

Active Transportation and Safe Roads Advisory Committee Minutes  
March 14, 2019 - 4:00 PM  
Committee Room One  
Whitby Town Hall

**Present:** Rick Batty  
Gary Carroll  
Ron Lalonde, Chair  
Sorin Lutz  
R. Bruce MacDonald  
Matt Parfitt, Vice-Chair  
Allyson Partridge-Rios  
Peter Phillips  
Mary Jo Sitter  
Lewis Williams

**Also Present:** Mayor Mitchell  
Matt Powers, Manager of Parks, Marina and Long Range Planning  
Deanna Schlosser, Planner II, Long Range  
Chris Potvin, Staff Liaison, Active Transportation Supervisor  
Heather Oerlemans, Council and Committee Coordinator  
(Recording Secretary)

**Regrets:** None noted

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1. Appointment of Chair and Vice-Chair

- 1.1 The Committee was advised that the appointment for Chair and Vice-Chair of the Active Transportation and Safe Roads Advisory Committee for the January 1, 2019 to December 31, 2019 term would take place at this time.

Chris Potvin called for nominations for the position of Chair of the Active Transportation and Safe Roads Advisory Committee.

Bruce MacDonald nominated Ron Lalonde for the position of Chair of the Active Transportation and Safe Roads Advisory Committee.

Ron Lalonde accepted the nomination.

Rick Batty nominated Bruce MacDonald for the position of Chair of the Active Transportation and Safe Roads Advisory Committee.

Bruce MacDonald declined the nomination.

There were no further nominations and the nominations were closed.

Chris Potvin called for the nominations for the position of Vice-Chair of the Active Transportation and Safe Roads Advisory Committee.

Rick Batty nominated Gary Carroll for the position of Vice-Chair of the Active Transportation and Safe Roads Advisory Committee.

Gary Carroll declined the nomination.

Bruce MacDonald nominated Mary Jo Sitter for the position of Vice-Chair of the Active Transportation and Safe Roads Advisory Committee.

Mary Jo Sitter declined the nomination.

Bruce MacDonald nominated Matt Parfitt for the position of Vice-Chair of the Active Transportation and Safe Roads Advisory Committee.

Matt Parfitt accepted the nomination.

There were no further nominations and the nominations were closed.

Recommendation:

Moved By Bruce MacDonald

That Ron Lalonde be appointed Chair of the Active Transportation and Safe Roads Advisory Committee for a term ending on December 31, 2019

**Carried**

Recommendation:

Moved By Bruce MacDonald

That Matt Parfitt be appointed Vice-Chair of the Active Transportation and Safe Roads Advisory Committee for a term ending on December 31, 2019.

**Carried**

Ron Lalonde assumed the Chair.

2. Disclosures of Interest

**2.1** There were no disclosures of interest.

3. Approval of Previous Minutes

**3.1** Minutes - June 14, 2018

Recommendation:

Moved By Bruce MacDonald

That the Active Transportation and Safe Roads Advisory Committee minutes of June 14, 2018 be approved.

**Carried**

4. Presentations

**4.1** There were no presentations.

5. Delegations

**5.1** There were no delegations.

6. General Business and Reports

**6.1** Introduction to the Active Transportation and Safe Roads Advisory Committee and Terms of Reference

Chris Potvin provided an overview of the Committee's mandate outlined in the Terms of Reference. He advised that active transportation encourages a culture shift to promote active travel and a safer mobility network to enable residents to participate more freely throughout the Town. He provided the rationale for encouraging active travel which included:

- providing mobility options;
- the collective financial health of the community;
- environmental benefits; and,
- promoting public health.

Chris Potvin advised that the criteria necessary to develop a successful active transportation network included encouragement, education, engineering and enforcement. He provided examples of the criteria

which included:

- methods utilized by the Town to encourage residents to participate in active transportation;
- educating the community about available active transportation networks;
- developing a built environment that would support active transportation modalities; and,
- police enforcement of the '1-metre rule' as it would apply to sharing the road with cyclists.

**6.2** Public Works Department Report, PW 7-19  
Re: Active Transportation Plan (ATP) Status Update

Chris Potvin distributed maps of the Active Transportation Plan network for the Committee to review. He advised that the public feedback received at open houses and public consultation had been incorporated into the maps. He further advised that a report on the Active Transportation Plan would be presented to Council once it was finalized.

**6.3** 2019 Construction Announcements

Chris Potvin advised that two trails would be developed this year including:

- the Rossland Road Trail from Lakeridge Road to the Kingdom Hall of Jehovah's Witnesses located at 721 Rossland Road West; and,
- the Brock Street Trail from Taunton Road to Rossland Road.

Matt Powers provided an update regarding the Hydro Electric Power Corridor and advised that the existing granular pathways would be converted to asphalt. He further advised that a bridge was constructed in Jeffrey Park which made the park more accessible to surrounding areas.

**6.4** Complete Streets Update

Gary Carroll provided a synopsis of the 'complete streets' concept as a planning principle where all modes of transportation would be incorporated for all users of all abilities. He further advised that the 'complete streets' concept should be included in the Committee's Action Plan.

Recommendation:

Moved By Lewis Williams

That the Active Transportation and Safe Roads Advisory Committee recommends that Staff report back on the feasibility of adopting a complete streets policy and how a complete streets policy would impact current practices.

### **Carried**

#### **6.5 Active Transportation and Safe Roads Advisory Committee 2018 Work Plan - Outstanding Items**

Ron Lalonde advised that there were outstanding items from the 2018 Work Plan that should be addressed at the next Committee meeting scheduled to take place on June 13, 2019, including:

- the gap between the entrance to Iroquois Park Sports Centre and the multi-use path; and,
- assessing the navigational signage at the Waterfront Trail from the public's perspective.

