



**REGION OF YORK
CLERK'S OFFICE**

FILE No. - *p43*

Office of the Clerk
John D. Leach
Director of Customer and
Legislative Services/Town Clerk
905-727-3123 ext. 4771
jleach@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1



May 11, 2012

C03-C11-32

Denis Kelly, Regional Clerk
Corporate Services Department
York Region Administration Building
17250 Yonge Street, 4th Floor
Newmarket, ON L3Y 6Z1

Dear Mr. Kelly:

Re: IES11-055 – Leslie Street and St. John's Sideroad Pedestrian Trail Crossings

Please be advised that this matter was considered by Council at its meeting held on November 8, 2011. In this regard, Council adopted the following resolution:

THAT Council receive report IES11-055; and

THAT Council support Option 2 - Underpasses just below grade as a reasonable solution to pedestrian access; and

THAT Council approve the principle of a 50/50 funding arrangement with York Region based on an estimate of \$1.2M per underpass and subject to Regional approval; and

THAT Council approve a 2012 budget of \$50,000 per crossing to accommodate 50 percent of the design costs to be completed and funded through York Region; and

THAT staff investigate funding alternatives and partnerships.



Enclosed is the staff report pertaining to this matter. Through inadvertence this was not formally communicated at the time.

Yours truly,



John D. Leach
Director of Customer and
Legislative Services/Town Clerk

JDL/pt

Copy: Director of Infrastructure and Environmental Services
Director of Parks and Recreation Services



**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. IES11-055

SUBJECT: *Leslie Street and St. John's Sideroad Pedestrian Trail Crossings*
FROM: *I. Simanovskis, Director of Infrastructure & Environmental Services*
DATE: *November 1, 2011*

RECOMMENDATIONS

THAT Council receive report IES11-055; and

THAT Council support Option 2- Underpasses just below grade as a reasonable solution to pedestrian access; and

THAT Council approve the principle of a 50/50 funding arrangement with York Region based on an estimate of \$1.2M per underpass and subject to Regional approval; and

That Council approve a 2012 budget of \$50,000 per crossing to accommodate 50 percent of the design costs to be completed and funded through York Region.

PURPOSE OF THE REPORT

This report provides further information on activities related to the St. John's Sideroad and Leslie Street underpasses.

BACKGROUND

At its meeting of April 14, 2009, Council adopted the following recommendation from the Town of Aurora Leisure Services Advisory Committee meeting of March 23, 2009 and its associated Trails Sub-Committee:

"That Staff be directed to complete the following recommendations:

THAT the Leisure Services Advisory Committee recommends to Council that all of the information concerning grade separated trail crossings that are being contemplated by the Trails Sub-Committee associated with the St. John's Sideroad/ Leslie Street Corridor be forwarded to the appropriate Town or Region of York Staff for their comments and inclusion in the redesign of these roads; and

THAT separated multi-use bike routes be set further into the boulevard and separated from the curb by a grass strip and that St. John's Sideroad, Bayview Avenue and Leslie Street reconstruction projects respect that standard and include physically separated multi-use trails; The Town has been supporting the developing of a Trails Master Plan that is being developed through the Leisure Service Advisory Committee (LSAC) and the Trail Sub-Committee. Proposed trails mapping has been submitted to LSAC in 2009 and the intent is that this mapping form the basis for the future Trails Master Plan."

At its meeting on November 10, 2009, Council adopted the following recommendations from the Leisure Services Advisory Committee meeting held on October 15, 2009.

"THAT the Leisure Services Advisory Committee receive the information being presented on the Town of Aurora Trails Map; and

THAT the Trails Sub-Committee recommends to Council and is supported by the Leisure Services Advisory Committee that the proposed trails as recommended by the Trails Sub-Committee in the 2C Secondary Planning Area be adopted; and

THAT Public Works Staff be directed to continue to work with the Region of York to construct three grade separations as indicated on the mapping at the St. John's Sideroad and Leslie Street locations; and

THAT Staff be requested to investigate the process required in order to obtain level and grade separated railway crossings; and

THAT this resolution be referred to the 2C Secondary Planning Committee for implementation."

Town staff supported by a representative of the Trails Sub-Committee met with Regional staff on July 20, 2009 and provided correspondence to the Region on August 13, 2009 regarding consideration of underpasses as follows:

- *Appreciating that an early request is desired, what is the timing envelop for requesting that the underpasses be considered for both projects, and would an addendum to the ESR be required if the request is submitted after the studies are completed?*
- *What funding opportunities exist through the Region to support pedestrian trail improvements?*
- *Could an estimate for underpass construction be provided in advance of town design criteria?*

A formal response was received by the Region on June 29, 2010 for Leslie Street and August 30, 2010 for St. John's Sideroad recommending against underpasses.

A report was prepared for the Town Council meeting of September 14, 2010 (attached as Appendix "A") and the following recommendations were carried:

"THAT York Region be requested to include a description and identify the potential underpasses along St. John's Sideroad and Leslie Street within their current environmental studies where possible; and

THAT York Region be requested to include funding for this project in their 2011 capital program as the project supports the Regional initiatives of 'Healthy Communities', 'Walkable Communities', and 'Linked Green Spaces'; and are of regional significance; and

THAT a copy of this report be provided to the York Region Clerk's Office."

In addition, the Commissioner of Transportation from York Region delegated at the September 14, 2010 meeting on the matter with the following comments being recorded in the minutes as follows:

(b) Kathleen Llewellyn-Thomas, Region of York
Re: Item 1(6) – IES10-043 – Leslie Street and St. John's Sideroad

Pedestrian Trail Crossings

Kathleen Llewellyn-Thomas, Commissioner of Transportation Services for the Region of York, and Steve Collins, Manager of Capital Projects (Roads Branch-Transportation Division), discussed and updated Council on the three projects currently underway. Mr. Collins stated that currently there are two significant projects underway in the Town of Aurora. He discussed the Leslie Street project that extends from Wellington Street to Mulock Drive. It is in the environmental assessment process stage and has gone through a second public meeting. Mr. Collins noted that even though the development is in the latter stages, the process allows for consultation and discussion until the environmental assessment report is filed. He said that they would continue to work with staff and the public to facilitate responding to questions. The environmental assessment study should be ready by the first quarter of 2011 and once that has received clearance it would move onto the detailed engineering stage with a proposed start to construction in 2015. Mr. Collins advised that the St. John's Sideroad project (Bayview Avenue to Woodbine Avenue) is not scheduled to start construction until 2014. He noted that this project

is a continuation of the phased-in implementation that originally commenced in 2000. Mr. Collins said that there has been discussion with Town staff and with Mr. Wehrenberg regarding technical analysis and how the Region can participate to facilitate trail crossings. He advised that interesting ideas can be considered through the environmental assessment vehicle. Ms Llewellyn-Thomas noted that many ideas had not been considered previously within the original scope of the project but that alternatives will be looked at by Regional Council for advantages and/or disadvantages to be the most cost effective to the public. She stated that as there had not been crossings there in the past, negative impacts had not been considered, but as these crossings are now potentially desirable for the future, consideration would be given to accommodate future plans and optimize the investment.

(c) Klaus Wehrenberg

Re: Item 1(6) – IES10-043 – Leslie Street and St. John's Sideroad

Pedestrian Trail Crossings

Klaus Wehrenberg stated that pedestrian crossings are not just for pedestrians but also for cyclists and for linking green spaces as well. He noted that when environmentally sensitive lands are involved, they need to be taken into consideration in the environmental assessment study. Mr. Wehrenberg requested answers to questions regarding the filing dates of environmental assessment reports for the Leslie Street widening, St. John's Sideroad widening and the Water Main Project. He also wanted to know when the Water Main Project was separated from the Leslie Street widening. Mr. Wehrenberg expressed concern that, under the Regional Pedestrian and Cycling Master Plan approved by Regional Council in 2008, surveys that were to be statistically valid were not conducted as originally mandated under the Terms of Reference. He stated that in contrast with the Town of Aurora's Parks and Recreation Services Department survey, input received showed that the most important aspect was walking, cycling, and hiking, and that it was desirable to have infrastructure to accommodate self-propelled traffic. Mr. Wehrenberg noted that with the potential employment opportunities for over 5,000 people east of Leslie Street and potentially 8,000 people living west of Leslie Street this will create a tremendous amount of self-propelled traffic between these two areas. He also said there are environmentally sensitive lands that need to be linked. He stated that all of these needs should be considered for accommodation and connection. Mr. Wehrenberg said that the Region decided to reconstruct these

roads so they should carry the costs. He stated that the Region should also deal with the impacts and provide the means for correction.

