

TOWN OF HALTON HILLS

Active Transportation Master Plan (ATMP)

TECHNICAL MEMO #1

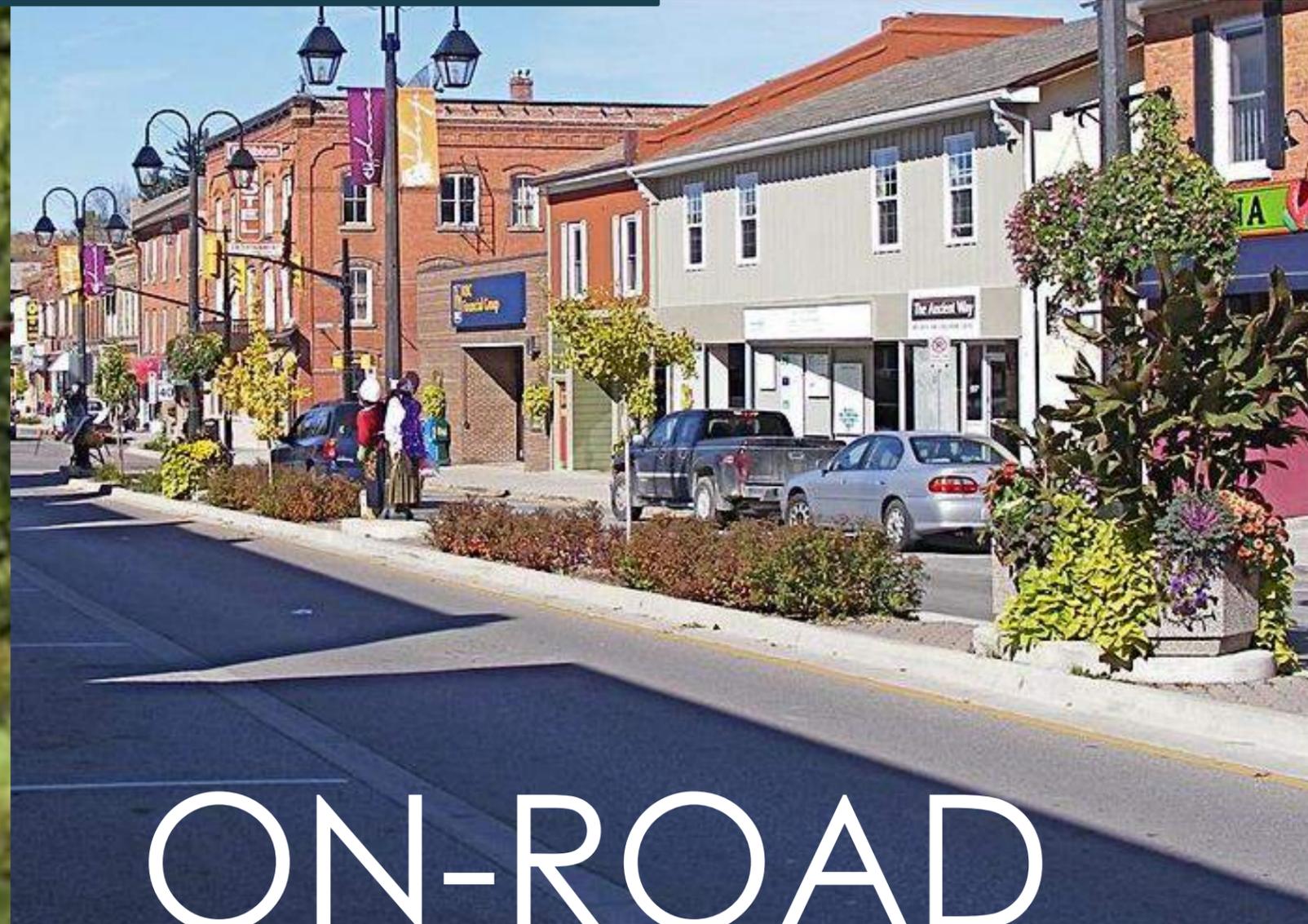
DRAFT | MAY 2019



**We Walk, We Ride
We Thrive!**



OFF-ROAD



ON-ROAD





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1.0 ATMP PURPOSE & FOUNDATIONS

The Town of Halton Hills is initiating a project to prepare a comprehensive Active Transportation Master Plan (ATMP). The ATMP will be developed as a collaboration between the consultant team, Town staff, decision makers, stakeholders, agencies and residents. The plan will be developed with the intent of providing the Town with a flexible blueprint which will guide the design and implementation of a Town-wide active transportation network which meets the needs of people of all ages and abilities allowing users to experience Halton Hills through active modes of transportation for various trip types and purposes.

The Plan builds upon the significant amount of active transportation success that has been realized by the Town of Halton Hills and is being developed to align with existing policies and plans from all levels of government. The intent of the plan is not to “reinvent the wheel” but to enhance through lessons learned, best practices and input / ideas / opinions of project partners.

The following report documents the process and the outcomes of the first phase of the ATMP project. Phase 1 focused on established a strong understanding of the foundation from which the ATMP network and master will be developed. The Phase 1 Report has been developed as a public document for review and consideration by residents and stakeholders. It is meant to be a component of the ATMP and includes relevant information to create a strong understanding of the rationale and support for this project at the local, regional and provincial level.

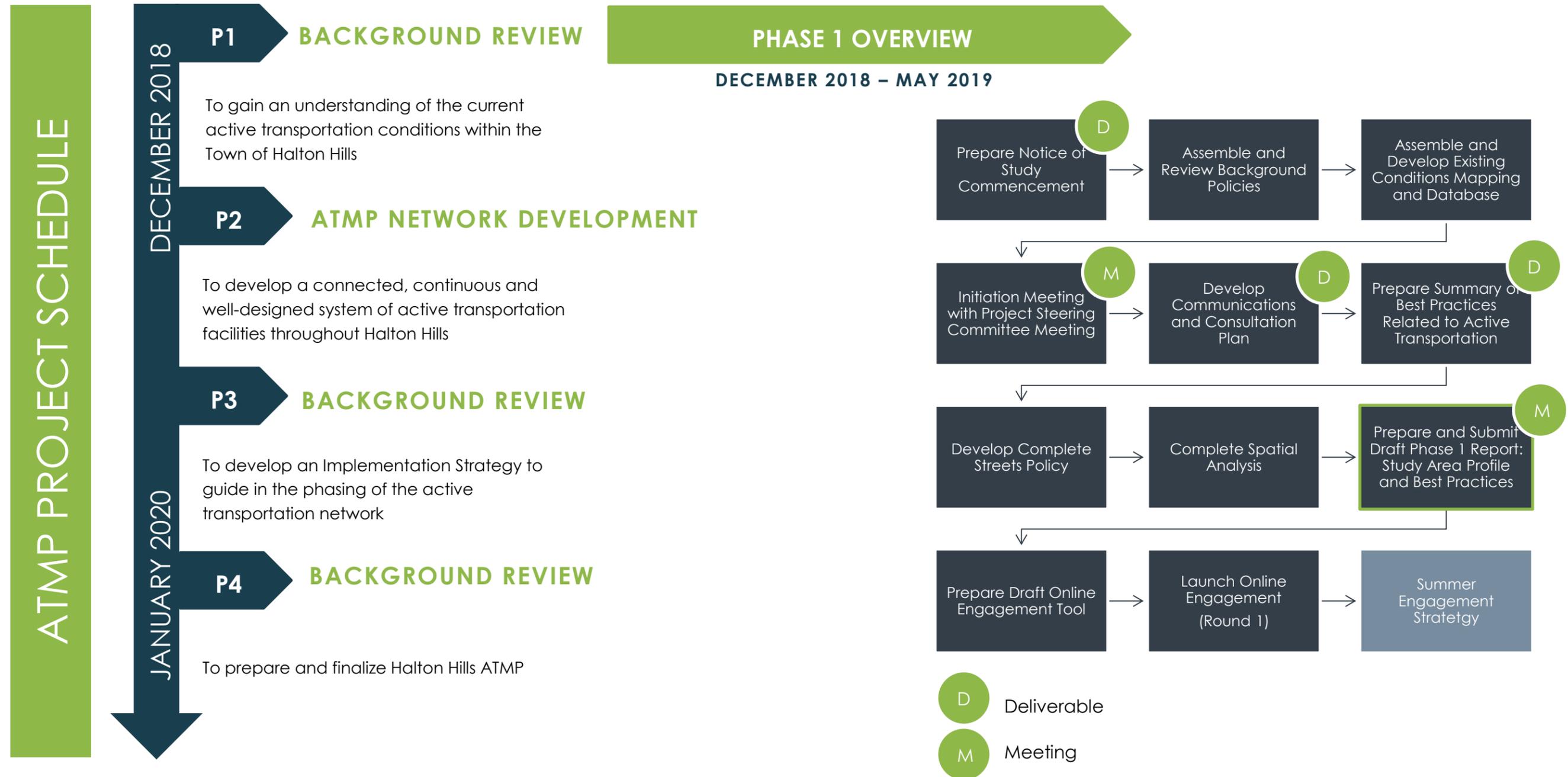
Phase 1 was completed between January and May 2019. The report documents the outcomes of this process and includes the following content:

1	An overview of the steps that were used to develop a base understanding of the current active transportation conditions throughout the Town;	
2	An assessment of the current active transportation conditions found throughout the Town and a review of available data to determine the current levels of walkability and bikeability;	
3	An overview of best practices and lessons learned from comparable municipalities within Halton Region and across Ontario;	
4	An overview of applicable policies at the local, regional, and provincial levels, and an assessment of those policies regarding their support for active transportation;	
5	An overview of potential benefits that could be experienced by the Town with a greater commitment to active transportation and recreation;	
6	A summary of input received from past consultation and engagement efforts undertaken by the Town, include the Halton Hills Active Transportation Committee;	
7	The identification of an active transportation vision and objectives to help shape the future content and recommendations of the ATMP; and	
8	Key project assumptions including, but not limited to, accepted active transportation definitions and an overview of potential users and uses.	



1.1 ATMP SCOPE & SCHEDULE

The Town of Halton Hills and the consultant team started work on the active transportation master plan in December 2018. The project is scheduled to be completed in early 2020. During this time, the consultant team will work with Town staff and its partners through a four-phase project schedule which will be enhanced and informed by a robust consultation and engagement program. The following figures provide an overview of the overall project scope as well as the tasks which have been completed as part of Phase 1.



1.2 CONSULTATION & ENGAGEMENT

The Halton Hills Active Transportation Master Plan will be designed and developed with a focus on the existing as well as potential users i.e. pedestrians, cyclists, mobility device users, etc. In order to develop a plan that reflect the community needs and interests; there needs to be a comprehensive and meaningful consultation and engagement program.

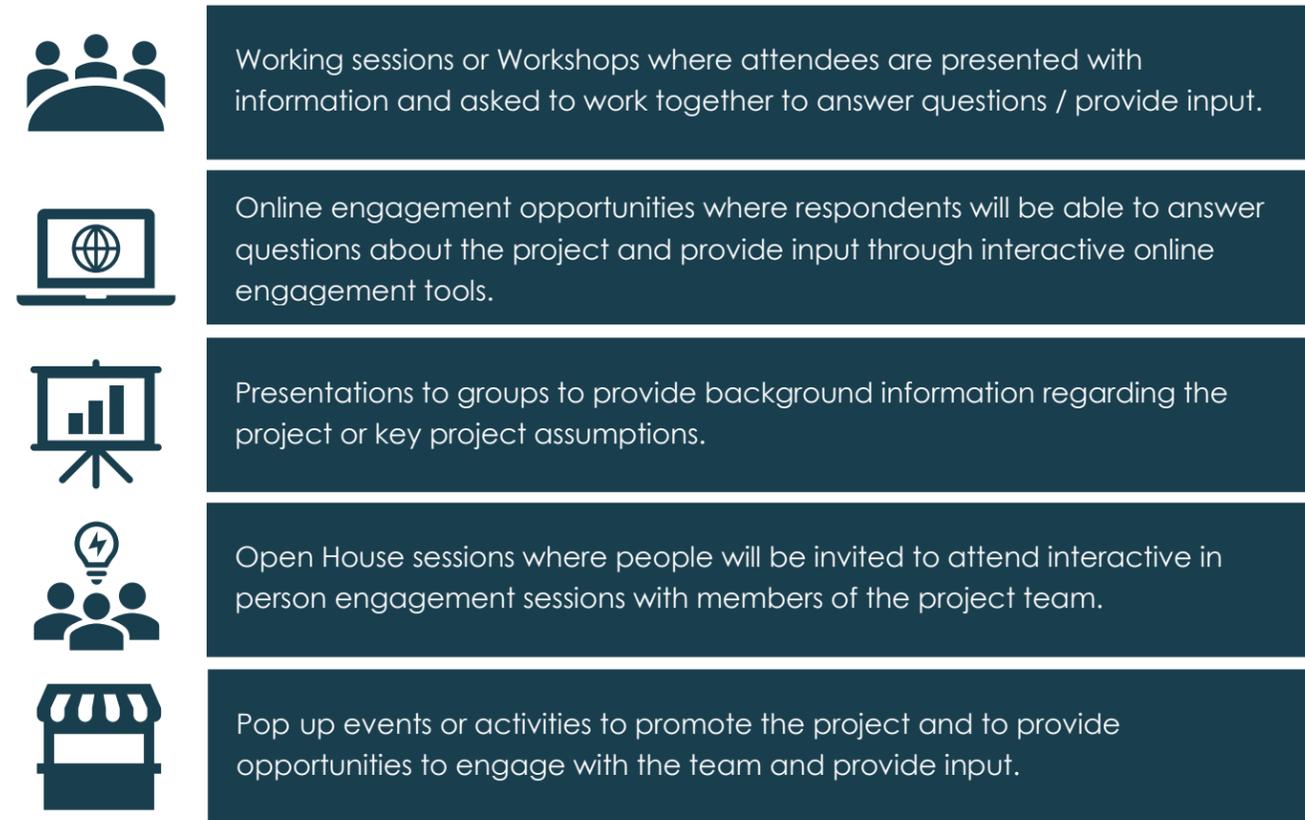
A robust consultation and engagement program should be audience oriented providing tailored engagement tactics and messages over the course of the project. It is also important to ensure that the consultation and engagement tactics feed into and help to achieve the objectives of each phase of the work plan.

The following sections provide an overview of the overall approach that will be used to engage various target audiences to inform the development of the ATMP and some highlights from the project kick-off completed during Phase 1 of the project.

1.2.1 APPROACH & OVERVIEW

As noted above, a consultation and engagement program needs to be audience focused. There are a number of target audiences that are being engaged over the course of the project and range of engagement tactics that are being used to engage those audiences. At the time the ATMP started, the project team worked together to develop a consultation and engagement strategy which has been used as a guide to help plan, prepare and document input received over the course of the project.

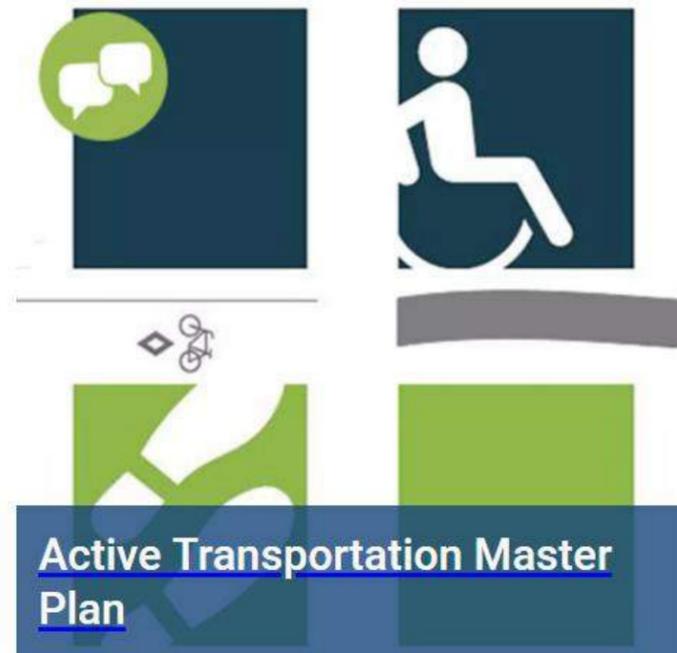
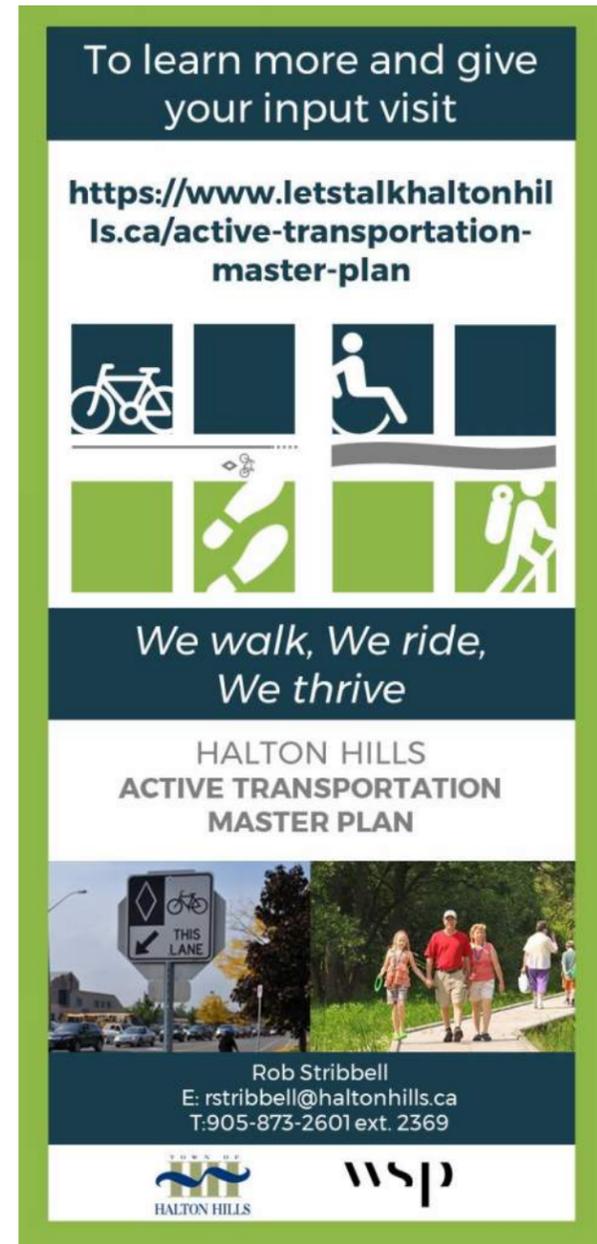
To the right is an overview of audiences and the various ways the team plans to engage and consult with them. In addition to the active forms of engagement that have or will be undertaken over the course of the project the team has created and maintains ongoing promotion and outreach in the form of a project webpage, and promotional materials that are distributed throughout the municipality and at public events. The following images are the Banner that was created as well as the rack cards that are placed at community venues / events.





