

Simcoe Muskoka Active School Travel Project

Project Steering Committee Meeting

Date: February 22, 2021

Attendees: Geoff McKnight, Jennifer Niven, Carolina Cautillo, Christine Bushey, Kristin Pechkovsky, Katie Kirton, Tracey Burnet-Greene, Kerri McDonald, Jennifer Parker (until 1:30pm)

Tentative:

Declined:

Location: Zoom

Join Zoom Meeting: <https://zoom.us/j/92594708657?pwd=eGlzdVN4VnVQRDNqdkpHUGpXeIJpdz09>

Meeting ID: 925 9470 8657

Passcode: 027347

1-855 703 8985 Canada Toll-free (if required)

Time: 1:00 p.m. – 2:30 p.m.

Chair: **Christine Bushey**

No.	Agenda Item	Actions
1.0	Welcome and Introductions	
2.0	Review of Previous Minutes (October, 2020 – attached)	Approved
3.0	Review of Agenda	Approved

<p>4.0</p>	<p>Business Arising <i>Actions from the previous meeting</i></p> <ul style="list-style-type: none"> • K. Thomson-Ryzcko to look into adding the summary of timelines to the communication plan. • C. Bushey will look into whether or not a Data Collection Plan will be required to get input from youth into the stencil designs. <ul style="list-style-type: none"> ○ An SMDHU Data Collection Plan is not required if school principals assist us with getting feedback from students on the stencils. • T. Burnet-Greene will forward sidewalk stencil designs to the steering committee members for review. • K. Thomson will follow up with L. Dennis (SMDHU Health Promoter) to find out if we can put a link to the videos on the OTM website. <ul style="list-style-type: none"> ○ A link to the videos has been posted on the OTM website • J. Niven to send all 6 English YouTube videos to Carolina, Kerri and Kristin. 	<p>Defer</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
<p>5.0</p>	<p>New Business</p>	
<p>5.1</p>	<p>Steering Committee Round Table Sharing Opportunity</p> <ul style="list-style-type: none"> • Innisfil – Videos were brought forward to the Traffic Safety Advisory Committee meeting for information purposes. • Bradford-West Gwillimbury- Council recently adopted the new Official Plan. They are looking forward to policy and design with regards to active school travel/ with the Active School Travel plan. • County of Simcoe – Currently creating a Transportation Master Plan and are anticipating to have it done by the end of the year. C. Bushey mentioned that the health unit has developed AST policy statements for official plans that are provided to municipalities when they are updating their Official Plans. C. Bushey felt these AST policy statements might also be helpful for the County’s Transportation Master Plan. K. Pechkovsky indicated she would bring this forward to the lead working on this plan. • Collingwood- The town elected to submit an application for the GCC Innovate Stream funding, which was approved. The focus of the funds will be to purchase the OTM way finding signs and purchase/install the OTM stencils. They are hoping to be able to share these learnings with the AST Committee and at a regional level. 	<p>C. Bushey will forward the active school travel policy statements to K. Pechkovsky.</p>

	<ul style="list-style-type: none"> • Simcoe County District School Board – There is some site design work occurring in a couple of schools that will enhance AST (trail connection and one school and sidewalk widening at another school). • SMDHU – C. Bushey relayed that the federal government is investing 31 million dollars to support infrastructure development related to public health measures due to COVID-19. This information has been shared with all municipalities in Simcoe and Muskoka. If any municipalities are interested in applying and require some assistance, please connect with C. Bushey. • Green Communities Canada reached out to C. Bushey requesting an interview to showcase our project in the upcoming newsletter. 	
5.2	<p>Project Updates</p> <p>C. Bushey let the Steering Committee members know that all of the CDP Public Health Nurses have redeployed to COVID.</p> <ul style="list-style-type: none"> • C. Bushey has contacted all AST schools involved with the project to figure out which still had capacity to do project work and to date has heard from 7 out of the 17. At this time, most schools are ready to begin working on action plans. For those schools wanting to continue with the work, support is available from T. Burnet-Greene, K. McDonald and C. Bushey as time permits. • The \$800 each school could apply for was to be spent by June of 2021. Green Communities Canada has reconciled the project funds with the Ministry of Education and an extension has been granted until June 2022. 	
5.3	<p>Update on Data Collection, Reports and Next Steps</p> <ul style="list-style-type: none"> • Christine presented a PowerPoint summarizing the highlights of the data collection to date. Discussion points include: <ul style="list-style-type: none"> • The need to compare the local results with the regional results to further understand issues municipalities may be able to address as well as identifying commonalities across the regions. • The schools are encouraged to share their reports with the municipality they are collaborating with. • C. Bushey asked K. Kirton if the Simcoe County District School Board should be sent a copy of the Regional Report. K. Kirton felt the Trustees would be an appropriate group to send the report to. • Question was asked if additional comments regarding the issues identified with crosswalks were included in the surveys. C. Bushey confirmed that there was an opportunity to provide further comments in the survey. C. Bushey has provided a brief summary of these additional comments in the powerpoint presentation, but a more fulsome list could be generated from the school reports. 	<p>C. Bushey will forward the Regional Report presentation to the AST Committee members.</p> <p>K. Kirton will speak with the information officer to see if the Regional AST Report is information that would be valuable to share with the SCDSB and / or the Trustees.</p>

	<ul style="list-style-type: none"> • Each individual school report does contain these additional comments. • For our communication plan, we could look at what types of information we will share with which stakeholders and fine tune the communication to add more specific details with sharing the information with the school board and trustees. 	
5.4	<p>Project Communication Plan</p> <ul style="list-style-type: none"> • STP Flyer Development <ul style="list-style-type: none"> ○ Will work on this again once stencils and signs are complete. 	
6.0	<p>Project Activity Updates</p>	
6.1	<p>Crosswalk and Sidewalk Painting Activity</p> <ul style="list-style-type: none"> • Update from subcommittee • Wayfinding signs <ul style="list-style-type: none"> ○ The drafts were reviewed and the committee voted on a final design with a few slight changes. • Stencils <ul style="list-style-type: none"> ○ Draft designs and prices were shared with the committee. <p>Discussion occurred:</p> <ul style="list-style-type: none"> ○ There will be a need to inform the schools that these are available. ○ Will need to provide schools/municipalities with instructions on how to install. ○ Will need to create a system for borrowing the stencils. ○ Depending on price and budget, we will strive to purchase 6 sets so one set would be available for loan in each of the 6 Health Unit offices. ○ These designs are owned by the Health Unit/the OTM project. 	<p>T. Burnet-Greene will have the sign design finalized and work to get quotes.</p> <p>T. Burnet-Greene will work to finalize the stencil designs and get quotes.</p>
6.2	<p>Video Series Development</p> <ul style="list-style-type: none"> • Videos are finalized and available on the SMDHU YouTube channel via the OTM website. 	Complete.
6.3	<p>Policy Scan</p> <ul style="list-style-type: none"> • Christine presented a PowerPoint summary of the Barrie and BWG Policy scans. • Policy report document will be created that partners can share with their organizations along with the PowerPoint. This should be ready in a few weeks. 	C. Bushey will forward the PPT to the AST committee members.
7.0	<p>Regional Consultations</p> <ul style="list-style-type: none"> • Discussion about how to move forward with regional consultations on sustainability 	

	<ul style="list-style-type: none">○ Continue with existing PSC until June then determine next steps once we have a better sense of duration of pandemic.	
9.0	Next Meetings:	T. Burnet-Greene will forward a doodle poll for the next meeting.