(b) Kathleen Llewellyn-Thomas, Region of York
Re: Item 1(6) – IES10-043 – Leslie Street and St. John's Sideroad

Pedestrian Trail Crossings

Mr. Collins responded to the inquiries from Mr. Wehrenberg and explained that the St. John's Sideroad environmental assessment was originally filed in 2000 for the phase from Yonge Street to Woodbine Avenue, and the Leslie Street project was separated from the Water Main Project because the schedule changed on the Water Main Project that would allow it to be pre-approved to the design and construction stage. He noted that York Region had the opportunity to take advantage of modifications to the process which could speed up the Water Main Project. Ms Llewellyn-Thomas noted that she would be holding back on the filing of the environmental assessment report until the new year when she would present that along with the Town of Aurora's concerns so that they will be addressed at the same time.

In response to the Council's request, the York Region staff prepared a report for Regional Council that was presented to the Committee on February 2, 2011. The following recommendations were carried:

"It is recommended that Regional Council:

- 1. Approve the at-grade pedestrian/cyclist crossings of Leslie Street (Y.R. 12), between Wellington Street (Y.R. 15) and Mulock Drive (Y.R. 74), and St. John's Sideroad (Y.R. 26), between Bayview Avenue (Y.R. 34) and Woodbine Avenue (Y.R. 8), as the preferred alternative for accommodating pedestrian and cyclist movements across the Regional corridors in this area.*
- 2. Approve the inclusion of the at-grade pedestrian/cyclist crossings on Leslie Street as the preferred alternative in the Environmental Study Report for the widening of Leslie Street (Y.R. 12), from Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74), and in the detailed design of St John's Sideroad (Y.R. 26), from Bayview Avenue (Y.R. 34) to Woodbine Avenue (Y.R. 8)."*

At its meeting of September 13, 2011, Council carried the following motion:

"THAT the Region be advised that a response has not been received for Aurora's request for grade separations; and

THAT a meeting be requested with the Region to discuss the Leslie Street reconstruction, and the St. John's Sideroad and Leslie Street underpasses; and

THAT staff provide a written report to Council."

The Region has been notified of the motion and a meeting occurred with the Region on October 13, 2011 regarding this matter. This report fulfils the final part of the above motion and provides a comprehensive history of the matter for Council consideration.

COMMENTS

The Council of Aurora is provided this report as a summary of activities to date on this matter to allow for an informed decision.

The matter of underpasses and the overall implementation of the Trails Master Plan has been a long standing vision for the Parks and Recreation Department and the Town. Infrastructure and Environmental Services was requested to assist in the realization of underpasses as part of the input to the Regional road projects for Leslie Street and St. John's Sideroad. Direction from the previous Council was made as outlined in Appendix "B" and a Regional response recommending at grade crossings was adopted by Regional Council.

All pertinent activity on this matter up to February 2011 is included in the appendices and provides the foundational information on decisions to date.

Meeting of October 13, 2011 provided additional opportunity to communicate Town of Aurora and York Region requirements.

The meeting with York Region senior staff was another opportunity to review the history of the underpasses and clarify understanding of the Region's and Town's positions on the matter. The outcome of the meeting was an understanding that underpasses are a critical feature in the implementation of the Trails Master Plan for which the plan would be significantly diminished without them. The Region's position relates to Regional versus local priorities and that full funding of these underpasses does not make economic sense considering all the other Regional needs. However, the Region would reconsider underpasses if the Town was able to demonstrate a financial commitment towards the project. A commitment of fifty percent funding was suggested as a reasonable target for consideration. It is from this point that further information is being provided.

Future direction on underpasses is now a financial issue and decisions at this point require a better understanding of the proposed costs.

The capital cost for underpasses has been quoted as \$1.0M to \$1.2M per crossing

depending on length. This estimate was provided through the Region as part of the preliminary engineering work undertaking during the Environmental Assessment (EA) process. There have been concerns about the validity of these estimates and requests for detailed design and tendering costs to be secured as a more accurate way of arriving at costs. Understanding the timing and cost of these activities, the Region at this point is unwilling to incorporate the underpasses in the detailed design without certainty that the Town will contribute funding towards the project.

The Region has been clear that the budget for an underpass is based on a limited scope and that required additional costs must be considered by the Town.

The cost estimate for an underpass is based on the following assumptions:

- It is an order of magnitude estimate which by definition is an estimate with an implied accuracy of -25% to +75%.
- There is no grading or ramping included such as approaches or required soil stabilization outside the limit of the underpass.
- Length is determined based on a future widened road with 1.0m of cover or just below the road surface.
- Tunnel is a concrete box with dimensions of 2400mm x 3000mm wide (7'-6" high by 9'-10" wide).
- No other works such as lighting or all season use of the underpass are included.

Additional factors requested by the Trails Sub-committee that will increase the cost and that are not considered in the above estimate are:

- The underpass width should be 5000mm not 3000mm (16'-5" wide).
- Lighting should be equal to daylight quality 24 hours per day (like a tennis court).
- The underpass should be at the base of the valleys to better connect to the trails network.

The Regional Order of Magnitude Estimate Methodology has been included to inform staff on the considerations and confidence of the current estimate.

An ongoing question has been the level of accuracy of the current estimate. The Region has provided the details of the estimate which is included as Appendix "D". The hope of the Trails Sub-Committee has been that an accurate "tendered cost" will be lower than the estimate which will make the underpasses more attractive. However, based on the information provided and past experience with capital projects, the tendency is for final construction costs to exceed early estimates. This may not be as extreme in the case of the underpasses as the design parameters can be reasonably defined. However, unknown conditions such as soils, final location and market conditions can significantly influence the final cost.

The Town must be comfortable with current available information to make a "go/no go" decision understanding that future key decision points exist where final commitments can be reconsidered.

As with any significant capital project, a decision to proceed can only be based on the information known today. Should the current information fit the investment strategy of the Town then the project should be approved. As new information emerges and conditions change, the test can be revisited and alternate directions proposed. It is not reasonable to expend significant engineering effort and costs through a tendering and design process for the sole purpose of securing accurate costs after which a decision is rendered. Those opportunities will occur as the project moves through an incremental commitment process.

Staff considered three cost scenarios for a typical underpass to determine overall cost implications.

To better inform a decision, staff prepared three separate cost estimates for a proposed crossing on Leslie Street just south of St. John's Sideroad. The road section is included as Appendix "E" and is from the Region's EA documents. The estimates are based on 1) a level crossing as proposed by the region, 2) an underpass just below grade as evaluated by the region, and 3) an underpass at the base of the valley as requested by the trails committee. The tables are included as appendix "F" and summarized as follows:

Option 1 - Level Crossing

\$100,000 to \$200,000 as reported by the Region with an additional \$22,000 required for access points.

Option 2 - Underpass just below grade

\$1,000,000 regional estimate with an additional \$43,000 for lighting and access points.

Option 3 - Underpass at valley floor

\$1,800,000 underpass with an additional \$40,000 for lighting and access points.

The Trails Sub Committee request for wider underpasses increases costs.

The request to increase the underpass by over 60 percent will have an impact on the cost per meter as increased bearing capacity will have to be factored into the construction. Assuming an impact of 20 percent in cost impact would add an additional \$200,000 to Option 2, and \$360,000 to Option 3.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

As directed by Council

FINANCIAL IMPLICATIONS

Trails Master Plan identifies long term funding needs including consideration for underpasses.

There is currently no funding approved in the capital budget for this project. The recently adopted Trails Master Plan identifies underpasses as an integral component of the trails network and considered costs in the long term capital program.

York Region is willing to consider 50/50 cost sharing alternative.

The Region has indicated consideration of 50 percent cost sharing on the underpasses which will require Regional approval.

York Region Pedestrian and Cycling Municipal Partnership Program as a funding opportunity.

There may be funding available via other programs offered by the Region or through other levels of government.

The regional partnership program is a program that funds up to 50 percent of a local municipal project for qualifying pedestrian and cycling infrastructure that supports a regional scale network. This program was used to partially fund the Town's section of the Nokida Trail. The York Region Pedestrian and Cycling Municipal Partnership Policy is attached as Appendix "G". Conditions of the program include:

- Municipality must commit a minimum of 50 percent of the funding;
- An application must be submitted;
- The program itself has an annual funding cap of \$500,000 for the entire region;
- Will only fund infrastructure that forms part of a network plan adopted by the municipality;
- The design and public consultation must be completed and the project shovel ready;
- Must support a regional scale network;
- must support the objectives and policies of the Region;
- Resolution of local council; and
- Maintenance and responsibility is assumed by the municipality.

CONCLUSIONS

This report outlines current available information on the costs and implications of underpasses for Leslie Street and St. John's Sideroad. Council has previously requested that the Region fund construction of the requested underpasses and the Region has committed to only fund level crossings which are currently included in the EA documents. It is requested that Council provide direction on this issue.

