Budget.

L. Newton asks what type of cycling infrastructure will be available for the diversion from Wyandotte to Riverside Drive. D. Dawson responds there will be a combination of signed routes, bike lanes and multi-use trails.

Moved by Dr. C. Waters, seconded by K. Dohring,

That City Council **BE REQUESTED** to consider the following recommendations relating to the Windsor LOOP and closing of the gap between St. Rose Avenue and George Avenue:

- That in light of the needs of commuter and other cyclists, to have a thorough and direct route through this important corridor of the city; and
- That on-street bicycle facilities be developed, ideally, on-street bicycle lanes but failing that, that complete streets facilities be put in place to ensure a safe travel route for cyclists.

Carried.

6.4 Bike Safety Enforcement

A. Ventimiglia indicates the Bike Safety Enforcement subcommittee will meet following this meeting. The subcommittee will report back at the next meeting.

The Chair requests a timeline for a Bike Safety Enforcement week or month.

Constable Dale Roorda suggests focusing on Bike Safety enforcement for a week. There would be a targeted group of officers from the Traffic Branch who would be cognizant of educating motorists regarding charges for not abiding by the one metre rule legislation, tinted windows and providing warnings. He adds Windsor Police Services receive 100,000 calls a year and approximately 2.5 million calls at the Call Centre.

It is suggested to hold the Bike Safety Enforcement Week in June to coincide with Bike to Work month which is also held in June.

6.5 CTV PSA Spring Campaign

The Chair states Share the Road has given permission to the WBC to utilize their Public Service Announcement. The cost of 29 ads on CTV is approximately \$909. She suggests a slide be added to the end of the PSA that speaks to the one metre rule and that the ad is brought to you by the Windsor Bicycling Committee.

Moved by Councillor Bortolin, seconded by A. Ventimiglia,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$1,100 for the CTV Public Service Announcement Campaign to provide public awareness of cycling issues.

Carried.

6.6 Bike to Work 2017

The following volunteer to sit on the Bike to Work 2017 Subcommittee – A. Ventimiglia, Dr. Waters, L. Newton and A. Farkas. It is generally agreed the Bike to Work event will be held on May 29, 2017.

Moved by Dr C. Waters, seconded by A. Ventimiglia,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$500 for costs associated with the 2017 Bike to Work event to be held May 29, 2017.

Carried.

The Chair will contact CBC to determine if the event can be held on their site.

6.7 Cycling Infrastructure Projects & Spending

Discussion ensues regarding the 6 recommendations put forth by Jennifer Escott at the WBC meeting held February 28, 2017 entitled "Cycling Infrastructure Spending 2017". Essentially, the WBC is requesting approval of the recommendations and for City Council to reconsider Council Resolutions (CR) 627/2016 and 628/2016.

Clerk's Note: As prescribed in the Procedure By-law 98-2011, a motion to reconsider requires a majority vote of Council, regardless of the vote necessary to adopt the motion to be reconsidered. An advisory committee of Council cannot ask for reconsideration.

6.8 2017 WBC Budget & Direction

Moved by Councillor Bortolin, seconded by R. DiMaio,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$50. for the procurement of a table at the Earth Day event to be held April 23, 2017 at Malden Park.

Carried.

Dr. C. Waters advises the Bike to Fireworks event has been very successful in the past. A discussion regarding volunteers for the event will be discussed at the next meeting.

Councillor Bortolin requests members come back with initiatives for the remaining WBC 2017 operating budget.

D. Dawson advises he will provide the names of the members sitting on the Bike Share Committee.

7. NEW BUSINESS

None.

8. DATE OF NEXT MEETING

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

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 7:10 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

A. Organizational Overview

Mission

The mission of the Windsor Bicycling Committee (WBC) is to enhance the safety and viability of bicycling in the City of Windsor.

At the time of submitting this budget request, the WBC has been reconstituted as the Active Transportation Committee (ATC) in principle. However, as final approval is pending for the shift, in name and mandate, this request is being made per the WBC.



Description

The Committee acts as an advocate for the growth of bicycling as a form of recreation and transportation that is affordable, energy efficient, non-polluting, quiet, and promotes fitness. The Committee acts as an effective advisor to Council and City departments on matters relating to bicycling in Windsor. Presuming its mandate change is finalized, the Committee's mandate will expand to include walking, rolling and other forms of active transportation.

Organization Chart (2017)

Councillor Rino Bortolin
Amy Farkas (Chair)
Christopher Waters
Brendan Dodd

Klaus Dohring
Robert DiMaio
Anthony Ventimiglia

B. Budget Detail & Request

	2017 Budget	2017 Actuals YTD*	2018 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Expenditures					
Operating & Maintenance Supplies	0		0	0	0.0%
Other Miscellaneous Expenditures	4,300		4,300	0	0.0%
Purchased Services	0		0	0	0.0%
Total Expenses	4,300	0	4,300	0	0.0%
Total Net	4,300	0	4,300	0	0.0%

City of Windsor Funding

	2017 Budget	2017 Actuals YTD*	2018 Budget	\$ Budget Change Over PY	% Budget Change Over PY
City of Windsor Funding	4,300	0	4,300	0	0.0%

* YTD Actuals as at

C. Budget Highlights

2017 Accomplishments

2018 Initiatives

2018 Budget Cost Drivers

2018 Mitigating Measures

Accumulated Surpluses/Reserves

Disclosure of any accumulated surplus funds (including reserves) arising from the prior year or previous year. NOT APPLICABLE

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**City Council
Decision
Monday, May 29, 2017**

Decision Number: CR313/2017

- I. That the in-kind sponsorships and partnerships which contributed to the success of the 2016 Open Street Windsor pilot project including: AMICO; Windsor-Essex County Health Unit; Motor City Community Credit Union; United Way Revitalization Neighbourhoods; Green Shield Canada; University of Windsor; St. Clair College; Olde Sandwich Towne BIA; Downtown Windsor BIA; Wyandotte Town Centre BIA; Walkerville BIA; and Ford City BIA **BE RECOGNIZED**;
- II. That the \$55,000 grant funding awarded by the Ontario 150 - Community Celebration Program for a one-time Open Streets event in 2017 to **BE HELD** on Sunday September 17 from 10am to 5:00pm and that the route from the 2016 pilot project **BE UTILIZED**;
- III. That the surplus of approximately \$5400 from the 2016 Pilot Project **BE RETAINED** in the Open Streets Windsor capital account to allow for traffic control barriers to be acquired.
- IV. That a temporary Open Streets Project Manager position to assist with the planning and implementation of the September 2017 event **BE APPROVED** at an upset limit of \$30,000 from the budget stabilization reserve fund, on the condition that other mitigating funds come from potential surplus funding sources deemed appropriate from administration to offset as much of this amount as possible.
- V. That Administration **BE DIRECTED** to report back to City Council as part of the 2018 budget on alternative routes and relevant logistical details including frequency, duration, budget, staffing, sponsorships and management for consideration of future open streets events beyond 2017.

