

MINUTES

Active & Safe Routes to School Steering Committee

2025 Sept 24

10 am – 12 noon

Virtual, MS Teams

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

SECRETARY: Laura Dueck (MLHU)

ATTENDEES: Catherine McLean (SWPH), Molly Miksa (COL), Tanya Charyk Stewart (LHSC/Western MOVES), Kristy Kastelic (MTO), Erica Arnett (SWPH), John Musvosvi (TVDSB), Abby Arsenault (Western), Priyanka Rajiv (Western)

#	Notes	Action to be Taken
1	Welcome & Introductions (Andrew) <ul style="list-style-type: none"> Round table Introductions were done, specifically: <ul style="list-style-type: none"> John Musvosvi – TVDSB Kristy Kastelic – MTO Abby & Priyanka – Western Students 	
2	Approval of Minutes & Agenda <ul style="list-style-type: none"> Minutes from June and today's agenda approved 	
3	Student Update (Andrew) <ul style="list-style-type: none"> Welcome to two new students from Western Health Science Program – Abby and Priyanka. Will be working with us from now to beginning of April Students are able to increase ASRTS capacity for projects Abby – working on social media for iWalk story contest Priyanka – working on anti-idling campaign iWalk Story Contest <ul style="list-style-type: none"> Activesaferoutes.ca/storycontest The story contest will lead into the anti-idling campaign later this fall (focus on environment) Andrew reviewed the website page – students to submit response (media – story, picture, video) to three questions; Deadline is Nov 3 at 11:59pm Promotion has included: <ul style="list-style-type: none"> Blurb sent to school boards about the contest (and broader ASRTS overview) Co-chairs attended the LDCSB principal meeting in Aug and handed out promo flyer 	<p>Members to flag their social media/comms contacts to watch for iWalk contest posts to share/reshare</p> <p>Andrew to add direct link from ASRTS homepage to the story contest</p>

	<ul style="list-style-type: none"> ○ Email sent to Steering Committee, Wayfinding Signs schools, etc with ASRTS updates and promotion ● Social media push to start later today 	
4	<p>Wayfinding Signs Workgroup (Melissa)</p> <ul style="list-style-type: none"> ● All Wayfinding Signs have been installed in school neighbourhoods, except for Algonquin school which is being completed now ● Melissa has emailed “kick off” materials to schools and feedback shows they are using the material ● So far, we have received positive responses from schools – as increasing number children walking ● Success stories will be added to the Fall Newsletter ● “Middlesex Banner” interviewed Andrew about the project New Signs Help Komoka Families Walk to School – Middlesex Banner ● Next steps – waiting for City of London invoice to be sent to ASRTS ● Evaluation – Plan is for a post implementation feedback form be sent out to participating schools. It won’t be a formal evaluation. Andrew has sent a request to the school board evaluation team but has not received a response. 	Molly will follow up with the COL Sign Shop to ensure invoice is sent to ASRTS/MLHU to be paid
5	<p>Anti-Idling Workgroup (Andrew)</p> <ul style="list-style-type: none"> ● Molly shared that work has been done in this area before; focus is education not enforcement; city will make signs for drop-off zones to encourage parents to turn off cars while they wait ● City has offered to print signs for London schools; outside London, the City will print at-cost \$30/sign for ASRTS to cover ● Plan to release application process in late November (similar to Wayfinding Signs) ● Schools will receive a toolkit for the anti-idling campaign to support related activities ● Priyanka shared background work, including reference to Matthew Addams’ research in the area ● Key messaging will be to turn your car off, move away from the curb, and walk part of the way ● Sign design will be similar to what the City used previously – add ASRTS logo and municipality logo ● Core messaging does go out from TVDSB to each school – John suggests ensuring the messages are included with a note to share with parents 	<p>Andrew will pull together the Anti-Idling workgroup again to confirm messaging</p> <p>John to confirm with TVDSB that signs are approved</p> <p>Molly to check in with Jamie Skimming at City about sign design</p>
6	<p>School Travel Planning (Melissa)</p> <ul style="list-style-type: none"> ● Andrew received at least 1-2 new requests from schools wanting to participate ● Dutton school will reach out directly to Andrew as they had challenges with online form 	<p>Andrew to follow up directly with school</p> <p>Andrew will update this group once clarified</p>