ATTACHMENTS

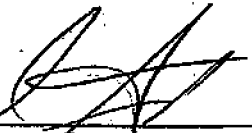
- Appendix "A" – Report No. IES10-043 – Leslie Street and St. John's Sideroad Pedestrian Trail Crossings
- Appendix "B" – Extract from September 14, 2010 Council Meeting

- Appendix "C" – York Region Transportation Services Committee Report - February 2, 2011
- Appendix "D" – York Region Estimate
- Appendix "E" – Leslie Street Class EA Study
- Appendix "F" – Leslie Street Crossing – Order of Magnitude Estimate
- Appendix "G" – York Region Pedestrian and Cycling Municipal Partnership Policy

PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of October 19, 2011

Prepared by: Ilmar Simanovskis, Director of Infrastructure and Environmental Services - Ext. 4371


Ilmar Simanovskis
***Director of Infrastructure
& Environmental Services***
Neil Garbe
Chief Administrative Officer

APPENDIX "A"



TOWN OF AURORA GENERAL COMMITTEE

No. IES10-043

SUBJECT: *Leslie Street and St. John's Sideroad Pedestrian Trail Crossings*
FROM: *Ilmar Simanovskis, Director, Infrastructure and Environmental Services*
DATE: *September 7, 2010*

RECOMMENDATIONS

THAT York Region be requested to include a description and identify the potential underpasses along St. John's Sideroad and Leslie Street within their current environmental studies where possible; and

THAT York Region be requested to include funding for this project in their 2011 capital program as the project supports the Regional initiatives of 'Healthy Communities', 'Walkable Communities', and 'Linked Green Spaces'; and

THAT, should York Region not provide funding, the Town of Aurora review funding requirements through the 2011 budget process; and

THAT a copy of this report be provided to the York Region Clerk's Office.

PURPOSE OF THE REPORT

To request regional support in proceeding with implementation of grade separated crossing along Leslie Street and St. John's Sideroad.

BACKGROUND

At its meeting of April 14, 2009, Council adopted the following recommendation from the Town of Aurora Leisure Services Advisory Committee meeting of March 23, 2009 and its associated Trails Sub-Committee:

"That Staff be directed to complete the following recommendations:

THAT the Leisure Services Advisory Committee recommends to Council that all of the information concerning grade separated trail crossings that are being contemplated by the Trails Sub-Committee associated with the St. John's Sideroad/ Leslie Street Corridor be forwarded to the appropriate Town or Region of York Staff for their comments and inclusion in the redesign of these roads; and

THAT separated multi-use bike routes be set further into the boulevard and

separated from the curb by a grass strip and that St. John's Sideroad, Bayview Avenue and Leslie Street reconstruction projects respect that standard and include physically separated multi-use trails; The Town has been supporting the developing of a Trails Master Plan that is being developed through the Leisure Service Advisory Committee (LSAC) and the Trail Sub-Committee. Proposed trails mapping has been submitted to LSAC in 2009 and the intent is that this mapping form the basis for the future Trails Master Plan."

At its meeting on November 10, 2009, Council adopted the following recommendations from the Leisure Services Advisory Committee meeting held on October 15, 2009.

"THAT the Leisure Services Advisory Committee receive the information being presented on the Town of Aurora Trails Map; and

THAT the Trails Sub-Committee recommends to Council and is supported by the Leisure Services Advisory Committee that the proposed trails as recommended by the Trails Sub-Committee in the 2C Secondary Planning Area be adopted; and

THAT Public Works Staff be directed to continue to work with the Region of York to construct three grade separations as indicated on the mapping at the St. John's Sideroad and Leslie Street locations; and

THAT Staff be requested to investigate the process required in order to obtain level and grade separated railway crossings; and

THAT this resolution be referred to the 2C Secondary Planning Committee for implementation."

Town staff supported by a representative of the Trails Sub-Committee met with Regional staff on July 20, 2009 and provided correspondence to the Region on August 13, 2009 (Appendix "A"), regarding consideration of underpasses as follows:

- Appreciating that an early request is desired, what is the timing envelop for requesting that the underpasses be considered for both projects, and would an addendum to the ESR be required if the request is submitted after the studies are completed?*
- What funding opportunities exist through the Region to support pedestrian trail improvements?*
- Could an estimate for underpass construction be provided in advance of town design criteria?*

A formal response was received by the Region on June 29, 2010 for Leslie Street and Aug 30, 2010 for St' John's Sideroad (Appendix "B").

This report reviews planning status of grade separated crossing and the Regional responses to date, along with recommended actions.

COMMENTS

1. Planning Status Related to Pedestrian and Trails Network

York Region Pedestrian and Cycling Master Plan Study

In March 2008, York Region completed the Pedestrian and Cycling Master Plan Study, which is *"intended to guide the Region as it works with local municipalities over the next 25 years and beyond to implement a comprehensive pedestrian system and on and off-road region-wide cycling network."* There was significant stakeholder engagement in the development of this plan in particular with Mr. Atkins being represented on the Technical Advisory committee and Mr. Wehrenberg on the Public Advisory Committee both representing interests for the Town of Aurora.

The vision of the plan is to create a pedestrian and cycling supportive environment that encourages both utilitarian and recreational travel by walking, cycling and using public transit through:

- Established promotional and educational policies and programs including a marketing strategy;
- A continuous system of sidewalks on Regional and local roads as well as a designated regional-scale network of cycling facilities;
- A regional-scale network integrated with local municipal pedestrian and cycling infrastructure and public transit service that connects communities and people of all ages with where they live, work and want to go.

Even though local municipalities are responsible for implementing sidewalks, trails and encouraging pedestrian friendly land development, the Region also has a significant interest in improving conditions for walking and cycling in York Region. The intent of this plan is therefore to prioritize, assist in implementation and potentially fund projects where local initiatives support the regional objectives.

As the plan was intended to serve a regional context, route selection was focused on supporting the regional context of connectivity. In achieving this objective there were also a number of criteria considered during the final route selection being safety, connectivity/access, convenience, attractiveness, cost and route alignment.

The 10 year planning horizon for improvements to the Aurora pedestrian system includes:

- New sidewalks along Bathurst Street between St. John's Sideroad and Bloomington Road, along Bloomington Road to Yonge Street and along St. John's Sideroad from Bathurst Street to Yonge Street.

The 5 year planning horizon for improvements to the Aurora cycling network includes:

- Providing a north south connection along Leslie Street;
- Providing east west routes generally between Bathurst Street along St. John's Sideroad, Bloomington Road, Wellington Street, and Vandorf Sideroad where such facilities do not currently meet the regional intent; and
- Provide north south connections along Yonge Street and Bayview Avenue where practical and in line with road reconstruction.

A drawing of the Plan is presented as Appendix "C". The significance of the Plan in relation to this report is that the Region has not identified any portion of the pedestrian and cycling network within the 2C lands as would be expected considering the regional context.

Town of Aurora Official Plan and 2C Secondary Plan Status

The Town is currently updating its Official Plan (OP) and in the process has reviewed policy related to trails. The current OP contains municipal trail network amendments which were adopted December 1993 and approved in February 1995 which state:

"3.5.2.5 a) x consider providing grade separation at key intersections of trails with railways and arterial roads; where trails cross roads at grade, signs and where appropriate signals shall assist safe crossing and orientation; at grade crossing of trails at Regional roads should only be made at controlled intersections;"

Appendix "D" refers to Schedule "I" of the current OP titled Aurora Trail Network Concept.

The draft proposed policy "Draft 2" dated July 19, 2010 is virtually unchanged with the exception of the word "Regional" as follows:

"14.2.8 a) x consider providing grade separation at key intersections of trails with railways and Regional roads; where trails cross roads at grade, signs and where appropriate signals shall assist safe crossing and orientation; at grade crossing of trails at Regional roads should only be made at controlled intersections;"

It is therefore clear that the Town's policies support the notion of considering grade separated crossings at Regional roads.

The Draft Proposed Policies for the 2C Secondary Plan Draft 1, dated July 9, 2010, also contains similar wording as above under proposed section 6.2.8 a).

Town of Aurora Trails Master Plan

The Town, in conjunction with support and input from the Trails Sub-Committee, is in the process of completing the Draft Trails Master Plan. Within this document, Section 6.2.2

refers to Grade Separated Crossings as follows:

"It is intended that the proposed grade separated crossings be constructed at the same time the connecting trail segment(s) are constructed. However, should an opportunity arise in advance of the timing identified in the master plan, the Town should work with appropriate agencies to implement the crossing. For example, the Town should work with York Region when a Regional road is being upgraded and a grade separation has been identified in the master plan as the preferred method of achieving the crossing. In these cases, the schedule will be dependent on the Region's schedule for Environmental Assessment and construction. In some locations it may be possible and preferable to develop an interim solution such as a pedestrian activated signal or median refuge island."

