



MINUTES

Active & Safe Routes to School Steering Committee

2025 Apr 7

10 am - 12 pm

Microsoft Teams

Co-Chairs: Andrew Clark (Fanshawe) & Melissa Waters (SWO STS)

SECRETARY: Laura Dueck (MLHU)

ATTENDEES: Jamie Skimming (COL), Annette Gilbert (LCL/RTT), Molly Miksa (COL), Allie Gosnell (STS), Kailee Autton (MLHU Student), Erica Arnett (SWPH), Sylvia Hazenberg (TVDSB), Catherine McLean (SWPH), Tanya Charyk Stewart (LHSC/Western)

REGRETS: Darrell Jutzi (MLHU), Sheila Builder (TVDSB), Sarah Petrie (SWPH), Allison Miller (COL)

#	Notes	Action to be Taken
1	<p>Welcome & Introductions (Andrew) Welcome to the following:</p> <ul style="list-style-type: none"> • Melissa Waters – new co-chair from STS (replacing Kristy Kastellic) • Kailee Autton – Western Nursing student at MLHU • Annette Gilbert – LCL/Ride to Thrive new educational coordinator • Allie Gosnell – Allie is in a new role at STS • Jamie Skimming – City of London, Manager of Energy & Climate Change (guest today) • Tanya Charyk-Stewart – LHSC Injury Epidemiologist 	
2	<p>Review and Approval of Minutes Feb 3 and Agenda (Laura) Minutes approved with the following notes:</p> <ul style="list-style-type: none"> • ASRTS budget confirmed at approx. \$5000 after contribution towards the Wayfinding Signs Project • Updated Curriculum Lesson Plans sent to school partners for review • Andrew is working on update to website functions • Molly confirmed city contact for crossing guard questions is Carmen De Leon (cdeleon@london.ca) <p>Agenda approved with no changes</p>	<p>Reminder to members to consider grant opportunities and share.</p> <p>STP Process Map to be sent out again for members to consider and share their/ organization's role.</p>
3	<p>New Co-Chair Introduction (Andrew / Melissa)</p> <ul style="list-style-type: none"> • Welcome Melissa! 	
4	<p>Anti-Idling – Continued (Molly, Jamie) <u>The Issue:</u></p> <ul style="list-style-type: none"> • City wants to explore issue of idling cars around schools as it has been a long-standing irritant (from public feedback) <p><u>Background:</u></p>	<p>Sylvia and Graham to seek support from school boards</p>

	<ul style="list-style-type: none"> • City has done some different projects to address this – before and after studies of placing signs on school properties (eg Tweedsmuir PS) • More recently, Mountsfield PS requested signs and City worked to produce ‘Idle Free Zone’ signs with both City and school logos with the school taking on the education part (created flyers about anti-idling that were handed out by safety wardens, grade 5 students assisted) • Signs were designed to not be bylaw related (as difficult to enforce) but more focussed on education. • Ultimately, the goal of the project is to educate parents to reduce tail pipe emissions from vehicles • There is a good resource available: Kit of material created by Clean Air Partnership - distributed to all municipalities in the partnership back in 2009 <p><u>Question for ASRTS:</u> <i>How can we get schools interested in this? Can we incorporate anti-idling into other ASRTS resources and messaging?</i></p> <p>Discussion:</p> <ul style="list-style-type: none"> • Of note, the city produces the signs, and then the school maintenance/facilities staff adds them to existing posts • This would fit with ASRTS “go green travel green” program • Andrew shared a video representing work done previously by ASRTS/HEAL lab - https://www.youtube.com/watch?v=b476Uz1BJ5M&feature=youtu.be (2019) • City could prepare materials and then logos get changed depending on which municipality participating and add ASRTS logo or school logo • Laminated aluminum plastic signs are not high cost – could even produce the signs and then give to school communities to run communication campaigns and flyer distribution by students (as an in-kind contribution to the project) <p>Action Ideas:</p> <ul style="list-style-type: none"> • We could put out a call for proposals similar to Wayfinding Signs Project (Sylvia suggested linking up with the schools already involved in Wayfinding Signs as schools are already keen) • Include in presentations to school boards over the coming months • ASRTS funding – could we pay for costs for printing for non-City of London school communities? (Jamie felt this was definitely possible) - similar could be used for printing of flyers/handouts (not too expensive to expand printing costs) • Options: <ul style="list-style-type: none"> ○ Add info to the ASRTS website as a resource option for STP projects (in their action plan) ○ Add this to presentations to the school boards ○ Formalize the application process similar to Wayfinding Signs project • Plan – ASRTS to consider this further; create a workgroup; Jamie available to participate as wanted 	<p>Form a workgroup – Molly, Jamie, Melissa, Laura, Sylvia, Graham, Cat (likely one initial meeting only will be needed)</p> <p>Andrew will send out a Doodle poll to confirm date/time</p>
5	<p>Wayfinding Signs Working Group (Melissa)</p> <ul style="list-style-type: none"> • 26 applications received • Feb – working group met and selected 13 schools to receive signs (8 in London; 2 Middlesex, 2 Elgin, and 1 Oxford) 	<p>Melissa to reach out to Molly with final WF sign locations to ensure plan is okay (City</p>