Carried.

Report Number: C 76/2017
Clerk's File: SPL/12373 11.1

MISSION STATEMENT

"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together"

REPORT #: C 76/2017	Report Date: 5/5/2017
Author's Contact: Michael Cooke, Manager of Planning Policy 519-255-6543, 6102 mcooke@citywindsor.ca	Date to Council: 5/29/2017
	Clerk's File #: SPL/12373

To: Mayor and Members of City Council

Subject: Open Streets Windsor— Report on 2016 Pilot Project and 2017 Ontario 150 Grant (Wards 2, 3, 4 & 5)

RECOMMENDATION:

- I. That the in-kind sponsorships and partnerships which contributed to the success of the 2016 Open Street Windsor pilot project including: AMICO; Windsor-Essex County Health Unit; Motor City Community Credit Union; United Way Revitalization Neighbourhoods; Green Shield Canada; University of Windsor; St. Clair College; Olde Sandwich Towne BIA; Downtown Windsor BIA; Wyandotte Town Centre BIA; Walkerville BIA; and Ford City BIA **BE RECOGNIZED**;
- II. That the \$55,000 grant funding awarded by the Ontario 150 - Community Celebration Program for a one-time Open Streets event in 2017 to **BE HELD** on Sunday September 17 from 10am to 5:00pm and that the route from the 2016 pilot project **BE UTILIZED**;
- III. That the surplus of approximately \$5400 from the 2016 Pilot Project **BE RETAINED** in the Open Streets Windsor capital account to allow for traffic control barriers to be acquired.
- IV. That a temporary Open Streets Project Manager position to assist with the planning and implementation of the September 2017 event and charged to the Budget Stabilization Reserve **BE APPROVED**;
- V. That Administration **BE DIRECTED** to report back to City Council as part of the 2018 budget on alternative routes and relevant logistical details including frequency, duration, budget, staffing, sponsorships and management for consideration of future open streets events beyond 2017.

EXECUTIVE SUMMARY: N/A

BACKGROUND:

In February of 2016, City Council adopted CR87/2016 which granted approval for an Open Streets Windsor pilot project. The approval specified that the pilot would: be held on Sunday, July 17, 2016 and Sunday, September 18, 2016; have a 4 hour duration (from 9:00am to 1:00pm); occur over an 8km route running from Sandwich to Ford City; and allow for the transfer of existing funds into an Open Streets Windsor project account.

Council Resolution 87/2016 also directed Administration to report back to City Council on the outcome of the pilot and to provide options for the consideration of future events – all of which are the subject of this report.

More recently, the Corporation submitted a grant application under the Ontario 150 – Community Celebration Program in the fall of 2016 requesting funding for an ‘Open Streets Windsor: Ontario 150 Celebration’. As Council is aware, the Province has recently announced that a grant to the City in the amount of \$55,000 has been approved. This report will also provide recommendations regarding the implementation of that one-time event scheduled for 2017.

As noted in the recommendation above, several community sponsors and partners were enthusiastic in their support and instrumental to the success of both events in 2016. Offering a range of assistance, from basic elements like road barriers and volunteer support to broader contributions like media coverage and public awareness, our partners in this endeavour were crucial to the smooth operation and favourable visitor experience that characterized Open Streets Windsor in both July and September.

DISCUSSION:

The Open Streets Windsor 2016 pilot was intended to offer a free event to the community with the following objectives:

- To encourage active transportation and physical activity;
- To encourage community building activities;
- To promote community-led active living initiatives;
- To showcase recently improved streetscapes;
- To provide an opportunity for local businesses to participate and promote themselves along the route;
- To showcase options for the construction of complete streets, highlight the benefits of active transportation infrastructure, allow residents to become engaged in the planning and design of roads and streetscapes and gather public feedback.

The selected route passed through Municipal Wards 2, 3, 4, and 5 and included five of the City's nine business improvement areas, namely: Olde Sandwich Towne; Downtown Windsor, Wyandotte Town Centre, Walkerville and Ford City. The route also included the participation of the four areas within the United Way's Neighbourhood Engagement Strategy listed as: Our West End; Downtown Windsor Community Collaborative; Glengarry to Marentette - Neighbour to Neighbour; and Ford City Neighbourhood Renewal.

Evaluation of Pilot Project:

The 2016 events garnered an overwhelmingly positive response both on the street during the events and during the lead-up and aftermath. Comments spoke to how the events acted as a positive spur to community pride with others stating that the pilot events were among the best community events in recent history.

The events also enjoyed highly effective engagement through media and social media. We had broad coverage across the major media outlets and staggering numbers on social media and the City's website (e.g. social media reach between Facebook and Twitter conservatively estimated at 100,000 plus; 12,000 plus views of the web pages we created; 10,000 views for our videos; 3,000 affirmative RSVPs to the Facebook event page). The Open Streets Windsor hashtag #OSWindsor was 'trending' the day after the event above #MandelaDay.

The City saw outstanding attendance numbers for a first-time event. Estimated total for the July event was 10,000 and with increased awareness and interest, we hosted even more in September.