1.2.2 PHASE 1 ENGAGEMENT OVERVIEW

The first phase of the ATMP project focused on generating a significant amount of background information and understanding regarding the current conditions and support for active transportation within the Town of Halton Hills. Phase 1 engagement tactics focused primarily on informing the audience audiences of the commencement of the project and the intents and purposes as well as kick-off working meetings / open house sessions with stakeholders and members of the public to gather preliminary information on existing opportunities, challenges and plan foundations i.e. the vision and objectives.



PROJECT PROMOTION & OUTREACH

Increasing awareness of the ATMP project is a key focus for the project team. At the time the project commenced, a set of initial promotional materials were designed and printed with the intent of distributing throughout the Town. A consistent look and feel in the form of a project "logo" was prepared and has been used to prepare each of the materials developed for the project. To the left is an image of the rack cards that were prepared to promote the ATMP which are intended to be used over the course of the project.

STAKEHOLDER KICK OFF WORKING MEETING

The project team scheduled and held a working meeting with stakeholders to present initial project findings and the project assumptions and processes. Following the presentation, a working meeting / roundtable discussion was facilitated to gather input on considerations, challenges, opportunities and principles to help shape the foundation of the plan. They were also provided with a map of the existing and previously identified on and off-road routes and asked to provide initial thoughts on format and content.

The working session / kick-off meeting was held on May 1st, 2019 and included a diverse group of project stakeholders i.e. the Ministry of Transportation, Halton Region, the Town of Milton, Downtown Georgetown BIA, the Halton District School Board, and Conservation Halton, among others. Input collected from this meeting was essential to understanding the needs of different stakeholder groups and identifying potential synergies to achieve the desired outcomes for those groups.

PUBLIC OPEN HOUSE & KICK OFF

The kick-off open house was hosted the evening of the stakeholder working meeting (May 1st, 2019) between 6:00 and 9:00 p.m. and was used to present the initial project findings and foundations to the public and to gather input from attendees. In addition to a set of information displays, attendees were also presented with interactive display materials where they were asked to provide input. The focus of the session was primarily on the existing and previously planned on and off-road walking and cycling routes. Approximately 20 people attended the session. Many of the attendees engaged in long discussions with the project team members regarding potential route and facility improvements throughout both the built up and rural areas of the Town. The following are some snap shots of the input received. Based on the input documented, a couple of initial themes emerged. They included:



A detailed summary of each of the consultation and engagement tactics that will be undertaken over the course of the project will be prepared at the end of the project and provided to the Town as a comprehensive database on input and contacts for future consideration.

Following the completion of Phase 1, the project team will be embarking on a summer engagement program which will target local events and activities to promote an online engagement tool gathering input on route, facility and design criteria and priorities.



1.3 VISION & GOALS FOR THE ATMP

A functional master plan such as the Active Transportation Master Plan (ATMP) typically provides high-level direction on specific planning topics. A master plan typically identifies a topic specific vision for the future and a process which can be used by the Town to achieve that vision.

The Town of Halton Hills Active Transportation Master Plan will be guided by a high-level vision that reflects the Town's on-going commitment to and support for active transportation, is informed by the public and stakeholder consultation and engagement that is undertaken and shapes the development of the recommendations outlined in the Active Transportation Master Plan (i.e. policies, programs, strategies, initiatives, etc.).

The intent is for the vision is to reflect the ultimate active transportation and recreation environment and culture that is desired by the Town of Halton Hills and to build upon the previous initiatives and tactics undertaken by the Town, members of Council, committee members and enthusiastic residents.

*The Town of Halton Hills supports and achieves a **healthy community and high quality of life** for all members of the community through active transportation.*

*The Town of Halton Hills **embraces and designs with 'complete streets'** in mind and encourages both utilitarian and recreational travel. The network and environment supports a range of active trips for all purposes including commuting, tourism, fun and fitness.*

*The **ATMP is the Town's guide for AT facility design and implementation** to the year 2031.*

To achieve a vision there should be a clear set of goals that reflect the desired outcomes for the Town. Goals are typically action oriented and provide clarification on the types of topics that will be addressed through the ATMP report. The proposed goals for the ATMP include:

- 1 Provide a network of on and off road facilities that is connected, continuous and considered safe and comfortable by users.
- 2 Encourage and educate residents and visitors of the opportunities, objectives and outcomes of active transportation in Halton Hills.
- 3 Foster a community of active transportation enthusiasts across all user groups and generations.
- 4 Provide guidance on the design of AT facilities and provide an approach that is user focused.
- 5 Collaborate with internal and external partners to leverage opportunities to expand and enhance active transportation.
- 6 Create an action plan for the Town of Halton Hills to guide the planning, design and implementation of active transportation Town wide.
- 7 Identify and evaluate the progress of the active transportation master plan through performance targets and monitoring tools.



2.0 ATMP BACKGROUND & ASSUMPTIONS

One of the key principles and objectives of the Halton Hills ATMP is to prepare a comprehensive active transportation master plan that is based on the experienced and lessons learned from the Town of Halton Hills as well as other comparable municipalities and to build upon the policies, facilities and strategies / programs that have been implemented since the adoption of the 2010 Cycling Master Plan and the Town's Trails Strategy – along with other initiatives undertaken / implemented at the regional and provincial level. This section documents research and assumptions regarding the foundations of the ATMP project.

2.1 ATMP ASSUMPTIONS

A master plan assumption are the planning and design aspects that are considered a “given” and a core foundation for the process. Articulating the assumptions early in the project process is critical in that it clearly provides the necessary information and background to all stakeholders involved to help shape future policies, recommendations and master plan content.

People use active forms of travel every day for many reasons. Each person is unique therefore their skill level, purpose and type of trip and the active mode used will vary. It is not possible to create a plan that will meet the individual needs of each person, however by creating a plan that targets a general level of skill and comfort a network will be developed that accommodates the widest number of existing and potential users. The active transportation master plan for the Town of Halton Hills will be developed using a user and use focused approach based.

In order to achieve this, there are three “assumptions” that are being made as part of the master planning process – the definition of active transportation, the primary and secondary users and the potential uses or trip types that can, will or are being taken.

WHAT IS ACTIVE TRANSPORTATION?

A commonly used and understood definition of active transportation is the first step in establishing a user focused approach. The definition provides context on who and what is being addressed and can be used as the foundation for other promotional / educational materials. The following is the definition which is being used for Halton Hills which has been adapted based on the definition developed by Transport Canada and other leading agencies.

“Active transportation refers to any form of human-powered transportation – walking, cycling, using a wheelchair, in-line skating, scootering and skateboarding.”

DEFINITION



USER GROUPS

PEDESTRIANS



Those who travel by foot including walkers, joggers, hikers and runners.

CYCLISTS



Those who use a bicycle to get to and from their destinations.

MOBILITY ASSISTED



Those that require mobility devices (e.g. wheel chairs, power chairs) to travel locally.

OTHER



Those who use rollerblades, skateboards, e bikes and e scooters, etc.

USER CONSIDERATIONS:

- Typically travel distances about 2km or less
 - Prefer to access key destinations in urban and hamlet areas of Towns by foot
 - Prefer access to trip generators to provide additional options for users
 - Part of any multi-modal trip as the last "mode" used
-
- Choose to ride bicycles for a variety of reasons
 - Four typical types of cyclists including strong and fearless, enthused and confident, interested but concerned and no way no how with the greatest number found in the interested but concerns category
 - Users require a range of facilities for a range of trip purposes along with complementary amenities
-
- The built environment standard should provide guidance on how to appropriately design for active transportation facilities
 - AODA compliance should be implemented where possible but be considerate of overall experience and the context of the route and facility being implemented
 - Select appropriate locations where accessible AT infrastructure can be designed
-
- Updated guidelines are being prepared regarding new and emerging users i.e. e-bikes which should be considered and integrated into design where appropriate
 - Specific age-related activities may need to be addressed on a case by case basis
 - Guidelines should be implemented to enforce safe trail behaviour and to inform all potential users to use with conflict prevention in mind

TRIP PURPOSE (USE)

COMMUTER (C)



Those who use active transportation as their day to day mode of travel to get to and from work, school, errands, etc. Commuters often use routes that make up the active transportation network year-round in all weather conditions. In some cases, they may choose to use public transit or other modes of transportation during the winter season. Commuters are skilled users and have a good understanding of the "rules of the road". Destinations include school, work, employment areas, built up areas, shopping areas, etc.

RECREATION (R)



Recreational users typically use the network for fitness or leisure purposes. Trips are typically used for travel on weekends as opposed to weekdays and will consist of trips to and from destinations of cultural or natural significance including off-road recreational trails. They will typically use off-road trails or secondary route connections as part of the overall network. Destinations include local parks, green space and natural areas, major trail systems, conservation

TOURISM (T)



Touring users typically engage in active transportation as a means of exploring areas of significance long-distances from their point of origin. Trips can vary from full day excursions to multi-day excursions. Destinations include surrounding municipal areas, heritage and cultural areas, places of historical significance, etc.

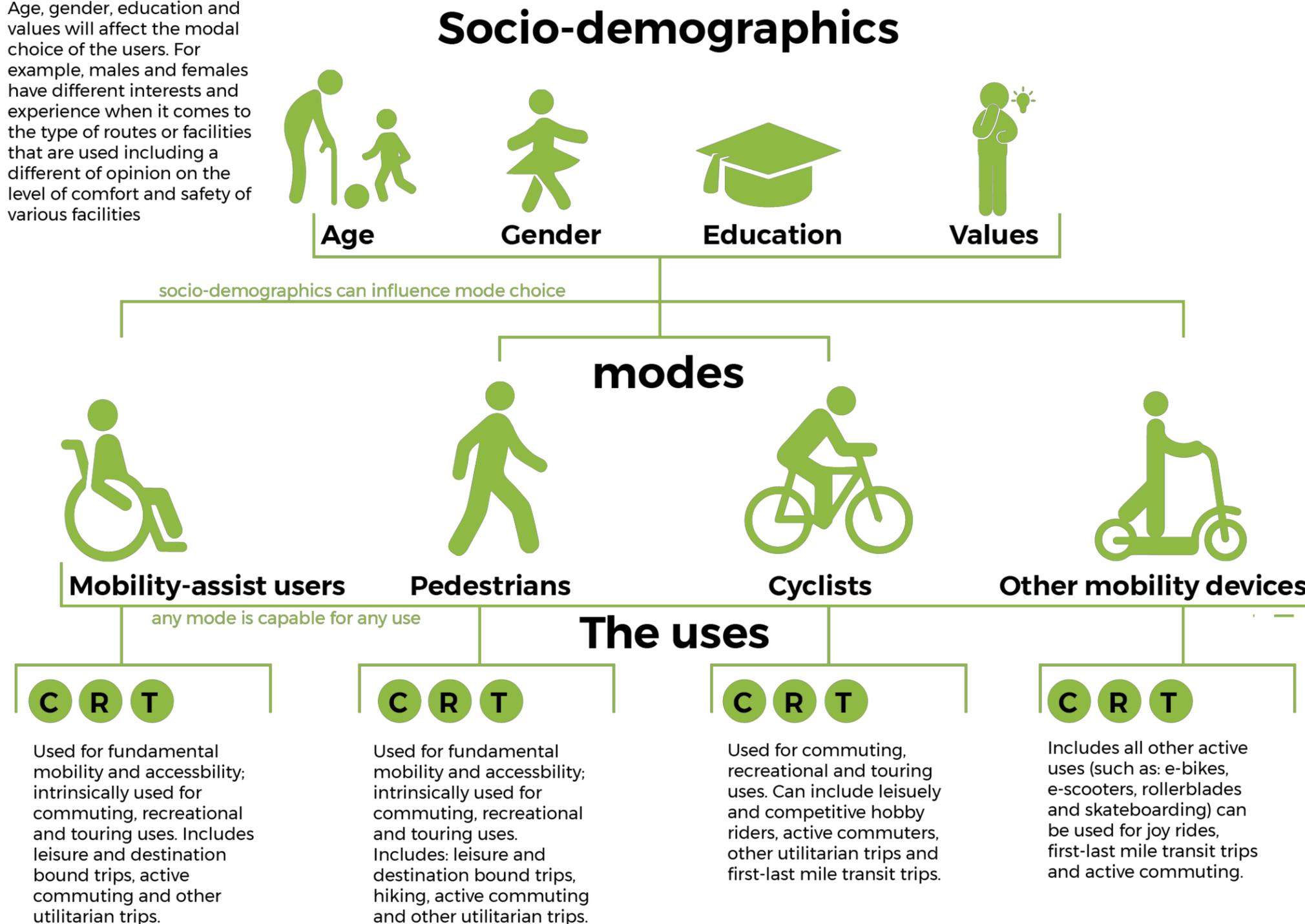
The intent is to provide options and alternatives for a range of users and uses; however, it is important to understand and acknowledge that the primary user groups that will be the focus on the Halton Hills ATMP will be pedestrians and cyclists with context specific consideration and policy direction for other uses. In addition, focus will be given to trip types based on certain areas. For example, there will be a greater focus on more utilitarian trips within the built-up areas where there is a greater potential for short distance trips to and from work or school and recreational / touring trips within the rural areas.

While the user groups and the trip purpose i.e. use of the active transportation network are key independent considerations, they very much influence each other. In addition to their influence on each it is important to acknowledge that user interest and experience is unique which means that socio-environmental influences have a significant impact on the individual's experience and approach to active transportation. Figure X illustrates these factors and the overall relationship between socio-demographic factors, modes and trip purpose.

As noted previously, while the purpose of the ATMP is not to be everything for everyone and to design for all users and all potential purposes; it is important to identify and recognize these key considerations to allow residents and stakeholder to recognize their interests and preferences in this plan.

Supporting diverse users

Age, gender, education and values will affect the modal choice of the users. For example, males and females have different interests and experience when it comes to the type of routes or facilities that are used including a different of opinion on the level of comfort and safety of various facilities



The users



2.2 HALTON HILLS COMMUNITY PROFILE

The Halton Hills ATMP is being developed with the intent of providing a context-specific / tailored approach to active transportation which addresses the unique active transportation needs of the Town while also building upon best practices and lessons learned.