#### **6.6 Community Events**

##### **Bike Month - June 2019**

Chris Potvin advised that volunteers were required to participate in the Bike to Work event, the senior's Waterfront Trail ride and two 'Library Rides'. He further advised that the bike repair stand at Celebration Square would be an ideal place to host a workshop during Bike Month.

##### **Canada Day**

Chris Potvin advised that the Committee would set up a mobile bike repair stand and offer valet bike parking at the Canada Day celebrations. He further advised that the Committee would distribute trail maps and informational postcards at the Canada Day booth.

##### **Open Streets**

Ron Lalonde advised that the Committee could offer valet bike parking and obtain feedback from the public regarding future active transportation initiatives.

##### **Whitby Public Library Events**

Chris Potvin advised that the Whitby Public Library would host two 'Library Rides' and that volunteers would be required. He provided details regarding the routes and activities that were planned for the events.

**6.7 Active and Safe School Travel (ASST)**

Chris Potvin advised that the Town had created a "Walkability Checklist" that would audit community schools' participation in active school travel. He provided information regarding the Active and Safe School Travel initiative and outlined the benefits including:

- creating community connections;
- a reduction in school parking lot congestion;
- supporting a sustainable environment; and,
- the health benefits to students.

Chris Potvin advised that education and networking with schools would be required to ensure the success of the program.

**6.8 Active Transportation and Safe Roads Advisory Committee Representative Appointment**

Durham Active Transportation Committee

The Committee was advised that the appointment to the Durham Active Transportation Committee for the term ending November 14, 2022 would take place at this time.

Chris Potvin called for nominations for the appointment to the Durham Active Transportation Committee.

Rick Batty nominated Ron Lalonde for the appointment to the Durham Active Transportation Committee.

Ron Lalonde accepted the nomination.

There were no further nominations and the nominations were closed.

Recommendation:

Moved By Rick Batty

That Ron Lalonde be appointed to the Durham Active Transportation Committee for a term ending on November 14, 2022.

**Carried**

**7. Correspondence**

**7.1 There was no correspondence.**

8. Council Update

- 8.1 Mayor Mitchell requested that the Committee provide advice regarding gaps in active transportation and put forward suggestions regarding community engagement strategies.

9. Other Business

9.1 Agenda Items

Bruce MacDonald requested input from the Committee regarding items for future Agendas.

9.2 How-to in 10 Festival

Chris Potvin advised that the Active Transportation and Safe Roads Advisory Committee would participate in the 'How-to in 10' Festival on April 13, 2019 from 12:00 p.m. to 4:00 p.m. at the Whitby Public Library. The Committee's activity would be 'How to Change a Flat Tire in less than 10 Minutes' and requested volunteers to participate at the Festival. The volunteers included:

- Bruce MacDonald;
- Peter Phillips; and,
- Chris Potvin.

9.3 Addition of a Youth Member to the Terms of Reference

Chris Potvin advised that the Committee could request an amendment to the Committee's Terms of Reference to include a Whitby Youth Council Representative. He requested that the Committee support the amendment.

Recommendation:

Moved By Bruce MacDonald

That the Active Transportation and Safe Roads Advisory Committee supports the proposed amendment to the Terms of Reference under Section 4.0, Membership and Composition, to include a Whitby Youth Council Representative.

**Carried**

9.4 Provincial Support - Cycling Fund

A brief discussion ensued regarding:

- the percentage of residents not participating in active transportation due to safety concerns;
- the need for infrastructure based on future population growth and development; and,
- the lack of funds available for infrastructure and education.

Mayor Mitchell advised that the Ontario Municipal Commuter Cycling Program funding was no longer available to municipalities.

Recommendation:

Moved By Gary Carroll

That the Active Transportation and Safe Roads Advisory Committee recommends that Council inquire regarding the intention of the Province to replace or enhance funding lost due to the cancellation of the Ontario Municipal Commuter Cycling Program.

**Carried**

#### **9.5 Community Partners**

Gary Carroll requested that the Committee investigate the possibility of engaging community partners to financially support bike racks and bike repair stations as a way to supplement active transportation infrastructure.

#### **9.6 Meadoway Trail**

Bruce MacDonald advised that the Meadoway Trail would connect Rouge National Urban Park to Clarington along the Hydro Electric Power Corridor Trail. He further advised that the trail was in the early stages of development.

#### **9.7 Bike Month - June**

Ron Lalonde requested the Committee endorse June as Bike Month in Whitby.

Recommendation:

Moved By Ron Lalonde.



That the Active Transportation and Safe Roads Advisory Committee recommends that Council endorse June, 2019 as Bike Month in the Town of Whitby.

**Carried**

**9.8** Non-Vehicular Commuter Traffic to Whitby GO Station

Peter Phillips requested that the Committee focus on safe routes for non-vehicular commuter traffic to access the Whitby GO Station. Mayor Mitchell advised that this matter provides an educational opportunity to promote and educate residents on how to navigate to various locations throughout Whitby without using busy roads.

**9.9** Subcommittee

A brief discussion ensued regarding the need to create a subcommittee. Chris Potvin advised that he would discuss a meeting schedule and the rationale for the creation of a subcommittee with the Chair. He advised that he would provide an update at the meeting scheduled to take place on June 13, 2019.

**10.** Next Meeting

**10.1** June 13, 2019 - 4:00 p.m.  
Committee Room One, Whitby Town Hall

**11.** Adjournment

**11.1** Motion to Adjourn

Recommendation:

Moved By Gary Carroll

That the meeting adjourn.

**Carried**

The meeting adjourned at 6:06 p.m.

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H. Oerlemans, Council and  
Committee Coordinator

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R. Lalonde, Committee Chair