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## Transportation Committee

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**Meeting Date:** September 10, 2019  
**Meeting Time:** 1:00 p.m.  
**Location:** Council Chambers  
**Prepared by:** Sarah Merrifield, Executive Assistant Committees of Council

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### A. Call to Order

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Councillor Uram called the meeting to order at 1:00 p.m. with Committee members Deputy Mayor Bartnicki, Bill Abbotts, and John Ardiel present. Committee member John White joined the meeting at 1:04 p.m.

Staff present were Chief Administrative Officer Shawn Everitt, Director of Planning and Development Services Nathan Westendorp, and Deputy Treasurer/Manager of Accounting and Budgets Sam Dinsmore.

#### ▪ Approval of Agenda

Moved by: John Ardiel

Seconded by: Odette Bartnicki

THAT the Agenda of September 10, 2019 be approved as circulated, including any additions to the Agenda, being item E.1.1 Grey County Transportation Funding, Carried.

#### **Declaration of Pecuniary Interest and general nature thereof**

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2018-20, Transportation Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

Bill Abbotts declared a pecuniary interest in Item C.2 Special Committee of the Whole Presentation – Elma and Alice Street Area Reconstruction, Discussion Regarding Rationale and Difference between Urban and Rural Road Standards as he is a resident of Elma Street.

#### ▪ Previous Minutes (August 13, 2019)

Moved by: Odette Bartnicki

Seconded by: Bill Abbotts

THAT the Minutes of August 13, 2019 be approved as circulated, including any revisions to be made, Carried.

## **B. Staff Reports and Deputations**

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### **B.1 Deputations, if any**

#### **B.1.1 Presentation: Nathan Westendorp, Director of Planning and Development Services Re: Transportation Master Plan Overview**

Director of Planning and Development Services Nathan Westendorp reviewed the Transportation Master Plan Overview presentation. The presentation included defining what is a Transportation Master Plan, an overview of the Master Planning Process within Municipal Class Environmental Assessment, issues and topics addressed by Transportation Master Plans, and samples of Transportation Master Plans.

Nathan advised a Master Plan is a strategic document which assesses current conditions while assuming future conditions. Ideally, the Master Plan maps out a coordinated direction with tactical outcomes, for example, Environmental Assessments. Nathan noted a Transportation Master Plan has a scope with a typical minimum of 25 years, but with some Master Plans extending over longer durations. Nathan confirmed that not every municipality conducts Transportation Master Plans, but most do conduct Roads Needs Studies, which have a slightly different purpose. Nathan confirmed Grey Highlands and Municipality of Meaford have undertaken, or are in the process of undertaking, Transportation Master Plans. Nathan confirmed public and stakeholder consultation is critical in the Master Plan process; typically, there is an internal steering Committee, an external working group, and focused, consistent public consultation. Nathan noted booths can also be set up at local community events to raise awareness of the Master Planning process.

Nathan confirmed the Master Plan process can be completed in conjunction with a Municipal Class Environmental Assessment. The group discussed the need to ensure Master Plan alignment on a regional basis with adjacent municipalities and Counties. Shawn emphasized that the Counties, both Simcoe and Grey, would need to endorse a regional focus with Council direction to ensure that level of alignment. Nathan advised the Master Plan process could alternatively be linked with an Official Plan review through the *Planning Act*. Nathan advised this process is more time-consuming.

Master Planning covers a variety of matters including road classification, level of service, intersections, rail, freight, marine access, recommended networks and future capital projects, right-of-way cross sections, road/land use/design interface, corridor review, and the interface between transportation and land use. It was discussed the Master Plan could review vertical transportation as well, including drone activity, provided the review is aligned with Ministry of Transportation and Transport Canada precedent. Nathan noted the Master Plan could consider emerging technologies in its review, depending on the scope of the Master Plan.

Nathan cautioned that the larger a Master Plan is, the more at-risk it becomes of “project creep” or becoming a catch-all for other initiatives. Nathan suggested the best method of undertaking a Master Plan is to take each phase individually, and complete the reports in draft form until the whole Master Plan is realized. This allows for more flexibility and adaptability.