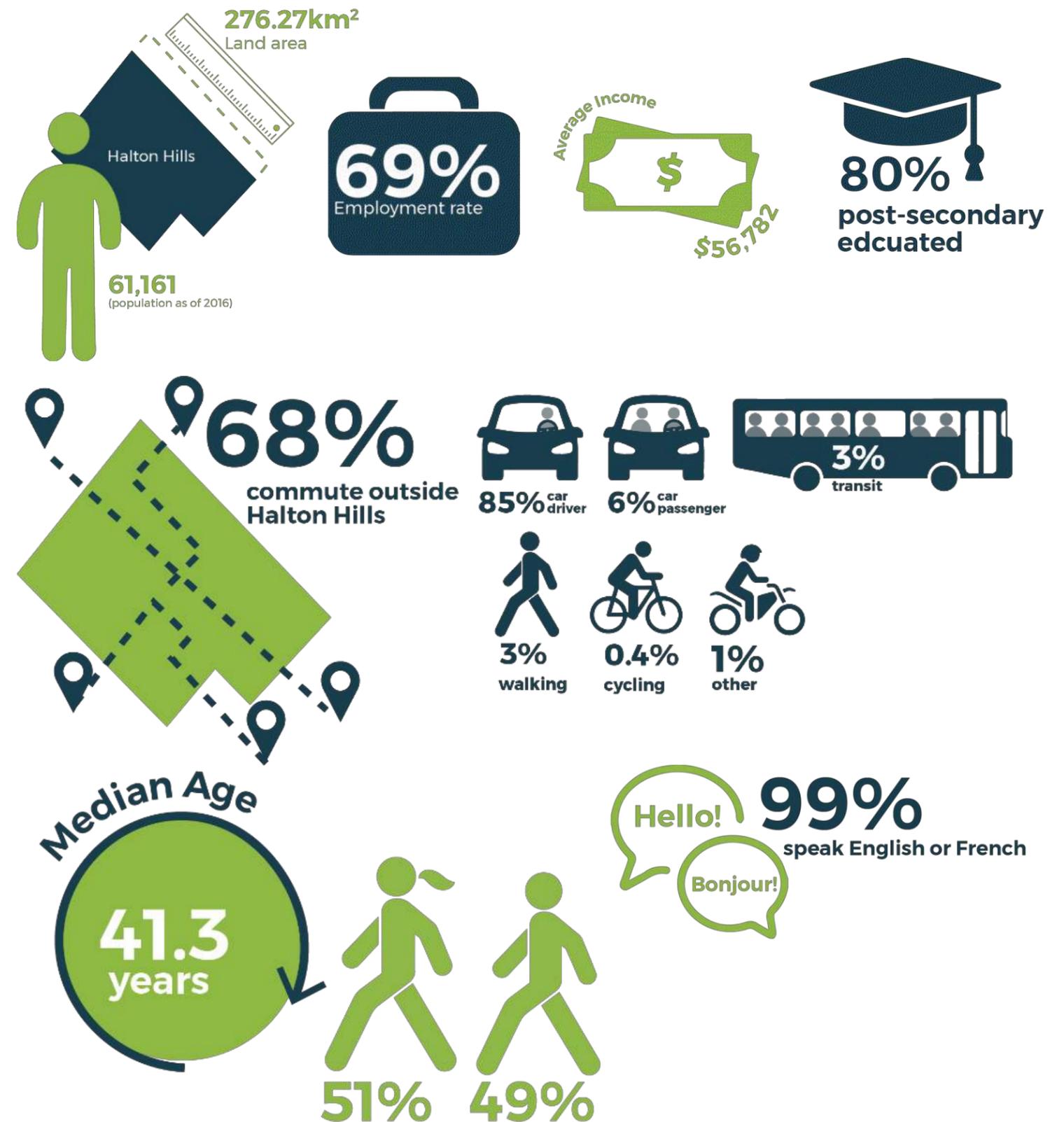
One of the way in which the community needs can be defined / identified is to undertake a review and analysis of the current socio-demographic profile of the community including but not limited to transportation and human behaviour trends based on publicly available data. Using data sourced from Statistics Canada as well as the Transportation Tomorrow Survey, a socio-demographic profile was developed for the Town of Halton Hills with a specific focus on transportation and active transportation related indicators.

The intent of developing this profile is to provide the foundation from which program, initiatives and community based social marketing tactics will be explored and recommended as part of the ATMP process along with the identification and prioritization of infrastructure improvements.

Halton Hills is located within Halton Region. It is primarily a residential community with a population of just over 60,000 (as of 2016). A “community profile” has been created illustrating high-level socio-demographic trends using publicly available data.

The Halton Hills active transportation master plan and specifically the network will not be designed using a “one-size-fits-all” approach. Current data indicates that over 80% of Halton Hill’s labour force drive a motor vehicle as their main means of getting to and from work or school. Further, over 60% of the population commutes outside of Halton Hills, into adjacent municipalities. Active transportation is typically less suited to these longer distance commutes outside of the Town; however, supplementing transit, which currently only reflects 3% of the modal split with supportive active transportation infrastructure could be an additional tactic to help establish a more sustainable community.

The age and ability of active transportation users in the Town is another key consideration in the development of the ATMP. In Halton Hills, 13% of the total population is over the age of 65 and another 19% is under the age of 15. Considering the “8-80 approach” (being inclusive planning decisions that can support even the youngest and eldest users) is crucial to ensure that all Halton Hills active transportation users can travel comfortably throughout the Town’s active transportation network. These two factors will be critical in assessing how best to accommodate these two user group types and ensuring that the active transportation network is able to meet their needs.





2.3 POLICY SUPPORT & TRENDS

Policies, plans and guidelines are what provide the direction for the planning, design and implementation of active transportation plans, infrastructure and programs. In the past five to ten years there has been significant policy improvement at all levels of government i.e. local, regional, provincial and federal which not only provide support for the development of an active transportation master plan for the Town of Halton Hills but require significant changes to community planning and development which can be achieved in part by active transportation initiatives / projects. In Phase 1 of the Halton Hills ATMP project, the team undertook a comprehensive review of the applicable local, regional, provincial and federal policies as well as a key-term search. The intent of a policy review was to gain a more detailed understanding of the policies that support and provide guidance as well as potential policy improvements, enhancement or amendments that may need to be considered once the ATMP has been adopted. An overview of the key term search approach and high-level outcomes as well as a summary of the outcomes of the high-level policy review from each level of government are provided in the following sections. A detailed summary of policies that were reviewed as part of the Halton Hills ATMP process can be found in a detailed appendix.

2.3.1 KEY TERM REVIEW & OUTCOMES

An assessment of key terms was conducted whereby major policy documents and plans at the provincial, regional and local levels of government were reviewed to identify the frequency with which terms specific to active transportation occurred.

A key term search is a widely accepted planning approach which identifies applicable and priority planning terms which reflect community priorities and reviewed policies and plans to determine the frequency at which these key terms are identified and the context in which they are noted. A key term search provides a high-level but detailed snap shot of the level and specific areas of support as well as opportunities for enhancement and improvement.

The approach involved selecting a list of preferred terms which reflect the active transportation related priorities and preferences for the Town of Halton Hills, conducting a scan of each of the local, regional and provincial documents and identifying the frequency with which key terms occurred in these documents.

The results were recorded in a spreadsheet outlining the frequency of key terms occurring, along with a number of active transportation policy considerations from those plans and policies. Policies and plans with the greatest occurrence of the key terms include Ontario Traffic Manual Book 15: Pedestrian Facilities, Ontario Traffic Manual Book 18: Cycling Facilities, #CycleON Ontario Cycling Strategy Action Plan, the Metrolinx 2041 Regional Transportation Plan, and the Halton Region ATMP. The results of the key terms assessment can be found in the Appendix document.

The following is an overview of the key terms used which were organized based on a primary, secondary and tertiary category indicating potential level of "importance".

PRIMARY	<ul style="list-style-type: none"> • Walking • Cycling • Bike • Pedestrian • Active Transportation • Recreation • Trails • Bike Lanes • Facilities • Accessibility • Connectivity 	<p>GREATEST FREQUENCY:</p> <p>Provincial: #CycleON Action Plan & OTM Book 15 & 18</p> <p>Regional: Halton Region Active Transportation Master Plan</p> <p>Local: Halton Hills Cycling Master Plan</p>
	<ul style="list-style-type: none"> • Non-motorized • Multi-modal • Complete Streets • Transportation System • Transit • Safety • Comfort 	<p>GREATEST FREQUENCY:</p> <p>Provincial: 2041 Regional Transportation Plan</p> <p>Regional: Halton Region Transportation Master Plan</p> <p>Local: Halton Hills Transportation Master Plan</p>
	<ul style="list-style-type: none"> • Health • Environment • Economy • Social • Equity 	<p>GREATEST FREQUENCY:</p> <p>Provincial: 2041 Regional Transportation Plan & OTM Book 15 & 18</p> <p>Regional: Halton Region Active Transportation Master Plan</p> <p>Local: Halton Hills Cycling Master Plan</p>



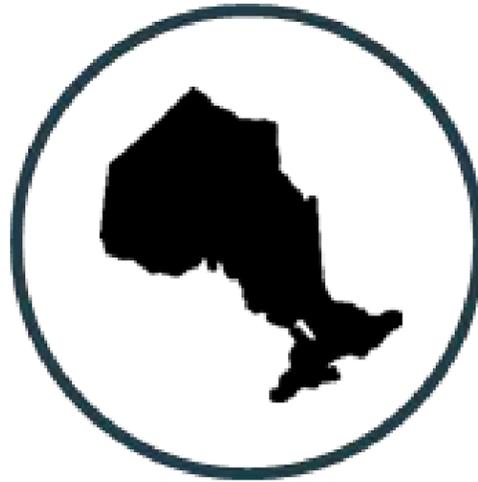
2.3.2 POLICY REVIEW OUTCOMES

PROVINCIAL POLICIES

Provincial statutes provide legislated documentation which must be enacted without interpretation and provincial policies are statutory documents which outline actionable policies to achieve the statutes. Policies can be interpreted based on the condition and context.

APPLICABLE POLICY REFERENCES:

- Promote the use of active transportation and transit in and between residential, employment (including commercial and industrial) and institutional uses and other areas (s.1.8.1.b – Provincial Policy Statement);
- Transit and active transportation will be practical elements of our urban transportation systems (Places to Grow Act – Vision Statement);
- The transportation system within the GGH will be planned and managed to:
- Offer a balance of transportation choices that reduces reliance upon the automobile and promotes transit and active transportation (Places to Grow Act - (s.3.2.2.b)
- Municipalities will ensure that active transportation networks are comprehensive and integrated into transportation planning to provide:
- safe, comfortable travel for pedestrians, bicyclists and other users of active transportation; and
- continuous linkages between strategic growth areas, adjacent neighbourhoods, major trip generators, and transit stations, including dedicated lane space for bicyclists on the major street network, or other safe and convenient alternatives (Places to Grow Act - s.3.2.3.4).
- Technical and legislative requirements are outlined in the Accessibility for Ontarians with Disabilities Act built environment guidelines and O.Reg.239/02
- Minimum Maintenance Standards for Municipal Highways sets out the requirements that the Town is required to adhere to when designing AODA-compliant facilities and maintaining all highway facilities. Additional design guidance is provided in Ontario Traffic Manual Book 15 and 18, which provide direction to pedestrian and cycling facilities, respectively.

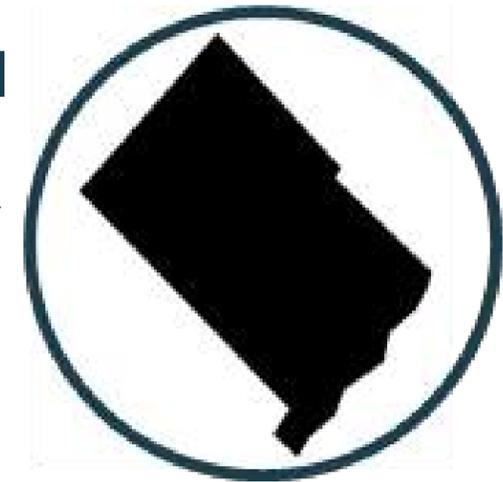


REGIONAL POLICIES

Halton Region conducted a review of their Regional Official Plan within the past few years, resulting in ROPA 38. Both the Halton Region Official Plan and the Transportation Master Plan provide high-level transportation direction to the lower-tier municipalities within Halton Region, including the Town of Halton Hills.

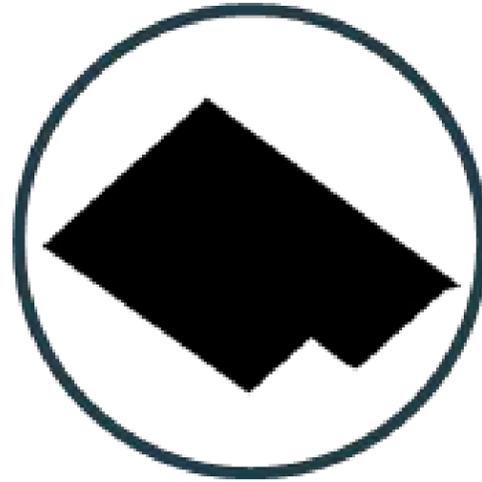
APPLICABLE POLICY REFERENCES:

- Halton Region's Official Plan and Transportation Master Plan provide support for active transportation and the implementation of active transportation facilities. That support can be found in the following policy statements contained within those policy documents:
- To develop a balanced transportation system that:
 - reducing dependency on automobile use;
 - promotes active transportation
- Working to achieve the following goals:
 - Balanced Needs – provide choice for the travel needs of residents;
 - Healthy Communities – support a healthy and active lifestyle; and
 - Sustainability – balance economic, social and environmental goals.
- Implement, in conjunction with the Province, Metrolinx and the Local Municipalities, a network of active transportation facilities in Halton that is integrated with public transit services and Intensification Areas.
- Promote an integrated, sustainable, accessible, affordable and efficient multi-modal transportation network where Active Transportation will be a viable alternative to strengthen linkages between communities and municipalities;
- Guide the Region to meet the mode share target for active transportation of 5% for all PM peak hour trips by 2031 from less than 2% in 2011.



LOCAL POLICIES

The Active Transportation Master Plan will be influenced by policies at the Town-level, such as the Town's Official Plan, Transportation Master Plan and existing Cycling Master Plan and Trails Master Plan. Policies contained within the Official Plan and Transportation Master Plan provide high level direction and support for active transportation. However, it will be the existing Cycling Master Plan and Trails Master Plan that will form the foundation of the work that will be undertaken as part of the ATMP study process, as those documents contain valuable insight and information into the Town'



APPLICABLE POLICY REFERENCES:

- Implementation of active transportation facilities in Halton Hills. The Town's Official Plan and Transportation Master Plan already contain policy support for active transportation. Key policy takeaways from these documents are as follows:
 - establish an integrated transportation system that safely and efficiently accommodates various modes of transportation including trains, automobiles, trucks, public transit, cycling and walking;
 - promote public transit, cycling and walking as energy efficient, affordable and accessible forms of travel;
 - investigate and provide for bicycle lanes wherever possible in the construction or reconstruction of roads and bridges;
 - encourage and support measures which will provide for barrier-free design of pedestrian facilities;
- The Town shall continue to implement an interconnected system of active transportation routes providing access to major activity and employment areas and to future public transit. In this regard, the Town shall maintain the Trails and Cycling Master Plans and refer to the plans to provide the basis for the establishment of the active transportation network, policies and programs of the municipality.





2.3.3 AT RELATED PLANNING TRENDS

An active transportation master plan can be a tool for change beyond just active transportation. It can help to reinforce, encourage, achieve and advance larger community planning aspirations. There are a number of community trends which are emerging in the area of planning and design which can help to be achieved through the development and implementation.

Similarly, the recommendations ultimately identified within the active transportation master plan can be further enhanced, shaped and prioritized through the consideration of these trends. When developing future recommendations, initiatives and policies, the following planning trends and aspirations will be considered.

#1 SAFETY FIRST APPROACH



The Safety First approach supports the concepts associated with Vision Zero; a strategy used to prevent road injuries and increase road safety. Countries who support the Safety First approach have experienced significant reductions in road traffic deaths and injuries. The objective of Vision Zero is to eliminate road injuries and deaths through the design of transportation systems. System designers play an important role in helping to eliminate injuries and deaths associated with motor vehicles as they are able to use evidence based data to inform the design of transportation networks and promote safer use of roadways. Therefore, the Safety First approach, in conjunction with approaches like Complete Streets, prioritizes the safety of all users while ensuring greater mobility and healthier communities. As is the case with any transportation system there will inevitably be conditions or contexts where safety will be questioned or considered an issue. Safety and comfort considerations were part of the overall network development process as well as the selection of preferred facility types. Though it will not address all transportation related safety issues a more strategic approach to active transportation safety including the consideration of intersection treatments, transition points, signage and wayfinding, etc. could help to improve conditions.



#2 GREEN COMMUNITIES



A green community refers to the intentional planning and design practices that are implemented with the distinct purpose of creating a reduced environmental footprint by the community. Community greening initiatives are typically undertaken as a political directive stemming from existing policy or Council direction as a result of higher level provincial or regional policy. Initiatives can tackle a range of topics including but not limited to transportation, urban design and streetscaping, green "infrastructure" such as bio swales and solar panels. It can also address the use of community based social marketing to address the environmentally impactful behaviours of the community to reduce impact and to shift to a more sustainable way of thinking and acting. Active transportation and other sustainable modes have a direct impact on achieving green communities along with other planning methods which typically cover topics including the environment, economic and social targets.



#3 WALKABLE COMMUNITIES



A walkable community is defined by neighborhoods that promote active transportation over inactive transportation through urban design. A municipality such as Halton Hills can be classified as walkable if it has a high number of destinations within walking distance, a continuous and connected street network, and a mix of land uses. Walkability can be used to indicate the success of various aspects of communities including their active transportation network. Providing walkable neighborhoods can have many health, social, environment, and economic benefits for communities. Through thoughtful design, communities can be developed to fit the needs of all users and provide convenient, accessible, and safe methods of transportation to various destinations. Tools such as walk score and other walkability assessments can be used to gain a better understanding of the status of the municipality to determine what may need to be done to improve or enhance the overall walking experience of existing and future users.



#4 HEALTHY COMMUNITIES



The Healthy Community approach highlights how the design of municipalities / communities has a major influence on the health and well being of the people who live, work and play. As municipalities experience increased social and environmental stressors to physical and mental health, it is important that planners design communities that can promote healthy, active lifestyles. This approach emphasizes the importance of providing opportunities for people of all backgrounds to live to their full potential, connect with other people and resources, and feel part of their community. In terms of active transportation, the healthy community approach encourages the design of networks that are accessible, safe, affordable, and account for local climate change conditions. Similar to the complete streets approach, this concept considers the needs of all users in both urban and rural areas, and provides a sense of safety and comfort for all users. Despite increased research and resources connecting physical activity and overall individual and community health many individuals in Durham Region and the Town of Whitby still struggle to reach their daily physical activity targets and experience diseases and health issues related to physical inactivity. The development and implementation of the ATMP is not just about getting people on their bikes or walking but more about the bigger picture of ensuring that the quality of life and health of the community is reaching its greatest potential.