Costs to implement the grade separated crossing are not included in the estimated network costs for the following reasons:

- Costs for these vary widely depending on the style and ultimate design of the structure(s);
- The design, timing, and construction of many of the proposed grade separated crossings would be subject to infrastructure improvements being made by other agencies such as York Region. In these cases the final design would be part of a larger infrastructure improvement project that would be subject to an Environmental Assessment process and subsequent detail design; and
- There may be an opportunity to partner with agencies for these projects. For example, it is reasonable to assume that the Town would be able to partner and cost-share with the Region for grade separations of Regional road, thus an accurate estimated cost to the Town for each can not be developed until each location has been studied in more detail as part of pre-design of those structures.

Appendix "E" refers to the Draft Trails Master Plan Location Map for various infrastructures dated March 5, 2009.

2. Council Support Requested for Grade Separated Trail Crossings on Regional Roads

The Town, through the above approved and pending policies and Council endorsed resolutions, is requesting that the Region consider the inclusion of three underpasses along Leslie Street and one underpass along St. John's Sideroad as outlined in Appendix "E".

This request has been communicated to Regional staff as early as July 2009. The Region's position to date has been to not actively consider this request until such time as the Town, through resolution of Council, requests this infrastructure be included and that a funding source be provided to offset the environmental assessment, engineering and construction

costs. Considering the recent response from the Region, it is now appropriate to seek Council support on these crossings.

3. Status of St. John's Sideroad and Leslie Street Road Reconstruction Projects

The two regional roads are proceeding separately as the regional road program identifies the roads being completed on different time lines.

St. John's Sideroad

The St. John's Sideroad project has a planned completion date of 2015 and will provide for two lanes of traffic. The Environmental Assessment (EA) and concluding Environmental Assessment Report (ESR) have been completed and the detailed design is over 60 percent complete at this time. The Region intends to tender the project in early 2012, subject to property and utility relocation needs, for completion by 2015.

At this point, it may be necessary to prepare an addendum to the ESR to consider the impacts of a grade separated crossing along the water course.

Leslie Street

Leslie Street is planned to be completed in 2016 and will provide for four lanes of traffic. The EA for this project is nearing completion with the filing of the ESR planned for early 2011. Detailed design would start the summer/fall of 2011, with tendering anticipated for early 2015.

Similar to St. John's Sideroad, an addendum to the ESR may be required to include the three proposed underpasses. Although there may be an opportunity to include a brief description of the desire to proceed with underpasses, the Region has indicated that any reference to underpasses in the current EA would not be significant and would require additional work during the design phase.

4. Approval Requirements under the Municipal Class Environmental Assessment Process

The Municipal Class Environmental Assessment Process is the Ministry of Environment's approved process for environmental approvals of specific projects. The assessment process is divided into five phases of activity and, depending on the defined schedule of the proposed activity, may require some or all of the phases to be completed. These phases are:

1. Problem or Opportunity
2. Alternative Solutions
3. Alternative Design Concepts for Preferred Solutions
4. Environmental Study Report (ESR)
5. Implementation/Monitoring

A project is categorized based on its environmental impact as a Schedule A or A+, B, or C project. Schedule A projects are considered pre-approved with minimal requirements and Schedule C projects require full application of the process.

Construction of underpasses or overpasses for pedestrian, recreational, or agricultural use are identified as Schedule B projects of under \$2.2M and as Schedule C projects of over \$2.2M. As the project scope is above \$2.2M, this project would require a Schedule C environmental assessment which involves all of the above five steps.

Trails Master Plan Status and Conformance to EA Process

The Town is currently undertaking a trails master plan project to set the planning direction for the longer term. This plan has been scoped to identify trail locations but does not address grade separated crossings in relation to the environmental assessment process requirements. This document is in final draft form and is expected to be presented to Council before fall 2010.

Within the context of the environmental assessment process, a master plan can be used to fulfil, at a minimum, the first two phases of the above process. To update the document to satisfy the requirements of the Class EA process, at a minimum, the following would have to be completed:

- Define problem as it relates to the crossings (i.e. need to move people from east side to west side of Leslie Street as part of trails network);
- Identify all alternative solutions available;
- Inventory natural, social and economic environments;
- Identify impacts of alternative solutions and mitigating measures;
- Identify recommended solution for each location (i.e. underpass or at grade crossing);
- Public and agency consultation; and
- Notice of completion and 30 day public and agency review.

A master plan that includes the environmental aspects of these crossings would be the logical deliverable to the Region in order to proceed to the subsequent phases of the Class EA process within the context of their Class EA activities for both of the road projects. As these crossings are likely to be considered a Schedule C undertaking due to the expected cost, an addendum to the current road ESR's would most likely be required as the current timing of the regional projects would not provide sufficient time to complete the necessary investigations for these crossings. The St. John's Sideroad ESR has already been filed and the Leslie Street ESR is scheduled to be filed in early 2011.

Appendix "F" provides information from the MEA Municipal Class Environmental Assessment Process, and Appendix "G" provides excerpts for the Draft Trails Master Plan related to underpasses.

5. Regional Funding Opportunities

The Region has indicated that they are unable to provide any funding towards the implementation of these crossings. If the Town was interested in including these crossings in the two road projects, then the Town would have to fund any required feasibility studies, design and construction costs. The Region was unable to commit to including any detailed analysis of the crossings in their current program until the Town confirms that funding is available and approved for this project.

The Regional Pedestrian and Cycling Master Plan Study also does not identify any available funding for this project as local trails and regional road underpasses are not considered in the Plan. The focus of the Plan is for pedestrian crossings at planned intersections as supported by the identified routes within the Plan.

6. Estimated Construction Costs

The Region provided preliminary construction cost estimates for the three crossings on Leslie Street. The estimate was based on a shallow underpass (approximately 1m below road grade), with dimensions of 3.0m wide by 2.4m high. The cost was approximately \$1.0M per crossing for a total estimated cost of \$3.2M for the three crossings. The trails master plan has identified a minimum width of 4.2m or greater for structures exceeding 18m in length, and a minimum height of 3.0m.

Also, there is a proposed watermain along Leslie Street which limits the location of any crossing which effectively forces either a shallow crossing or a deep crossing. Subsequent discussion with Regional staff identified significant additional costs if the crossings were to be either of larger scale or located at a lower elevation near the valley floor. The estimate for each crossing may be upwards of \$1.7M or \$5.1M for three crossings.

Using the same cost parameters, it would be expected that the cost for the St. John's crossing would also be approximately \$1.0M to \$1.7M.

The Region also confirmed that the estimates were only for the crossings and did not include any entrance grading, ramps or property issues. Other considerations include lighting, security, accessibility issues, flood control and life safety and seasonal clearing requirements.

The Region's consultant provided the Town with an engineering estimate of \$200,000 per crossing including electrical/lighting requirements and foundation design. It is expected that this estimate would also include any preliminary design and environmental assessment activities. This is an upper limit based on each tunnel being designed independently from the current regional studies and will be revised once a decision to proceed has been confirmed.

7. Next Steps

Considering the status of these road projects and the Town's Trails Master Plan, the following steps are outlined for consideration:

- That the Region be requested to include these underpasses in the respective road projects to the extent possible.
- That the Region be requested to fund these projects as a logic extension of the regional pedestrian objectives.
- That the Town consider leading the first two phases of the Class EA process to confirm route selection.
- That a consultant be retained to undertake the first 2 phases of the Class EA process to recommend the preferred solution for the crossings.
- That the Region be requested to incorporate the work completed by the consultant and undertake the completion of the remaining phases of the Class EA process on behalf of the Town and in conjunction with the current work being undertaken for the roads.
- That a capital project be established in the 2011 budget cycle to identify the necessary funding for construction in the required years of the proposed projects.

ALTERNATIVE(S) TO THE REPORT

1. Town to fund and complete Phases 1 and 2 Class EA activities in advance of Regional support.
2. Not proceed with the implementation of the crossings.

FINANCIAL IMPLICATIONS

The construction budget for each crossing is \$1.0M for a shallow crossing and up to \$1.7M for deeper crossings. Increasing the crossing height and width would increase costs proportionately.

Funding for environmental assessments and design would be required for 2011/2012 with construction funding being required in the year of construction (2014/2015 and 2015/2015). The Region has been requested to provide the necessary funding for this project. Should the Regional funding request not be approved, staff will include the request for funding through the 2011 budget process.

CONCLUSIONS

The two projects, St. John's Sideroad and Leslie Street, are currently moving through the environmental and design phases. As underpasses for trail connections are a priority for the Town of Aurora, it is now appropriate to request the inclusion of these structures in the regional road projects.

August 17, 2010

- 10 -

Report No. IES10-043

It is therefore recommended to request that York Region include these structures in their projects and fund the projects in support of Regional pedestrian initiatives.

The Town should consider funding these projects in the 2011 capital plan, if no other source of funding is secured.

