

Active Transportation and Safe Roads Advisory Committee Minutes
June 13, 2019 - 4:00 PM
Committee Room One
Whitby Town Hall

Present: Rick Batty
Gary Carroll
Ron Lalonde, Chair
Sorin Lutz
R. Bruce MacDonald (arrived at 4:08 p.m.)
Matt Parfitt, Vice-Chair
Allyson Partridge-Rios
Peter Phillips
Mary Jo Sitter

Also Present: Mayor Mitchell
Aimee Pugao, Planner II, Parks Planning
Mekael Wasti, Transportation Co-op Student
Tara Painchaud, Staff Liaison, Manager of Transportation and
Parking Services
Chris Potvin, Staff Liaison, Active Transportation Supervisor
Heather Oerlemans, Council and Committee Coordinator
(Recording Secretary)

Regrets: Lewis Williams

1. Disclosures of Interest

1.1 There were no disclosures of interest.

2. Approval of Previous Minutes

2.1 Minutes - May 9, 2019

It was the consensus of the Committee to amend Item 3.1, Presentation by Steven Kemp, Manager, Traffic Engineering and Operations, Regional Municipality of Durham by deleting the question and answer period.

Recommendation:

Moved By Matt Parfitt

That the Active Transportation and Safe Roads Advisory Committee minutes of May 9, 2019, as amended, be approved.

Carried

3. Presentations

3.1 There were no presentations.

4. Delegations

4.1 There were no delegations.

5. General Business and Reports

5.1 Education

Workshop - Community Involvement Opportunities

Chris Potvin requested that the Committee provide input regarding who would be included in a social outreach initiative, how they could be involved, and what actions the Committee would take to grow the cycling community in Whitby.

Discussion ensued regarding several groups to include in an outreach initiative including:

- the Whitby Seniors' Services Committee and youth groups such as the Whitby Youth Council and local schools; and,
- Downtown Whitby improvement committees such as the Downtown Whitby Business Improvement Area Board of Management, the Brooklin Downtown Development Steering Committee, and the Downtown Whitby Development Steering Committee.

A brief discussion ensued regarding the message statement that would be used regarding outreach initiatives. Chris Potvin advised that message statements should indicate that the Active Transportation and Safe Roads Advisory Committee would be available to provide presentations and education about active transportation.

Additional Committee Meetings/Subcommittees

Chris Potvin requested feedback regarding the possibility of amending the Committee's Terms of Reference to allow for six annual meetings or whether a subcommittee should be created.

Discussion ensued regarding:

- limitations in the Town budget that may impact the future development of Active Transportation;
- time constraints that may impede additional meetings;
- the purpose of increasing the number of meetings, and setting out objectives to accomplish at the meetings;
- the Committee's meeting schedule for 2020 to include developing a work plan in January, preparations for Bike Month in May and June, and a budget meeting in September;
- developing an action plan and incorporating a work plan update into the meeting agenda template; and,
- establishing subcommittees.

Further discussion ensued regarding the formation of subcommittees which included:

- a subcommittee to research the best practices of other municipalities, provinces and countries to implement a safe roads and complete streets policy that would consider all members of the community and be embedded in all development initiatives undertaken by the Town;
- a subcommittee that would strive to secure a bronze or silver status award from the Share The Road Cycling Coalition;
- a subcommittee that would be dedicated to providing input regarding improvements to the Town's Waterfront Trail Improvement initiative; and,
- creating an action plan for subcommittees to provide direction and scope out the primary purpose and reporting structure of the subcommittee(s).

It was the consensus of the Committee to establish two subcommittees, namely, the Safe Roads and Complete Streets, and the Countdown to Silver Subcommittees.

Members of the Safe Roads and Complete Streets Subcommittee included Gary Carroll, Ron Lalonde, Matt Parfitt, and Allyson Partridge-Rios.

Members of the Countdown to Silver Subcommittee included Ron Lalonde, Bruce MacDonald, Peter Phillips, and Mary Jo Sitter.