3.0 EXISTING CONDITIONS & FUTURE TRENDS

As noted in the previous sections, the intent of the Halton Hills Active Transportation Master Plan is to build upon the successes, experiences and lessons learned since the development of the Cycling Master Plan in 2010 and the in-house trails strategy. In order to do this, there needs to be a comprehensive understanding of the existing and previously identified infrastructure and programs / initiatives as well as an analysis of the potential for improvement. The following sections provide an overview of the current state of active transportation infrastructure including local, regional and provincially significant routes as well as a comprehensive spatial analysis. Also included in this section is a consolidation of challenges and opportunities which have been identified through discussions with residents, stakeholders and staff which will serve as the foundation for recommendations / improvements identified later in the project process.

3.1 EXISTING AT CONDITIONS

Existing active transportation conditions refers to both the infrastructure that has been built as well as the program / initiatives that have been implemented. The following is a summary of the documented existing conditions that were identified through a desk-top review, past experience and input from Town staff.

3.1.1 INFRASTRUCTURE

In Phase 2, the team will focus on identifying, reviewing, confirming and designing a proposed active transportation network for the Town of Halton Hills. There are a number of existing and previously identified facilities found throughout the Town which are considered the foundation for the network development process. The sources for these routes and facilities include the Town's 2010 Cycling Master Plan, the Trails Strategy and the Region of Halton's Active Transportation Master Plan along with information provided by conservation authority representatives, the Greenbelt Cycling and Walking Route and the Bruce Trail Conservancy.

Due to the magnitude of existing and previously identified routes as well as the scope of the AT project, the project team has prepared a map which illustrates the on-road facilities and another that illustrates the off-road facilities. The existing and previously proposed on and off-road routes found within the Town of Halton Hills are presented on Map 1A and 1B which can be found on the following pages. In addition, an overview of the on and off-road AT network "statistics" are found on the following page to help better understand the types of AT infrastructure that had been previously implemented or considered throughout the Town of Halton Hills at the local, regional and provincial level.



GEORGETOWNON.CA

Existing and Potential On-Road Conditions



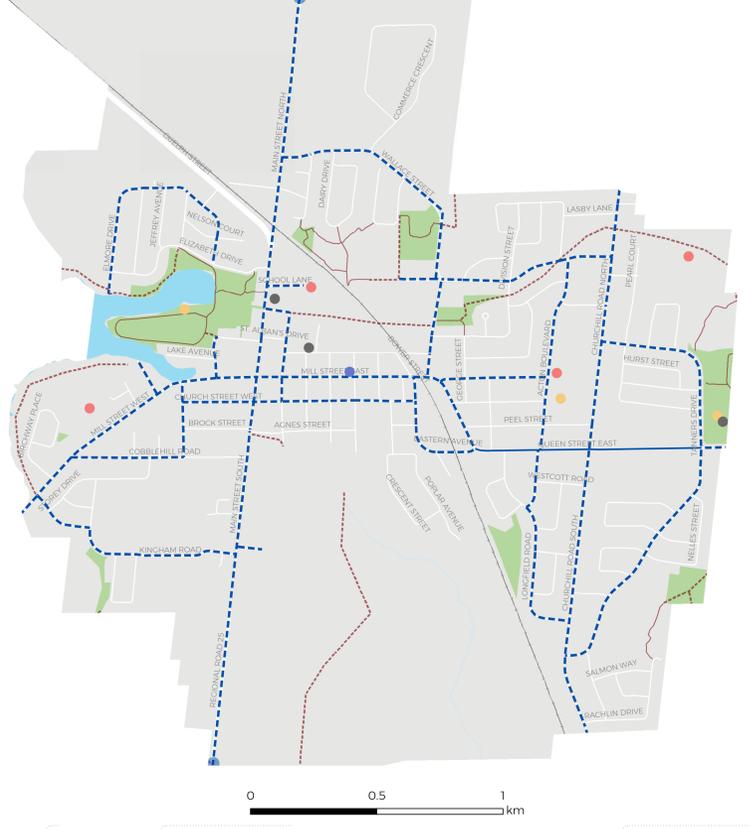
HALTON HILLS ACTIVE TRANSPORTATION MASTER PLAN

Legend

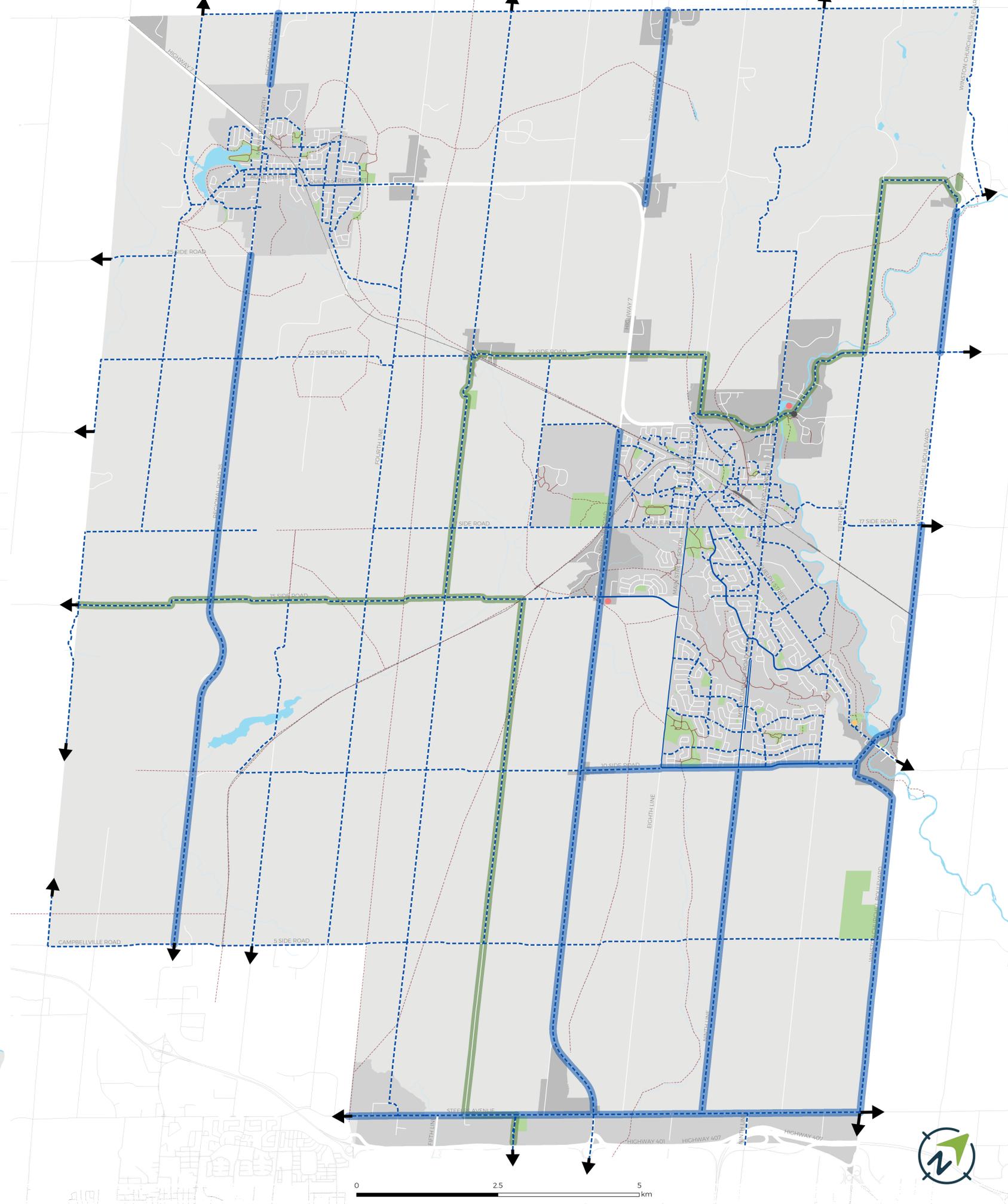
- Existing On-Road Route
- Proposed On-Road Route¹
- Existing Off-Road Route
- Proposed Off-Road Route
- Halton Region AT Route
- Regionally Significant Cycling Route²
- Community Centre
- Hospital
- Municipal Building
- School
- Park
- Urban Area
- Hamlet / Rural Cluster
- Connection to Surrounding Municipality

Notes:
 1. Based on routes identified in the Town of Halton Hills Cycling Master Plan (2010) and the Region of Halton Active Transportation Master Plan (2015).
 2. Includes the Greenbelt Cycling Route and the Ministry of Transportation (MTO) Province-wide Cycling Route. For additional information on the Greenbelt Cycling Route refer to www.greenbelt.ca. For additional information on the MTO Province-wide Cycling Route refer to: www.mto.gov.on.ca/english/safety/province-wide-cycling-network.shtml

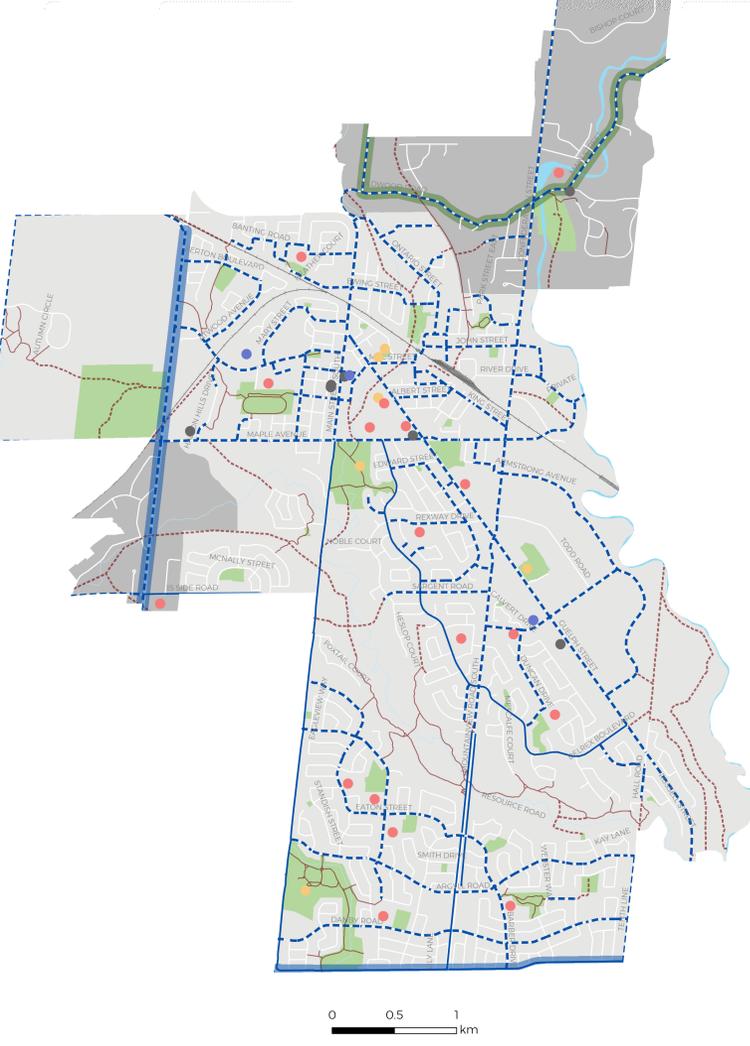
Acton



Town of Halton Hills



Georgetown



Existing and Potential Off-Road Conditions



HALTON HILLS ACTIVE TRANSPORTATION MASTER PLAN

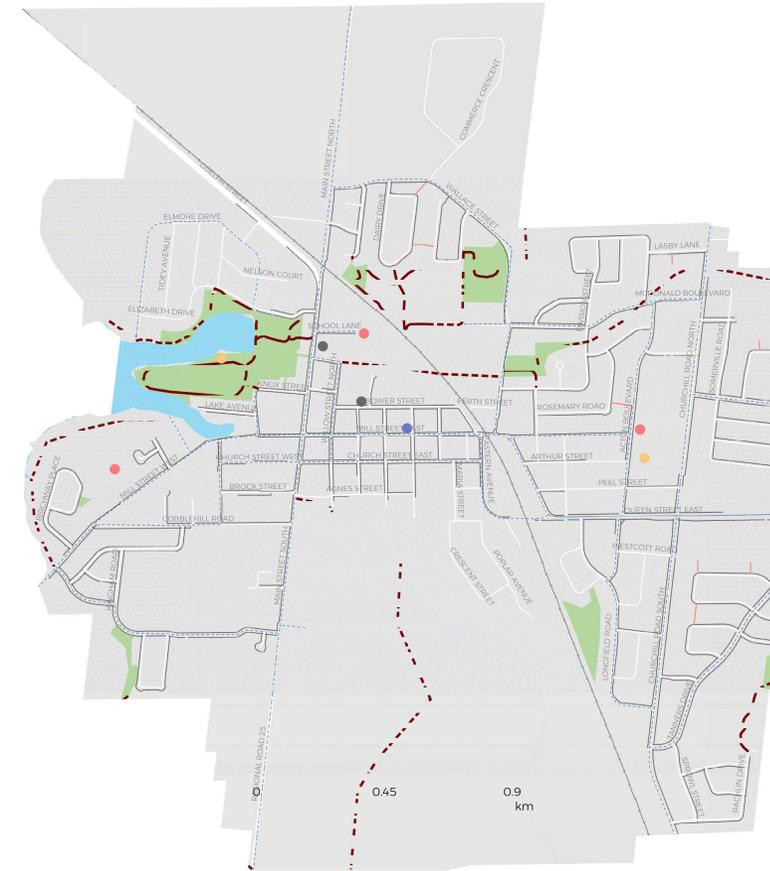
Legend

- Existing Off-Road Route
- Potential Off-Road Route¹
- Existing Sidewalk
- Existing Pathway
- Existing On-Road Route
- Potential On-Road Route
- Bruce Trail
- Credit Valley Trail²
- Trail Access Point
- Community Centre
- Hospital
- Municipal Building
- School
- Park
- Urban Area
- Hamlet / Rural Cluster
- Connection to Surrounding Municipality

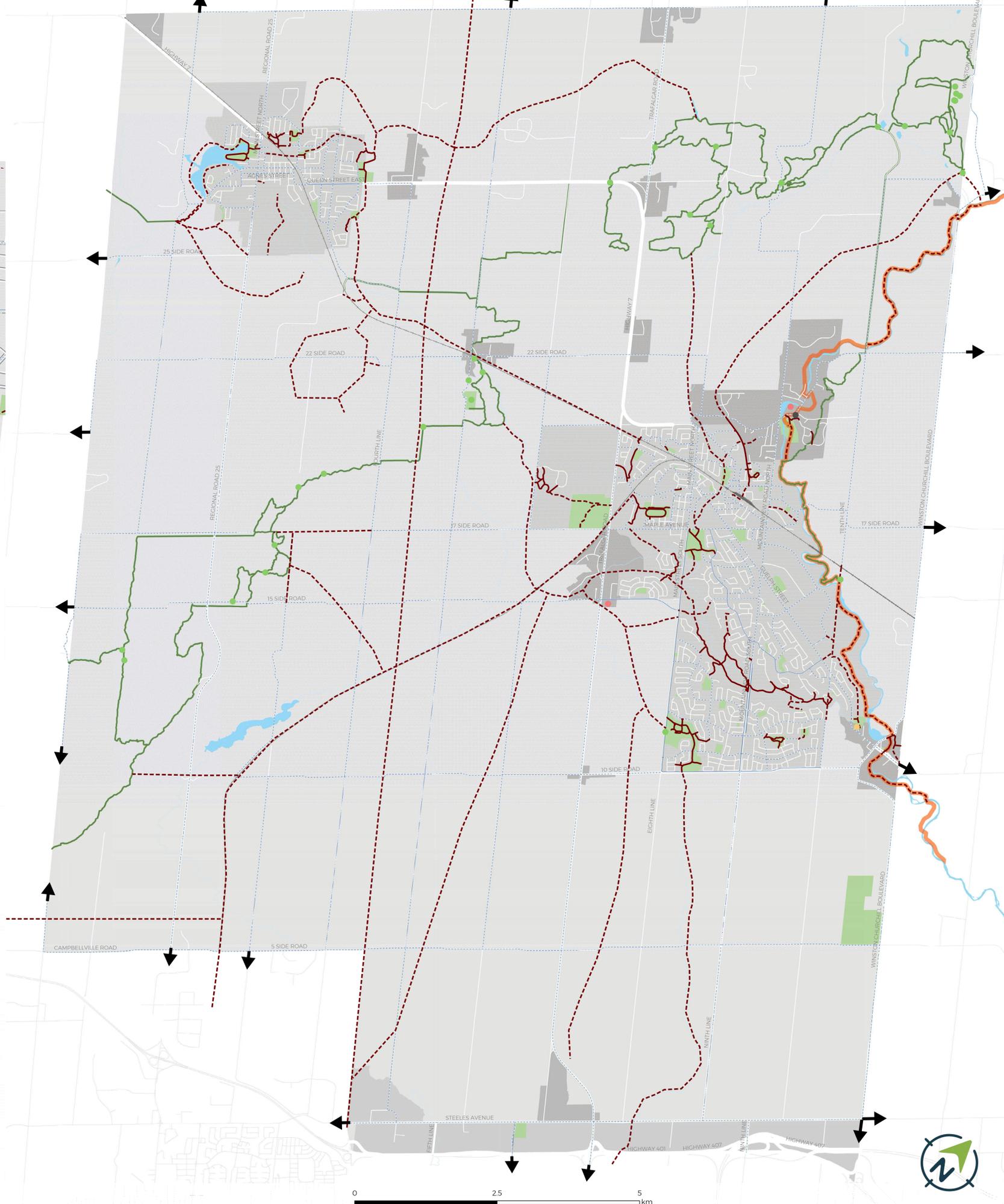
Notes:
 1. Based on routes identified in the Town of Halton Hills Cycling Master Plan (2010) and the Town of Halton Hills Trails Master Plan (currently in-progress).