ATTACHMENTS

- Appendix "A" – Letter to York Region dated August 13, 2009
- Appendix "B" – Response letter dated June 29, 2010 from York Region
- Appendix "C" – Drawing of Plan for Proposed Cycling Network
- Appendix "D" – Schedule "I"-Aurora Trail Network Concept
- Appendix "E" - Draft Trails Master Plan Location Map
- Appendix "F" - Information from the MEA Municipal Class Environmental Assessment Process
- Appendix "G" - Excerpts from the Draft Trails Master Plan related to grade separated crossings

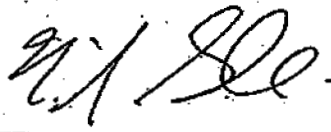
PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting of August 9, 2010

Prepared by: Ilmar Simanovskis, Director of Infrastructure and Environmental Services - Ext. 4371



Ilmar Simanovskis
Director, Infrastructure &
Environmental Services



Neil Garbe
Chief Administrative Officer

APPENDIX "A"



Public Works Department
I.A. Simanovskis
905-727-3123 ext 4371
lsimanovskis@e-aurora.ca

Town of Aurora
1 Municipal Drive,
Box 1000, Aurora, ON L4G 6J1

August 13, 2009

Mr. Paul Jankowski
General Manager, Transportation Services
Regional Municipality of York
90 Bales Dr E
East Gwillimbury, ON L0G 1B0

Dear Mr. Jankowski:

RE: Request for a pedestrian underpass for St. Johns Sideroad and Leslie Street

On July 20, 2009 Regional staff met with our staff and the Chair of the Trails Sub-Committee, Mr. Klaus Wehrenberg, regarding a request to incorporate several pedestrian underpasses along St. John's Sideroad and Leslie Street. The conclusion of the meeting was that Town staff would be required to submit a formal request before the underpasses would be considered. This request would be through Council once the Town's Trails Master Plan is endorsed.

In the interim, it is requested that the Region provide comment on the following:

- Appreciating that an early request is desired, what is the timing envelop for requesting that the underpasses be considered for both projects, and would an addendum to the ESR be required if the request is submitted after the studies are completed?
- What funding opportunities exist through the Region to support pedestrian trail improvements?
- Could an estimate for underpass construction be provided in advance of town design criteria?

Sincerely,

Ilmar Simanovskis, P.Eng.
Director, Public Works

cc. Stephen Collins, Region of York
Al Downey, Town of Aurora
Jim Tree, Town of Aurora
Klaus Wehrenberg

S:\Public Works\Records\T05 Road Design and Planning\T05-ADM-153 Pedestrian Underpass St. Johns\2009 08 13 letter to region requesting information.doc



Town of Aurora
Request for Underpasses
Leslie St. EA - Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74)

- Above the proposed 750mm watermain
 - Extensive grading and ramping work will be required
- Option 3: The underpasses are placed at locations that are remote from the existing culverts, either above or below the proposed 750mm watermain.

The Town is to determine the details for the three options.

Klaus Wehrenberg indicated that he believes there is a fourth option of raising the road profile to allow the underpasses to be placed over the proposed 750mm watermain and clear existing utilities which may currently exist at normal depth of bury.

- This option will require relocation of all existing utilities that will be impacted as well as consideration for future utilities
- I indicated that the feasibility of this option is considered low as the road profile has already been set as part of the Leslie Street EA and raising the road profile will require additional lands with extensive fill.

3.0 Cost Estimate

I indicated that the Region completed order of magnitude cost estimates for the underpasses based on no grading and ramping consideration, lengths determined from future road widening (boulevard slope to boulevard slope), 1.0m cover below the road and for 3000mmx2400mm concrete box underpasses as follows:

- Crossing 1 - Length = 44m; Estimate = \$1,200,000
- Crossing 2 - Length = 44m; Estimate = \$1,000,000
- Crossing 3 - Length = 43m; Estimate = \$1,000,000

4.0 Funding

I indicated that it was determined during the current EA and we agreed that the underpasses are not required and that this is a Town's request.

I also indicated that cost estimate for the underpasses were not included in the Region's preliminary cost estimate for the future works associated with the EA and final build-out of the road widening as this is not a cost that would have been incurred. The Town is to fund any additional consulting work that they may require including any related additional feasibility, design, construction and cost estimate expenses that the Town may request the Region to undertake.

5.0 Inclusion in the Current Leslie Street EA

The Town will determine on how they may wish to proceed and provide information to the Region well before filing of the ESR for possible inclusion in the ESR.

Town of Aurora
Request for Underpasses
Leslie St. EA - Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74)

I indicated that it is possible to address your request in the ESR by noting that the issue will be looked at more closely at the detailed design stage and when the Town decides on how they wish to proceed.

6.0 Other Discussions

Other items which I indicated should be considered by the Town are:

- Maintenance of the underpasses
- Lighting of the underpasses
- Grading and ramping requirements
- Usage - pedestrians; compliance with AODA requirements for accessibility; recreational vehicles; animals (width of crossings are to be determined by Town)
- Possible additional land requirements
- Flood proofing of the underpasses
- All season use of the underpasses.

As you requested, we will provide the watermain drawings and the cost estimate of the culvert works as proposed in the EA, at the three crossings, under separate cover. In the meantime, please free to call me at 905-830-4444 x5946 if you would like to discuss or need additional information.

Sincerely,



Harry Persaud, P.Eng.
Project Manager

HP/tp

Copy to: Stephen Collins, Manager, Engineering, York Region (by email)

transportation design and planning (11) - this document is subject to a joint general correspondence and information letter to town of York and York Region



APPENDIX "B"

Transportation Services Department
Roads Branch

June 29, 2010

Mr. Ilmar Simanovskis, P.Eng.
Director, Infrastructure and Environmental Services
Town of Aurora
1 Municipal Drive
Aurora, Ontario
L4G 6J1

Dear Mr. Simanovskis:

Re: Town of Aurora's Request for Three (3) Underpasses ~ Leslie Street Environmental Assessment (EA) ~ Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74)

This is a summary of our meeting of June 18, 2010, in which we discussed preliminary findings for your request for three (3) underpasses on Leslie Street to be considered during the EA for Leslie Street from Wellington Street to Mulock Drive.

In attendance at the meeting were myself, yourself, Anca Mihail (Town's Manager of Engineering and Capital Delivery) and Klaus Wehrenberg (Council appointed Chair of Trails Sub-committee, Leisure Services Advisory Committee). Our discussion was generally in the following categories:

1. Overview of request
2. Feasibility of underpasses
3. Cost estimate
4. Funding
5. Inclusion in the current Leslie Street EA
6. Other discussions

1.0 Overview of Request

Your request for the underpasses was generally at or near locations of existing culverts as follows:

- o Crossing No. 1 ~ approximately 200m north of State Farm Way
Existing culvert is 2100mm CSP, to be replaced as per EA
- o Crossing No. 2 ~ approximately 100m south of St. John's Sideroad
Existing culvert is 1600mm x 400mm concrete box to remain in place as per EA

The Regional Municipality of York, 1750 Yonge Street, Newmarket, Ontario, L3Y 5Z1
Tel: (905) 839-4444, Fax: (905) 1-877-461-4675, E-Mail: 905-839-4550
Internet: www.york.ca

Town of Aurora
Request for Underpasses
Leslie St. EA - Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74)

- o Crossing No. 3 - approximately 380m north of St. John's Sideroad
 - 2400mmx2100mm concrete box to be replaced with a 3000mmx2100mm open bottom culvert
- A 750mm watermain is proposed by the Region on the west side of Leslie Street crossing over the three existing culverts. The watermain will be constructed from September 2010 to September 2011.
- The underpasses are located in the Aurora 2C land that is currently at the preliminary stage of Secondary Planning.
- The Town has shown the trails at/near the underpass locations conceptually on information supplied to the Region and these trails are not shown on the Region's Pedestrian and Cycling Master Plan and the Town of Aurora's Master Trails Plan.
- The Leslie Street EA from Wellington Street to Mulock Drive is in its final stages. The Region intends to file the Environmental Study Report (ESR) by the end of the summer 2010.
- The proposed future road configuration is a 4-5 lane urban cross section with 3.5m through lanes, turning lanes, 1.5m bike paths (both sides) and 5.0m boulevards. This section of Leslie Street is shown on the Region's 2010 - 10 Year Roads Construction Program to be re-constructed in 2015.

2.0 Feasibility of Underpasses

It indicated that the Region considered three options for the underpasses as follows:

- Option 1: The underpasses are placed and be incorporated as part of the existing culverts.
 - o This means that the existing culverts must be removed and replaced with substantially wider and higher culverts at substantial costs.
 - o JERRCA will have to be consulted and approve the works.
 - o Extensive grading and ramping work will be required to accommodate all expected users.

Note: Klaus Wellenborg indicated that the Town's vision for the underpasses is that they be installed near the existing culverts and not as part of the existing culverts and be sized for annual crossing and all season use.