Durham Active Transportation Committee Update

Ron Lalonde provided an update regarding the Durham Active Transportation Committee which included:

- the Committee's focus being active transportation initiatives;
- a presentation regarding extending the Meadoway, an initiative that would convert the hydro corridor from an urban setting to a

- nature setting and create nature trails, in Durham Region;
- expanding rapid transportation and active transportation;
- prioritizing active transportation connectivity across the Region and working collaboratively with all municipal partners; and,
- public consultations for Envision Durham, a municipal comprehensive review project (www.durham.ca/envisiondurham).

5.2 Encouragement

Bike Month Updates

Chris Potvin advised that several Bike Month events were completed and advised that the Bike to Work event, Pop-up Breakfast, and community outreach were successful. He advised that upcoming events included the Cordon Count, Pop-up Breakfasts, and additional outreach initiatives.

Trail Etiquette Signage

Ron Lalonde presented a PowerPoint presentation regarding Trail Etiquette Signage. Highlights of the presentation included:

- establishing a trail etiquette policy such as being courteous, keeping to the right and passing on the left of the trail(s), cyclists ringing a bell when passing, and a maximum speed of 20 km/h;
- additional signage at all trail points to provide clear guidelines as to which would be user enforced; and,
- painting yellow lines across all major trails to automatically move users to the right.

A question and answer period ensued regarding:

- which trail etiquette method was most effective and cost efficient;
- the possibility and effectiveness of twinning, establishing two multi-use pathways running side by side, in high traffic areas such as the Whitby Waterfront Trail at Heydenshore;
- which areas needed to be addressed first such as blind turns; and,
- where etiquette signs should be located and including trail etiquette practices on the Town's Webpage.

Parks Adopt-A-Trail Program

Ron Lalonde inquired about the possibility of the Committee to 'adopt-a-trail'. Aimee Pugao provided information regarding the Adopt-A-Trail Program including how the Program worked. Aimee Pugao advised that in order to adopt-a-trail, the Committee would need to fill out and submit an application form located on the Town's Webpage. She further

advised that when a clean-up occurred, the Committee would be required to submit the date of the clean-up to the Town.

5.3 Engineering

Whitby Active Transportation Plan Update

Chris Potvin advised that the Town's Advisory Committees have received the Whitby Active Transportation Plan for review and comment. He advised that comments would be incorporated into the final presentation of the Active Transportation Plan. He further advised that the draft should be finalized by the end of summer and ready for adoption in the fall.

Multi-Use Pathway Update

Ron Lalonde provided images of the Victoria Street improvements which included cross rides at key intersections. He advised that cross rides were also included on Garden Street.

Chris Potvin advised that the next steps would be to continue adding cross rides throughout the Town.

5.4 Enforcement

School Messaging Update

Chris Potvin provided an update regarding the school messaging initiative of the Town and Durham Regional Police. He advised that the messaging was positively received.

5.5 Evaluation

Cycling Statistics

Chris Potvin advised that cycling statistics show a continued growth in 2018-2019 monthly comparison cycling rates. He further advised that elementary students, high school students, and GO Transit users represented the highest number of users. Chris Potvin provided information regarding commercial support of active transportation such as key placement of bike racks at Starbucks' entrances.

Cordon Count Update

Chris Potvin advised that the upcoming Cordon Count would provide new data and would serve as a baseline for cycling in 2020 and beyond.

6. Correspondence

6.1 There was no correspondence.

7. Council Update

7.1 There was no Council update.

8. Other Business

8.1 Whitby Trails

Aimee Pugao advised that there were trail etiquette guidelines posted on the Town's Website. She stated that the information provided was based on the wording used in the Town's trail maps.

8.2 Parking Master Plan Status Update

Ron Lalonde advised that the recommendations contained within the Public Works Department Report PW 14-19 regarding the Parking Master Plan included measures to increase pedestrian signals in the downtown area.

9. Next Meeting

9.1 September 12, 2019 - 4:00 p.m.
Committee Room One, Whitby Town Hall
575 Rossland Road East

10. Adjournment

10.1 Motion to Adjourn

Recommendation:

Moved By Matt Parfitt

That the meeting adjourn.

Carried

The meeting adjourned at 5:51 p.m.

H. Oerlemans, Council and
Committee Coordinator

R. Lalonde, Committee Chair