2. The Credit Valley Trail includes portions of existing and future planned routes. For additional information on the Credit Valley Trail refer to: www.cvcfoundation.ca/cvt

Acton



Town of Halton Hills



Georgetown





The important thing to note is that not all previously identified on-road and off-road routes will be proposed as part of the future active transportation master plan. Throughout Phase 2, the existing and previously proposed routes will be reviewed and investigated in detail to determine the most appropriate routes and design considerations for each. What is document in Phase 1 is a starting point and will be refined and revised as needed to form a more wholistic active transportation master plan.

ON-ROAD FACILITIES

EXISTING



16.3
km

FACILITIES INCLUDE:

- Edgelines
- In Boulevard Trails

PREVIOUSLY IDENTIFIED



316.5
km

FACILITIES INCLUDE:

- Paved Shoulder
- Bike Lanes
- Signed Routes

OFF-ROAD FACILITIES

EXISTING



47.8
km

FACILITIES INCLUDE:

- Trails through Parks and open spaces as well as areas of natural and cultural heritage

PREVIOUSLY IDENTIFIED



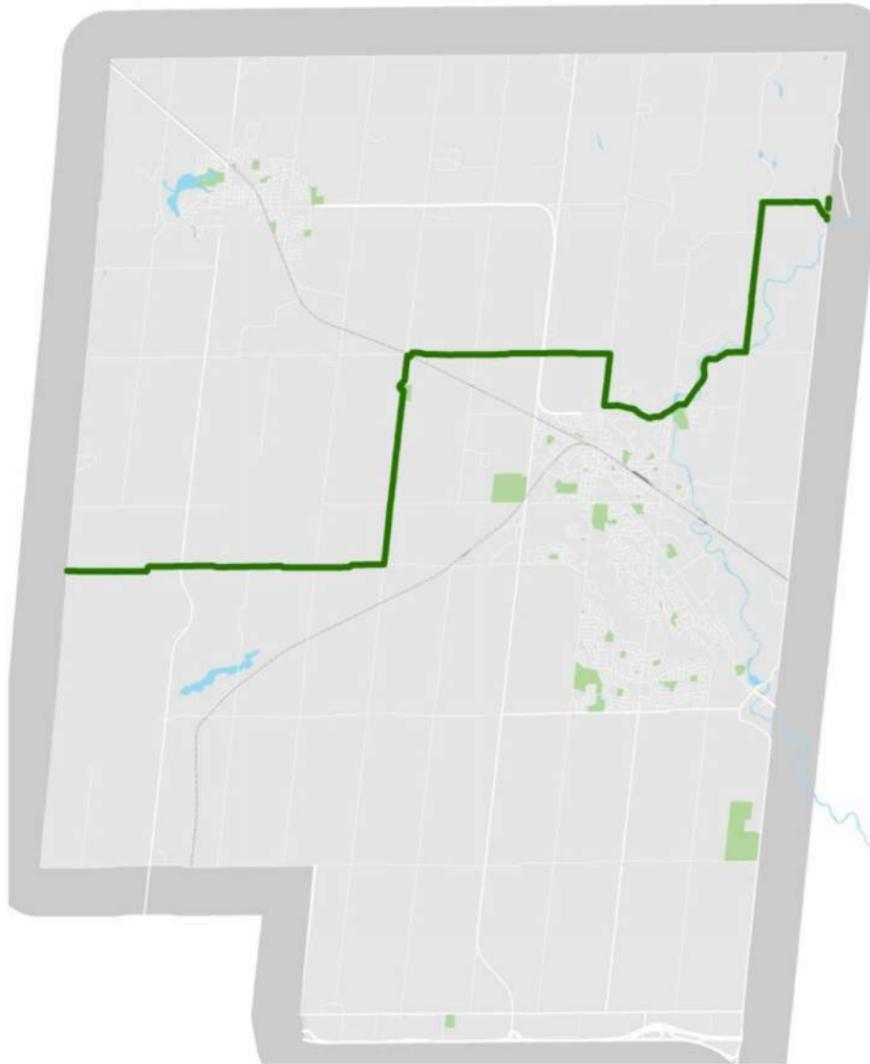
293
km

FACILITIES INCLUDE:

- Conceptual trail linkages through public and privately-owned lands that would require significant further investigation

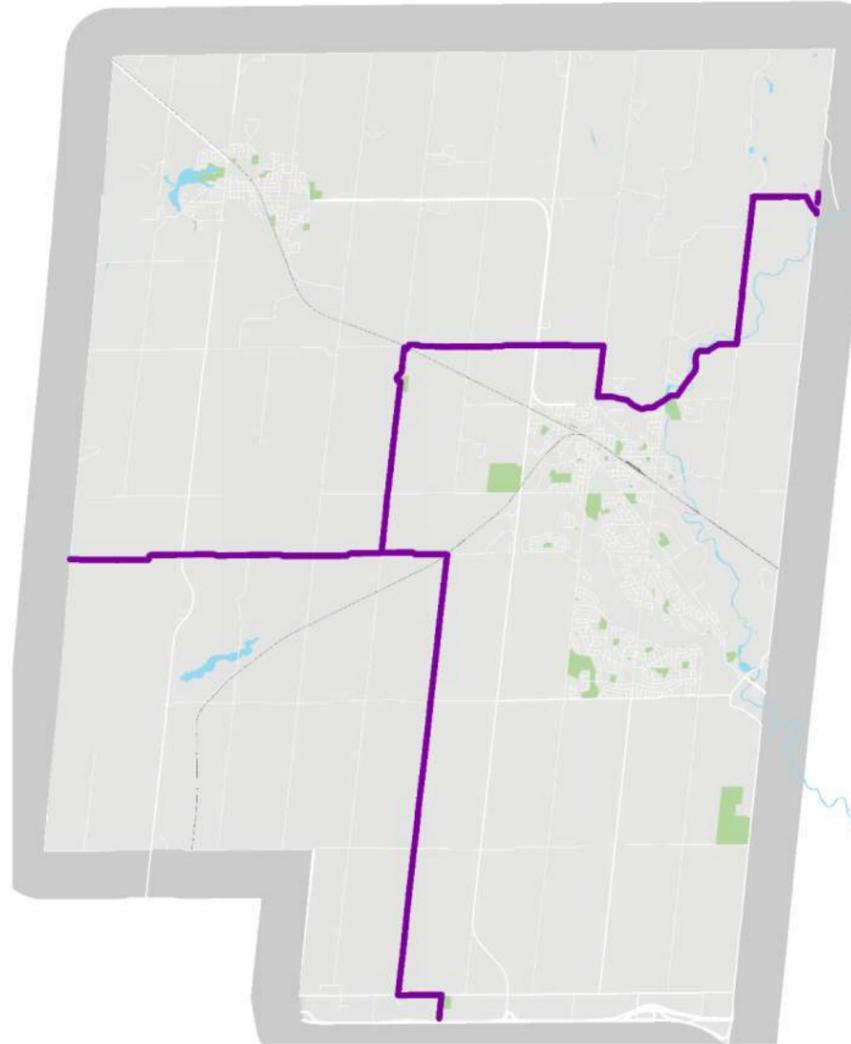


In addition to the existing and previously planned local and regional active transportation routes / facilities there are also a number of regionally significant systems / networks which provide access to and within the Town of Halton Hills. Regionally significant connections refer to three major systems within the Town including the Greenbelt Cycling Route, the Province-wide Cycling Network and the Bruce Trail. Regionally significant routes are designated routes meaning that they in some location they may not include specific AT infrastructure; however, comprehensive signage and wayfinding is typically utilized to designate the system i.e. route brand / markers.



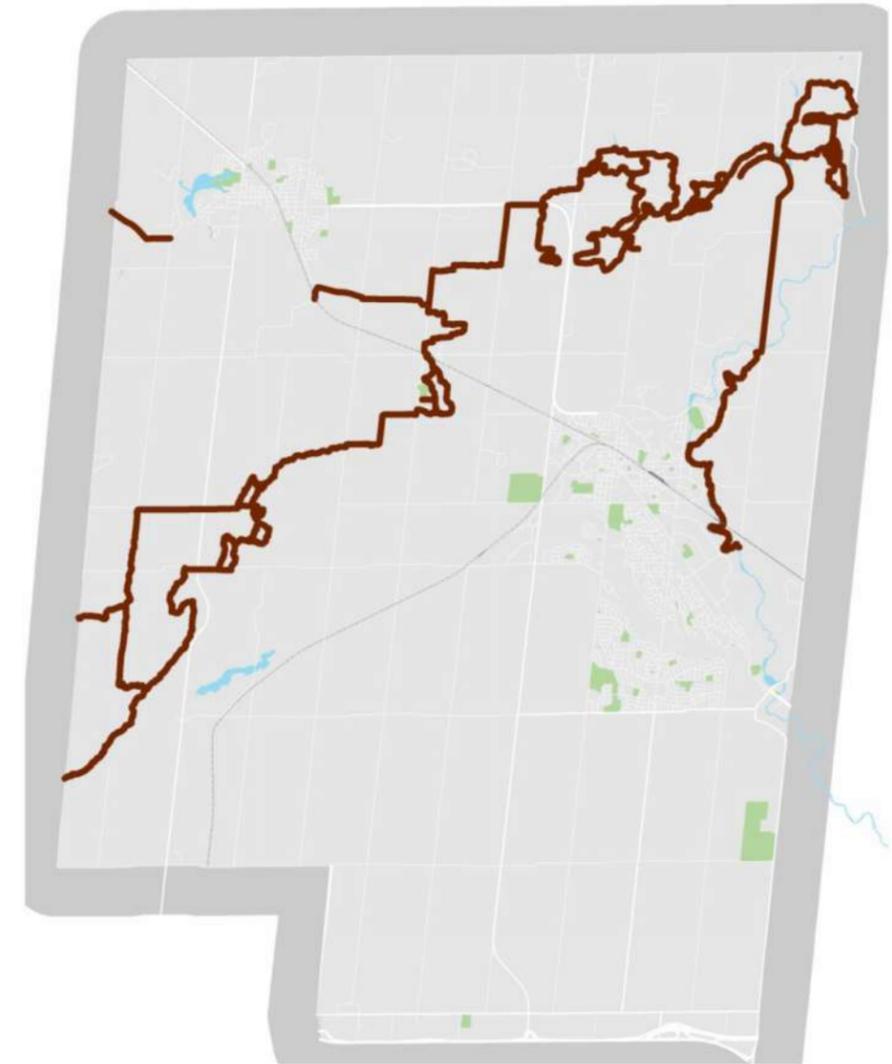
GREENBELT CYCLING ROUTE

The Greenbelt Route is a 600-kilometre trail that travels through Ontario's Greenbelt, with a portion of this trail within the Town of Halton Hills – providing access from the east to west border of the Town through a major built up area. This route provides route options for a variety of users including cyclists, walkers, and hikers.



PROVINCE WIDE CYCLING NETWORK

The Province-wide Cycling Network provides guidance for provincial and municipal staff, stakeholders and other partners to inform the future planning, design and implementation of cycling infrastructure at the provincial, regional and local level in Ontario.



BRUCE TRAIL

The Bruce Trail is a 900km hiking trail, extending along the Niagara Escarpment from Tobermory to Niagara and passing through Halton Hills. The Bruce Trail is the oldest and longest continuous footpath in Canada and is managed by the Bruce Trail Conservancy. Cycling is not permitted on the Bruce Trail.



3.1.2 PROGRAMS & INITIATIVES

A comprehensive and successful active transportation master plan not only considers and addresses infrastructure i.e. engineering but also provides support in the form of equity, education, encouragement, evaluation and enforcement – together known as the five E's. A brief description of the six E's is provided below.

ENGINEERING #1



Creating safe and convenient places to walk, ride and roll and designing land uses which are supportive of active forms of transportation.

CONSIDER: facility transitions, designing for high conflict areas, accessible infrastructure, end-of-trip facilities, etc.

EVALUATION #4



Monitoring the success of the ATMP – infrastructure, programs and planning – and undertaking complementary initiatives to reinforce active transportation in Halton Hills

CONSIDER: consider the use of technology, establish partners to support effort and develop / track a range of measures.

ENCOURAGEMENT #2



Increase the level of interest in and culture around active transportation within the Town of Halton Hills.

CONSIDER: identify desired behaviour change and identify applicable programs, incentive programs, consider all ages and abilities and consider pilot programs.

ENFORCEMENT #5



Ensuring AT user safety by applying roadway laws and regulations

CONSIDER: Focus efforts on sidewalks, roads and trails based on availability, make regulations available and easy to understand and implement patrols and safety blitzes at key municipal locations.

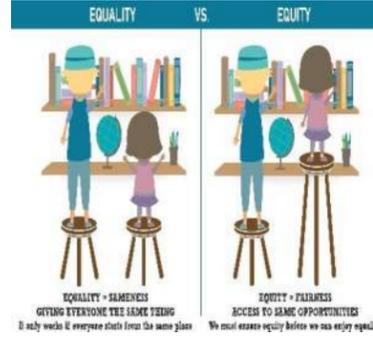
EDUCATION #3



Teaching people of all ages and abilities the skills they need to use AT safely

CONSIDER: making information easily accessible, partner with not for profit organizations, utilize existing platforms – online and media and target centralized population centres.

EQUITY #6



Addressing the needs of all individuals with a focus on providing options that allow all individuals to participate in active opportunities.

CONSIDER: creating audience focused initiatives, mapping and targeting specific areas and engaging to understand needs.

In recent years, the Town has organized and participated in many initiatives aimed at promoting and supporting active transportation. The following table provides a summary of existing initiatives that have been undertaken throughout Halton Hills. These initiatives have been reviewed to ensure that the ATMP takes into consideration how best to build upon past successes and introduce new, complementary measures for the future. Local programs and initiatives typically address not one but a number of the six E categories. For each of the initiatives identified, the category that helps to enhance / support has been identified.

INITIATIVE	DESCRIPTION	SIX E CATEGORY				
		EDUCATION	ENCOURAGEMENT	EVALUATION	ENFORCEMENT	EQUITY
ACTIVE TRANSPORTATION WEBPAGE (TOWN WEBSITE)	The Active Transportation webpage on the Town's website includes information about existing cycling and off-road trail routes / facilities, events, background resources and frequently asked questions. The webpage is a helpful starting point for residents and visitors wanting to learn more about active transportation in the Town.	●	●			
HALTON HILLS CYCLING SUMMIT	The Halton Hills Cycling Summit brings together interested residents to discuss a vision for cycling in the Town and strategies for achieving the vision.	●	●			
COMMUNITY BETTER CHALLENGE (PARTICIPACTION)	The Community Better Challenge is an annual event that aims to get neighbourhoods across the Country moving together. Physical activities are tracked through ParticipACTION's website/app, with the most active community having the chance to win a \$150,000 prize.	●	●			●
ACTIVE AND SAFE ROUTES TO SCHOOL (HALTON REGION)	Active and Safe Routes to School involves brainstorming and implementing programs and initiatives aimed at getting school-aged children to travel to school using active means of travel.	●	●			●
DUST OFF YOUR BIKE RIDES	Dust Off Your Bike Rides are two (2) leisurely rides aimed at people who haven't been on a bike for a while and need a nudge to get to riding. Included as part of the rides is a discussion on safety tips, proper cycling equipment, and the rules of the road.	●	●			●
BIKE TO WORK DAY	As part of this year's Bike to Work Day, the Town's Bike It Committee, Smart Commute Halton, and the Office of Sustainability are hosting a noon hour group bike ride. At this annual event, Town staff, residents, local commuters and cyclists are welcome to ride together through the Town's trails and streets.	●	●			●



INITIATIVE	DESCRIPTION	SIX E CATEGORY				
		EDUCATION	ENCOURAGEMENT	EVALUATION	ENFORCEMENT	EQUITY
BIKE IT TO THE MARKET	Bike it to the Market is an annual event, with participants who cycle to the Georgetown Farmers Market being treated to a free pancake breakfast. Free valet bike parking is available at the Market and Main Street is closed to all vehicular traffic, allowing for activities to take place on the street including a children's cycling skills course, ball hockey, and many other activities.	●	●			●
BIKE IT TO LEATHERTOWN FESTIVAL	The Bike it to Leathertown Festival in Acton includes three bike rides suitable for cyclists of all abilities. These rides will take place on bike lanes, off-road trails and residential streets within Acton. The bike rides will stop at many different locations within Acton and will seek to provide historical information about the area.	●	●			●
USED BIKE BUY AND SELL EVENT	The Used Bike Buy and Sell Event is organized by the Bike It Committee and aims to recycle bicycles by allow people to get rid of old bicycles they no longer use, as well as for others to purchase a relatively inexpensive used bicycle.		●			●
BICYCLE RODEO	The Bicycle Rodeo is a school-focused event and first took place in 2016 in cooperation with Halton Regional Police and staff at Joseph Gibbons School in Georgetown. Schools are encouraged to contact Town staff to request a Bicycle Rodeo at their school		●			●

3.2 ACTIVE TRANSPORTATION POTENTIAL

While understanding the types and kilometres of cycling and walking facilities and routes is helpful in the ATMP process, it does not necessarily capture the effectiveness or the perception of how people experience walking and cycling within the community. Spatial analysis – or more simply, using data to assess geographic impact – can be an effective tool in the identification and evaluation of the walking and cycling conditions within a specific geographic area.