- Option 2: The underpasses are placed as separate stand alone structure and would be sized appropriately.
 - o Depending on the size of the underpasses, they can be placed:
 - Below the proposed 750mm watermain.
 - Utilities must be considered for impact and relocation.
 - Extensive grading and ramping work will be required.

**FIGURE A5-a
PROPOSED
CYCLING NETWORK**

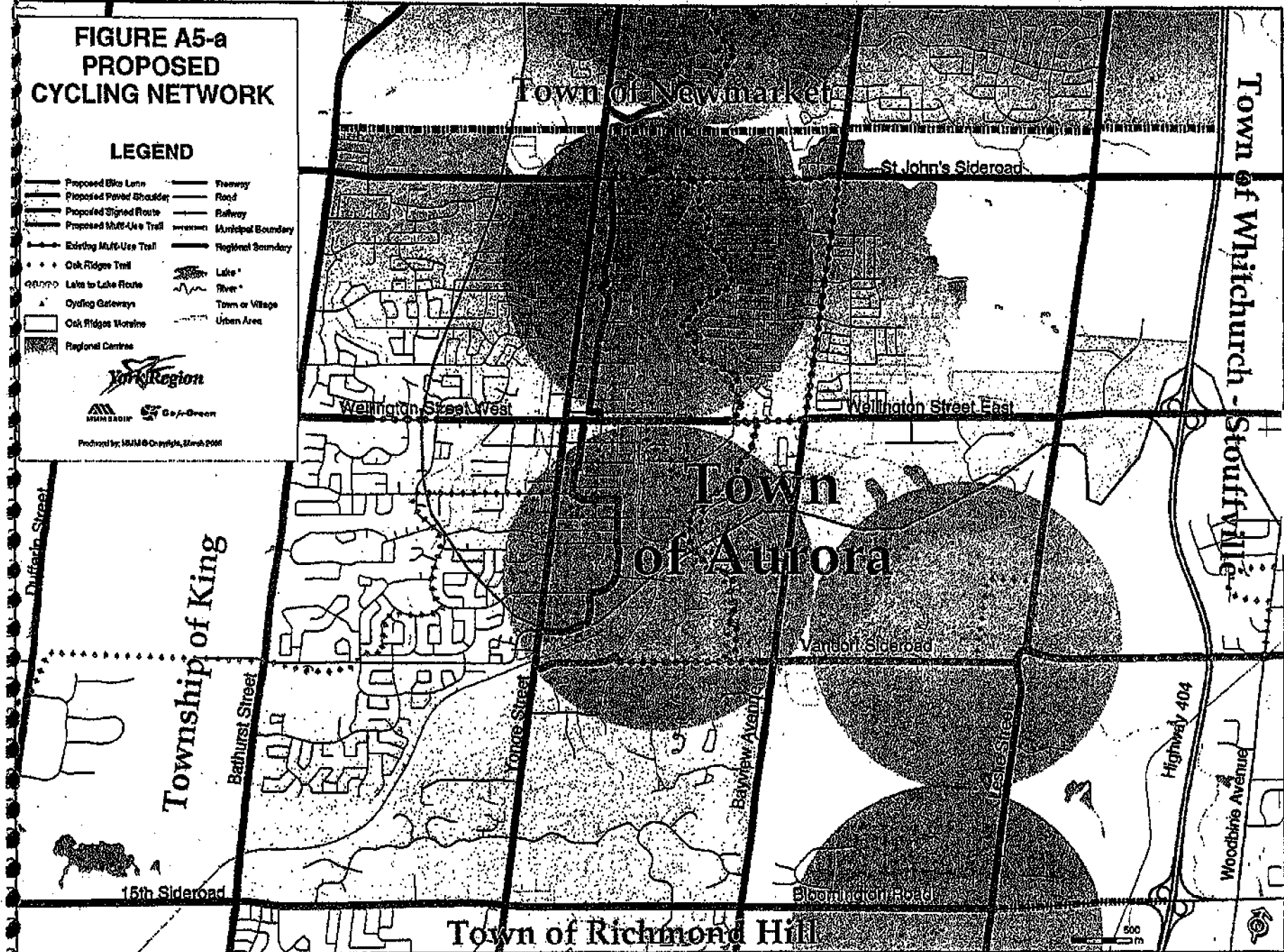
LEGEND

- | | |
|--------------------------|--------------------|
| Proposed Bike Lane | Freeway |
| Proposed Paved Shoulder | Road |
| Proposed Signed Route | Railway |
| Proposed Multi-Use Trail | Municipal Boundary |
| Existing Multi-Use Trail | Regional Boundary |
| Oak Ridges Trail | Lake |
| Lake to Lake Route | River |
| Cycling Gateways | Town or Village |
| Oak Ridges Moraine | Urban Area |
| Regional Centres | |

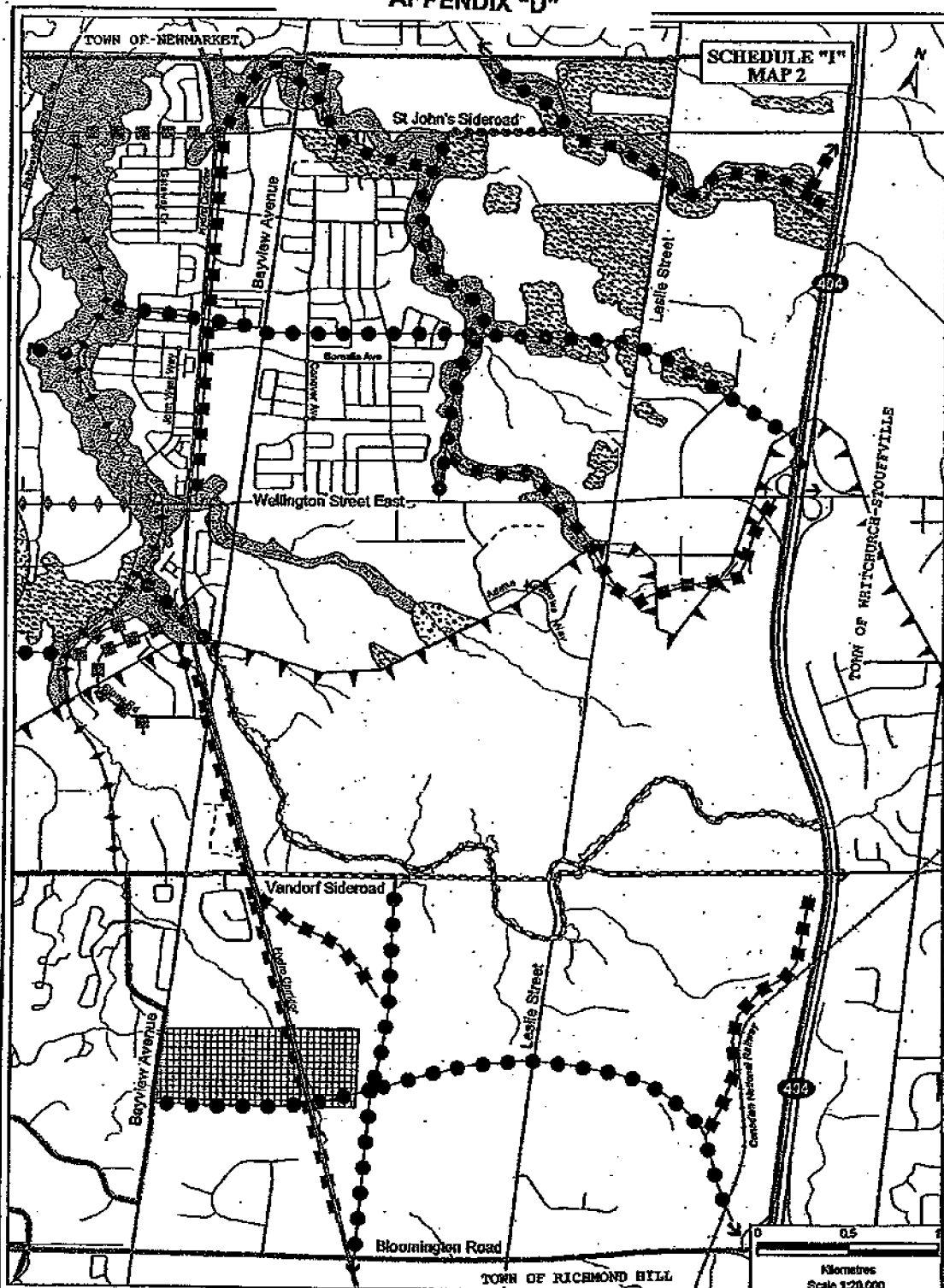
York Region

MM&O **City-Green**

Prepared by: MM&O On April 15, March 2008



APPENDIX "D"



TOWN OF AURORA SCHEDULE "T" - AURORA TRAIL NETWORK CONCEPT MAP 2

LEGEND

- Municipal Boundary
- Oak Ridges Moraine
- Conservation Plan Area
 - Breeding OPA: Ridge Summit Conservation Plan Area (Map 14002)
 - Boundary of Oak Ridges Moraine
 - Area Outside Ridge Summit OPA
- Major Streets
- Minor Streets
- Proposed Streets

Aurora Trail

- Existing
- Proposed
- Following Roads

Cycle Trails

- Existing
- Proposed
- Following Roads

Neighbourhood Trails

- Existing
- Proposed
- Following Roads

Heritage Trail Area

- Other Routes
- Important for environmental trails: including Oak Ridges Moraine, Holland River, Pineside Equine Trail and Yonge and Wellington Green.
- Potential Future Linkage

Flood Prone Areas

Forest Resource Areas

Wetlands

Former York Sanitation Site No. 1

Fishery Resource Areas

For environmental mapping within the Oak Ridges Moraine, please refer to Schedule K.