	<ul style="list-style-type: none"> Cat shared information with a parent from the school to take to the home and school committee (they are interested in signing up) 	
7	<p>Fall Newsletter (Andrew)</p> <ul style="list-style-type: none"> Newsletter draft is complete (put together by past student) Newsletter is quite full of content which is great Will add in success stories for wayfinding signs program Added in safety messages for e-scooter use (Tanya reporting that discussion has been happening in her research circles around this) Helmets on Kids is also highlighted – Sylvia has retired which will be a loss for the program and to ASRTS Newsletter scheduled to be released on Sept 29 Current recipients is 39 (has increased slowly) - continue promotion ie. Add ‘subscribe here’ within the newsletter. 	<p>Andrew will re-work the content in the e-scooter section (“not legal under the age of 16 in Ontario” and not on sidewalks)</p> <p>John to investigate if clear messaging has gone out to schools around e-scooter use (ASRTS can prepare content if needed)</p> <p>Erica shared the following e-scooter documents:</p> <p>Updated Look at E-Scooter Rideshare Programs</p> <p>E-Scooter Jurisdictional Scan: Rideshare Program Policies</p>
8	<p>School Board Engagement Update (Melissa)</p> <ul style="list-style-type: none"> In August, Andrew, Cat, and Melissa attended LDCSB principal meeting – had a booth and materials, and hoping that presence increased awareness of ASRTS resources and activities Also did a presentation to the TVDSB principals last spring Have a plan for further events this fall 	<p>John to follow up with Mike/Sheila at TVDSB as there is a plan to present at parent council (Home & school/TVPIC) this fall</p>
9	<p>CAA Safety Patrol (Melissa)</p> <ul style="list-style-type: none"> In August, Andrew, Cat, Melissa, 2 OPP, and STS completed training in Guelph Now 6 trainers to do safety patrol training locally 5 schools have signed up (foot/bus patrol) Andrew and Melissa are scheduling student training to be done by mid-October Registration will be kept open year-round though as a way to continue engagement in the program 	
10	<p>Grant Opportunities (Melissa)</p> <ul style="list-style-type: none"> MTO’s Road Safety Grant was successfully submitted in July, although the project focus had to be shifted at the last minute, as it was confirmed that bike racks were considered a capital improvement and therefore not eligible. The new project application shifted to be about bike safety kits -- ASRTS would still give away 3 bike racks provided by City of London/ASRTS; but focus will be on developing a toolkit with resources and universal bike safety videos 	<p>Cat to reach out to Woodstock to see if there are updates on the GMF application</p> <p>ASRTS will provide letters of support to the GMF grant application</p>

	<ul style="list-style-type: none"> ○ Kristy at MTO shared that applicants will be notified by end of next week (if successful or not). ● Green Communities Fund (GMF) – London – Molly shared that grant is focussed on creative infrastructure improvement projects. Applicant needs to be a municipality, partnering with a school/community. City of London had a long list of schools that might be good candidates to partner with, and City has narrowed down to Arthur Stringer and Lord Elgin as potential partners. <ul style="list-style-type: none"> ○ Arthur Stringer – need for a sidewalk but some disagreement about the focus of the project at this point. ○ Lord Elgin – would include bike path connectors, curb cuts, LUSO is present at the school as well as some other community organizations. School admin is quite keen to move a project forward. ○ Pre-application due Oct 17 and final application due in December with results in spring... then grant covers 2 years. School Boards are in support. ● GMF – Oxford - Cat shared that City of Woodstock reached out to SWPH re a crosswalk close to Springbank and St Michaels schools. Wanted to increase safety around the sidewalk – application suggested which could include wayfinding signs, bike racks, bike rodeos, etc. Cat will reach out to see if there are any updates on the application. ASRTS to provide letter of support. 	
11	<p>Roundtable Updates</p> <ul style="list-style-type: none"> ● Andrew – as of mid-summer, Andrew is co-director of Urban360 Lab at Fanshawe. Focus on Urban design, landscape architecture, GIS, etc. Opportunity for community collaboration on projects. ● Erica – asking for a budget update at a future meeting to ensure any ask for funding at PHUs can be done soon. Andrew shared that ASRTS account (at MLHU) is around \$5000. ● Molly – her department is in the midst of leadership change as Jay Stanford is retiring end of Sept, replaced by Shawna H. Bike Rodeo last weekend with Councilors Franke and Pelosa, which included Ride to Thrive instructors and Bike Cafe. Had over 80 children come through for cycle training and helmets. RTT program is strong. Mountsfield Bike Bus going on - 	<p>Laura to get end of year budget update for past 3 years</p> <p>Laura to follow up with MLHU Finance to confirm that WFS invoice paid.</p> <p>Kristy to provide Molly with e-scooter flyers.</p> <p>Laura to send AT resources to group when available (link to website).</p>

	<p>interested in bike parking at that school. Molly asked if the MTO Safe Cycling flyer – could it be updated to include right-handed turn signal information.</p> <ul style="list-style-type: none"> • Melissa – Finance update done last meeting (confirmed just under \$5000). • Kristy – focus of position on road safety. If members have community events, Kristy would be happy to support these initiatives. Rack cards, info cards, young cyclists' cards, etc available. Also has e-scooter flyers. • Laura – AT evidence and policy materials recently approved by the Board of Health. Will be available on the MLHU website - (ASRTS and City interested) • Tanya – manuscript accepted for publication “safe system approach to preventing cycling deaths”. Will share once published. Compares urban and rural environments. 	
12	<p>Closing Remarks</p> <ul style="list-style-type: none"> • Next meeting is in-person November 26 at 10am 	