Survey Results:

In order to help evaluate the success of the pilot project, surveys (both in person and on-line) were utilized. A total of 345 responses were recorded and a summary of the tabulated results are presented in Appendix 'A'. In addition to a number of statistical charts and graphs, 'word clouds' have also been generated by the survey software for specific questions asked. Word clouds are intended to provide a general reference to the words individuals mentioned most frequently in their survey response. The more frequent a term was used by respondents the larger the font appears. The 'word cloud' below was created based on responses to the question "What did you like most about this event?"

Exercise New Businesses Liked Turn Event People Outside
 Music Food Trucks Friendly Experience Bike
 Concept **Community** Cycling Seeing
 Positive **Streets** Vibe Activities Closed Roads
 Traffic Participation Lots Meeting New People Happy
 Atmosphere

By scanning these specific terms it would appear that what participants liked most, was that Open Streets Windsor was a '...friendly community event...with activities that included music and exercise... which provided for a happy and positive atmosphere and experience...'

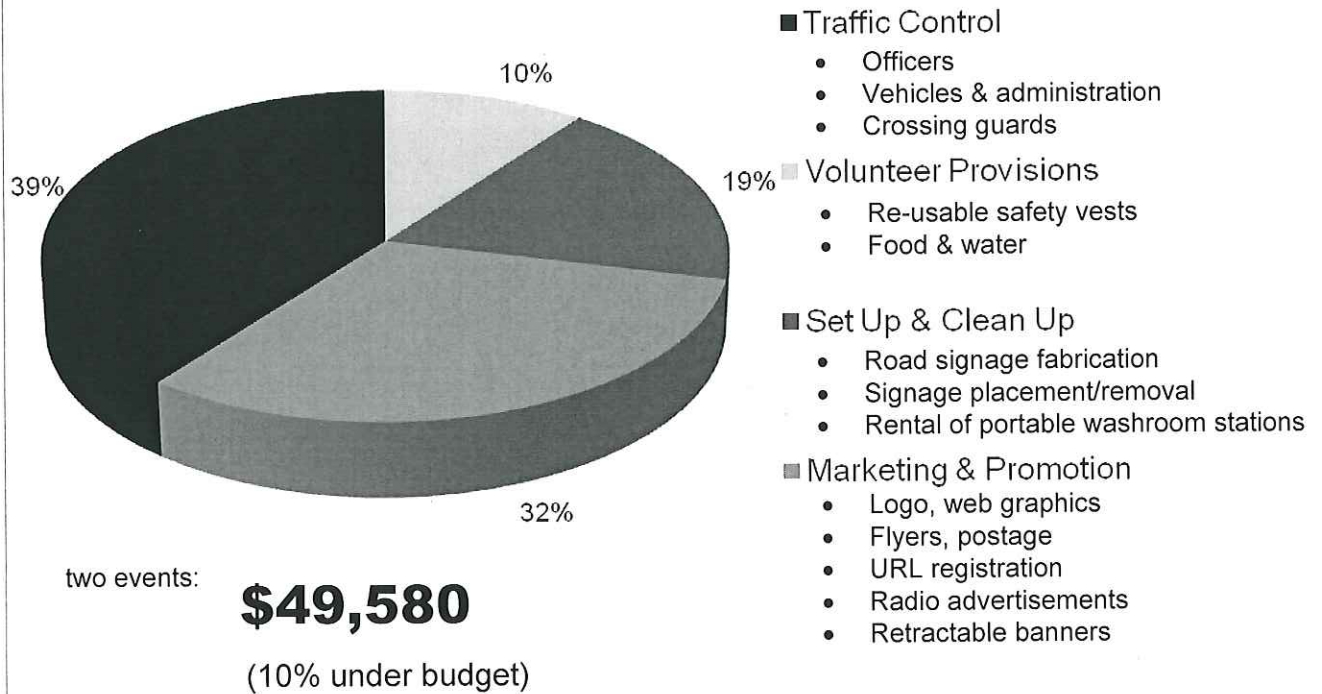
Based on the comments received, the survey results also indicated that the core objective of encouraging active transportation and physical activity was achieved. In addition, this objective was also supported by the high number of participants observed to be in attendance. It was estimated that approximately 10,000 individuals attended each event – exceeding the expectations of many.

Even though there was no cost to participate in Open Streets Windsor, the survey included the question: "How much did you spend at Open Streets?" The following is a breakdown of the responses provided: spent nothing (25%); less than \$20 (38%); \$20-\$50 (28%); more than \$50 (9%). Based on the feedback from many of the businesses that were located along the route, members of the public were purchasing food and beverage items and/or shopping during the event.

The general public and business community were also encouraged to post comments on social media sites including Facebook and Twitter. These comments were also reviewed by staff before, during and after the events to gauge reaction, opinions and comments. The comments were generally very positive about the success of the pilot project events. Social media posts also contained a high measure of interest and support to hold additional Open Streets events in the future.

Budget:

As part of CR87/2016, City Council approved a total budget of \$55,000 for the two pilot project events. All invoices have been processed and the final project cost has been recorded as \$49,580 which is approximately 10% under budget. The following graph provides a summary of the costs under the four categories: traffic control (39%); volunteer provisions (10%); set up and clean up (19%); marketing and promotion (32%).



It is important to note that one-time costs represented approximately 20% of the total budget and included items such as: volunteer safety vests; temporary road signage; logo design; vinyl and silk screen promotional banners. All of these items are currently in storage and are available for reuse at future events.

In addition, there were significant costs in the planning and organization of the events involving staff time across the Corporation during regular working hours. These costs were absorbed within the budget of each individual Department. Furthermore, many corporate staff generously volunteered of their time and energies on the event dates with no added costs to any budget.

Future Events:

The following points represent a summary of the comments provided by the public regarding changes that ought to be considered in the planning of future Open Streets events (listed in no particular order):

1. Start time: Numerous suggestions were made to consider a start time later than 9:00am to allow those with religious obligations to be able to attend places of

worship on Sunday morning and still have an opportunity to attend the Open Streets event afterwards.

2. Duration of event: Another common request was to increase the 4 hour duration of the event. This would allow participants to explore more of the entire 8km route.
3. Notification to business: Some businesses along the route (both within and outside of BIA's) suggested that improvements could be made to the way they were notified of the event and associated street closures.
4. Alternative Routes: Representatives of the four BIA's that are not along the route used for the pilot event have indicated in the past that they would appreciate the opportunity to be included in an Open Streets Windsor route.

