



AGENDA
Windsor Bicycling Committee
Thursday, December 2, 2021
4:30 p.m.
Zoom video conference

READING OF LAND ACKNOWLEDGEMENT

I would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomie. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land

1. **Call to Order**
2. **Declaration of Conflict**
3. **Adoption of the Minutes**
Adoption of the minutes of the meeting held April 20, 2021 – **attached.**
4. **Presentation – University Avenue Separated Bike Lane Project**
Members of the Windsor-Essex Youth Climate Council to provide a presentation.
5. **Business Items**
 - 5.1 **WBC 2021 Operating Budget**
The Financial Variance Report for the period ending November 17, 2021 – **attached.**
Discussion regarding the allocation of \$5,000 for a mobile app for cycling across the city. Doug Sartori, Parallel 42 Systems Inc. to provide information relating to this initiative.

5.2 Bike Parking Policy Update

Memo from Rania Toufeili, Policy Analyst dated November 26, 2021 entitled "Bicycle Parking Policy – Update and Next Steps" – **attached**.

5.3 Bike Theft

Windsor Police representatives to address bike theft in the community.

5.4 Kildare Road Traffic Calming & Bikeway Project

Memo from Jeff Hagan, Transportation Planning Senior Engineer dated November 24, 2021 entitled "Kildare Road (Tecumseh Road East to Ottawa Street) Traffic Calming and Bikeway Project" – **attached**.

5.5 Confirm & Ratify Motion

Motion to confirm and ratify the following e-mail poll conducted on October 22, 2021:

"That the Windsor Bicycling Committee enthusiastically SUPPORTS the proposal to create a separated bike lane pilot project along University Avenue in 2022."

6. Date of Next Meeting

7. Adjournment

Windsor Bicycling Committee

Meeting held April 20, 2021

A meeting of the Windsor Bicycling Committee is held this day commencing at 3:30 o'clock p.m. via Zoom video conference, there being present the following members:

Councillor Kieran McKenzie, Chair
Ken Acton
Klaus Dohring
Robert Hicks
Teena Ireland
Jessica Macasaet-Bondy
Erika Valvasori
Ellen van Wageningen

1. Call to Order

The Chair calls the meeting to order at 3:38 o'clock p.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

The Chair welcomes and introduces Laura Ash, Active Transportation Coordinator to the Committee.

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by K. Acton, seconded by R. Hicks,
That the minutes of the Windsor Bicycling Committee of its meeting held January 19, 2021 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Bike Parking Policy

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The Chair advises that the Bike Parking subcommittee recently met and identified the priorities outlined in the framework.

J. Hagan provides an overview of the Bicycling Parking Policy – Framework and Next Steps as follows:

- The City’s Active Transportation Master Plan, *Walk Wheel Windsor*, recommends the development of a bike parking policy:
- The City should develop a bike parking policy to outline criteria for bicycle parking in the public right-of-way (including bicycle corrals) and at public facilities as well as to support businesses in existing developments to retrofit existing buildings to provide bicycle parking and other amenities, such as storage and change room facilities to support employees’ cycling to work year round.
- Adding these facilities would likely require a reallocation of existing motor vehicle parking to bicycle parking.
- The current requirements for bicycle parking for all properties within Windsor, except for properties in the former Sandwich South Township, are governed under Section 24.30 of the Zoning By-Law (B/L 8600) as shown below:

24.30.1 REQUIRED BICYCLE PARKING SPACES

<i>Table 24.30.1 – REQUIRED BICYCLE PARKING SPACES</i>	
<i>TOTAL NUMBER OF PARKING SPACES IN PARKING AREA</i>	<i>REQUIRED NUMBER OF BICYCLE PARKING SPACES – MINIMUM</i>
<i>1 to 9</i>	<i>0</i>
<i>10 to 19</i>	<i>2</i>
<i>20 or more</i>	<i>2 for the first 19 spaces plus 1 for each additional 20 parking spaces.</i>

- Each bicycle parking space shall have a minimum dimension of 0.6 metres by 2.5 metres.
- Zoning in the part of Windsor that was annexed from the former township of Sandwich South in 2003 is covered under this by-law. Presently, there are no bicycle parking regulations in this by-law.
- Key components that are being considered for the Bike Parking Policy are as follows:

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Component	Details
Long-term vs. short-term bicycle parking	Develop requirements for long-term and short-term bicycle parking that can be used in the Bicycle Parking Policy, Zoning By-laws and elsewhere
Contexts to be considered	<ul style="list-style-type: none"> • Bicycle parking in the right-of-way • Bicycle parking at City facilities • Bicycle parking on private property • Bicycle parking to support transit • Temporary bicycle parking for special events
Ancillary and end-of-trip facilities	<ul style="list-style-type: none"> • Change rooms, lockers and showers • Drinking water • Repair equipment (e.g. Fixit stations) • Wayfinding signage
Encouragement & Supporting Measures	<ul style="list-style-type: none"> • Online parking inventory • Other details to be determined

- Along with the existing post and ring program, a bike corral program is proposed to provide high-density, short-term bicycle parking at areas of high demand, especially for customers in commercial areas.
- *A bike corral is a form of short-term parking where a set of bike racks are installed in the roadway adjacent to the curb, typically near intersections. While vehicles parked close to an intersection pose an obstruction to the sightlines of cross traffic and pedestrians, bicycle corrals generally do not create sight line issues because of their low height. Corrals are normally blocked off from the rest of the roadway using barriers and/or bollards.*

A question and answer period follows.

