MINUTES

Active & Safe Routes to School Steering Committee

November 26, 2025 | 10 am – 12 noon | Virtual, MS Teams

CO-CHAIR: Melissa Waters (SWO STS)

SECRETARY: Laura Dueck (MLHU)

RECORDER: Paula Marques (MLHU)

ATTENDEES: Catherine McLean (SWPH), Molly Miksa (COL), Erica Arnett (SWPH), Abby Arsenault (Western), Priyanka Rajiv (Western), Shanna Townsend (STS), Michael Tamasi (TVDSB), Kristy Kastelic (MTO)

REGRETS: Andrew Clark (Fanshawe), Allison Miller (COL), Sheila Builder (TVDSB), Graham Gress (LDCSB), Tanya Charyk-Stewart (LHSC, Western MOVES), Annette Gilbert (LCL, RTT), Kristy Kastelic (MTO)

#	Notes	Action to be Taken
1	**Welcome & Introductions (Melissa)** • Paula and Shanna were welcomed to the group at the start of the meeting, after which each attendee also provided a brief introduction.	
2	**Approval of Minutes & Agenda (Laura)** • Last meeting minutes and today's agenda were reviewed and approved with no additions.	
3	**Student Project Updates (Melissa, Students)** <u>iWalk Story Contest</u> • No entries received before the November deadline, so it was extended to Dec 19th. • Abby (student) has created additional social media posts to promote the program in order to raise awareness. Content shared with the committee. • Melissa has reached out to school contacts to request further promotion at the school level <u>Anti-Idling Program</u> • Program application and toolkit (resources) are being completed. Priyanka and Abby (students) shared drafts with the committee. • Website uploading has started and will be completed within the week • http://activesaferoutes.ca/resource/anti-idling-program/	Members are encouraged to share information about the contest with their connections as appropriate. Information is on the ASRTS website. Melissa to send iWalk promo blurb to Mike T for principal communication (can be shared with them next Wednesday) Mike to follow up and send an email back to Melissa to confirm installation is approved by TVDSB.

	• Abby has created social media posts about the program, and they will also be shared regularly over the coming weeks to promote the program. • Deadline for school applications is January 30 with decisions completed in February. Goal is for all schools that apply to receive them. • Promotion discussion – Mike at TVDSB suggested the core principal communication that is done weekly (needs to be approved) • Currently, ASRTS hasn't received a formal confirmation from Facilities at TVDSB for sign installation (done simply to existing fence posts and other structures).	Melissa to reach out to Roberta and Graham at LDCS B for confirmation and approval of installation at schools. Mike to watch for anti-idling information shared by email and he will add to regularly communications with principals (as able – there are often many priorities)
4	**Co-Chair Update** • Andrew Clark is currently off on an extended LOA • His co-chair position is therefore open, so we are looking for a member to fill that interim co-chair spot. • If anyone is interested in filling the position, please inform Laura/Melissa by December 7th.	Contact Melissa/Laura if interested in supporting the executive.
5	**Wayfinding Signs Workgroup (Melissa, Laura)** Project Update: • All Wayfinding signs have now been installed. Middlesex-Centre generously offered to cover the full costs for Parkview PS. Overpayment: • There is an overpayment of about $5,000.00 from schools r/t the City invoicing less than anticipated for sign production and installation (e.g., they were able to re-use some posts). This has meant that there was an overpayment from schools for the program. • Several options were discussed regarding how best to allocate or manage these funds. For example: returning money in a proportionate way to participating schools; supporting other ASRTS programs; purchasing additional bike racks; providing more bike-riding education and safety initiatives. • Melissa to reach out to our school board reps to confirm their preferences of the options.	
	Lord Roberts French Immersion Public School name change: • One other proposal for use of the WFS overpayment could be to assist with costs for new signage at Lord Roberts French Immersion Public School, which was renamed Woodfield French Immersion Public School. Kristy noted that she had spoken with the school a year ago and advised them that renaming expenses	Molly to investigate sticker feasibility and cost with the City. Melissa to explore old records to find the number of signs the school has.

