

Active Transportation and Safe Roads Advisory Committee Minutes  
January 9, 2020 - 4:00 PM  
Room 1B, Whitby Central Public Library  
405 Dundas Street West

**Present:** Rick Batty  
Ron Lalonde  
Sorin Lutz  
R. Bruce MacDonald  
Matt Parfitt, Vice-Chair  
Peter Phillips, Chair  
Mary Jo Sitter

**Also Present:** Mayor Mitchell  
Deanna Schlosser, Planner II, Long Range  
Chris Potvin, Staff Liaison, Active Transportation Supervisor  
Tara Painchaud, Staff Liaison, Manager, Transportation  
Heather Oerlemans, Council and Committee Coordinator  
(Recording Secretary)

**Regrets:** Gary Carroll  
Allyson Partridge-Rios  
Lewis Williams

---

Call to Order

1. Appointment of 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, 2020 to December 31, 2020 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.

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

Peter Phillips accepted the nomination.

There were no further nominations and the nominations were closed.

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

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 Ron Lalonde

That Peter Phillips be appointed Chair of the Active Transportation and Safe Roads Advisory Committee for a term ending on December 31, 2020.

**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, 2020.

**Carried**

Peter Phillips assumed the Chair.

2. Disclosures of Interest

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

3. Approval of Previous Minutes

**3.1** Minutes - September 12, 2019

Recommendation:

Moved By Bruce MacDonald

That the Active Transportation and Safe Roads Advisory Committee minutes of September 12, 2019 be approved.

**Carried**

It was the consensus of the Committee to hear Item 7.1, Whitby Library Rides Provincial Library Award Nomination, at this time.

4. Presentations

**4.1** Heather Oerlemans, Council and Committee Coordinator, Town of Whitby

Re: Advisory Committee Policy and Procedure Refresher

Heather Oerlemans, Council and Committee Coordinator, provided a PowerPoint presentation regarding Advisory Committees' Policy and Procedures. Highlights of the presentation included:

- the responsibilities of staff, Mayor's Designate, Chair, Vice-Chair and Members of advisory committees;
- meeting etiquette, decorum and rules of debate;
- procedures for motions; and,
- rules related to presentations and delegations.

5. Delegations

**5.1** There were no delegations.

6. General Business and Reports

**6.1** Engineering Updates

Scott Street and Traffic Calming Measures

Matt Parfitt provided information regarding the Scott Street School Zone two-year pilot project study. Mr. Parfitt advised that the study utilized various traffic calming measures which included:

- speed zones and in-road bollards;
- safety pylon delineators at the entry of the school zone; and,
- sidewalks on both sides of the street along with no stopping zones for vehicle traffic.

Matt Parfitt stated that the results from the study indicated that changes in driver behaviour had been noted by consistent reductions in operating speeds between 15-20%.

Mr. Parfitt requested that the Committee considered a recommendation to Council requesting that the Town adopt a year-round pilot program to demonstrate the effectiveness of various traffic calming measures.

Discussion ensued regarding:

- challenges with various speed mitigation options such as retrofitting existing developments;
- the ability for emergency vehicles to navigate through passive traffic circles; and,
- whether traffic circles were included in the budget.

#### Mid-Block Crossing on Hydro Corridor

Ron Lalonde advised that the Hydro Corridor Multi-Use Path (MUP) was crossed by regional and municipal roads. Mr. Lalonde further advised that the Region of Durham had discussed MUP crossings along the Hydro Corridor for 2020.

Discussion ensued regarding:

- the municipal roads that cross the MUP;
- safety measures that could be taken by the Town such as increased visibility and identification of mid-block crossings along the Hydro Corridor; and,
- Town initiatives that were already underway to develop appropriate safety features.

#### Active Transportation Plan Update

Chris Potvin advised that the updated Active Transportation Plan draft addressed comments received on the previous draft. Mr. Potvin further advised that the Active Transportation Plan, and Transportation and Pedestrian Safety Plan would be presented to Council together.

#### Bridge Deck Parapet Wall Height

Ron Lalonde provided information to the Committee regarding several bridge deck parapet wall heights which included:

- Henry Street on the west side of Highway 401 which measured 57 inches to the top of the toprail;
- the Rossland Road bridge which measured 44 inches to the top of the toprail; and,
- the bridge crossing Highway 412 which measured lower than a standard adult's bike seat height.

Mr. Lalonde advised that low top rail height was a safety concern for cyclists and requested that the municipality and region discuss strategies to mitigate safety issues.

Chris Potvin advised that upon project completion, bridges with lower top rail heights would be signed to advise cyclists to dismount and walk across the bridge.