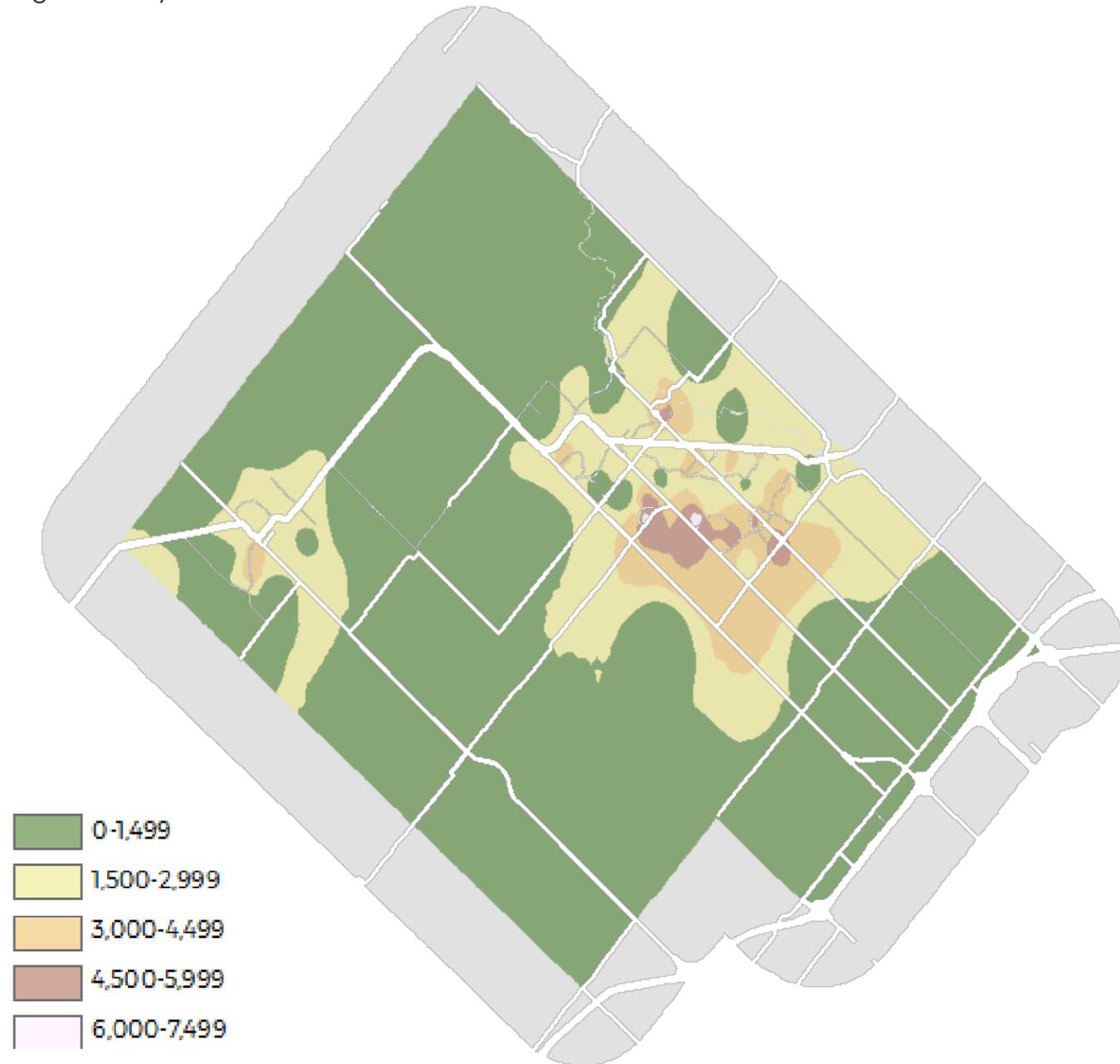
Spatial analysis was used as part of Phase 1 of the Halton Hills ATMP to identify the walking and cycling potential for the Town including the current conditions and future potential of active transportation. A total of seven indicators were identified to inform Phase 1 of the spatial analysis. The indicators were selected based on best practices from active transportation master plans completed for municipalities of a similar scope and scale. A spatial analysis exercise was undertaken using GIS software to visualize data from the seven indicators.

All of the data used to undertake the spatial analysis mapping was obtained through Stats Canada. The result of the indicator mapping exercise is a series of 'heat' maps that depict the spatial distribution of each indicator. The maps are presented on the following pages, along with a high-level assessment of the outcomes or assumptions that can be gathered from those maps.



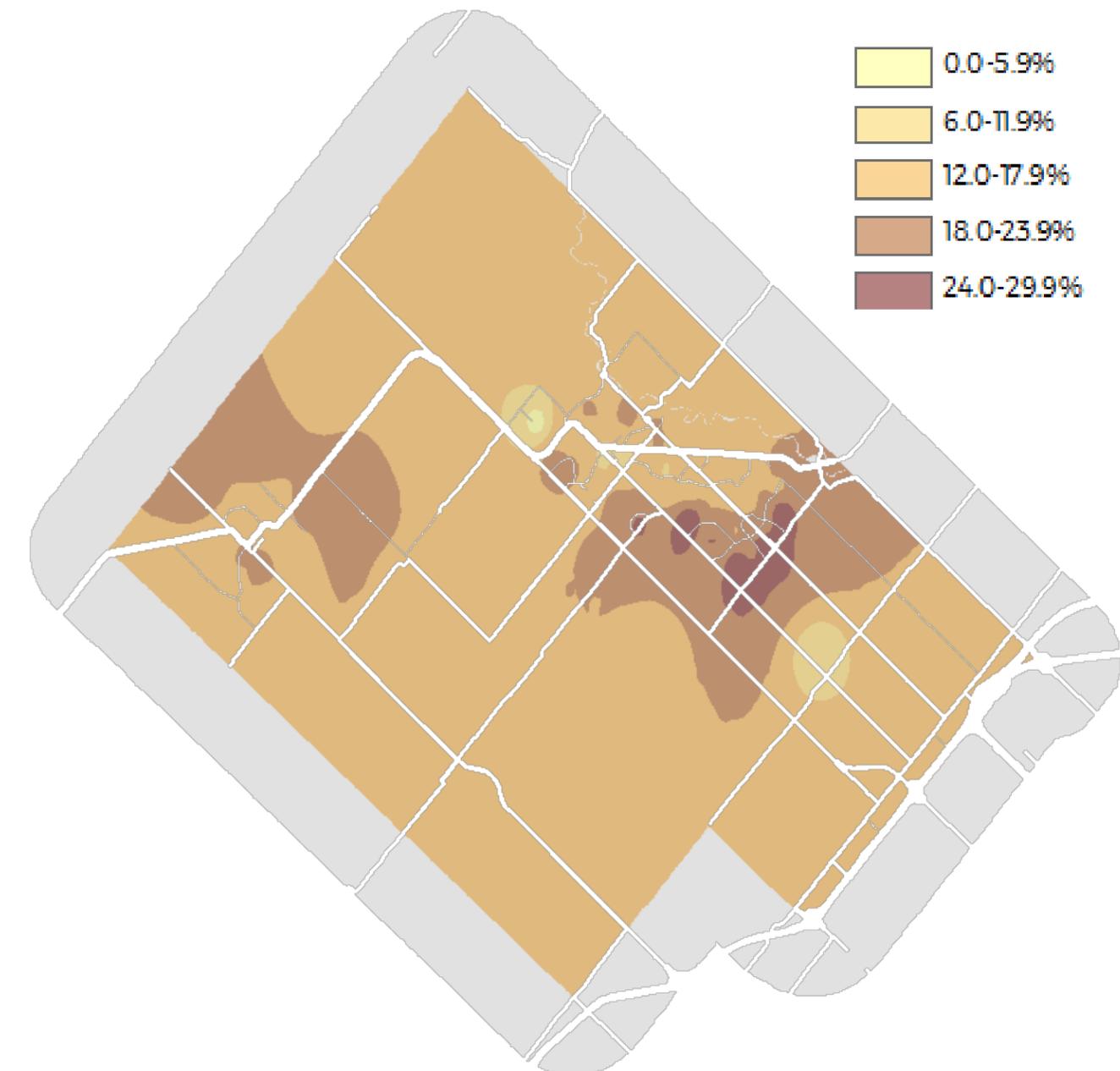
POPULATION DENSITY

The population density in Halton Hills, is concentrated in Georgetown and Acton with the densest neighbourhoods located in south Georgetown. The total population of Halton Hills is 61,161 (Statistics Canada, 2016) people or approximately 11% of Halton Region's total population. Based on this information, it could be suggested that AT related policies and infrastructure recommendations should be targeted in areas where there are large population centres with higher density.



PROPORTION OF CHILDREN

Understanding the distribution of age groups can help with planning for age-related services. In the case of this map, the distribution of children between the ages of 0 and 14 years of age indicates that south Georgetown has the highest proportion of children. Other notable areas where 18% - 23% of the population are between the 0 and 14 years of age are: pockets of Georgetown, concentrated in southern Georgetown, and neighbourhoods in and around Acton. Using this information, it is clear that there are concentrated populations of children under the age of 14 and that AT facility types should be designed with this user group in mind.





AVERAGE ANNUAL HOUSHOLD INCOME

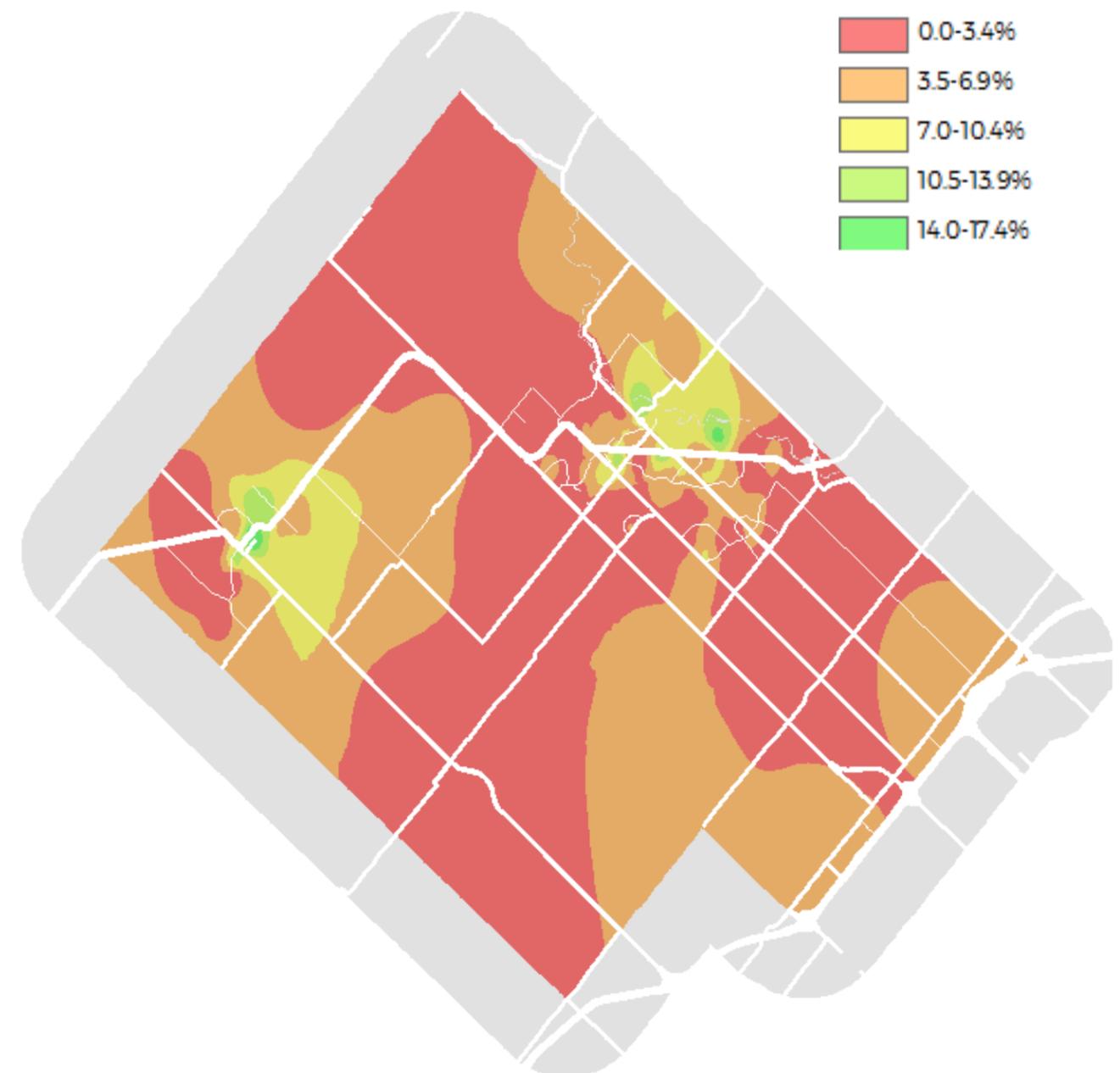
Providing residents with equitable options for transportation is a key consideration for municipalities. Average household income is a proxy measure to identify areas that may be better served by improving the access to AT options or have a greater need for alternatives beyond the single occupancy vehicles.

The map illustrates a greater density of lower income populations within the more built up areas of Georgetown and Acton. Typical to most communities downtown, high-density areas typically provide the necessary support to lower income individuals and have a greater number of options of affordable housing. Providing access and multimodal options within these areas will be critical.



ACTIVE TRANSPORTATION MODE SHARE

Understanding the current AT trends is important for identifying the areas where active transportation is currently being used i.e. areas of existing interest and areas where there are lower rates of use i.e. areas with the potential for growth. The AT Mode Share map above indicates that Georgetown and Acton currently have a higher active transportation mode share relative the rest of the Town. As of 2016, 96% of commuting residents in Halton Hills commuted by either car, or as a passenger in a car. Of the remaining 4% - 3.5% walk and 0.5% cycle as their main mode of commuting. These results indicate a potential for AT mode share growth as well as possible challenges due to established commuting habits and opinions of AT. The provision of more community focused infrastructure could leverage the possible interest to expand existing use and increase new users.

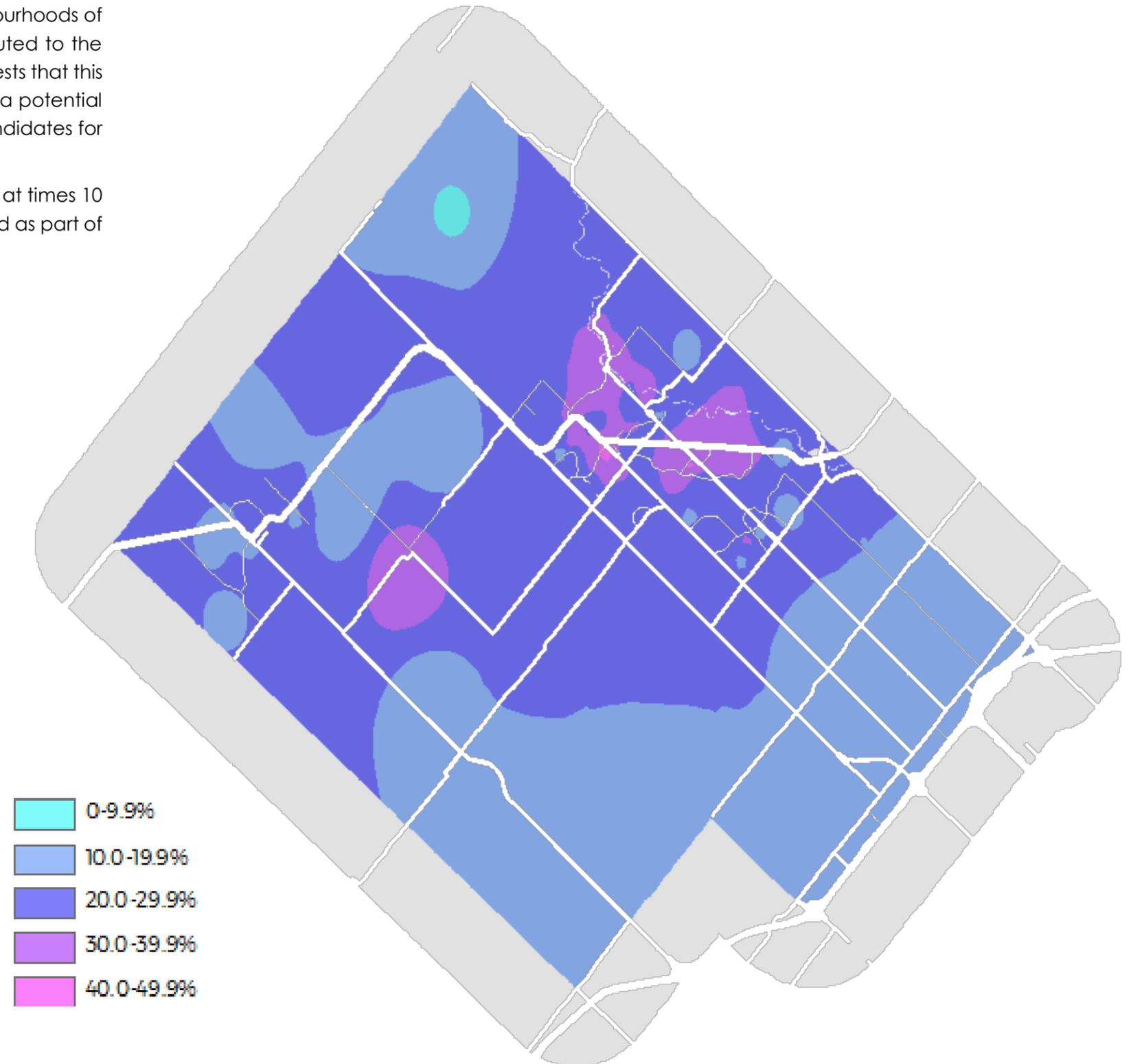




COMMUTES LESS THAN 15 MINUTES

Commute times less than or equal to 15 minutes are experienced in the older neighbourhoods of Georgetown as well as a residential cluster southeast of Acton. This could be attributed to the residents living close to employment areas in Georgetown and Acton. The data suggests that this area has a high percentage of residents with a short commute time which indicates a potential for more AT trips. Areas where people indicate a shorter commute time are good candidates for improved or increased AT mode share.