	<ul style="list-style-type: none"> • Schools: Byron Northview, St Jude London, Arthur Ford, St Anne, Lord Nelson, Mountsfield, Rick Hansen, Knollwood, Parkview, North Meadows, Straffordville, Forest Park, and Algonquin • Total cost for project is \$24,500 = <ul style="list-style-type: none"> ○ \$7000 MTO Grant (Thanks to Molly and City of London to assist in invoicing for grant money before deadline!) ○ Schools \$13,000, invoicing will be done through MLHU/ASRTS ○ ASRTS \$2500 ○ City of London \$2000 • By the end of the year, total schools who have wayfinding signs will be 24 • Melissa and Andrew have met with all of the schools; schools confirming proposed locations • Andrew’s upcoming students will create Adobe Illustrator graphics then designs will go to the City for production • Goal to have installation by summer; with launch in the fall • Toolkits are created and will go to schools in late spring • Melissa and Andrew met with St Thomas school who had very positive response for installing in Elgin but had questions about the impact of the signs on behaviour) • Therefore - Plan to gather feedback from participating schools. Andrew has already sent message to school boards about this. Discussion about possible feedback ideas: <ul style="list-style-type: none"> ○ traffic counts (objective measure) ○ Anecdotal Feedback from students/parents ○ Observation of change in behaviour ○ Intercept surveys within the neighbourhoods ○ Pre-post counts - # students walking to school ○ Ask students how helpful they find the signs ○ Principal – opinion about signs ○ Assess if impacts the kiss n ride traffic ○ Hands-up survey in schools • Plan - Priority will be St Thomas – implement survey / pre-post assessment (they requested it) then info can be used for future grant applications for WF signs 	<p>will give approval before printing)</p> <p>Tanya offered to assist with evaluation workgroup</p>
6	<p>Student Updates (Andrew) Thank you to our two students – Mary Kassouf and Ashley Bruce for this past semester. Outcomes include:</p> <ul style="list-style-type: none"> • Newsletter: <ul style="list-style-type: none"> ○ First issue launched! <i>Spring into Spring</i> ○ 19 on the initial distribution • How to expand distribution: <ul style="list-style-type: none"> ○ Add to organization websites ○ Add to email signature for ASRTS ○ School board presentations ○ Mary Ann Hodge – Climate Action Newsletter (Molly) ○ QR code – could we add this for the presentations to principals ○ How to get on school newsletters – include with Wayfinding Signs schools as part of their package ○ Sign up on ASRTS homepage – ADD in past editions (Andrew) • Curriculum Resources: <ul style="list-style-type: none"> ○ Curriculum connection documents were created; Sylvia assisting by having teacher review; 	<p>Laura to send out Newsletter sign-up information again – members to share it broadly</p> <p>Andrew to update website with past editions of newsletter</p>