	would be upcoming. The school had indicated they had no available funds for this. • Options discussed – using a sticker overtop of the old name or replace signs. Unsure about how many signs are involved and or if there is new sticker technology that would make it a reasonable alternative to sign replacement. <u>Evaluation:</u> • The Committee agreed to defer any further discussion about evaluation until spring (this was initiated by Andrew who has information)	
6	**School Travel Planning (Melissa, Cat)** • Two new schools have registered for the program: Aldborough Public School and Dunwich-Dutton Public School. Cat is working closely with both schools. • Dunwich Dutton is exploring routes for Drive to 5 including the possibility of using the Community Centre (parking/pick up) but rerouting students has identified potential safety concerns and possibly the need for an extra staff person. • Aldborough is exploring how to make the front of the school safer (busy road with no sidewalks)	
7	**Winter Newsletter (Melissa, Students)** • Priyanka (student) shared the draft newsletter for the committee to view. • Anti-idling, winter walk day, and partner spotlight (MLHU) are some of the topics within the newsletter. • It will be released in early January after the holiday break. • After a brief discussion, the group agreed not to include the London Police E-Scooter Campaign at this time. With colder weather now here, it was felt that spring - when e-scooter use increases - would be a more appropriate time to spotlight this issue.	Members to sign up to receive the newsletter and share within their networks/organizations. Sign up on the website.
8	**School Board Engagement Check In** • Nothing further to report besides the efforts that have been discussed. It was highlighted that reaching schools continues to be a challenge for ASRTS. A great deal of work is being done to create resources and programs, but success relies on engagement by schools. Continue to flag opportunities with our school board members.	
9	**CAA Safety Patrol (Melissa)** • There has been encouraging progress**.** Approximately four of the five registered schools have recently	Members can continue to promote this program as registration

	received training. One more training is planned at Mountsfield (Melissa and Shanna to implement within next 2 weeks). • Students have been actively engaged in the training and enjoyed participating in the drills, including practising safe exits from the back doors of school buses.	remains open. Registration is through CAA.
10	**Grant Opportunities** MTO Community Partnership Grant (Kristy): • There are no updates at this time. Approval is still pending, and unfortunately, no timeline has been provided. ASRTS' application was for the *Cycle Safe Program* (bike rack and educational toolkit). Green Municipal Fund (Molly, Cat): • Molly (London) is working with Lord Elgin PS and has submitted a pre-application, which has been approved. Now working on full application. • Within the Lord Elgin area, there are many partnerships involved (e.g., LMHC housing, NE Community Association). Plan to increase the path system to cross areas for walking and cycling. • Emissions reduction is also a key objective but over 90% in area already walk to school so likely improvement may not show reduction in GHG emissions. • Cat (Woodstock) reported that they decided to not apply for the grant.	
11	**Roundtable Updates** • Molly shared that the City's E-Scooter pilot project has been extended for another 6 months. The vote at council was close whether to continue the London pilot or not. They will continue to focus on education (e.g., e-scooters aren't legal for those under 16years) as enforcement is a challenge. • Another priority for London is to launch a seasonal campaign targeting individuals who may be considering purchasing e-scooters for children. This continues to be a challenge. While e-scooters are a form of green and active transportation that the Committee aims to support, non-compliance with regulations and associated safety concerns remain significant and concerning issues. • The Committee would welcome updates from London Police Services regarding their related awareness campaign in the schools. • Cat reported that there have been recent student collisions with farm equipment. Laura shared that the Regional Road Safety Committee may have some	Molly will share information about the seasonal campaign. Share LPS school ad campaign with Erica A. Allison Miller and Molly will have an e-scooter report out in March with police data – will share.

	information to share about this safety issue ("Share the Road" campaigns).	Laura to share a contact with Cat for the Regional RS Committee.
12	**Closing Remarks** • 2026 meetings to be scheduled for early February, April and June.	Laura will send out a Doodle poll for next meeting dates
	The meeting was adjourned at 11:22 a.m.	