Research shows that people are likely to explore cycling for a trip that is less than 5 or at times 10 km. Identifying these areas and investigating the potential destinations will be explored as part of the development process for both walking and cycling improvements.





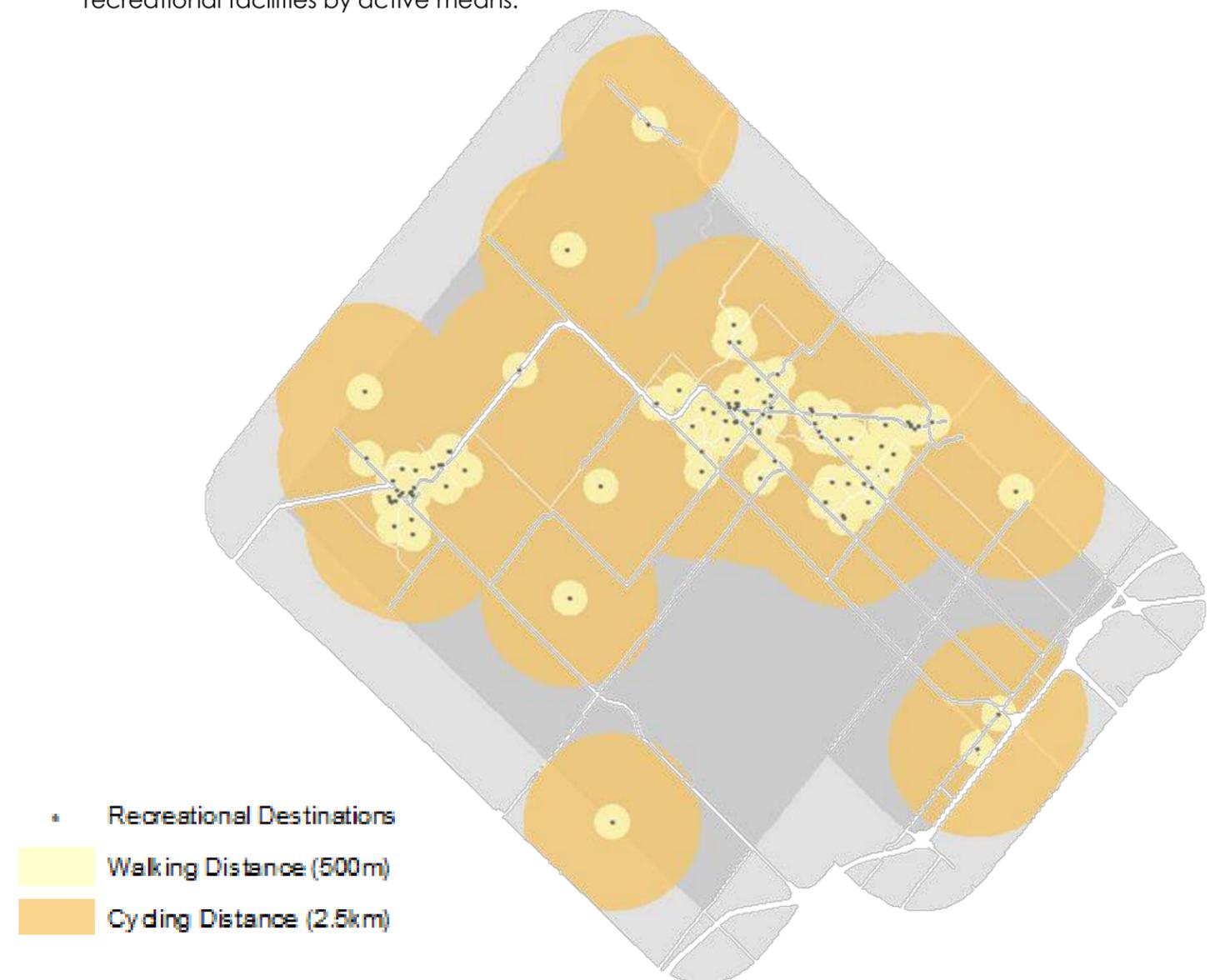
TYPICAL AT WALK / BIKE SHED RECREATION

The map is a visual representation of the typical active transportation walk/bikeshed for various recreational points of interest throughout the Town. Recreational points of interest include Town parks, community centres, recreation centres and libraries. A typical walkshed to a point of interest is 1km, while a typical bikeshed is 5km. Recreational points of interest Town parks, churches, community centres, cemeteries, and access points to the Bruce Trail. Based on the mapping above, much of the Town is within an acceptable walking and cycling distance to many of these recreational destinations.



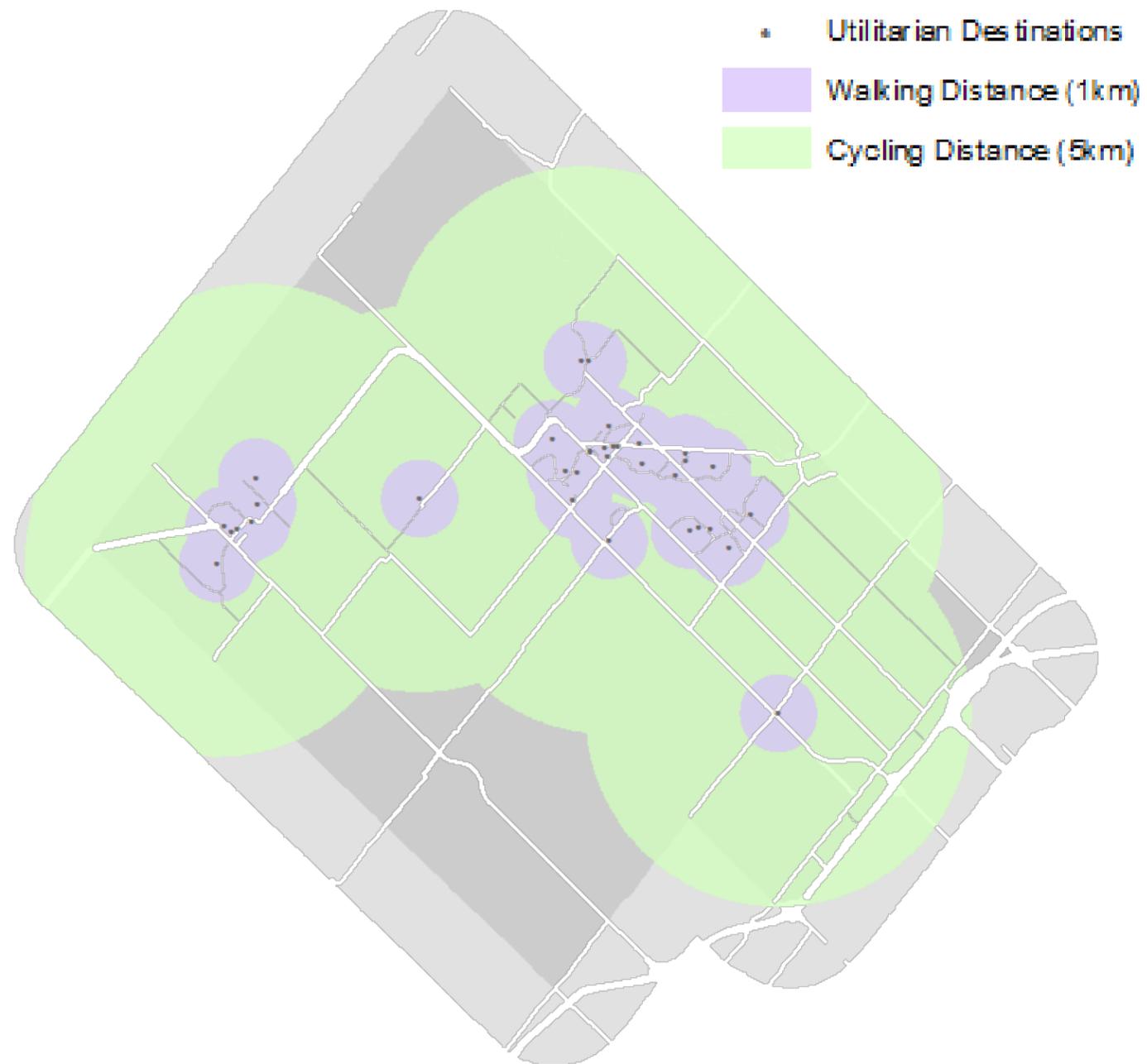
ASPIRATIONAL WALK / BIKE SHED RECREATION

The map is a visual representation of the various recreational points of interest for AT users at a condensed level. By halving the walking and cycling distances from the recreational points of interest (from 1km to 500metres for walking distances and from 5km to 2.5km for cycling distances), this map is displaying areas that are very accessible by active transportation. There are concentrations of recreational points of interest within Acton, Downtown Georgetown and south Georgetown, as well as isolated destinations in rural parts of the Town. This map reaffirms that much of Acton and Georgetown is within a typical walking and cycling proximity to recreational points of interest and suggests that efforts should be directed at facilitating trips to recreational facilities by active means.



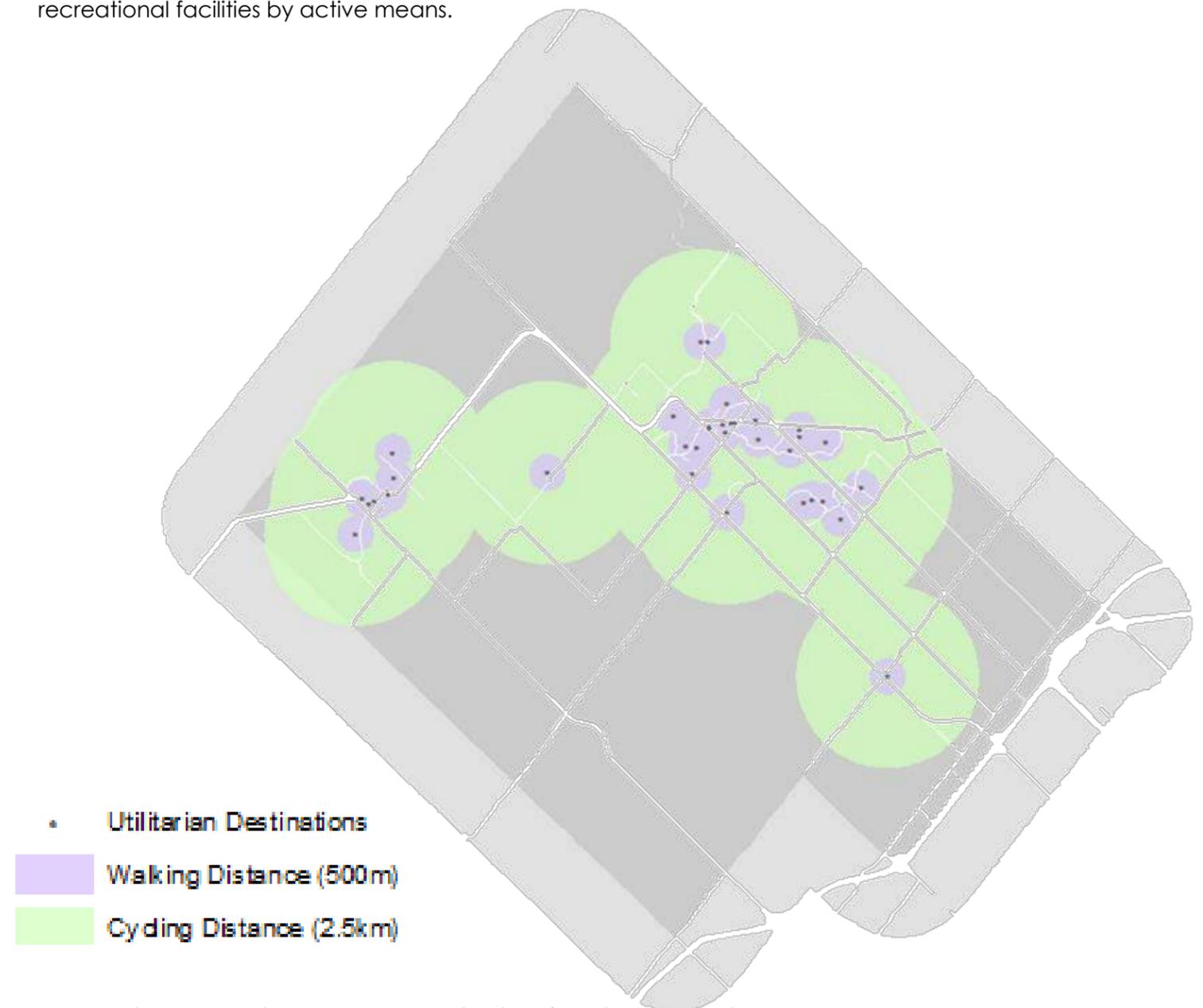
TYPICAL AT WALK / BIKE SHED COMMUTER

The map is a visual representation of the typical active transportation walk/bikeshed for various utilitarian points of interest throughout the Town. Utilitarian points of interest include schools, the Town Hall, hospitals, and GO stations. A typical walkshed to a point of interest is 1km, while a typical bikeshed is 5km. Utilitarian points of interest schools, Town offices, hospitals, and the Georgetown and Acton GO Stations. Based on the typical AT walk/bikeshed, much of Acton and Georgetown are within range of accessing these locations using active transportation.



ASPIRATIONAL WALK / BIKE SHED COMMUTER

The map is a visual representation of the various recreational points of interest for AT users at a condensed level. By halving the walking and cycling distances from the recreational points of interest (from 1km to 500metres for walking distances and from 5km to 2.5km for cycling distances), this map is displaying areas that are very accessible by active transportation. There are concentrations of recreational points of interest within Acton, Downtown Georgetown and south Georgetown, as well as isolated destinations in rural parts of the Town. This map reaffirms that much of Acton and Georgetown is within a typical walking and cycling proximity to recreational points of interest and suggests that efforts should be directed at facilitating trips to recreational facilities by active means.



