

COMMITTEE OF THE WHOLE - MAY 5, 2008

TERMS OF REFERENCE CITY-WIDE TRANSPORTATION MASTER PLAN

Recommendations

The Commissioner of Engineering and Public Works in consultation with the Commissioner of Planning recommends:

1. That the Terms of Reference for the preparation of the City-wide Transportation Master Plan included as Attachment No. 1 to this report be approved by Council; and
2. That the Development / Transportation Engineering Department initiate the process of retaining a qualified transportation engineering consulting firm to complete the City-wide Transportation Master Plan.

Economic Impact

The completion of a City-wide Transportation Master Plan Study (TMP) will be a multi-year assignment which is estimated to cost in the order of about \$500,000. The approved 2007 Capital Project No. PL-9003-07 for the New Vaughan Official Plan study allocates \$130,000 towards the completion of a TMP. In addition, the approved 2008 Capital Project No. DT-7016-08 provides additional funding in the amount of \$361,000 for the completion of master plan work including the TMP and a Water and Wastewater Master Plan – the latter study will be initiated later in 2008 or early 2009. The balance of the necessary funding for all master plan work will be budgeted in 2009 and 2010, if required. The funding for the TMP Study will come from Development Charges.

Communications Plan

The Terms of Reference for the TMP envisions a comprehensive consultation program that includes community information and workshop meetings at key stages throughout the Study. In addition, stakeholder consultation group(s) and a technical advisory committee will be established to receive input from the various stakeholders during the Study. The Terms of Reference requires the consultant to detail the specifics of the communications and stakeholder consultation process in their proposed work plan. Development/Transportation Engineering staff will ensure that all public communication and consultation is closely coordinated with the overall Consolidated Growth Management Strategy - 2031 and Official Plan Review Process.

Purpose

The purpose of this report is to seek Council's approval of the Terms of Reference for the TMP Study and the authority to initiate the process of retaining a qualified transportation engineering consulting firm to complete the TMP assignment.

Background - Analysis and Options

Purpose of the Study

On May 7, 2007, Vaughan Council approved the Terms of Reference for the New Vaughan (city-wide) Official Plan, which is a component of the Vaughan Consolidated Growth Management Strategy – 2031. When finalized, the New Official Plan will be a contemporary, state-of-the art Official Plan that will represent an update to the City's community planning policies in a manner consistent with the principles of sustainability. Work on the New Official Plan began in October

2007. Accordingly, the City is now required to solicit proposals from qualified engineering firms to undertake the preparation of the City's TMP Study in support of the City's overall New Official Plan preparation exercise. The selected transportation consultant will work as part of the core multi-discipline consulting team currently retained by the City to undertake the preparation of the New Official Plan.

Study Area and Timing

The New Vaughan Official Plan process is currently scheduled for completion by the fall of 2010. The TMP study area will encompass the entire City of Vaughan and will be premised upon a time horizon of 2031. The duration of the TMP Study will coincide with the New Vaughan Official Plan process.

Components of the Study

The City's TMP Study will evaluate in detail the local road network and identify the infrastructure needed to efficiently accommodate the population and employment growth that will result from the implementation of the Growth Management Strategy. The TMP Study will be undertaken as a component of the New Vaughan Official Plan review and the related Focused Areas Studies.

Four Focused Area Studies will be undertaken as part of the New Official Plan process. The approved Terms of Reference for the New Vaughan Official Plan identifies the need for detailed review of certain areas. The development pressure in these four areas of Vaughan make it necessary for the City to proceed with land use studies in advance of the completion of the New Vaughan Official Plan process. The Four Focused Area Studies include the following:

1. Kleinburg-Nashville Community Plan Review.
2. Woodbridge Core Area Update.
3. Vaughan Corporate Centre Update; and
4. Jane/Rutherford Area Study (Including Vaughan Centre)

The consultant for the City's TMP will work with each of the consulting teams for the Focused Area Review Studies on transportation-related matters both within and surrounding the study areas.

The draft Terms of Reference for the TMP Study are outlined on Attachment No. 1 to this report and generally summarized below.