It was noted that the “build out”, as identified in the Town’s Official Plan, is a critical piece of Master Plan development. Nathan noted the Official Plan needs to be reviewed to ensure the build out information matches the current rate. Nathan confirmed Planning and the Operations Department review water and wastewater servicing needs and noted a full community build out includes extensive growth. Further, active transportation mapping is underway, which will feed into the Master Plan process. Nathan advised that while this material is being developed, there are some tactical projects that can be addressed prior to Master Plan completion. Chief Administrative Officer Shawn Everitt noted the difference between Thornbury and Clarksburg as older parts of the municipality compared to the Craigeith area which is newly developed. Shawn emphasized that a component of the Master Plan process will also be consideration of rural needs. Shawn emphasized there are some easily identifiable areas of focus for the Committee and recommended the Committee pick a section of the municipality, or a specific issue in the municipality, that requires some attention, for example, pedestrian solutions for Elma/Lansdowne/Highway 26/Alfred Streets. Shawn noted that public consultation is key to understanding what the community wants and envisions. Nathan noted that [streetmix.net](http://streetmix.net) is a good website for Committee members to review as it allows cross section creation and visualization of different standards and street/road design.

Nathan advised he has several sample Transportation Master Plan documents that he will provide to the Committee for their information. Deputy Treasurer/Manager of Accounting and Budgets Sam Dinsmore noted the amount currently budgeted for a Transportation Master Plan is broken into several different funding sources and those sources, particularly the development charges, require the funding to be spent on specific items related to the Master Plan.

Councillor Uram thanked Nathan for the presentation.

Moved by: Odette Bartnicki

Seconded by: Bill Abbotts

THAT the Transportation Committee requests staff to bring forward a report outlining the request for creation of contract staff to initiate the Transportation Master Plan process;

AND THAT the Transportation Committee request the staff report to include the proposed Job Descriptions for the Committee’s information;

AND THAT the Transportation Committee acknowledges the intent that the staff report outlining staff resources go directly to Committee of the Whole pending the Transportation Committee’s approval of the subject report, Carried.

**B.2 Public Comment Period (each speaker is allotted three minutes)**

NOTE: In accordance with the Town Procedural By-law 2018-20 fifteen minutes is allotted at the Meeting to receive public comments regarding Transportation Committee matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters.

**B.2.1 Lucy Richmond, 102 Fraser Crescent**

Lucy Richmond, 102 Fraser Crescent, noted her thanks to the Committee for its members' diligence in addressing and considering transportation needs in The Blue Mountains. Lucy noted her appreciation of the Committee's desire to seek community input and recommended the Committee request Council's vision for The Blue Mountains over the next 30 years, because vision drives strategy. Lucy noted the Committee is doing a wonderful job in achieving its purpose.

**B.3 Staff Reports, if any**

**B.3.1 2020-2022 Budget, FAF.19.151**

Moved by: Odette Bartnicki

Seconded by: John White

THAT the Transportation Committee receive Staff Report FAF.19.151, entitled "2020 – 2022 Budget";

AND THAT the Transportation Committee request staff to compile a list of potential projects for consideration in the 2020 budget process at the October 8, 2019 Committee meeting, Carried.

**B.3.2 Funding Source for Transportation and Transit Master Plan, FAF.19.184**

Moved by: John Ardiel

Seconded by: Odette Bartnicki

THAT the Transportation Committee receive Staff Report FAF.19.184 entitled "Funding Source for Transportation and Transit Master Plan;

AND THAT the Transportation Committee requests staff to provide a draft Terms of Reference for the Clendenan Bridge Review for the Committee's consideration at the October 8, 2019 Committee meeting, Carried.

Sam Dinsmore left the meeting at 3:06 p.m.

## **C. Matters for Discussion**

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### **C.1 Follow-up Regarding Centre-Line Configuration Bruce Street & Arthur Street (Highway 26) Intersection – Councillor Uram and John Ardiel (verbal)**

Note: At the July 9, 2019 Transportation Committee meeting, Committee member John Ardiel requested additional information regarding the process for requesting reconsideration of centre-line painting at the Bruce Street and Arthur Street (Highway 26) intersection. Councillor Uram advised he would review and follow-up with the Committee.

Moved by: John Ardiel

Seconded by: John White

THAT the Transportation Committee requests Council to direct staff to consult with the Ministry of Transportation regarding the possibility of reinstating the historic centre line at Bruce Street and Highway 26 intersection to allow for right-handed passing heading Westbound on Highway 26, Carried.