	<ul style="list-style-type: none"> ○ 3 versions of school safety presentation created ○ <u>Future Plan</u> – engage a teacher candidate (practicum student) from Western who could move this work forward by expanding the number of curriculum resources ● Social Media: <ul style="list-style-type: none"> ○ Wayfinding Signs content all set up (will be included in school packages along with the toolkit) 	
7	<p>School Travel Planning</p> <ul style="list-style-type: none"> ● Process Map (Cat) - needs updates from committee members (<i>what is your/organization's role in STP?</i>) ● Updates (Melissa) <ul style="list-style-type: none"> ○ 5 schools have completed their STP profile this school year ○ All are TVDSB (algonquin, lord nelson, parkview, rick hansen, forest park) ○ Hoping to see increase in STP process in coming year (Wayfinding Signs was a good connection for this) ○ Plan to reach out to all 5 schools to ask what they have accomplished as part of the STP program, would like to celebrate school success and how ASRTS can support them ○ PLAN – update website to highlight the schools that are currently involved in STP 	<p>Cat to send out the process map a gain to the committee – Laura to add into minutes</p> <p>Members to respond with their involvement in the STP process (eg. City, RTT)</p> <p>Melissa to reach out to 5 STP schools for updates (Erica/Cat to contact SWPH schools)</p>
8	<p>Seasonal Newsletter – Call for Content</p> <ul style="list-style-type: none"> ● Students put together content (this summer, Urban 360 students could work on the fall newsletter draft) ● Fall newsletter would go out in Sept before iWalk Day/Month ● STP school successes from 2024-2025 ● Other ideas: <ul style="list-style-type: none"> ○ What organization could we highlight? (if interested, contact Andrew/Melissa) ○ Do you know of an organization that would be good to highlight? Helmets on Kids, Bike Rodeo events at schools ○ Any safety ideas? ○ Anything related to road safety / safe commuting / active transportation ○ Sept 22nd is Car Free Day (TVDSB is doing a contest that launches in April to get school classes to come up with ideas of ways to promote the day; prizes given) - timing would allow for promotion of the winner of this contest or get the newsletter out before this date ○ Theme –” iWalk / Car Free” ○ Social media – consider tagging ASRTS so that we can re-share 	
9	<p>School Board Engagement (Andrew)</p> <ul style="list-style-type: none"> ● Health unit reps and co-chairs met with our LDCSB and TVDSB members to identify strategic opportunities for working together – outcomes were: <ul style="list-style-type: none"> ○ May – ASRTS leadership present to principals along with providing a handout (virtual) 	<p>Cat/Erica will follow up with Algonquin to explore option of providing a short video or principal</p>

	<ul style="list-style-type: none"> ○ Attend Principal August meetings (have a display table and handout for each, swag, etc) ○ TVPIC and TVCH&S presentations in the fall ○ Handout (student project) - draft reviewed with very positive feedback ○ Boards of Trustees – next winter provide a presentation (share successes in both boards) ○ Ultimate goal? Have boards sign a charter to demonstrate their commitment to active school travel ● <i>For the ppt presentation, what would be ASRTS key messages?</i> <ul style="list-style-type: none"> ○ Background, resources available, highlight schools who have been involved including impact on their school community ○ video clip from a student? - Algonquin outcomes? Cat could reach out to principal at that school 	<p>Speak live at the principal meetings</p> <p>Andrew to send draft presentation to Annette for review</p>
10	<p>Roundtable Updates (All)</p> <ul style="list-style-type: none"> ● Molly – Smart Commute London is hoping for school board staff to join the program ● Sylvia – Helmets on Kids fundraising event - virtual trivia night coming up; Helmets on Kids launch/safety fair being hosted by TVDSB at Prince Charles (Ride to Thrive school) with a bike rodeo June 9; LCL doing the bike rodeo portion of the school event. ● Annette – RTT program is facing a massive challenge r/t funding. 5 schools signed up for spring but didn't receive Jump Start funding as anticipated; LCL has received charitable status which may help in future. ASRTS could share donation promotion. ● Laura – London Middlesex Road Safety Committee has a meeting tomorrow (is in a re-engagement phase) 	<p>Members to send funding ideas for LCL/RTT</p> <p>Sylvia to send Helmets on Kids info to Andrew</p> <p>Laura to send LMRSC info to Tanya and Molly</p>
11	<p>Closing Remarks</p> <p>Next meeting is Wed June 4 at 9:30 am (In-Person)</p> <p>Location - To be confirmed</p>	