One of the items discussed by City Council in February 2016, was the long-term financial sustainability of an open streets program. Specific reference was given to alternatives that might be utilized to finance the program in addition to municipal funding. Administration was able to determine that some community businesses are interested in providing financial sponsorships to help subsidize the cost of future events.

These businesses can be classified under two categories. The first are those who wish to endorse the event by way of a financial contribution or donation of in-kind resources (e.g. equipment, staffing) in return for sponsorship recognition. The second category represents the businesses that participate in the event and may profit from sales (e.g. food and beverage). In this instance there may be an opportunity for a fee to be collected to help offset event costs. Should Council decide to hold Open Streets events on a regular basis, Administration is of the opinion that it will be easier to secure the commitment of financial donors, whereas there was some reluctance for them to provide support to a pilot project with an uncertain future.

Planning for 2017:

Open Streets Windsor: Ontario 150 Celebration

In the fall of 2016, Administration was directed to submit an application for a grant under the Ontario 150 Community Celebration Program. The application focused on an Open Streets Windsor event that would be themed to recognize the Ontario 150 celebrations in 2017. In February 2017, it was formally announced that the grant had been awarded to the City.

The following is a summary of the key details contained in the proposal along with some of the program requirements:

- The City will host an Open Streets event in 2017 to commemorate and celebrate Ontario's 150th anniversary;
- The provincial grant of \$55,000 represents 75% of the total budget submitted. The City is required to contribute the remaining 25% (approx. \$19,400);
- The approval is for a one-time only event (the proposal referenced Sunday, September 17) and that it will run for 7 hours;
- Among the details yet to be determined are the following – event route, start/end times;
- Approximately \$25,000 of the budget has been dedicated to 'Ontario150' based programming activities with examples being, First Nations activities/exhibits, a host of 'Ontario focused' artistic activities and a range of multicultural activities;
- The application contained specific guidelines for events as well as a comprehensive list of eligible and ineligible costs.

The project description that was included in the grant proposal is located in Appendix B. Given the high degree of event planning and programming that will be required for this event, it is being recommended that the same route used in the pilot be also used for the 2017 event. Further, given the considerable number of additional city-led special events scheduled to take place in 2017 (including Windsor 125, Ontario 150, Canada 150, Memorial Cup), already approved Council initiatives and regular day to day operations, this report is recommending that a temporary Project Manager be put in place for the 2017 Open Streets event for an approximate 4 month term. This will ensure that the event is well planned, safe and memorable. It is recommended that the budget stabilization reserve be used to fund the temporary placement.

Logistics and Special Events Resources Team (SERT)

The 2016 pilot required a traffic control plan to be prepared with the assistance of the Corporation's Special Events Resources Team (SERT) in conjunction with Transportation Planning after two years of continual refinement. SERT is represented by a several departments and agencies including Windsor Police Services; Windsor Fire and Rescue; Essex-Windsor Emergency Medical Services; Transit Windsor; Traffic Operations, Parks and Recreation and Culture. Improvements and enhancements were made following the July 2016 event and implemented for the September event. This ensured that the September event remained safe for participants and the motoring public.

As part of the 2017 event planning, SERT will again assist with the traffic control plan, and meet with appropriate stakeholders such as the B.IA's. It is critical that the same event route be used for 2017 to ensure the safety of the event. Administration has indicated that options concerning changes to the proposed route or consideration of alternate routes can be considered for potential future events.

Route Programming/Activity Hubs

Activity Hubs will be located approximately every kilometre along the route and in the same approximate locations used in the pilot events. In addition to Ontario 150 activities being located along the route – as referenced in the grant proposal - there will be a dedicated 'Ontario 150' hub. Each Business Improvement Association and various residents' associations will have the opportunity to participate in the programming of activities along the proposed route. A number of departments and Mayor's office will be consulted in the on-going planning and programming for the event.

Organization and Public Outreach

Organization of the Open Streets events will require administrative and volunteer resources to plan and implement the program. Administrative staff involved to date include: Recreation and Culture; Parks; Transportation Planning; Planning and Building; Public Works; Corporate Communications; Environment and Climate Change; Environmental Services; Risk Management; Information Technology and Finance.

Several departments, agencies and organizations will be consulted including: Traffic; Transit Windsor; Fire and Rescue; Parks; Recreation and Culture; Environmental Services; Risk Management; 311; Corporate Communications; Public Works Operations; Windsor Police Services; Community Development and Health Services; University of Windsor; Windsor-Essex County Health Unit; Essex Windsor Emergency Medical Services and Business Improvement Associations along the proposed route.

Transit Windsor is currently pursuing options to enhance service during the event to accommodate both the general public and open streets participants alike.

Businesses not part of a BIA and residents along the route will be notified regarding the Open Streets events. Community organizations and volunteers will be essential to making this event a success. Should Council approve this report, outreach to organizations is expected to begin in May 2017.

Marketing and Promotion

It is recommended that given the success of the 2016 pilot, many of the same marketing and promotions efforts and strategies be used as part of 2017 Open Streets Windsor – Ontario 150 Celebration. Minor changes are expected to incorporate suggestions brought forward by residents and businesses.

RISK ANALYSIS:

There are no critical or significant risks associated with this report. The risks detailed below all present a moderate risk to the Corporation, though if not addressed, may impact the ability of the event to move forward. Consultation will continue with all internal departments and external agencies throughout the planning and implementation of the 2017 event to ensure risk is minimized.

Administrative Time and Resources

Significant staff time and resources will be required to plan and implement the 2017 Open Streets Windsor: Ontario 150 Celebration event. Due to commitments many staff already have for other Windsor 125/Canada 150 events and other corporate projects, there is a moderate risk that staff will not be able to commit enough time to the event to ensure it lives up to the high expectations created by the success of last year's open streets events. To help reduce this risk, it is recommended that Council make a decision on the proposed route and budget at the time this report is considered, to allow staff to begin planning as soon as possible. In addition, a temporary Project Manager to lead the co-ordination and implementation of Open Streets is being recommended and is a critical component required to coordinate the planning and implementation of the event.