The TMP Study will:

1. Develop a long-term transportation vision and overall road network philosophy to support the City's future allocation of population and employment growth to the year 2031 and provide a framework by which decisions regarding the City's transportation system can be intelligently made.
2. Provide an overall direction for the City to expand the transportation network in an efficient and effective manner. The transportation policy framework shall take into consideration as a minimum the following:
 - o Improving transit coverage, accessibility, and interface with other transportation modes and selected land uses;
 - o Creating safer, quieter, more people friendly streets in new residential neighbourhoods;
 - o Improving road safety through design and layout;
 - o Promoting a sustainable transportation network that encourages walking, cycling and transit supportive communities;

- Promoting a road network that improves air quality and reduces Green House Gas emissions;
- 3. Developing a transportation policy framework for the new Official Plan. The policy framework for the transportation network shall be developed in consultation with all interested parties;
- 4. Reviewing and making recommendations regarding the City's current road standards, design criteria and policies to ensure they meet the needs of all modes of transportation while promoting the development of safe, efficient, livable and traffic calmed street networks;
- 5. Investigating the need and justification for additional Highway 400 series overpasses, rail overpasses and mid-block collectors;
- 6. Investigating current and future deficiencies in roadway connectivity and establishing a strategy for the potential completion of the Langstaff, Teston and Kirby Road links; and
- 7. Providing input to the preparation of all Secondary Plans for the greenfield areas, and providing all required transportation engineering input to the Focused Area Studies, in consultation with other members of the New Official Plan Core Team.

Public Consultation Requirements

The public consultation process will involve all of those individuals and interest groups having a stake in the City's TMP including, local residents, ratepayer groups, the business community, the development community, public agencies and other special interest groups. The process will include meetings, open houses, workshops and presentations, all of which will require participation from the individual communities to succeed.

It is anticipated that a Technical Advisory Committee will be established as well as one or more Stakeholder Consultation Groups (SCG's) to represent interests in the area and provide ongoing input throughout the process. Details of the proposed consultation process will be provided in the submissions of candidate consulting engineering firms.

Transportation Consulting Engineering Requirements

The Study requires the services of a multi-disciplinary team with expertise in transportation planning / engineering, the environment, sustainable development and public consultation. The consulting team will be required to collaborate with, and be informed by, the consultants working on the Environmental Master Plan, the New Vaughan Official Plan and each of the four focused area studies. The successful TMP Study consultant team will form an integral part of the core consulting team for the New Vaughan Official Plan.

Products of the Study

The study process, conclusions and recommendations will ultimately be documented in various reports which will be available for reference by staff, agencies, stakeholders and the public. The recommendations of the TMP will be integrated into the policies, goals and objectives of the New Official Plan and the City's development standards and design criteria.

Project Administration

The project will be managed by the Development/Transportation Engineering Department in close cooperation with the Policy Planning Department. Input, participation and coordination will also be required from the core consulting team for the New Vaughan Official Plan, the Environmental Master Plan, Development Planning, and other City departments and external agencies as required.

Procurement Process

In accordance with the City's procurement policy, study proposals will be publically solicited and accepted from qualified transportation engineering firms for the completion of the TMP study. Staff will report to Council on the results of the proposal call together with a recommendation to retain the successful engineering firm for the TMP assignment.

Relationship to Vaughan Vision 2020

In consideration of the strategic priorities related to Vaughan Visions 2020, the recommendations of this report will assist in:

- The pursuit of excellence in service delivery;
- Ensuring and enhancing community safety, health and wellness;
- Leading and promoting environmental sustainability;
- Planning and managing growth and economic vitality;
- Ensuring financial stability; and
- The demonstration of leadership and promotion of effective governance.

This report is therefore consistent with the priorities previously set by Council.

Regional Implications

The TMP will have regard for the existing and planned Regional and Provincial transportation networks in the City. The TMP will establish the City's transportation related infrastructure needs and guidelines in support of future development. The Plan will also accommodate the Region's forecast growth estimates for Vaughan and will be closely coordinated with other on-going Regional transportation studies and initiatives including their Transportation Master Plan update and the Western Vaughan Transportation Individual Environmental Assessment.

In addition, it is expected that Regional Staff will be involved throughout the duration of the City's TMP Study by participating in all established Stakeholder Consultation Groups and on the Technical Advisory Committee.

Conclusion

The proposed Terms of Reference provide the basis for carrying out the City's Transportation Master Plan Study. The Terms of Reference have been prepared in consultation with other key City departments, in particular the Policy Planning Department. Similar to the approach taken for the New Official Plan, this work will be forward-looking, state-of-the-art and reflective of the principles of sustainability.

Should Council concur with the Terms of Reference for the proposed City-wide Transportation Master Plan, the recommendations associated with this report should be approved to enable Staff to proceed with the consultant selection process.