OPA 34 Visits

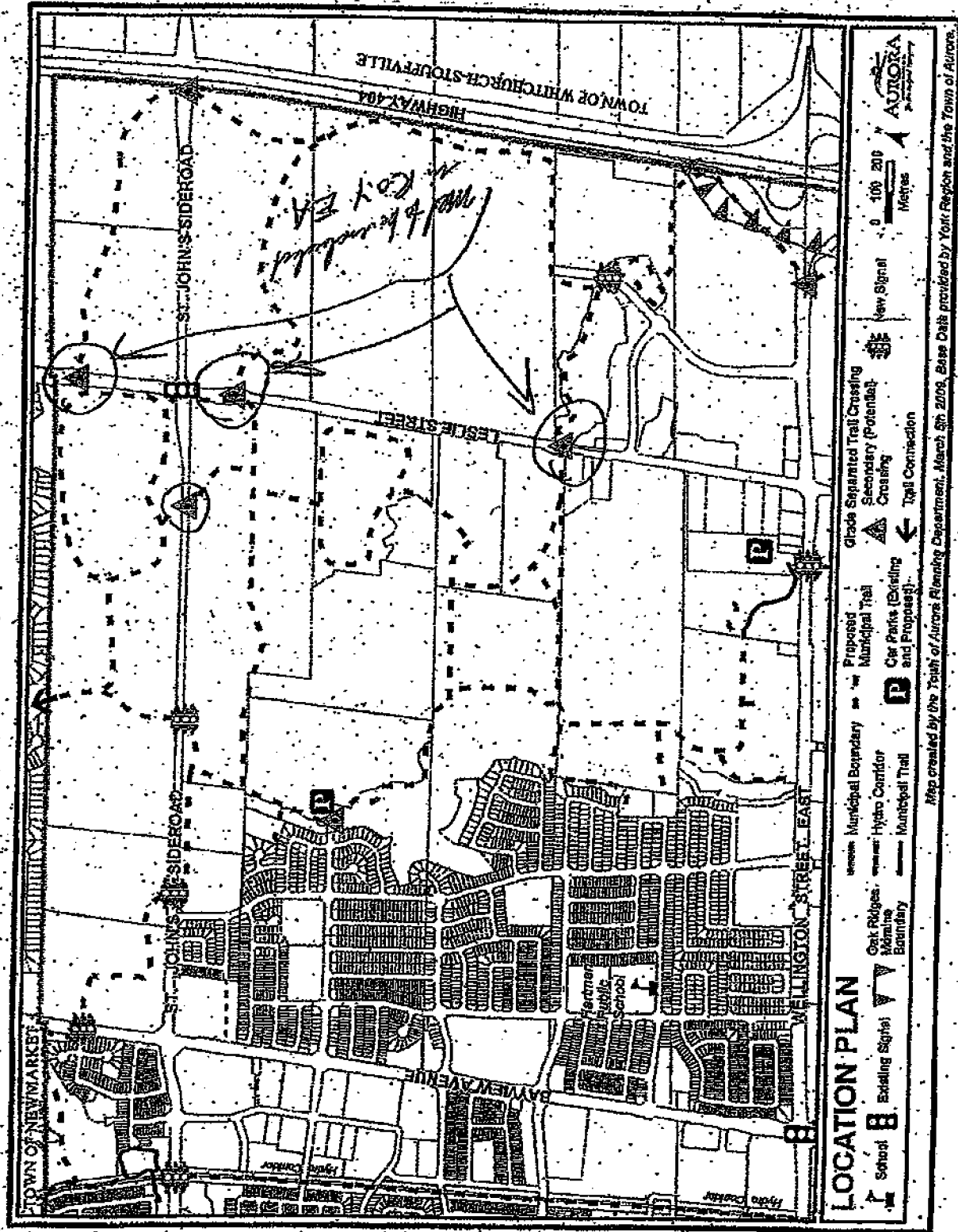
OPA 34 Trails

AURORA

Prepared by the Town of Aurora Planning Department, August 2003.
Under Licence with the Ontario Ministry of Municipal Affairs and Housing 2002. Updated March 2010. Base information derived from the Region of York.

This schedule is a consolidation and is prepared for convenience only. For accurate references, the original OPA Schedule should be consulted. Copies of the outputs are available to the Clerk or Planning Department.

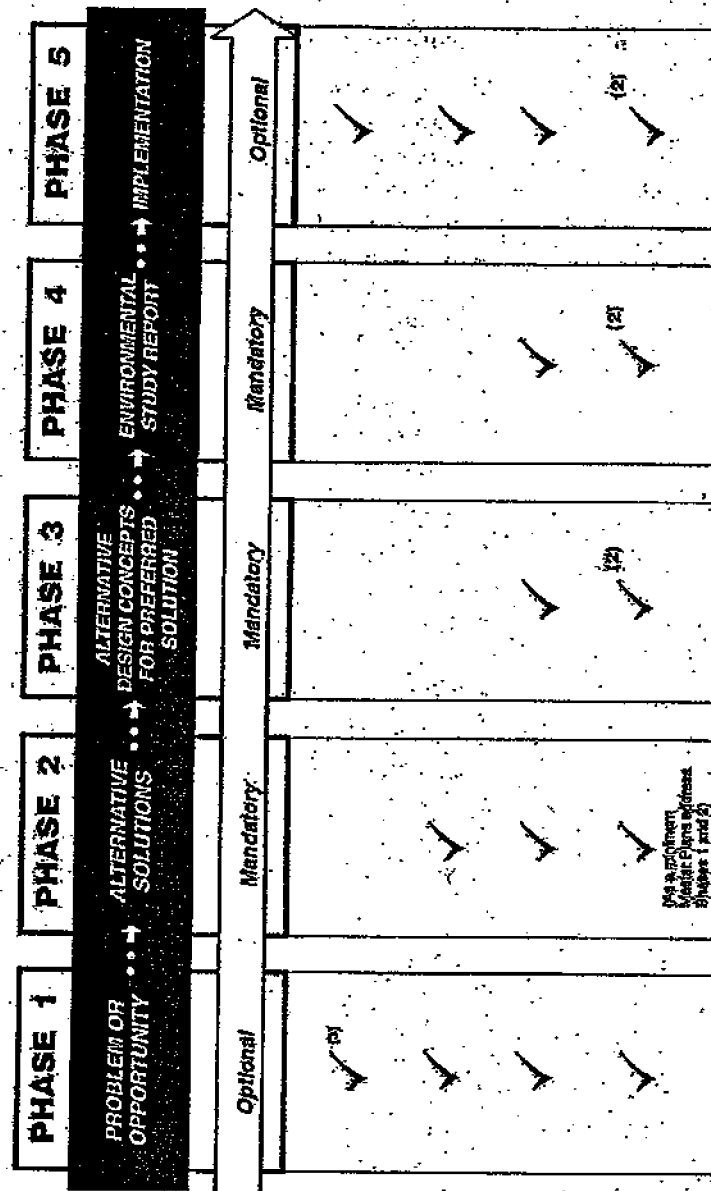
APPENDIX "E"