Number of Volunteers

Preliminary estimates indicate that approximately 700 volunteers will be needed for the successful implementation of the 2017 event. Having too few or undertrained volunteers poses a moderate risk and could result in logistical difficulties (e.g. conflicts between participants and vehicular traffic) and could cause the event to be cancelled. To ensure a sufficient number of volunteers are available to assist with the event, it is recommended that a social media campaign be used again to assist with the call for volunteers and that organizers reach out to staff in other departments who have recently

recruited volunteers to assist with City-run events. Work is already underway to arrange for the sharing of existing volunteer databases with other events being planned for the 125/150 celebrations.

Traffic Control Equipment

Due to the road length of the event and number of planned road closures, the number of traffic control devices needed exceeds the in-house supply. Not securing enough barrels and/or barricades poses a moderate risk to public safety. To minimize this risk, arrangements are being made to secure the required number of barricades from local suppliers. In addition, the project account will be used to acquire needed traffic control signage and barricades for the 2017 event – which can be used for future events involving street closures.

Number of Police Personnel

In order to mitigate the risk of conflicts between event participants and vehicular traffic, police personnel are assigned to select intersections to help reduce possibly dangerous situations. Due to the increased length of the event, there is a moderate risk that the City will be unable to secure sufficient police personnel, which could potentially cause the cancellation of the event. Administration will submit the application to the Windsor Police Service's Contract Duty program as early as possible to ensure any issues can be worked out in a timely fashion.

Potential Road Hazards

There is a moderate risk that road hazards along the route could cause a safety incident. In order to mitigate this risk, staff of the Risk Management Division has suggested that the proposed route be evaluated by Public Works Operations staff to identify locations where patch repairs may be needed to minimize potential hazards. Public Works Operations staff will need to be consulted on the best approach to ensure that the condition of the road surface is assessed and repaired as needed. The cost of any required patching and repairing has not been identified in this report.

Debris

An event of this size and duration includes a moderate risk of debris being left behind after the event. The Environmental Services Manager has been consulted on matters related to the placement of refuse and recycling containers to minimize debris. The strategies used during the pilot events proved to be successful and similar efforts will be employed again for the 2017 event.

FINANCIAL MATTERS:

City Council approved a total budget of \$55,000 in 2016 via CR87/2016, for the two pilot project open street events.

A summary of the combined expenses incurred for the July and September 2016 events are located under the 'Discussion' section of this report. The total final cost of the pilot project has been determined to be \$49,580 an amount that is approximately 10% under budget.

The 'Open Streets Windsor: Ontario 150 Celebration' grant of \$55,000 represents 75% of the total grant budget. The funding for the City's portion of \$19,400 was previously approved by Council CR67/2017, to come from the Canada 150 birthday celebration budget. Administration is also recommending that the \$5400 surplus recognized from the 2016 pilot project remain in the Open Streets Windsor project account. These funds will be used to acquire needed traffic control signage and barricades for the 2017 event – which can also be used for other future events involving street closures. This report recommends that the budget stabilization reserve be used to fund a temporary Project Manager for an approximate four month period to assist with the planning and implementation of the 2017 event. The budget approved as part of the provincial grant proposal submission is attached as Appendix D.

CONSULTATIONS:

Open Streets 2016 Steering Committee; Windsor 125 - Canada 150 Celebrations Committee; Melissa Osborne; Don Nantais; Anne Marie Albidone; Mary Rodgers; Andrew Drouillard; Sandra Brandt.

CONCLUSION:

The Open Streets Windsor 2016 pilot project has been considered by many to be a resounding success. Positive comments have been noted in the public survey, through local media coverage, a variety of social media sites and as part as part of observations made by members of City Council and Administration. The pilot project demonstrated that the community embraced this initiative and that they support the numerous community benefits related to physical activity, active transportation, and social, economic, environmental, and civic pride. Based on the high measure of positive feedback received from the residents, local businesses and community partners, Administration is recommending that Open Streets Windsor become a regular annual event.

The recent announcement by the Province to award a \$55,000 grant for Open Streets Windsor: Ontario 150 Celebration provides an excellent opportunity for the City to host another Open Streets event. The event will be themed to reflect Ontario's role as a founding province in Confederation – 150 years ago.

The planning and implementation of any potential Open Streets events beyond 2017 will be subject of a separate report to City Council.

PLANNING ACT MATTERS:

N/A

APPROVALS:

Name	Title
Michael Cooke	Manager of Planning Policy
Thom Hunt	City Planner
Wira Vendrasco	Deputy City Solicitor
Shelby Askin Hager	City Solicitor
Jan Wilson	CLT for Parks, Recreation, Culture and Facilities
Carolanne Smith	Executive Director, Recreation and Culture
Jelena Payne	Corporate Leader for Social Development, Health, Recreation and Culture
Mark Winterton	City Engineer
Don Nantais	Financial Planning
Joe Mancina	Chief Financial Officer
Onorio Colucci	Chief Administrative Officer

NOTIFICATIONS:

Name	Address	Email Address	Telephone
Kristy McBeth Windsor-Essex Health Unit	1005 Ouellette Ave Windsor, ON N9A 4J8		
Jeffery Williams Riverwest Residents Association		jeff@mailingcanada.com	
Olde Sandwich Towne BIA David Grimaldi	3118 Sandwich Street Windsor, ON N9C 1A6	dgrimaldi@mdirect.net	(519) 258-0361