### **C.2 July 8, 2019 Special Committee of the Whole Presentation – Elma and Alice Street Area Reconstruction, Discussion Regarding Rationale and Difference between Urban and Rural Road Standards – Councillor Uram**

Bill Abbotts did not vote having earlier declared an interest in C.2 Special Committee of the Whole Presentation – Elma and Alice Street Area Reconstruction, Discussion Regarding Rationale and Difference between Urban and Rural Road Standards.

Moved by: Odette Bartnicki

Seconded by: John White

THAT the Transportation Committee receives Item C.2 July 8, 2019 Special Committee of the Whole Presentation – Elma and Alice Street Area Reconstruction, Discussion Regarding Rationale and Difference between Urban and Rural Road Standards for information purposes, Carried.

### **C.3 Transportation Committee Background Information (verbal)**

Note: The documents noted below with a strike-through have been provided to Committee members. Documents which do not have a strike through have not yet been provided, or are not yet available.

- MTO Highway 26 Study;
- TBM schedule of road rehabilitation;
- Pertinent information regarding Speed limits, cross walks, and rideshare options;
- Grey County cycle and trails masterplan;
- Example Transportation Master Plans from neighbouring municipalities;
- streetmix.net link;
- ~~Grey Bruce Complete Streets Guide~~
- ~~The Blue Mountains Roads Needs Study;~~
- ~~Provincial cycling information;~~
- ~~Grey County schedule of road projects;~~
- ~~Grey County cycle and trails masterplan summary of public feedback;~~

- ~~Information on busing agreement with Wasaga & Collingwood;~~
- ~~TBM engineering standards for urban & rural roads;~~
- ~~Information on taxis and bus schedule in TBM;~~
- ~~Environmental Assessment – Grey Road 19 and Grey Road 21 Intersection;~~
- ~~Grey County Services in Town of The Blue Mountains (previously circulated by email);~~
- ~~Highway Traffic Act;~~
- ~~Active Transportation Planning resources;~~
- ~~Provincial Transit Supportive Guideline;~~
- ~~MTO Book 18;~~
- ~~Peel Street Reconstruction Public Information Centre materials;~~
- ~~Level of Service Definitions – Signalized and Unsignalized Intersections;~~
- ~~Road Design Information – Level of Service for Traffic Speed and Intersection Operations.~~
- ~~Town of Whitby Transportation Master Plan;~~
- ~~Grey County Draft Transportation Master Plan;~~
- ~~Grey County Transportation Master Plan Presentation~~
- ~~#CycleON: Ontario’s Cycling Strategy.~~

## **D. Correspondence**

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None

## **E. New and Unfinished Business**

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### **E.1 Additions to the Agenda**

#### **E.1.1 Grey County Transportation Funding**

Deputy Mayor Bartnicki advised that Grey County recently received funding for public transit, with the requirement to establish an East – West route along Highway 26. Deputy Mayor Bartnicki confirmed the route will align with the current transit link between Wasaga Beach, Collingwood, and The Blue Mountains and will run twice-daily. Deputy Mayor Bartnicki noted the transportation is meant to assist employees and those who require transport for medical appointments.

Deputy Mayor Bartnicki also noted Collingwood Driver Seat services and advised that Uber is now available in Town of The Blue Mountains.

## **E.2 Items Identified for Discussion at the Next Meeting**

- Cenotaph Relocation – Community Services staff
- Grey Road 19/Grey Road 21/Simcoe Road 34 Report – John White

Regarding the Grey Road 19/Grey Road 21/Simcoe Road 34 Report, John White noted the volume of traffic measured and the design of 40 year infrastructure is based on a 12 hour traffic measurement which did not match a study from 2011. Because of the discrepancy, the 2011 information was used. John confirmed he has reached out to Grey County to discuss the report and will follow-up with the Committee at a subsequent meeting.

## **F. Notice of Meeting Dates**

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October 8, 2019  
Town Hall, Council Chambers

## **G. Adjournment**

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Moved by: John Ardiel

Seconded by: John White

THAT the Transportation Committee does now adjourn at 3:34 p.m. to meet again at the call of the Chair, Carried.