

ACTIVE TRANSPORTATION EXPERT PANEL (ATEP)

Meeting held Wednesday, October 8, 2025, at 2:30 p.m.

A meeting of the Active Transportation Expert Panel is held this day commencing at 2:30 o'clock p.m. via Zoom video conference, there being present the following members:

Dr. Paul Henshaw
Teena Ireland
Wayne Lessard
Jocelyn Nikita
Jim Sommerdyk

Guests in attendance:

Steve Morgan, liaison to the Unifor Local 444 Community Services Committee – Bike for Kids Program
Lori Newton, Executive Director, Bike Windsor Essex

Also, present are the following resource personnel:

Kathy Quenneville, Chair and Schools and Sustainable Mobility Coordinator
Ian Day, Senior Manager Transportation
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 2:30 o'clock p.m. and the Expert Panel considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Jocelyn Nikita, seconded by Jim Sommerdyk,
That the minutes of the Active Transportation Expert Panel of its meeting held June 12, 2025, **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 2025 Operating Budget and Initiatives Discussion

Steve Morgan, Vice President of Local 444 and the lead liaison to their Community Services Committee provides an overview of the Bike for Kids Program as follows:

- The concept of bikes for kids was born in 2002. Since that time, over 2,000 bikes have been rehomed to mostly underprivileged children, new Canadians and victims of house fires.
- Fundraising through various initiatives have afforded the opportunity to build bikes, buy bikes and to buy parts. Every year on the Earth Day Event at Devonshire Mall they collect bikes from the community, bikes with square wheels rusted out along with some bikes that are new.
- The bikes are refurbished with the parts that have been purchased, and they generally start with 140 bikes and end up with 100 “good bikes”.
- Before school ends for the summer, they visit schools in lower income areas and bikes are delivered to the kids.
- The Windsor Brain Injury Association donates all of the helmets.
- The children are taught how to ride a bike all through volunteers.

In response to a question asked by the Chair regarding how they determine who receives the free bikes every year, Steve Morgan responds there is no criteria; it is where the need happens to be that year.

Dr. Paul Henshaw asks in terms of monetary commitment, what is required on a yearly basis to refurbish 100 bicycles. Steve Morgan responds their fundraising efforts bring in approximately \$3,000 to \$4,000. a year. He adds that they rent space in a warehouse to refurbish the bikes for three months a year.

The Chair thanks Steve Morgan for his presentation.

Lori Newton, Executive Director Bike Windsor Essex suggests that Bike Windsor Essex may be able to assist Steve Morgan with their program as they have a considerable number of used parts as they also refurbish bikes on a year long schedule. Additional information regarding Bike Windsor Essex is provided as follows:

- Works with the Downtown Windsor Community Collaborative in refurbishing bikes for New Canadians who reside in the downtown area.
- Refers to their Winter Wheels Program that focuses on New Canadians, folks who are nervous to ride and people who utilize their bikes for everyday transportation. The idea of the program is to encourage people to cycle all year round and to be safe (allows for 25 students a year).
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- In the fall, they visit different locations and put free lights on bikes (approximately 1,000 lights provided annually through CAA).
- The School Program teaches the students how to do ABC quick checks, how to use their helmet, how to use arm signals. They also conduct drills relating to how to break fast, how to fall off of your bike and how to do tight circles.

The Chair refers to the CAN-BIKE Program and asks what they do with the children that do not have bikes who have come for the training. Lori Newton responds that the teachers find another activity for the children to do, and it is typically bike safety related. She adds that in the assembly, only the staff are on bikes so that the children learn how to do the task.

Dr. Paul Henshaw asks what they would do with additional funds. Lori Newton responds that the wheels and tires are expensive, and additional funding would allow for more community rides and to continue what they are doing.

Steve Morgan offers to assist Lori Newton in the future with providing trailers or transportation to help move bikes around to various locations.

Lori Newton and Steve Morgan leave the meeting at 3:07 o'clock p.m.

The Chair refers to the "Active Transportation Expert Panel Funded Safety Village Bike Safety Field Trip Feedback Survey – September 2025", **attached** as Appendix "A". The highlights of the survey are as follows:

- Held at the Safety Village and was funded by the ATEP
- Seven schools participated.
- Advised that the most valuable aspects included hands-on learning i.e. riding the bikes
- Fire Safety and the Police were also incorporated into this training along with bike safety and helmet fit.
- The children thoroughly enjoyed the training and were grateful for the experience.

Dr. Paul Henshaw asks when the students receive training at the Safety Village are they on bikes or scooters. The Chair responds that most of the students have bikes and if they do not know how to ride a bike are provided with a scooter. They also receive road safety training.