K. Morse states that the WECHU has been working with workplaces/employers for many years. He adds they have been doing the Workplace Wellness Program Bike Friendly Award, which entails looking at a facility’s environmental supports, education, training and additional policy development. If this is the focus in the long term, they have resources available. He adds that in terms of Age Friendly, as referenced in the

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framework, the City of Windsor was designated as an “Age Friendly Community” by the World Health Organization.

J. Hagan indicates they are aware of problems relating to cyclists who use Transit Windsor and when they transfer buses, they find that the second bus is full. He adds that having secure bike parking at the Transit terminal should encourage people to leave their bike knowing that it will not be stolen.

K. Action asks that with respect to bike parking and the number of spaces that will be addressed through the zoning, has any consideration be given to cargo bikes.

J. Hagan responds that cargo bikes and bikes with trailers have been flagged for consideration.

The Chair refers to a discussion held with the Subcommittee regarding making the provision of bike parking facilities mandatory in connection to the special event and permitting process. He asks administration what tools are being contemplated to facilitate this.

J. Hagan responds that at this time, they are trying to establish the framework and that bike parking should be addressed in the Policy.

The Chair adds that this may involve a capital investment, i.e. the purchase of a temporary corral.

The Chair asks Administration to comment on whatever bike parking policy is enacted in the City of Windsor, that it include the Sandwich South lands equally.

J. Hagan responds that he anticipates it will be the same parking supplier requirements for both

E. Valvasori asks how are the various areas of the city identified for different bike parking requirements currently.

J. Hagan responds that the bike parking is tied to the auto parking requirements. The zoning bylaw identifies three different areas – the central business district, BIA’s and similar areas, i.e. Wyandotte Street West and everyone else.

K. Acton adds what is being discussed is land use policy and zoning. He states that in residential neighbourhoods the amount of bicycle parking or storage facilities is less, whereas in the core there is a greater need for these facilities.

E. van Wageningen asks if we are trying to correct what is not included in the zoning with the planning policy.

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J. Hagan responds there will be the Zoning By-law amendments and the Bike Parking Policy.

J. Macasaet-Bondy suggests that the following wording be added to the motion – that the Windsor Bicycling Committee revisit the Bike Parking Policy in each term.

E. Valvasori relays an incident regarding someone who parked their bike in a visible location at City Hall and it was stolen. She adds that in some areas, there must be more discretion available to the City to allow additional requirements on new builds to protect those bikes.

J. Macasaet-Bondy proposes wording that secured bike parking be extended to short-term bike parking as well.

J. Hagan responds that they are working on incorporating a bike locker program into the Policy, which can be used for short-term parking. Often the bike lockers are not located in the most convenient place.

E. Valvasori questions what other municipalities are doing regarding bike thefts in their communities.

The Chair recommends that Windsor Police be invited to attend the next meeting to provide information with respect to bike theft.

E. van Wageningen asks what happens if there is no longer space to place secured bike parking and suggests that new developments consider allowing for space for this amenity.

Moved by J. Macasaet-Bondy, seconded by E. van Wageningen,
That the broad objectives articulated in the Bike Parking Policy Framework **BE ENDORSED**; and

That within that the Framework, that Administration **BE REQUESTED** to develop specific proposals for Council to consider capital incentives to promote investments in end of trip bike parking facilities to promote stronger commuter cycling adoption; and

That Crime Prevention through Environmental Design (CPTED) principles **CONTINUE** to be a point of emphasis as the Bike Parking policy be developed; and

That the City of Windsor **BE REQUESTED** to create minimum bike parking capacity requirements for City Parks and to follow CPTED principles when determining where to locate bike parking facilities with the view to encourage park users to bike to parks; and

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That the City of Windsor **BE REQUESTED** to continue to embed consideration for bike parking facilities where appropriate in terms of land use and site design; and

That consideration **BE AFFORDED** to provide bike parking facilities for a variety of bicycles; and

That the City of Windsor **BE REQUESTED** to increase the required number of bike parking spaces (minimum) for all future developments; and

That the implementation of a Bike Parking policy for the Sandwich South Lands that align with the goal of the Active Transportation Master Plan **BE SUPPORTED**.

Carried.

Moved by J. Macasaet-Bondy, seconded by R. Hicks,
That the Bike Parking Policy **BE REVISITED** every four years commensurate with the term of City Council.

Carried.

4.2 WBC 2021 Operating Budget

The Chair advises there is a partnership opportunity to develop a mobile app for cycling across the city that would also recognize businesses and institutions.

K. Dohring advises that he supports funding the Bike Kitchen. He adds he would like to see a Windsor based software company develop the mobile app.

E. van Wageningen states that someone will have to maintain the app.

The Chair adds that the updates to the app can be provided by the Transportation Planning area.

J. Macasaet-Bondy proposes an on-line application process to acquire bicycle lights.

The Chair requests that ideas be brought back to the next meeting as it relates to the 2021 operating budget.

New Business

The Chair proposes that the City consider recognizing businesses and institutions for promoting cycling.

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Moved by T. Ireland, seconded by E. Valvasori,

That the Windsor Bicycling Committee **BE REQUESTED** to develop a proposal for a Recognition Program for businesses and institutions that promote cycling in the City of Windsor.

Carried.

The Chair states that if the Bike to Fireworks event occurs, that WBC members volunteer to assist with the event.

4.3 Traffic Calming Policy Update

J. Hagan reports that the Traffic Calming Policy was approved by City Council. He adds there is now a bike lane traffic calming procedure, which will streamline the process for bike lanes.

5. Date of Next Meeting

The next meeting will be held at the call of the Chair.

6. Adjournment

There being no further business, the meeting is adjourned at 5:26 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR