

Simcoe Muskoka On the Move

Steering Committee Meeting

Date: Thursday, August 17, 2023

Location: Teams Meeting

Time: 1:30pm – 3:30pm

Chair: Monica Bovett (SMDHU)

Present: Abby Liu, Carolynne Bull, Christine Bushey, Colleen Healey, Jennifer Parker, Joe Oppedisano, Jon Main, Justin MacDonald, Kelly MacLeod, Kyle Pender, Matt Ellis, Monica Bovett, Sherry Diaz, Vandita Watts, Yan Yu

Regrets: Bailee Yasher, Christine Hyde, Christine Cousins, Dan Perreault, David Hegarty, Katie Kirton, Kayla Kalalian, Kerri McDonald, Kristin Pechkovsky, Madona Shamoon, Samantha Bigley, Stephen Murphy

Recorder: Jennifer Niven (SMDHU)

No.	Agenda Item	Actions
1.0	Welcome and Introduction <ul style="list-style-type: none"> ○ Official welcome to 5 new members to OTMSC: <ul style="list-style-type: none"> ▪ Abby Liu, Yan Yu, Jon Main, Kyle Pender, Vandita Watts 	
2.0	Review of Agenda	Approved
3.0	Review of Minutes from June 9, 2023	Approved
4.0	Business Arising:	
4.1	<p><i>On The Move (OTM) Local Implementation: Christine Bushey (SMDHU)</i></p> <p>2022-2023 School Year Summary</p> <p>Outreach occurred to the original 17 schools who signed on during the pilot program. Eleven of the 17 schools were able to commit to continued involvement for the 2022-2023 school year. This created six vacancies in the program.</p> <p>The capacity from one school to the next varied with some schools forming committees, some redoing data collection, or finalizing action plans. Others implemented activities or held events without engaging in the full OTM program.</p> <p>C. Bushey reviewed specific activities from the eleven schools for the 2022-2023 school year:</p> <ol style="list-style-type: none"> 1. Admiral Elementary School: Completed promotional events including Bike Month in June and participated in the Bike Month Challenge organized by SMDHU, Town of Collingwood, and the Environment Network. <ul style="list-style-type: none"> • Plan for fall 2023: Discuss integrating the OTM initiative to contribute to OPHEA Healthy Schools Certification. 2. Cameron St Public School: Completed promotional events including Bike Month in June and participated in the Bike Month Challenge organized by SMDHU, Town of Collingwood, and the Environment Network. <ul style="list-style-type: none"> • Plan for fall 2023: Begin OTM work early in the school year. 3. Mountain View Elementary School: Not able to move forward with OTM work. 	

- Plan for fall 2023: Assess readiness for 2023-2024 school year.

4. **Worsley Public School:** Engaged school OTM committee. Walkabout completed with Town Senior Planner. OTM Committee moving forward with a deputation to the Town of Wasaga Beach. Municipality will be receiving their OTM signage this week.

- Plan for fall 2023: Re-engage with the new VP and review what was planned under previous leadership. The OTM school committee will continue. Next meeting is scheduled for September 18th. The Township will install the OTM signage in the Worsley school zone.

5. **Clearview Meadows Public School:** School VP and Principal are involved. A committee was not formed but this will be considered for the 2023-2024 school year. Organized and promoted two Walk and Wheel events. Met with municipality to update the School Travel Planning map previously developed. Clearview Township created a [new municipal OTM webpage](#). OTM way finding signs are ordered and have a QR code that leads users back to this new website.

- Plan for fall 2023: Discuss plans for a OTM school committee early in the new school year. Finalize work on map, to be available online and distributed to other key locations in the community. Install the OTM signage in the Clearview Meadows school zone.

6. **Mundy's Bay Public School:** School committee re-formed. Active municipal involvement. Some data collection was completed. Action plan updated. Working with the municipality related to engineering / supportive infrastructure changes.

- Fall 2023: Continue school OTM committee meetings and implementation of Action Plan.

7. **Orchard Park Public School:** OTM is a sub-group of the school's Wellness Committee. Data collection re-done. Support available from City of Orillia & Sustainable Orillia to move initiative forward. Decision made to request a deputation to council related to engineering / supportive infrastructure requests.

- Fall 2023: Deputation to Council scheduled for September 25, 2023.

8. **Trillium Woods Public School:** Trillium Woods was not able to form a committee.

- Fall 2023: Assess readiness for 2023-2024 school year.

9. **Cundles Heights Public School:** Meetings to discuss Fall 2023 data collection occurred with the Principal and VP. OTM information provided at family night event. City of Barrie staff and ward councillor are actively involved.

- Fall 2023: Final decisions on data collection plan and creation of a new action plan.

10. **Alcona Glen Elementary School:** Active school committee and municipal involvement.

- Fall 2023: Newsletter inserts, and promotional events planned for September. New connecting path by the Town of Innisfil planned for behind the school.

11. **Huntsville Public School:** Not able to form a committee.

- Fall 2023: Assess the school's interest for the 2023-2024 school year

Six vacancies for OTM spots occurred in 2022-2023 school year with schools not having capacity to move forward with the program:

- Oakley Park Public School
- Connaught
- Willow Landing Elementary School
- Macaulay Public School: Received their OTM signs and plan to install. Will be contacted as part of fall outreach to assess readiness to continue in program.
- St. Angela Merici Catholic School
- St. Noel Chabanel Catholic Elementary School. Interested. Awaiting confirmation from the SMCDSB about school participation.

SMDHU, with input from the On the Move Steering Committee and school boards, created a list of potential schools to fill vacancies. None of the schools contacted from the list were able to join the initiative in the 2022-2023 school year.