Downtown Windsor BIA Debi Croucher	419 Pelissier Street Windsor, ON N9A 4L2	dwbia@downtownwindsor.ca	(519) 252-5723
Wyandotte Town Centre BIA Sami Mazloum	1247 Wyandotte St. East Windsor, ON N9A 3K6	ssmazloum@gmail.com	(519) 977-2956
Walkerville BIA Jake Rondot	475 Devonshire Road, Unit 100 Windsor, ON N8Y2L5	info@visitwalkerville.com	(226) 346- WBIA (9242)
Ford City BIA Randy Diestelmann Bridget Scheuerman	1076 Drouillard Road Windsor, ON N8Y 2P8	fordcitybia@sympatico.ca bscheuerman@cogeco.ca	(519) 962-6550
VIA Italia/Erie Street Tessa Mancini	884 Erie Street East Windsor, ON N9A3Y6	info@viaitalia.com	(519) 999-1889
Ottawa St BIA Jeffery Wood	1464 Ottawa Street, Windsor, ON N8X 2G2	ottawastreetwindsorbia@gmail.com	519-252-2394
Pillette Village Bridget Scheuerman	4769 Wyandotte Street East, Windsor, ON N8Y 1H8	bscheuerman@cogeco.ca	(519) 962-1500
Olde Riverside Town Centre Bridget Scheuerman	2334 Cypress Windsor, ON N8T 0A7	bscheuerman@cogeco.ca	(519) 962-6550
Karlene Nielsen-Pretli Ford City Renewal UWay Neighbourhood Engagement Strategy		knielsen@fcnr.org	
Tamara Murray Our West End UWay Neighbourhood Engagement Strategy		tmurray@lifeafterfifty.ca	
Leo Gil Glengarry Marentette UWay Neighbourhood Engagement Strategy		gil3@g-mnri.org	
Patrick Firth Glengarry Marentette UWay Neighbourhood Engagement Strategy		firthp@g-mnri.org	
Sarah Cipkar Downtown Windsor Citizens Coalition UWay Neighbourhood Engagement Strategy		sarah@dwcc.ca	

APPENDICES:

- 1 Appendix A: Open Streets Windsor - Evaluation Survey
- 2 Appendix B: Open Streets Windsor: Ontario 150 Celebration – Grant Project Description
- 3 Appendix C: Open Streets 2016 Steering Committee; Windsor 125/150 Event Celebration Committee
- 4 Appendix D: Provincial Grant Proposal Budget

Appendix A: Open Streets Windsor Participant Survey
Responses from 345 on-line and in-person surveys

1. What was the main reason you went to Open Streets?

Curiosity Route Kids Food Trucks Wanted Participate
Fun Live in the Neighbourhood Family Volunteer
Check Curious Event Hubs Bike Cycling
Streets Great Idea Community Run Enjoy
Fresh Air Support Pokemon Windsor Wyandotte Vendors
Explore

2. How did you hear about Open Streets Windsor?

Internet City Council City of Windsor Councillor
Friends Sources Word of Mouth Local
Windsor Star windsoriteDOTca
Social Media Flyer Face Book
AM800 News Bike Windsor Essex Radio
Event Newspaper Saw Twitter Advertising CBC
Postcard Rino Bortolin

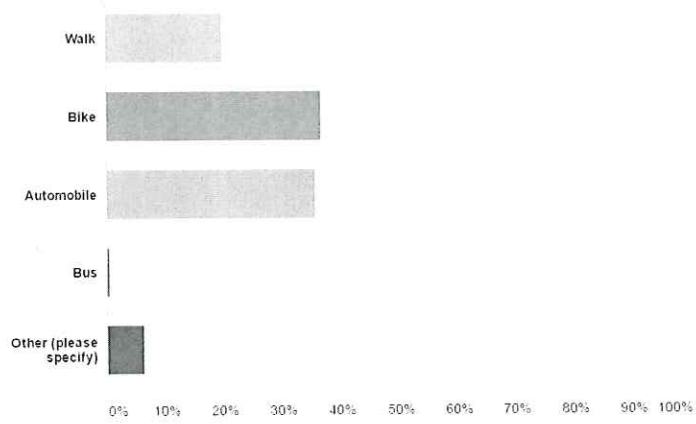
3. What city do you currently live in?

In addition to Windsor, participants also indicate that they were from Tecumseh, LaSalle, Essex and Belle River.

4. How did you get to Open Streets Windsor?

How did you get to Open Streets?

Answered: 343 Skipped: 2

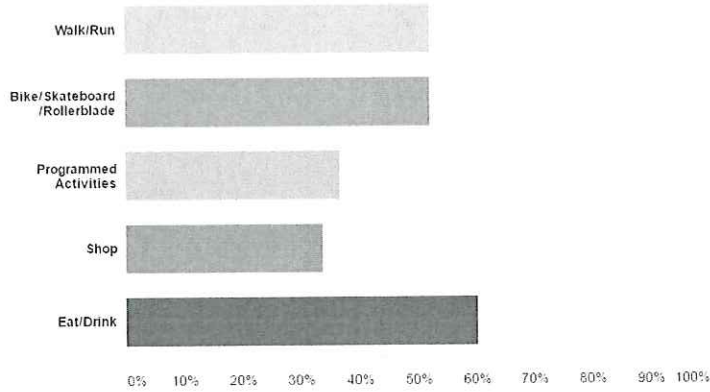


Answer Choices	Responses	Count
Walk	20.12%	69
Bike	37.03%	127
Automobile	35.86%	123
Bus	0.58%	2
Other (please specify)	6.41%	22
Total		343

5. Which of the following did you do at Open Streets?

Which of the following did you do at Open Streets?

Answered: 320 Skipped: 25

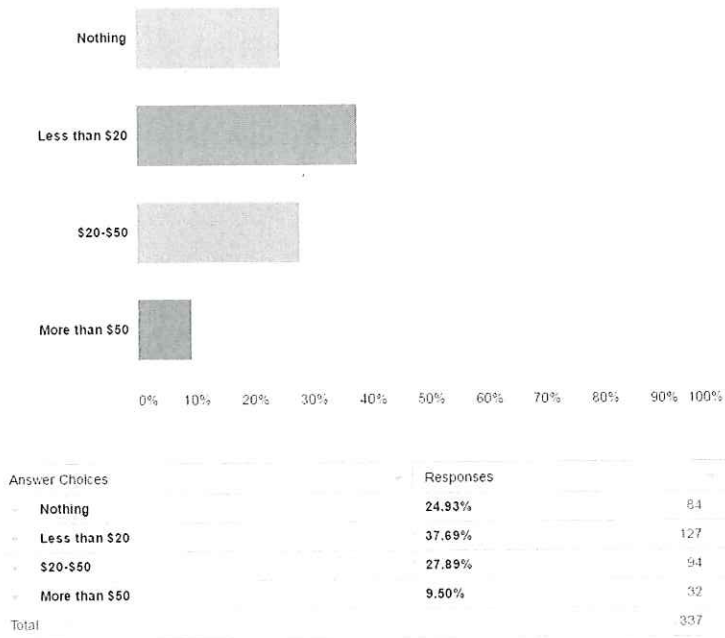


Answer Choices	Responses	Count
Walk/Run	52.50%	168
Bike/Skateboard/Rollerblade	52.50%	168
Programmed Activities	36.88%	118
Shop	34.06%	109
Eat/Drink	60.62%	194

Total Respondents: 320

Comments (46)

6. How much did you spend at Open Streets?



7. What did you like most about this event?

Exercise New Businesses Liked Turn Event People Outside
 Music Food Trucks Friendly Experience Bike
 Concept Community Cycling Seeing
 Positive Streets Vibe Activities Closed Roads
 Traffic Participation Lots Meeting New People Happy
 Atmosphere

8. What would you like to see at the next Open Streets Windsor?

Kids Market Type Extended Hours Little Water
 Street Closures Event Spread Activities Love
 Hubs Afternoon Longer Hours Road
 Food Longer Day Vendors Entertainment
 Route Stores Open Businesses Far Bike Patric
 Open Streets Local Restaurants Downtown Booths

9. Is there anything else you would like to say?

Drive Weather Fantastic Brought Cool Event Music
Great Idea Food Truck Longer Stop Loved
Money Streets Kids Great Event Say
Bike Good Work Windsor Attended Enjoyed
Access Fun Effort Cycling Hard Work Great Work
Good Job

Appendix B: Open Streets Windsor: Ontario 150 Edition – Grant Project Description

BACKGROUND: The City of Windsor has much to celebrate in 2017. While our City marks its 125th birthday, our province and country celebrate 150th anniversaries. To support celebration and equal opportunity, commemorate success, highlight talent, and empower people and communities, the City will roll out a comprehensive CELEBRATING2017 program with Signature Events to unite the entire City. An important piece will be a Signature Event known as OPEN STREETS WINDSOR: ONTARIO150 EDITION, designed specifically to mark Ontario's 150th Anniversary.

WHAT ARE OPEN STREETS & 'OPEN STREETS WINDSOR'?: Open Streets are unique events that have been held in over 100 cities in North America and involve the temporary closure of roadways to vehicular traffic, allowing people to use them for a host of healthy and fun physical activities. In 2016, the City of Windsor, through a test/pilot project, held two separate Open Streets events (Jul and Sept 2016) to encourage active transportation, physical activity and community-building activities; promote community-led active living initiatives; showcase recently improved streetscapes; and provide an opportunity for businesses and organizations to participate along the route. The City funded the physical street closures, while all programming and activities were funded by participating organizations and individuals.

WHAT IS 'OPEN STREETS WINDSOR: ONTARIO150 EDITION'?: This single day, standalone event will be an impactful, participatory, inclusive initiative to celebrate and commemorate Ontario's 150th Anniversary. All activities along the route will be encouraged to have an Ontario150 theme. Received funding will be utilized toward achievement of this goal.

PROGRAMMING SPECIFICS: 100+ activities and programming opportunities will be available, and fully accessible along the route. Activities and programming will tie directly to the funding program's Guiding Themes of Celebration, Participation and Innovation, and will promote healthy bodies, healthy minds and healthy environments. Examples include:

- Celebration: live music, youth dance, theatrical performances, etc.
- Participation: cycling, nutritional samples, workshops, games, arts and crafts, tandem cycling, mural painting, etc.
- Innovation: science talks, plant potting, garden tours, environmental seminars, re-imagining neighbourhoods "tactical urbanism", electric vehicle display, etc.
- NOTE: An "Ontario150 Hub" will be established and include: 3D-Printed Trillium Flower keepsakes; First Nations Drum/Performances; Museum Windsor pop-up Ontario150 Exhibit; Ontario150 Photo frame for social media engagement; Ontario150 Birthday Cupcakes; and an Ontario150 Community Art Mural/Paint Project.

NUMBER OF SITES ACTIVATED: The route will be approximately 8km long, with approximately 10 activity hubs (including the Ontario150 Hub), each with a different theme (i.e. Environment, Heritage, Alternative Transportation, etc.). Funding will allow for specially-designed hubs to promote our local Indigenous Communities (Anishnaabe, Haudenosaunee, Métis), Youth, Francophone Communities, Multicultural Communities, Older Adults, Persons with disabilities, and our LGBTQ Community.

TARGET AUDIENCES: Interested in the promotion of diversity, accessibility and inclusion, our initiative will promote the active participation of all residents and visitors. Free of charge and open to all audiences, the initiative encourages everyone to 'get to know their neighbours', and eliminates barriers – real and perceived – to unite residents and visitors in a celebration of what it means to be a Windsorite... an Ontarian... a Canadian.

ONTARIO TALENT PRESENTED: All talent will be local to the City of Windsor, and the Windsor-Essex Region (LaSalle, Amherstburg, Harrow, Kingsville, Essex, Leamington, Lakeshore, Tecumseh, etc.).

VOLUNTEERS AND STAFF: Approximately 250 volunteers will be required, each working approximately 3 hours, for a total of 750 volunteer hours. Roles will include organizing committee work; site set-up / tear-down / support, etc. City staff will be heavily involved through the departments of Recreation and Culture, Special Events, and Planning. The Planning Department will take a lead role, as this initiative encourages active living and community-building. The Office of the Mayor will provide support through the CELEBRATING2017 year-long campaign.

MARKETING TACTICS: A media plan will attract the broadest possible audience, and will include a website and social media platforms, print/digital/online ads, community outreach, and media (interviews, tv spots, etc.). Where possible, marketing material will be provided in both official languages.

PARTNERSHIPS DEVELOPED: The City will expand upon existing partnerships with sponsors, while forging new relationships with individuals, groups, organizations, etc.