Attachments

1. Transportation Master Plan - Terms of Reference

Report prepared by:

Michael Frieri, Development Supervisor, Engineering Planning & Studies, Ext. 8729
Selma Hubjer, Transportation Engineer, Ext. 8674

Respectfully submitted,

Bill Robinson, P. Eng.
Commissioner of Engineering
and Public Works

Andrew Pearce, C.E.T.
Director of Development / Transportation
Engineering

COMMITTEE OF THE WHOLE - MAY 5, 2008

TERMS OF REFERENCE

CITY-WIDE TRANSPORTATION MASTER PLAN

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The Terms of Reference for the TMP envisions a comprehensive consultation program that includes community information and workshop meetings at key stages throughout the Study. In addition, stakeholder consultation group(s) and a technical advisory committee will be established to receive input from the various stakeholders during the Study. The Terms of Reference requires the consultant to detail the specifics of the communications and stakeholder consultation process in their proposed work plan. Development/Transportation Engineering staff will ensure that all public communication and consultation is closely coordinated with the overall Consolidated Growth Management Strategy - 2031 and Official Plan Review Process.

Purpose

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consistent with the principles of sustainability. Work on the New Official Plan began in October 2007. Accordingly, the City is now required to solicit proposals from qualified engineering firms to undertake the preparation of the City's TMP Study in support of the City's overall New Official Plan preparation exercise. The selected transportation consultant will work as part of the core multi-discipline consulting team currently retained by the City to undertake the preparation of the New Official Plan.

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Components of the Study

The City's TMP Study will evaluate in detail the local road network and identify the infrastructure that will be needed to efficiently accommodate the population and employment growth that will result from the implementation of the Growth Management Strategy. The TMP Study will be undertaken as a component of the New Vaughan Official Plan review and the related Focused Areas Studies.

Four Focused Area Studies will be undertaken as part of the New Official Plan process. The approved Terms of Reference for the New Vaughan Official Plan identifies the need for detailed review of certain areas. The development pressure in these four areas of Vaughan make it necessary for the City to proceed with land use studies in advance of the completion of the New Vaughan Official Plan process. The Four Focused Area Studies include the following:

Kleinburg-Nashville Community Plan Review.
Woodbridge Core Area Update.
Vaughan Corporate Centre Update; and
Jane/Rutherford Area Study (Including Vaughan Centre)

The consultant for the City's TMP will work with the consulting team for the Focused Area Review on transportation-related matters both within and surrounding the study area.

The draft Terms of Reference for the TMP Study are outlined on Attachment No. 1 to this report and generally summarized below.

The TMP Study will:

TERMS OF REFERENCE

The following is intended to give an overview of the scope of the TMP Study, but is not intended to be an exhaustive listing of the work activities. The consultant is required to provide all the necessary personnel, mapping and resources necessary to complete the TMP. The TMP shall:

1. Provide a comprehensive review of related transportation and traffic operation background reports and information.
2. Examine the form, function and characteristics of the City's existing road network, identify the advantages and disadvantages of the existing network, and incorporate lessons learned from this analysis into the overall proposed road network.

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3. Include the preparation of all comprehensive reports as required to support the Official Plan review and TMP processes (with maps and illustrations as appropriate) examining the current state of transportation in Vaughan, and identifying issues and opportunities for improvements.
4. Develop a long-term transportation vision and overall road network philosophy to support the City's future allocation of population and employment growth to the year 2031 and provide a framework by which decisions regarding the City's transportation system can be intelligently made.
5. Provide an overall direction for the City to expand the transportation network in an efficient and effective manner. The transportation policy framework shall take into consideration as a minimum the following:
 - o Improving transit coverage, accessibility, and interface with other transportation modes and selected land uses;
 - o Creating safer, quieter, more people friendly streets in new residential neighbourhoods;
 - o Improving road safety through design and layout;
 - o Promoting a sustainable transportation network that encourages walking, cycling and transit supportive communities;
 - o Promoting a road network that improves air quality and reduces Green House Gas emissions;
6. Develop a sustainable transportation system that will support the efficient movement of goods and transit vehicles in conformity with the York Region Transportation Master Plan;
- 2.7. Develop a transportation policy framework for the new Official Plan, guided by the principals and objectives arising from the Environmental Master Plan. The policy framework for the transportation network shall be developed in consultation with all interested parties;, some of which include:
 - o Official Plan Technical Committee
 - o York Region
 - o York Region Transit
 - o Ministry of Transportation
 - o TRCA
 - o Metrolinx
 - o TTC
 - o Stakeholder Groups
 - o Provincial Ministries
 - o Public
8. Identify, assess and develop a sustainable transportation system that will support the efficient movement of vehicles, goods and transit in conformity with the York Region Transportation Master Plan.
9. In developing the proposed overall transportation network, consider and evaluate the environmental policies of the New Official Plan from a transportation perspective, in consultation with the natural environment consultant, and quantify both the short and long term impacts of all proposed transportation facilities on the environment; identify and recommend possible alternatives to reduce any adverse impacts.
10. Review the existing and proposed transit modal split and develop a transportation network that will encourage an increase in public transit ridership, alleviate congestion and promote livable street networks and neighborhoods.