Jocelyn Nikita expresses concern that the work of Bike Windsor Essex also includes the County and asks that there be a stipulation that ensures that any donation from ATEP will benefit City of Windsor residents only.

The Chair reports that the 2025 Operating Budget for the Active Transportation Expert Panel is \$4,300.

Discussion ensues regarding the utilization of the 2025 operating budget.

Moved by Dr. Paul Henshaw, seconded by Jim Sommerdyk,
That **APPROVAL BE GIVEN** to providing a donation from the Active Transportation Expert Panel 2025 Operating Budget to the following organizations:

- \$2,000 to the Safety Village Program
 - \$1,000 to Unifor Local 444 Bike for Kids Program
 - \$1,000 to the Bike Windsor Essex - Winter Wheels Program
 - The remainder of the operating budget (\$300) to be utilized for the purchase of bike locks for the schools that visit the Safety Village.
- Carried.

Wayne Lessard expresses concern that the organizations will expect funding from the ATEP annually.

Dr. Paul Henshaw questions if the ATEP is interested in supporting the 2026 Bike to the Fireworks Event. The Chair responds that the Bike Parking Policy Implementation Report will be going to Council on October 20, 2025. The recommendations in the report propose that parking equipment be purchased. If approved, the city may be purchasing event bike parking equipment.

4.2 City Bike Parking Policy Update

The Chair advises that the Bike Parking Policy Implementation Report went to the Environment, Transportation and Public Safety Standing Committee on September 24, 2025. She indicates that Administration was directed to complete the bike parking room in Garage 2, to install a fob access gate to create a secure bike parking area. The report will be going to Council on October 20, 2025, and will be providing additional information regarding a three-year schedule for implementation and the associated costs. *(Update since this meeting: the additional information report will now be going to the November 27th Environment, Transportation and Public Safety Standing Committee).*

4.3 Upcoming Projects

The Chair thanks Teena Ireland, Dr. Paul Henshaw and Jim Sommerdyk for attending the Riverside Alternate Bikeway Open House.

Wayne Lessard asks if this will be a temporary solution to waiting for the Riverside Vista Project to be completed or, will this be there for the long term. The Chair responds it is meant to be an interim bikeway until the Riverside Vista Project is complete but will likely remain in place.

Jocelyn Nikita leaves the meeting at 3:45 o'clock p.m.

5 Other Business

The Chair reports that they are developing educational information to place on the new Active School Travel website [Active School Travel | City of Windsor](#) that the Road Safety Department has created. She adds there is a 2-minute video entitled “Walking and Wheeling to School” and there are also some links to resources for schools, including curriculum-based links.

In response to a question asked by Dr. Paul Henshaw regarding if there is interest in adding you tube videos, i.e. how to ride on the road, the Chair responds that they are open to receiving videos and asks that they be sent to her.

Wayne Lessard states that the City of London has erected signs in the area of schools that identifies the distances to schools and the time required to either walk or bike to school.

6. Date of next Meeting

The next meeting will be held on Wednesday, February 4, 2025.

7. Adjournment

There being no further business, the meeting is adjourned at 3:56 o'clock p.m.



Active Transportation Expert Panel Funded Safety Village Bike Safety Field Trip Feedback Survey - September 2025

Meeting of the Active Transportation Expert Panel
October 8, 2024

School Name:

Begley St James
Teresa of Calcutta West Gate

The following elementary schools participated in the Safety Village field trips:

- **West Gate**
- **Begley**
- **Northwood**
- **St.James**
- **Immaculate Conception**
- **St.Theresa of Calcutta**
- **St.Angela**

Which aspects of the program did you find most valuable? (check all that apply)



What aspects did students enjoy the most? What component had the most impact?

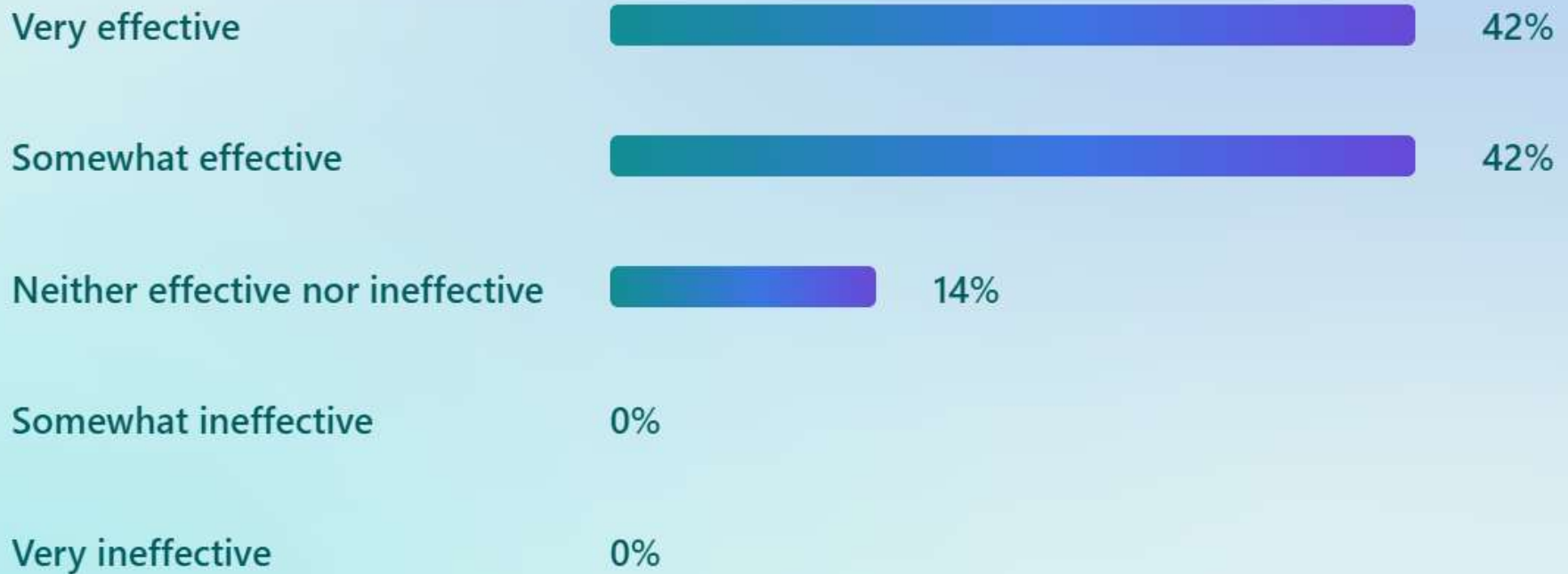


A word cloud of student feedback on a light blue background. The word 'bikes' is the largest and most central. Other words are arranged around it in various sizes and orientations. The words include: 'safety program', 'bikes in the village', 'potentially save', 'students', 'bikes/scooters', 'learning experience', 'new learning', 'great learning', 'hit', 'huge', 'fire truck', 'equipment', 'fire safety', 'bikes in the yard', and 'hit bikes/scooters'.

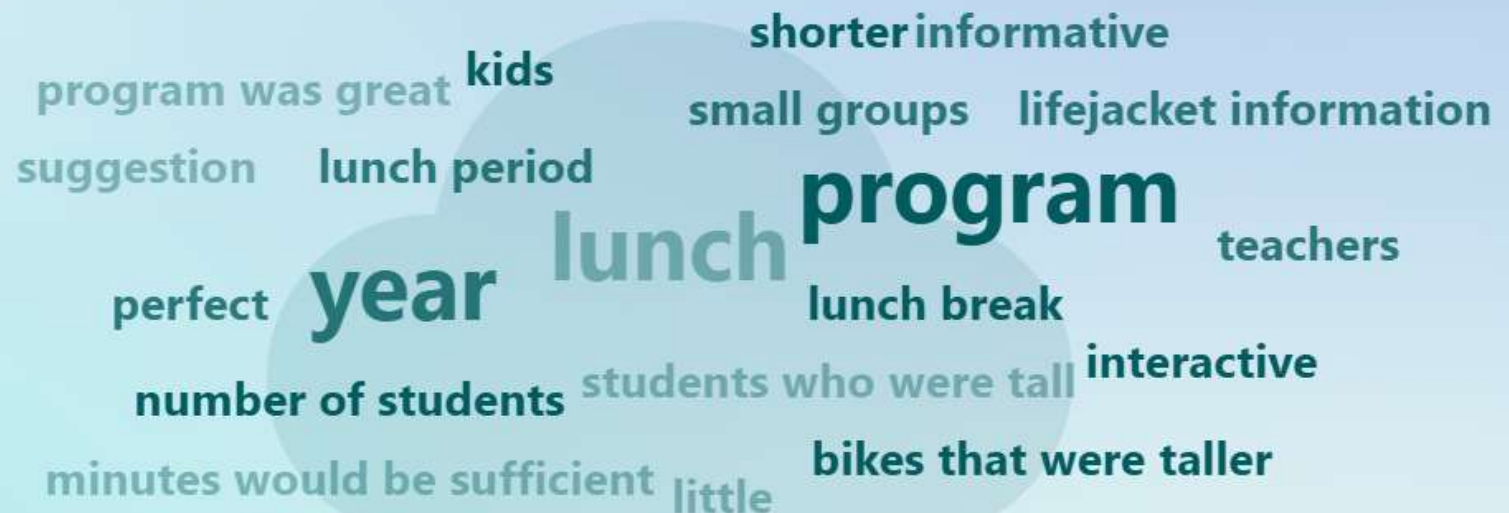
bikes

safety program
bikes in the village
potentially save
students
bikes/scooters
learning experience
new learning
great learning
hit
huge
fire truck
equipment
fire safety
bikes in the yard

How effective was the program in encouraging your students to use active travel (walking, biking) , i.e. were there any improvements after th...



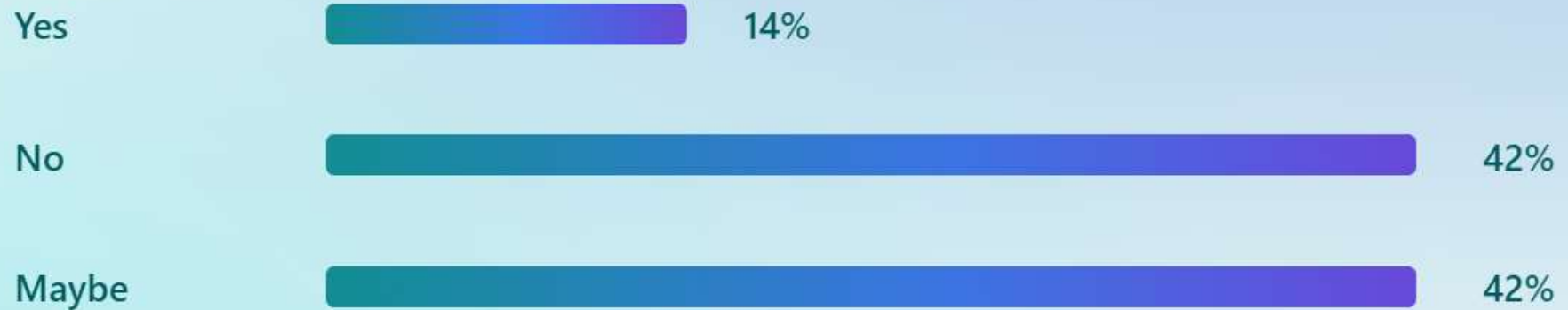
What could be improved?



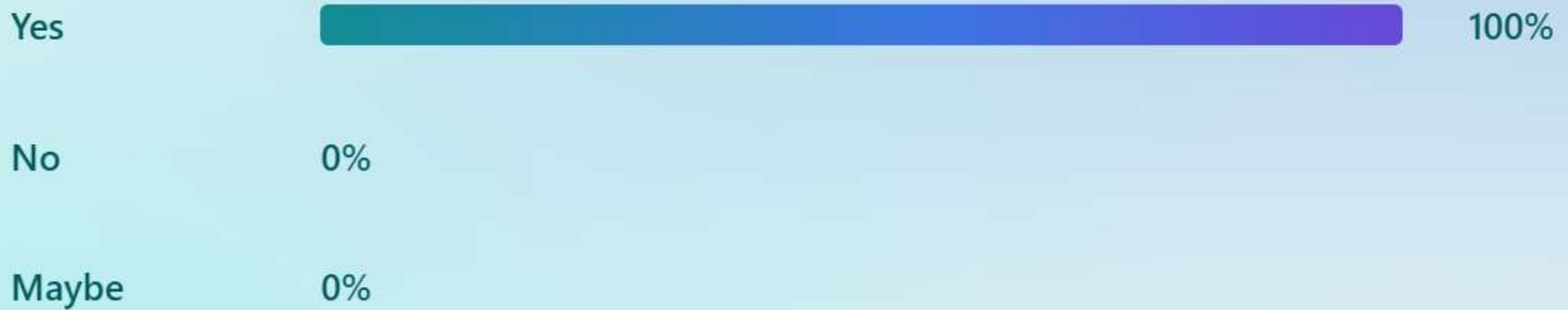
A word cloud visualization of feedback suggestions. The words are arranged in a circular pattern, with the most prominent words in the center and smaller words towards the edges. The background is a light blue gradient with a faint circular pattern.

program was great kids
suggestion lunch period
perfect year lunch
number of students students who were tall
minutes would be sufficient little
shorter informative
small groups lifejacket information
program teachers
lunch break
interactive
bikes that were taller

If the field trip was not funded, would the grade 4s have gone to the Safety Village anyway?



Do you think this was a beneficial use of funding?



We welcome any additional comments about the Safety Village field trip, or suggestions for other safe active school travel initiatives that t...

commitment from families

sincerely hope **class**

class was so engaged

risk students

bike

school

important to the community

time

year

students

families

funding for these types

field trips fantastic trip

trip

absolutely love

greatly appreciated

funding

types of experiences