Appendix C:

Open Streets Windsor 2016 Steering Committee

Department	Name	Phone
Planning	Thom Hunt	519-255-6543 x6897
	Michael Cooke	519-255-6543 x6102
	Greg Atkinson	519-255-6543 x6582
	Simona Simion	519-255-6543 x6397
	Kristina Tang	519-255-6543 x6435
Information Technology	Pina Ciotoli	519-255-6100 x6373
Chief Administrative Office	Andrew Drouillard	519-255-6100 x6616
Pollution Control	Karina Richters	519-253-7111 ext. 3226
	Averil Parent	519-253-7111 x3290
Corporate Communications	Mary Rodgers	519-255-6100 ext. 6686
Finance	Don Nantais	519-255-6543 x1668
Operations	Josette Eugeni	519-253-6247 x6418
	Jennifer Leitzinger	519-255-6247 x6002
Infrastructure and Geomatics	Wes Hicks	519-255-6257 x6490
Recreation and Culture	Mike Taylor	519-253-2300 x2716

Appendix C (continued)
Windsor 125/150 Event Celebration Committee

NAME	DEPARTMENT	EMAIL ADDRESS
Sandra Bradt	Comm. Development & Health	sbradt@citywindsor.ca
Jelena Payne	Comm. Development & Health	jpayne@citywindsor.ca
Jan Wilson	Parks, Rec. & Culture, Facilities	jwilson@citywindsor.ca
Cathy Masterson	Recreation & Culture	cmasterson@citywindsor.ca
Christopher Menard	Recreation & Culture	cmenard@citywindsor.ca
Michael Cooke	City Planner	mcooke@citywindsor.ca
Pam Mady	Mayor's Office	pmady@citywindsor.ca
Diane Ryan	Office of the CAO	dryan@citywindsor.ca
Pam LaBute	Recreation & Culture	plabute@citywindsor.ca
Mike Taylor	Recreation & Culture	mtaylor@citywindsor.ca
Jason Moore	Communications & Cust. Service	jmoore@citywindsor.ca
Nora Bertram-Romero	Communications & Cust. Service	nromero@citywindsor.ca
Valerie Clifford	Financial Planning	vclifford@citywindsor.ca
Sandra Gebauer	Council Services	sgebauer@citywindsor.ca
Yvan Mantha	Parks	ymantha@citywindsor.ca
Renee Marentette	Parks, Rec. & Culture, Facilities	rmarentette@citywindsor.ca
Anne Marie Albidone	Operations	aalbidone@citywindsor.ca
Jim Leether	Operations	jleether@citywindsor.ca
Pat Delmore	Transit Windsor	pdelmore@citywindsor.ca

Appendix D: Provincial Grant Proposal Budget

EXPENSE	ITEM	PROVINCIAL GRANT (\$)	CITY Contribution (\$)
Staffing Expenses	Contract duty police officers	0	12,500
	Contract duty crossing guards	2,800	0
	Contract duty 311 call centre staff	2,000	0
	Contract duty first aid responders	0	900
Benefits Expenses	Marketing – design work	1,000	0
	Marketing – print material	2,500	2,500
	Marketing – radio script writing	800	0
	Marketing – radio advertising/airtime	2,000	1,000
	Marketing – print material postcards/flyers (residents, schools, places of worship, cultural associations, etc.)	1,000	1,500
	Marketing – social media Ontario 150 skin development for engagement	2,500	0
	Translations for signage and notices	1,000	1,000
Program Expenses	Ontario 150 Hub – 3D Ontario 150 Trillium Flower Keepsake Activity (incl. Design)	4,000	0
	Ontario 150 Hub – First Nations Drum Circle and Activity (WasaNabin Youth Drum)	1,000	0
	Ontario 150 Hub – First Nations Community Interactive Exhibit/Activity	3,000	0
	Ontario 150 Hub – Museum Windsor Ontario 150 Pop-Up Exhibit	2,800	0
	Ontario 150 Hub – Ontario 150 Large Photo Frame for Social Media Engagement	2,000	0
	Ontario 150 Hub – Ontario 150 Birthday Cupcakes	3,000	0

EXPENSE	ITEM	PROVINCIAL GRANT (\$)	CITY Contribution (\$)
Program Expenses (continued)	Ontario 150 Hub – Ontario 150 Community Art Mural/Painting Project Materials	2,000	0
	Ontario 150 Hub – Tech Costs for Ontario 150 Stage for Multicultural Performances	4,000	0
	Ontario 150 Hub – Artist Fees for Ontario 150 Stage for Multicultural Performances	5,000	0
Administration/ Other Expenses	Set up and refuse collection	4,200	0
	Barricade and fencing rental	2,000	0
	Traffic signage rental	1,800	0
	Portable washroom and hand wash station rental	1,100	0
	Volunteers – nutrition and hydration	3,500	0
Total	Provincial Grant (75%); City Contribution (25%)	55,000	19,400

Kadour, Karen

From: Open Streets Windsor
Sent: Wednesday, August 09, 2017 3:17 PM
To: Kadour, Karen
Cc: McCorkell, Larissa
Subject: Open Streets - Bicycling Committee

Hi Karen,

Please extend an invitation on my behalf to the Bicycling Committee to invite their members/partners to, not only enjoy the Open Streets event, but contribute to its success by volunteering. Volunteers are still needed in several areas along the route and "Route Rockets" who are volunteers on bikes are especially helpful. Volunteers can work a morning shift, an afternoon shift or all day. Those that volunteer for the full day will receive food and beverage at lunch. We are also working on some cool t-shirts for our volunteers.

To register as a volunteer, just follow the link below to our web page, complete the registration form, sign the waiver and we will respond with an assignment. If they are interested in riding their bikes and acting as a "Route Rocket", they can indicate that when they register under question #4 – physical restrictions – by typing in "*I will have my bicycle*".

<http://www.citywindsor.ca/residents/planning/open-streets-windsor/Pages/Volunteer-for-Open-Streets.aspx>

Anyone who wishes to contact me with questions may do so through this email or at the phone number below.

Thanks,
Michael

Michael Chantler

Project Manager

Open Streets Windsor: Ontario 150 Celebration

2450 McDougall Street / Windsor, ON / N8X 3N6

519-253-2300 x 2725



SUNDAY, SEPTEMBER 17, 2017

10am-5pm