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- 3.11. Review and make recommendations regarding the City's current road standards, design criteria and policies, right-of-way, boulevard and pavement widths, on-street parking, and provision of sidewalks to ensure they meet the needs of all modes of transportation while promoting the development of safe, efficient, livable and traffic calmed street networks;. This exercise shall be have regard for and be coordinated with the City-wide Parking Standards Review Study.
12. Review, incorporate and expand upon the City's current Pedestrian and Bicycle Master Plan.
13. Prepare the short-term 2011, and strategic 2021 and 2031 plans for roads and transit to complement and support Vaughan's preferred land use scenarios.
- 4.14. Investigate the need and justification for additional Highway 400 series overpasses, rail overpasses and mid-block collectors;.
- 5.15. Investigate current and future deficiencies in roadway connectivity and establish a strategy for the potential completion of the Langstaff, Teston and Kirby Road links; andConsider current and future proposals for Highway 400, 407 and 427 interchanges and/or other Provincial improvements/initiatives.
- 6.16. Provide input toParticipate in the preparation of all Secondary Plans for the greenfield areas, and provide all required transportation engineering input to the Focused Area Studies, in consultation with other members of the New Official Plan Core Team.
17. Review existing programs and practices related to Transportation Demand Management and recommend new policies and initiatives to be incorporated into the overall Transportation Master Plan.
18. Review and provide feedback on the schedules of the Official Plan document, and those showing the transportation and transit network in particular.
19. Review adequacy of planned roadway improvements and identify potential capacity deficiencies (City and Regional Road Network).
20. Review speeding on City roads and recommend solutions for improving traffic safety (review requests / current proposals for traffic calming).
21. Review traffic infiltration concerns resulting from planned growth.
22. Investigate current and future deficiencies in roadway connectivity and establish a strategy for the potential completion of the Langstaff, Teston and Kirby Road links.
23. Provide a clear direction for the implementation of the preferred transportation network. Identify key trigger points associated with the timing of all proposed infrastructure including but not necessarily limited to the short-term and strategic scenarios noted above (interim scenarios and triggers including timing, implementation and phasing shall be established and clearly outlined based on the recommended phasing of the overall final preferred land use scenarios).
24. Identify the necessary approval process for all proposed transportation infrastructure requirements.

25. Prepare detailed engineering cost estimates for all proposed infrastructure and road improvements as required in support of updating the City's Development Charges Background Study.
26. Provide traceable and defensible analysis/data.
27. Document meeting minutes and consultation process.
28. Prepare the Transportation Master Plan document including mapping and illustrations as appropriate, in consultation with other Core Team consultants.

Technical Model Requirements

1. Undertake all required detailed transportation analysis and modeling work including all technical reporting as required to facilitate the Official Plan process in its entirety, including but not limited to all Secondary Plans, Greenfield areas and Focused Area Studies as required to the satisfaction of the City and in close consultation with the Core Team consultants.
2. Develop a city-wide travel demand model to define future transportation infrastructure requirements for the City. Updated Regional transportation and transit models should be used in developing the City's model. Upon completion of the TMP, the consultant shall provide to the City base year and future horizon years network and all necessary training to City Staff for continued updating and maintenance of the model.
3. Provide a detailed summary of transportation model methodology, assumptions, conclusions and recommendations.
4. Provide an analysis of the City's future Staffing requirements in order to support the final TMP recommendations, implementation strategy and associated on-going model update workload.

Public Consultation Requirements

The TMP consulting team shall The public consultation process will involve all of those individuals and interest groups having a stake in the City's TMP including, local residents, ratepayer groups, the business community, the development community, public agencies and other special interest groups. The process will include meetings, open houses, workshops and presentations, all of which will require participation from the individual communities to succeed.

It is anticipated that a Technical Advisory Committee will be established as well as one or more Stakeholder Consultation Groups (SCG's) to represent interests in the area and provide ongoing

input throughout the process. Details of the proposed consultation process will be provided in the submissions of candidate consulting engineering firms.