	<p>Plan for Fall 2023 for SMDHU Public Health Nurses</p> <ul style="list-style-type: none"> Continue to work with active schools as local facilitators for OTM program. Plan for recruitment of schools to fill vacancies. 	
4.2	<p><i>FUNDING: Christine Bushey (SMDHU)</i> Budget expenditures since last meeting</p> <ul style="list-style-type: none"> Fall I Spy Cards (purchased @ \$545.00) Worsley and Clearview Meadows Wayfinding Signage (purchased @ \$972) <p>Pencils- request to cover cost of ordering additional pencils for 2023/24:</p> <ul style="list-style-type: none"> December 2020 – purchased 5,000 pencils at a cost of \$2,533.00 - included shipping and handling and tax # distributed 1750 # remaining 3250 <p>Remaining budget:</p> <ul style="list-style-type: none"> Funds held for OTM schools \$ 9600.00 Funds held for signs for 1 school \$ 490.00 Budget Balance \$13,781.00 <p>Exploring other resources: Steering Committee to consider what additional resources may be needed to support the initiative.</p>	<p>M. Bovett to send the On the Move Steering Committee members a poll re: ordering pencils or another option.</p>
4.3	<p><i>COMMUNICATIONS: Monica Bovett (SMDHU)</i></p> <ul style="list-style-type: none"> On the Move Social Media messages for August/September were sent to members in early August by C. Mayer. M. Bovett requested feedback on how it used by members. C. Bull shared Trillium Lakelands District School Board's process is to reshare partner's posts and that has been working well with SMDHU messaging. M. Bovett shared that a public service announcement (PSA) will be released from SMDHU the week of August 21st to the media with back-to-school messaging on active school travel, and active play during and after the school day. Communications subgroup is formed and looking for members. C. Bull stated she could be part of the group with C. Mayer and K. Thomson-Ryczko. Group would focus on issues related to communications requests, regional promotion of Active School Travel events (Bike to School Week, Winter Walk days, etc.) and any detailed decisions related to promotional resources to bring back to larger Steering Committee for discussion and endorsement. Social Media Toolkit will be available in October on the On the Move webpage. 	<p>M. Bovett to add request for additional members for subgroup to post-meeting email.</p> <p>M. Bovett to inform C. Mayer of members names to set first Communication Subgroup meeting.</p>
5.0	New Business	
5.1	<p>Policy sub-group Report <i>Monica Bovett (SMDHU)</i></p> <ul style="list-style-type: none"> Summary of Subgroup meetings <ul style="list-style-type: none"> Revising OAST policy report recommended policy statements down to a usable set of policy priorities for regional implementation. Consulted with Transportation Consortium related to bussing policy statements in OAST report. Draft 3 of 19 policy statements currently out for review by subgroup members High interest in pursuing Active School Travel Zone. Advocacy opportunity to comment on County of Simcoe Transportation Master Plan occurred in July. Feedback provided by the policy subgroup is in an attachment to these minutes. 	<p>Subgroup to meet in September 2023.</p> <p>Presentation of options at October Steering Committee meeting.</p>
6.0	Standing Items	
6.1	<p><i>EDUCATION: Importance of a 5 "Es" Approach: Sherry Diaz (SMDHU)</i> What does a comprehensive approach look like for Active School Travel?</p> <ul style="list-style-type: none"> Discussion generated from presentation related to importance of municipal and school collaboration in relation to: <ul style="list-style-type: none"> Vehicle speed in school zones Facilities and road planning around schools related to lane width, pedestrian crosswalks, and links to capital budget planning for both schools and municipalities. 	<p>Members to share suggestions for next education session with M. Bovett.</p> <p>Members to consider if learning</p>

	<ul style="list-style-type: none"> • J. Main shared that: <ul style="list-style-type: none"> ◦ City of Hamilton has a decorative crosswalk guideline. This may be a helpful tool as it identifies when and where to use painted cross walks. ◦ With regards to accessibility, equality, and equity, inviting a member from the municipal accessibility committee to a walk about survey would be beneficial. 	<p>about each other's roles in supporting the On the Move Program would be helpful as a topic.</p> <p>M. Bovett to confirm topics in f/u email.</p>
6.2	<p>SUSTAINABILITY: On the Move Program Sustainability Monica Bovett (SMDHU)</p> <ul style="list-style-type: none"> • Transitioning from project to program • Activities at municipalities are increasing related to On the Move • School board engagement is in progress from SMDHU • Student Transportation Consortium? <ul style="list-style-type: none"> ◦ Twice a year there is a student head count for school bus ridership which are in October and April. The numbers may not be 100% reflective of the students that are assigned to the bus. Numbers are not shared presently. ◦ There is a first rider program where it's identified to JK/SK families re: safe transportation on a school bus vs each family that is driving individually. • Members to bring forward any advocacy ideas/opportunities on an ongoing basis • Terms of Reference review due at October meeting • M. Bovett is working on confirming Steering Committee membership for the school year of 2023-2024 and will connect with the previous members to confirm they would like to continue to be a member. 	<p>Member to bring forward issues as they arise.</p> <p>M. Bovett to bring ToR forward by email in October for member review to prepare for discussion at October meeting.</p> <p>M. Bovett to confirm membership list by next meeting.</p>
7.0	<p>Meetings occur in October, January, March, June, August</p> <ul style="list-style-type: none"> • Meeting times (day) • Doodle polls are sent out in advance to determine specific dates. 	<p>J. Niven to send a doodle poll to the steering committee members.</p>