

AGENDA
ACTIVE TRANSPORTATION EXPERT PANEL
meeting held Thursday, May 30, 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 March 14, 2024 – ***attached.***

4. Business Items

4.1 Ideas for utilization of the 2024 Operating Budget

- a) Safety Village Cycling Safety Programs – Melissa Lauzon, Executive Director, The Safety Village to provide a Presentation.
- b) Other initiatives

4.2 Prioritization of future Projects

- a) Shepherd Street Local Street Bikeway
- b) Wallker-Munsee-Turner-Seneca Multi-use Trail
- c) Bikeway Connections List
- d) Other

5. Confirm & Ratify E-mail Poll

That the following motion sent via E-mail Poll on April 29, 2024 **BE CONFIRMED AND RATIFIED:**

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. at Charles Clark Square.

6. **Date of Next Meeting**

7. **Adjournment**

**ACTIVE TRANSPORTATION EXPERT PANEL
Meeting held Thursday, March 14, 2024**

A meeting of the Active Transportation Expert Panel is held this day commencing at 10:00 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Dr. Paul Henshaw
Teena Ireland
Jocelyn Nikita (arrives at 10:55 a.m.)
James Sommerdyk

Regrets received from:

*Cole Gorham
Kevin Morse*

Also present are the following resource personnel:

Shawna Boakes, Executive Director, Operations
Kathy Quenneville, 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 10:00 o'clock a.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. Training for Newly Appointed Committee Members

3.1 Health and Safety and Respectful Workplace Training

Keith Marinsack, Occupational Health and Safety Advisor provides a Presentation entitled "Occupational Health & Safety Orientation".

3.2 Orientation and Governance Training

Anna Ciacelli, Deputy City Clerk provides an overview of the governance structure for the new members of the Expert Panel. The document entitled “Welcome – New Members of Advisory Committees, Working Groups and Expert Panels” is provided to the Members of the Expert Panel.

4. Business Items – Includes – Introductions, Panel Expectations, Active Transportation Master Plan Overview and Project Overview (Items 4.1 to 4.4)

Introductions – Shawna Boakes, Executive Director, Operations

Shawna Boakes, Executive Director, Operations welcomes the members of the Active Transportation Expert Panel and provides the following remarks:

- Anticipates that collaborative discussion will occur with the Expert Panel.
- The City’s goal is to implement as many projects as quickly as possible, keeping in mind safety requirements, hence the formation of the Expert Panel.
- Encourages members to provide project specific ideas rather than personal or ward specific things.
- The Expert Panel has replaced the Windsor Bicycling Committee and it is their intent to focus on the higher concept of active transportation; i.e. pedestrian crossings, pedestrian facilities, scooter program, e-bikes and not solely on bicycling facilities.
- The Vision Zero Policy was approved by City Council on January 15, 2024. Much of the Vision Zero Policy ties in closely to the Active Transportation Plan and Policy.

Ian Day, Acting Senior Manager of Traffic and Parking advises their specialty is the lines, the markings, the signs and the signals. They are bound by the Ontario Traffic Manuals (OTM) and he invites the Members of the Expert Panel to contact him with any questions relating to the OTM’s. He adds that the more knowledge the Expert Panel has, the better the input will be.

Kathy Quenneville, Active Transportation Coordinator indicates that she is responsible for the implementation of the Active Transportation Master Plan (ATMP) and tracks the metrics.

The members of the Active Transportation Panel introduce themselves and provide some background information.

In response to a question by Dr. Paul Henshaw regarding Vision Zero, Shawna Boakes states that the impetus behind Vision Zero is that the goal for the City of Windsor is zero fatalities and serious injury collisions. Operations is looking at speeds on the

roads, neighbourhood plans, ways to address drunk driving, distracted driving and anything to eliminate those specific types of accidents on our roads. They have a plan with approximately 40 action items which have been narrowed down to things to be done first in order to be able to do the rest. Traffic will be looking at installing reflective tape around the backboards (which came out of Vision Zero) and countdown pedestrian timers (at a cost of \$5 M).