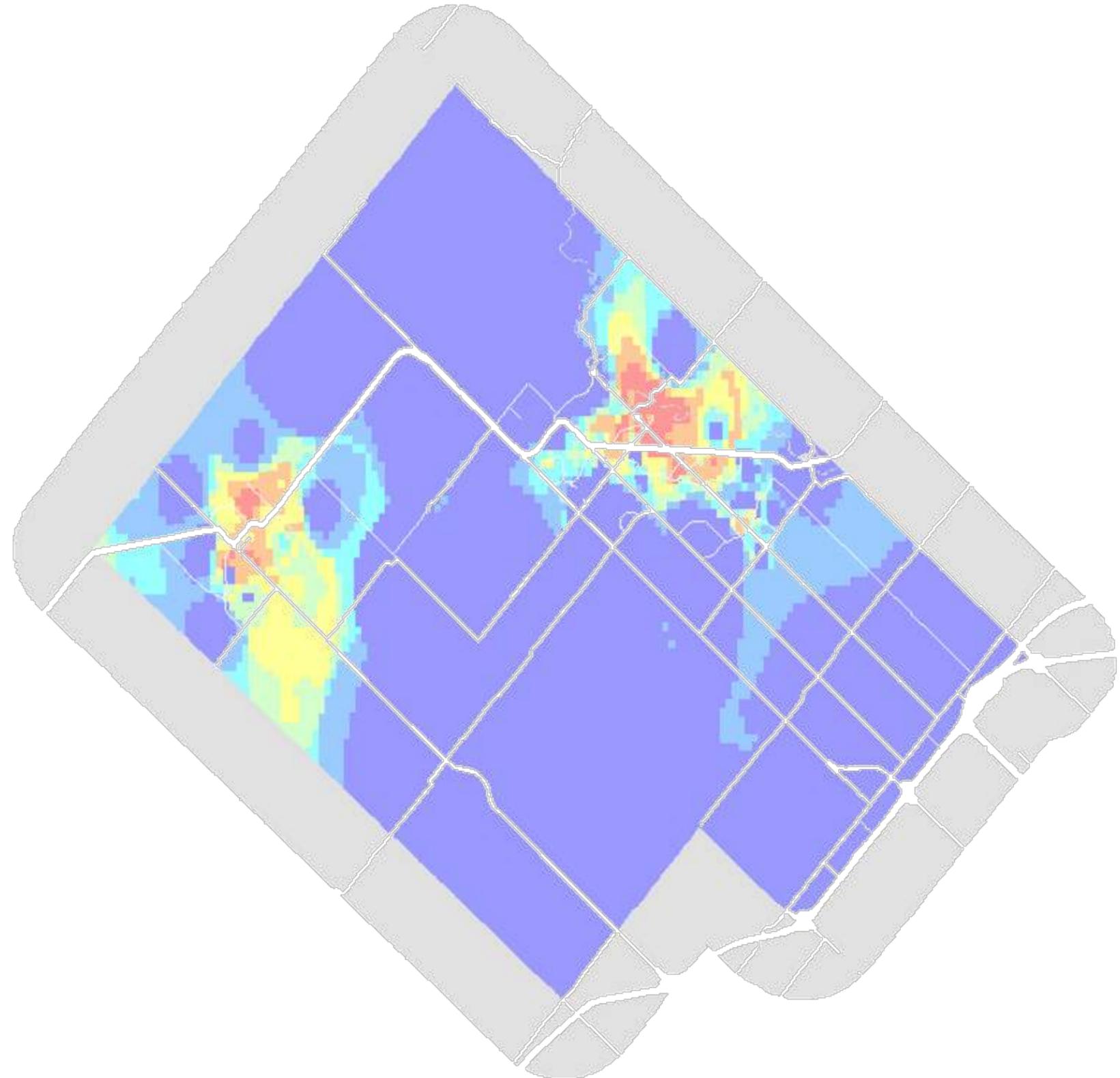
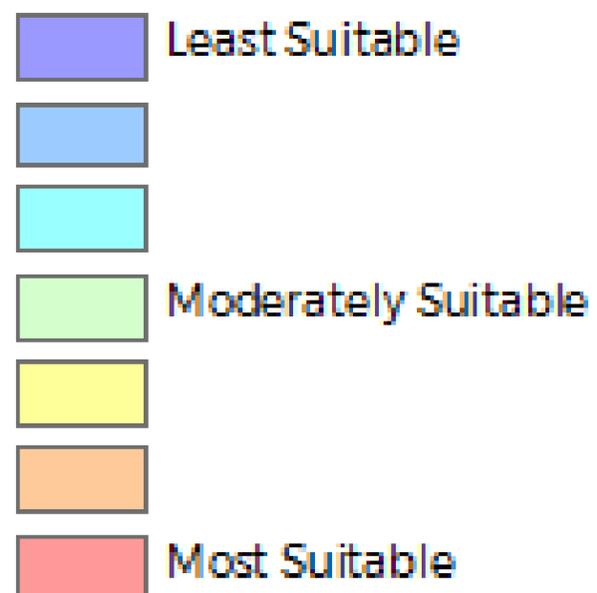


ACTIVE TRANSPORTATION SUITABILITY

This map illustrates that many neighbourhoods in Acton and Georgetown are within close proximity to utilitarian destinations along Main Street in Acton, Guelph Street in Georgetown, and near the intersection of Mountainview Road South and Argyll Road in Georgetown. The Active Transportation Suitability map represents the culmination of the GIS analysis of the indicator variables; including population density, age distribution, average household income, AT more share, average commute time, and points of interest.

The analysis indicates that Georgetown and Acton are the two most suitable areas in the Town for active transportation usage. Possible reasons for this being the case include a higher concentration of existing active transportation facilities within these two built-up centres, particularly off-road trail facilities, denser neighbourhoods relative the Town, proximity to major destinations, and access to the two GO stations in Georgetown and Acton.

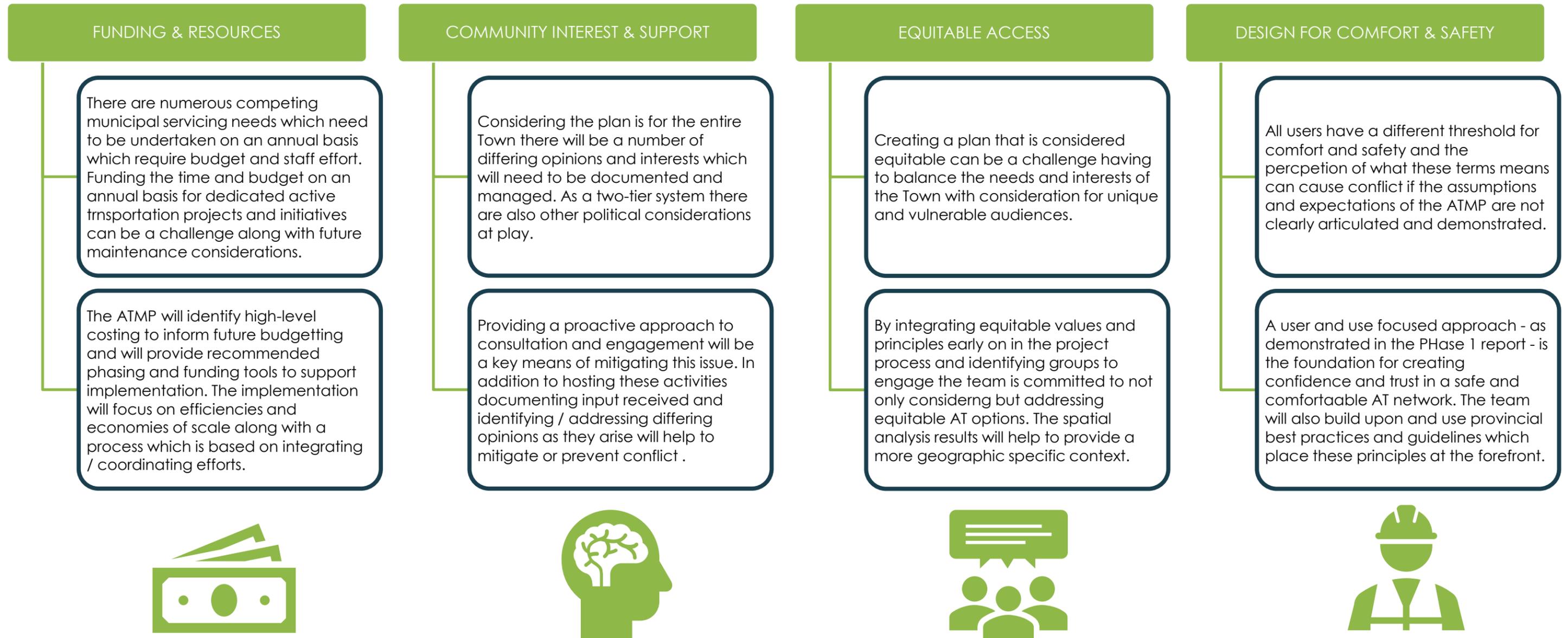
One of the project objectives is to reinforce active transportation within the existing built up areas of Acton and Georgetown, rather than focusing on providing connections between the two. The active transportation suitability map confirms that Acton and Georgetown are the most suitable locations within the Town for active transportation and have the highest likelihood of attracting users.



3.3 CHALLENGES & OPPORTUNITIES

One of the key outcomes of Phase 1 of the Halton Hills Active Transportation Master Plan is a preliminary set of potential active transportation challenges and opportunities. Through discussions with Town staff and initial discussions with stakeholders and the public through the kick-off events, a set of high-level active transportation opportunities and challenges have been identified.

The rationale for identifying challenges and opportunities is to provide initial understanding for the issues that the ATMP will aim to resolve or mitigate and the opportunities that could be leveraged or explored to improve the overall interest in and culture of active transportation. Based on the input received to date, the following opportunities and challenges have been identified.





4.0 A COMPLETE STREETS APPROACH

The Halton Hills Active Transportation Master Plan will focus on the identification of routes, facilities, programs, policies and initiatives which are geared towards improving the opportunities for and culture of active behaviour and a high quality of life throughout the Town. While the focus of the ATMP will be on self propelled forms of transportation, consideration should be given to an overall “complete streets” approach to the planning, design and implementation of transportation infrastructure Town-wide.

As part of the scope of the ATMP, the consultant team was asked to investigate the development of a complete streets “policy”. Through discussions with the Town it was confirmed that the foundation for a future complete streets policy – preferably embedded into the Town’s Official Plan or Transportation Master Plan - including a review of best practices, trends and key considerations as well as local applications would be established. The following section provides a summary of the work that was done to provide the Town with direction on how to address complete streets in a wholistic, ongoing and sustainable manner. A detailed overview of the work completed can be found in a separated appendix.

WHAT ARE COMPLETE STREETS?

Complete Streets are streets that are designed to be safe for everyone: people who walk, bicycle, take transit, or drive, and people of all ages and abilities. The term was coined in 2003 by Barbara McCann, the founding Executive Director of the National Complete Streets Coalition (NCSC).

While Complete Streets may at face value appear to be a common-sense concept, it “redefines what a transportation network looks like, which goals a transportation agency is going to meet, and how a community prioritizes its transportation spending.” Complete Streets is powerful in its simplicity because of “its implicit definition of its opposite: No one wants to build incomplete streets.”



THE COMPLETE STREETS CONTEXT...

TOWN OF HALTON HILLS

The Town of Halton Hills has demonstrated an interest in adopting a Complete Streets policy dating back to 2010, as follows:

1. The Town's Cycling Master Plan (2010) includes a vision for Complete Streets: "The Town of Halton Hills is a cycling supportive community that embraces the "complete streets" concept and encourages both utilitarian and recreational travel. Residents are encouraged to leave their cars at home and commute to work, school and other destinations by active modes, while visitors come to enjoy the healthy lifestyle and attractions throughout the cycling network." The Plan describes some of the economic benefits of Complete Streets and recommends that a Complete Streets policy be incorporated into the next Official Plan update.
2. The Town's Transportation Master Plan (2011), includes an action item to develop and implement a Complete Streets Policy."xxxi
3. The Town's Official Plan, consolidated in 2017, does not refer specifically to Complete Streets. However, in several sections it provides policy direction that embraces a complete streets approach
4. The Town issued an RFP in May 2018 for an Active Transportation Master Plan. One of the objectives of this plan is to develop a Complete Streets policy with implementation plan: "Develop and implement a Complete Streets Policy that will formalize the Town's intent to plan, design, and maintain its streets so they are safe for all users of all ages and abilities and accommodate all anticipated users, including pedestrians, cyclists, public transportation users, motorists, and freight vehicles."

HALTON REGION

Halton Region's Transportation Master Plan (2011) provides a list of suggested community and site design guidelines to achieve the most desirable TDM results. One of the recommended community design policies that falls within the responsibility of local municipalities is "Complete Streets": "Design streets where equal consideration is given to the automobile, public transit, cycling, and walking"

PROVINCE OF ONTARIO

Ontario's Growth Plan (2017) incorporates a strong directive for municipalities within the Greater Golden Horseshoe to build streets that meets the needs of all road users. "In the design, refurbishment, or reconstruction of the existing and planned street network, a complete streets approach will be adopted that ensures the needs and safety of all road users are considered and appropriately accommodated." (3.2.2.3).





4.1 KEY ELEMENTS & CONSIDERATIONS

When it comes to Complete Streets policy, in both Canada and the US, there is a wide variation in how clear and effective they are. Establishing Complete Streets policy within the most legally binding legislation is important as is the policy language that's used.

The NCSC identifies 10 elements of an ideal Complete Streets policy. They are described in detail below.

- 1 VISION & INTENT** | how and why the community wants to complete its streets
- 2 DIVERSE USERS** | benefits all road users equitable, particularly vulnerable users
- 3 COMMITMENT IN ALL PHASES** | consideration of complete streets in all project phases
- 4 NETWORK** | need for comprehensive street connectivity
- 5 JURISDICTION** | requires inter agency coordination and collaboration
- 6 DESIGN** | directs use of interest and best design criteria and guidance and sets a time frame for implementation
- 7 LAND USE & CONTEXT SENSITIVE APPROACH** | considers current and expected land use and transportation needs
- 8 PERFORMANCE MEASURES** | identifies indicators and a process to monitor and manage success
- 9 IMPLEMENTATION** | identifying next steps to support implementation and lead roles
- 10 CLEAR, ACCOUNTABLE EXPECTATIONS** | defining a set of criteria to articulate expectations

To help inform future improvements by the Town of Halton Hills, a summary of examples from Canadian jurisdictions has been prepared which outlines successes in potential application for consideration by the Town of Halton Hills. The details of this summary are found in the separate appendix which a more high-level summary of lessons learned is provided below.

<p>1 VISION & INTENT</p>	<ul style="list-style-type: none"> • A concise and clear vision is always the most effective • The vision should be incorporated into influential high-level planning documents such as the Official Plan or Transportation Master Plan • Where possible vision statements should link to other transportation considerations that are considered top of mind or critical from a Council or staff perspective 	<p>6 DESIGN</p>	<ul style="list-style-type: none"> • The need for consistency is critical and should be reinforced through the policy where possible • Municipalities should consider the development of complete streets specific design guidelines which align • Where possible, there should be reference to specific design guidelines for consideration if there are alternative design documents that should be used
<p>2 DIVERSE USERS</p>	<ul style="list-style-type: none"> • Each road network improvement is to be designed, constructed, and maintained in accordance with complete streets principles. • While the need for a particular project may be driven by road capacity considerations, the benefits should be felt by all 	<p>7 LAND USE & CONTEXT SENSITIVE APPROACH</p>	<ul style="list-style-type: none"> • The identification of context specific considerations should be included within policies with examples • Supportive guidelines and documents should be incorporated and staff should be encouraged through all stages
<p>3 COMMITMENT IN ALL PHASES</p>	<ul style="list-style-type: none"> • The policy should articulate this commitment clearly as opposed to alluding to its application and where possible should clearly note those phases (if possible) • Should consider describing how the Complete Streets approach should be woven into new projects 	<p>8 PERFORMANCE MEASURES</p>	<ul style="list-style-type: none"> • Policies should reinforce the importance of establishing a process to measure impact of the policy and where possible establish criteria • Additional consideration should be given to providing examples of the potential performance indicators that could be considered as well as an approach of assessing those indicators
<p>4 NETWORK</p>	<ul style="list-style-type: none"> • All new construction and reconstruction/retrofit projects should account for all users of the road network. If dedicated facilities for all road users is not considered appropriate, the reasons and process should be clearly articulated. • Make reference to the need that every road user, no matter what mode of transportation they use, requires a continuous, connected network. 	<p>9 IMPLEMENTATION</p>	<ul style="list-style-type: none"> • Any policy should clearly articulate the next steps following policy adoption to allow for a clear approach to implementation • Where possible, there should be additional consideration for roles and responsibilities of individuals involved in the development and implementation of the policy • A toolbox of implementation tools should be considered and articulated based on best practice
<p>5 JURISDICTION</p>	<ul style="list-style-type: none"> • Reinforce the importance of coordination and collaboration between the necessary staff members and decision makers • Articulate the need for ongoing communication between the necessary partners and groups • Emphasis should be placed on creating an efficient and effective process to facilitate implementation 	<p>10 CLEAR, ACCOUNTABLE EXPECTATIONS</p>	<ul style="list-style-type: none"> • The outcomes and expectations are noted specifically within the policy statement which could include reference to design guidelines or standards for different modes of transportation and the facilities that accommodate them • If exceptions are required to a Complete Streets policy, the reasons and process for granting approval should be clearly articulated.

Throughout Phases 2 and 3 of the ATMP process, complete street recommendations will be identified, reviewed, revised and considered based on the best practices and lessons learned identified above.



4.2 NEXT STEPS

The Town of Halton Hills has embarked on the development of a comprehensive active transportation master plan. The foundations, assumptions and key background information has been researched, identified and consolidated as part of the first Phase of this four Phase project. The findings are consolidated for review by stakeholders, staff, decision makers and the public in this Phase 1 Report. The intent is for this document to be the first reporting milestone in the master planning process and ultimately to form part of the overall active transportation master plan.

If there are any questions about the information that is contained within the document or the process that was used to complete phase 1 and prepare the report the project team would be happy to address them.

The project is scheduled to be completed by January 2020 and still has another 3 phases to be completed. Moving forward, the project team will be working to:

- Review the existing and previously identified on and off-road walking and cycling routes through a detailed field investigation;
- Refine the routes to determine a preferred set of connected and continuous active transportation facilities;
- Identify potential design treatments and considerations for those routes as well as other elements of the AT network such as transitions, crossings, signage, bicycle parking, etc.; and
- Undertaken a robust summer engagement strategy.