Recommendation:

Moved By Ron Lalonde

1. That the Town of Whitby adopt a year-round comprehensive pilot program to demonstrate and assess the effectiveness of various traffic calming measures under all operating conditions at site specific locations throughout the Town; and,
2. That traffic calming measures include:
  - a. speed bumps;
  - b. passive traffic circles; and,
  - c. road diets.

**Carried**

## **6.2 Bus Rapid Transit Review and Next Steps**

Ron Lalonde advised that Metrolinx had proposed a Bus Rapid Transit route through downtown Whitby that would include six (6) traffic lanes. Mr. Lalonde further advised that Council did not support the widening of Dundas Street and that a meeting would be organized between Metrolinx and key stakeholders to discuss options.

## **6.3 E-Scooters**

Chris Povin advised that the Province had announced an E-Scooter Pilot of best practice guidelines in November 2019. Mr. Potvin further advised that the 2-year pilot project primarily focused on electronic rental scooters and that the use of e-scooters in Whitby was low.

## **6.4 Active Transportation and Safe Roads Advisory Committee Work Plan 2019-2022**

Chris Potvin requested that the Committee provide feedback regarding the Active Transportation and Safe Roads Advisory Committee Work Plan 2019-2022 by providing ideas for 2020 that would support

Council's direction and goals. Mr. Potvin recommended that the Committee form a subcommittee for the purpose of creating a draft 2020 Work Plan. He advised that the draft 2020 Work Plan would be presented at the next Committee meeting for review and approval.

#### **6.5 2020 Budget Update**

Chris Potvin advised that several projects were included in the Community Services Department 2020 Budget Plan such as resurfacing specific areas on the Waterfront Trail, incorporating rest stops and benches along existing trails, and replacing degraded trails.

Mr. Potvin further advised that projects included in the Public Works Department 2020 Budget Plan included multi-use path developments, cycling improvements, linking industrial lands to the Waterfront Trail, as well as several more proposed projects.

Mayor Mitchell requested that the Committee provide feedback regarding key priority items included in the 2020 Budget that they would like to see staff focus on for 2020.

#### **6.6 Subcommittee Updates**

Matt Parfitt provided an update regarding the Complete Streets Subcommittee. He advised that the subcommittee discussed inviting Nancy Smith-Lee, Centre for Active Transportation Executive Director, to appear before the Committee of the Whole to provide a presentation. The presentation would include best practices of a 'complete streets' approach to support Council's goals to make Whitby's streets safer through innovative design and traffic calming measures, involving citizens, and pedestrian focus within the historic downtown.

Bruce MacDonald provided an update regarding the Quest for Silver Subcommittee and advised that in order to support the quest for silver designation, initiatives were required to embrace the bronze designation standards that currently exist by educating staff and creating a culture that would support bronze standards.

Recommendation:

Moved By Mary Jo Sitter

That Ms. Nancy Smith-Lee, Executive Director of the Centre for Active Transportation, be invited to make a presentation to Town of Whitby

Council regarding the benefits of "Complete Streets" to communities as well as including best practices and success stories.

**Carried**

**6.7** Durham Active Transportation Committee Update

**7.** Correspondence

**7.1** Whitby Library Rides Provincial Library Award Nomination

Donna Bolton-Steele, Manager, Community and Service Development, Whitby Public Library, advised that the Whitby Public Library was nominated for the Angus Mowat Award of Excellence for their commitment to excellence in the delivery of public library service through their partnership with the Town.

Ms. Bolton-Steele further advised that the Whitby Public Library's Bike Month Partnership showcased a mutually beneficial relationship with the municipality and demonstrated the ways in which public libraries could help advance priorities such as economic viability, jobs and prosperity, better health, community building, and easing traffic congestion. She stated that the partnership between the library and active transportation could be replicated and scaled by libraries of any size.

It was the consensus of the Committee to hear Item 4.1, Heather Oerlemans, Council and Committee Coordinator, Town of Whitby, at this time.

**8.** Council Update

**8.1** There was no Council update.

**9.** Other Business

**9.1** Outstanding Business

Ron Lalonde requested information regarding the status of the Climate Change Action Plan and the ability for the Active Transportation and Safe Roads Advisory Committee to participate in the consultation process as a contributing stakeholder.

Tara Painchaud advised that the Climate Change Action Plan was expected to be circulated to the Town's advisory committees for comment.

10. Next Meeting

**10.1** Thursday, May 14, 2020 - 4:00 p.m.  
Meeting Room 1B, Whitby Central Public Library  
405 Dundas Street West

11. Adjournment

**11.1** Motion to Adjourn

Recommendation:

Moved By Bruce MacDonald

That the meeting adjourn.

**Carried**

The meeting adjourned at 5:46 p.m.

**Note: These minutes were approved by the Active Transportation and Safe Roads Advisory Committee on May 14, 2020.**