Kathy Quenneville provides the highlights of the Presentation entitled “Active Transportation Master Plan Overview”, **attached** as Appendix A” as follows:

- The **Goals and Targets** of the Active Transportation Master Plan (ATMP) are to:
- Develop a complete Active Transportation network that connects all neighbourhoods.
- Improve the safety and accessibility of vulnerable road users.
- Support effective land-use planning to build an environment that makes walking, cycling, and transit convenient and enjoyable.
- Ensure that the active transportation network is equitable and accessible for all residents.
- Foster a culture for active transportation.
- In terms of targets, to double the proportion of trips made by walking, cycling and transit by 2031, with a longer-term target of 25% of all trips in Windsor made using sustainable transportation by 2041.
- The **Strategies and Actions** of the ATMP includes 102 implementation actions to **Connect Communities**, provide **Places for People, Innovation and Integration, Culture Shift** and **Quality of Life**.
- This year will be producing the 5 Year Report on the progress of the implementation using the metrics to determine the outcomes.
- Active Transportation Facilities include Cycle Tracks, Multi-Use Pathways/Trails, Local Street Bikeway, where cyclists share the road with vehicles on a traffic calmed, low volume local road, and on-road bike lanes
- OTM Book 18 – Cycling facilities
- OTM Book 15 – Pedestrian crossing treatments
- Review of the Active Transportation Projects – Bikeways Projects 2020 to 2023
- Review of the Active Transportation Projects – Current Bikeways Projects
- Review of the Active Transportation Projects – Pedestrian Crossovers (PXOs) and PXO types – Some PXO’s to be installed in 2024.
- The Bikeways Development Budget is discussed.

Shawna Boakes advises that when they undertake a new project, there are bike lanes, however, they are not painted immediately. When the base layer of asphalt is put down, there is a lip between the gutter pan and the asphalt which could present a hazard. To address this, Operations has been waiting until the top coat of asphalt goes on before they paint the bike symbols in the bike lane.

Shawn Boakes states that a PXO is not a biking facility but a pedestrian facility. Bikes are technically supposed to get off and walk across the normal crosswalk. There

is no safe way to convert it to a biking facility without putting full signals up. Research is being done to see what municipalities are doing to come up with a solution for a PXO style crossing that could be also utilized for bikes safely and effectively. Ian Day responds that the OTM's are behind and that technology moves faster than the legislation. There is a complete separate OTM guide for signals. Once they get through the OTM's there will be an issue with accessibility. Shawna Boakes adds that there are three projects upcoming that will have bike signalized crossings at traffic signals.

In response to a question asked by Dr. Paul Henshaw regarding the bike signals, Shawna Boakes responds that the intent of the bike signals where if there is a specific multi-use trail or cycle track that comes up to it, that they utilize video detection. They intend to have the video detection trigger at the side street. Pedestrians will still have a push button due to AODA requirements.

Kathy Quenneville advises that the former Windsor Bicycling Committee had an annual operating budget of \$4,300 which has been carried forward to the Active Transportation Expert Panel for 2024. She refers to the Bike to Work Event, Bike Parking provided for the Fireworks as possible activities and requests that the Expert Panel consider ways to utilize the funding.

Dr. Paul Henshaw refers to the Mandate of the Expert Panel and questions why the mandate does not state to encourage active transportation in the city. Shawna Boakes alludes to the first bullet point in the Mandate which states *"The shift to an Expert Panel will foster a conducive environment for informal idea exchange, facilitate in-depth discussions and will provide an opportunity for collaborative engagement and enable the Expert Panel to collectively develop and refine ideas"*. She adds *'to move forward the ATMP' is missing in the Mandate*. She states that the Mandate of the Expert Panel is to help guide where the city implements active transportation related projects.

Teena Ireland requests that the safety component also be considered by the Expert Panel moving forward.

5. Date of Next Meeting

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

6. Adjournment

There being no further business, the meeting is adjourned at 12:17 o'clock p.m.