Transportation Consulting Engineering Requirements

The Study requires the services of a multi-disciplinary team with expertise in transportation planning / engineering, the environment, sustainable development and public consultation. The consulting team will be required to collaborate with, and be informed by, the consultants working on the Environmental Master Plan, the New Vaughan Official Plan and each of the four focused area studies. The successful TMP Study consultant team will form an integral part of the core consulting team for the New Vaughan Official Plan.

Products of the Study

The study process, conclusions and recommendations will ultimately be documented in a report which will be available for reference by staff, agencies, stakeholders and the public. The recommendations of the TMP will be integrated into the policies, goals and objectives of the New Official Plan and the City's development standards and design criteria.

Project Administration

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Relationship to Vaughan Vision 2020

In consideration of the strategic priorities related to Vaughan Visions 2020, the recommendations of this report will assist in:

5. The pursuit of excellence in service delivery;
6. Ensuring and enhancing community safety;
7. Planning and managing growth and economic vitality; and
8. The demonstration of leadership and promotion of effective governance.

This report is therefore consistent with the priorities previously set by Council.

Regional Implications

The TMP will have regard for the existing and planned Regional and Provincial transportation networks in the City. The TMP will establish the City's transportation related infrastructure needs and guidelines in support of future development. The Plan will also accommodate the Region's

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forecast growth estimates for Vaughan and will be closely coordinated with other on-going Regional transportation studies and initiatives including their Transportation Master Plan update and the Western Vaughan Transportation Individual Environmental Assessment.

In addition, it is expected that Regional Staff will be involved throughout the duration of the City's TMP Study by participating in all established Stakeholder Consultation Groups and on the Technical Advisory Committee.

Conclusion

The proposed Terms of Reference provide the basis for carrying out the City's Transportation Master Plan Study. The Terms of Reference have been prepared in consultation with other key City departments, in particular the Planning Department. Similar to the approach taken for the New Official Plan, this work will be forward-looking, state-of-the-art and reflective of the principles of sustainability.

Should Council concur with the Terms of Reference for the proposed City-wide Transportation Master Plan, the recommendations associated with this report should be approved to enable Staff to proceed with the consultant selection process.

Attachments

1. Transportation Master Plan - Terms of Reference

Report prepared by:

Michael Frieri, Development Supervisor, Engineering Planning & Studies, Ext. 8729
Selma Hubjer, Transportation Engineer, Ext. 8674

Respectfully lead an effective consultation process with the public and relevant public agencies, service groups, business community which shall be detailed in the approved work program. In addition to the Public Consultation process and meeting requirements related to the City-Wide Official Plan review process, the Transportation Master Plan Consultant shall be responsible for all additional and independent Public Consultation components required to successfully complete all components of the City's overall TMP in accordance with the Class Environmental Assessment Master Plan process. This process shall be detailed to the satisfaction of the City, and shall be coordinated and integrated with other Official Plan related public processes where possible and be guided by the principles and objectives arising from the Environmental Master Plan, which is currently being undertaken.

The TMP Consultant shall also be responsible to create, maintain and update as required a project website throughout the duration of the TMP work. All website technical specifications shall be in accordance with City corporate standards and coordinated directly with appropriate Information Technology Department and Corporate Communication Staff.

Deliverables

- a) All necessary supporting technical and administrative documentation, illustrations and analysis related to the Transportation Master Plan components of the draft and final TMP documents
- b) Other Required Background and Technical Reports
 - Discussion / background papers as required on Transportation & Transit related issues, Transportation Demand Management;
 - Community and Employment Areas Review;
 - Policy and Transportation Study Reports for each of the four Focused Area Studies; and
 - Policy and Transportation Study Report for all Secondary Plans associated with the Greenfield Areas (refer to overall City-Wide Map in appendices for breakdown of Blocks and/or neighborhoods requiring separate Transportation Study Reports)

All draft and final reports related to the Transportation Master Plan work as described above shall be submitted, on the following basis:

Bill Robinson, P. Eng.

Andrew Pearce, C.E.T.



The City Above Toronto

Commissioner of Engineering
and Public Works

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Director of Development / Transportation
Engineering

- 30 cerlox bound copies;
- 1 unbound print ready copy;
- Colour pictures and illustrations;
- 1 CD (.PDF) of the draft document and any related photos, graphics or maps in City-compatible software (Word, PowerPoint, Excel or AutoDesk)