Description of the Project (Note: The Schedules shall be reviewed inclusively to ensure that the correct schedule is selected.)	Cost Limit for Project Approved Under Schedule			
	Pre-Approved		B	C
	A	A+		
24. Reconstruction of a water crossing where the reconstructed facility will be for the same purpose, use, capacity and at the same location. (Capacity refers to either hydraulic or road capacity.) This includes ferry docks.	-	NL		
25. Reconstruction of a water crossing where the reconstructed facility will not be for the same purpose, use, capacity or at the same location. (Capacity refers to either hydraulic or road capacity.) This includes ferry docks.	-	-	<2.2 m	>2.2 m
26. Relocation of new water crossings. This includes ferry docks.	-	-	<2.2 m	>2.2 m
27. Construction of new grade separations	-	-	<8.7 m	>8.7 m
28. Construction of underpasses or overpasses for pedestrian, recreational or agricultural use	-	-	<2.2 m	>2.2 m
29. Construction of new interchanges between any two roadways	-	-	<8.7 m	>8.7 m
30. Reconstruction or alteration of a structure or the grading adjacent to it when the structure is over 40 years old, where the proposed work will alter the basic structural system, overall configuration or appearance of the structure	-	-	<2.2 m	>2.2 m
OTHER THAN ROAD PROJECTS				
31. Construction of noise barriers, i.e. structures such as walls and berms or a combination of the two	-	NL	-	-
32. New fence installations not associated with another project	NL	-	-	-
33. Utility removal, modification or relocation for safety or aesthetic purposes	NL	-	-	-
34. Restoration of a facility immediately after a natural disaster, provided the facility is for the same purpose, use, capacity and at the same location	NL	-	-	-
35. Projects planned and approved under Ontario Regulation 586/06 (see Section A.2.10.4 of Municipal Class EA)	NL	-	-	-
36. Expansions, improvements and modifications to existing patrol yards and maintenance facilities where no land acquisition is required	NL	-	-	-
37. Expansions, improvements and modifications to existing patrol yards and maintenance facilities where land acquisition is required	-	-	<2.2 m	>2.2 m
38. Establish new patrol yards or maintenance facilities	-	-	<2.2 m	>2.2 m
39. Retirement of existing roads and road related facilities	-	NL	-	-
40. Retirement of existing laneways	-	NL	-	-
41. All other road related works	-	-	<2.2 m	>2.2 m
NO ORDINATION WITH PLANNING ACT				
42. Any project which would otherwise be subject to this Class EA and has fulfilled the requirements outlined in Section A.2.9 of this Class EA and for which the relevant Planning Act documents have been approved or have come into effect under the Planning Act, R.S.O. 1990, Chapter P.13, as amended.	NL			

EXHIBIT A.1 KEY FEATURES OF THE MUNICIPAL CLASS EA

NOTE: This flow chart is to be read in conjunction with Part A of the Municipal Class EA



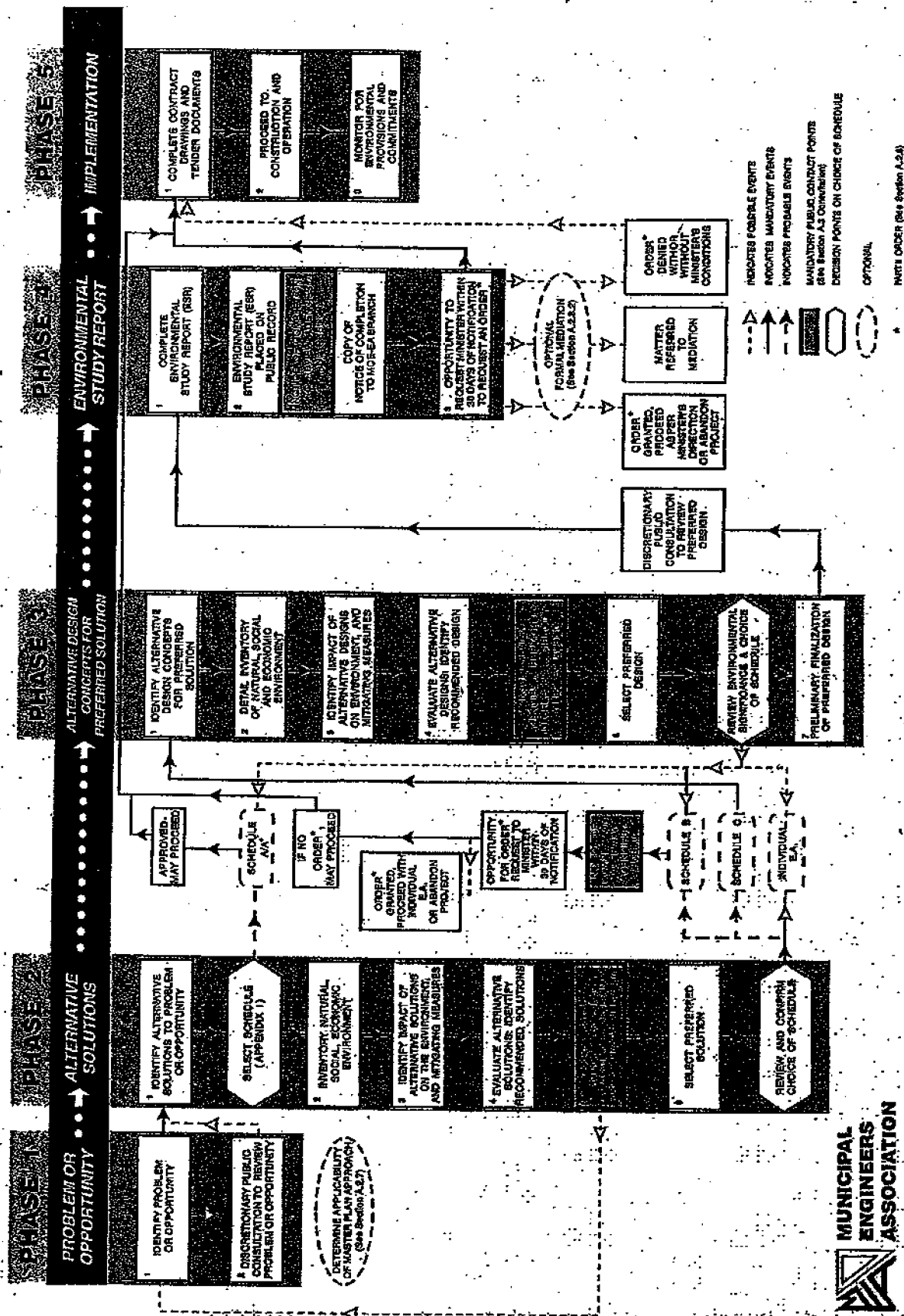
NOTES:

- ✓ Actions required during relevant phases
- (1) Schedule A, A+, B and C projects and Master Plans can also be integrated with the requirements of the Planning Act (See Section A.2.9)
- (2) Complete Phases 3 and 4 for any Schedule C projects included in the Master Plan prior to implementation
- (3) For Schedule A+ projects, public to be advised. See Section A.1.2.2.

EXHIBIT A.2

MUNICIPAL CLASS EA PLANNING AND DESIGN PROCESS

NOTE: This flow chart is to be read in conjunction with Part A of the Municipal Class EA



APPENDIX "G"

Excerpt From the Draft Trails Master Plan Related to Grade Separated Crossings

5.9.2 Underpasses and Tunnels

Often an underpass or tunnel is the only way to cross significant barriers such as elevated railways and multilane highways. Designing trails through underpasses and tunnels can be challenging because of the confined space. Underpasses should be wide enough to accommodate all trail users whether they are traveling by foot, bicycle, in-line skates, wheelchair or other forms of transportation. Where feasible, it is suggested that trail widths through underpasses be equal to or greater than that of the approaching trail. The following are design considerations for underpasses or tunnels:

- The minimum recommended underpass or tunnel width for a multi-use trail is 3.6 m. Where the structure exceeds 18 m in length, in high traffic and/or urban areas the width should be increased to 4.2 m or greater;
- For shorter length underpasses, a vertical clearance of 2.5 m is usually sufficient recommended;
- For longer structures a vertical clearance of 3.0 m should be considered. If service and/or emergency vehicles are to be accommodated within the underpass, an increase in vertical clearance may also need to be provided;
- Underpasses and tunnels can be a security concern and also present maintenance challenges. To address these issues, tunnels should be well lit with special consideration made to security, maintenance and drainage. Approaches and exits should be clear and open to provide unrestricted views into and beyond the end of the structure wherever possible;
- Abutments should be appropriately painted with hazard markings;
- Offensive graffiti and debris should also be removed promptly and regularly; and
- Ideally, the transition between the trail and underpass crossing should be level and provide for accessibility. In the case where an underpass crosses beneath ground-level travel ways, ramps should ideally be provided to provide a transition down to the lower grade under the passage, with grade or alignment changes being taken up by the access ramps wherever possible.

6.2.2 Grade Separated Crossings

It is intended that the proposed grade separated crossings be constructed at the same time the connecting trail segment(s) are constructed. However, should an opportunity arise in advance of the timing identified in the master plan, the Town should work with appropriate agencies to implement the crossing. For example, the Town should work with York Region when a Regional road is being upgraded and a grade separation has been identified in the master plan as the preferred method of achieving the crossing. In these cases, the schedule will be dependent on the Region's schedule for Environmental Assessment and construction. In some locations it may be possible and preferable to develop an interim solution such as a pedestrian activated signal or median refuge island.

APPENDIX "B"



EXTRACT FROM GENERAL COMMITTEE MEETING NO. 10-14 HELD ON TUESDAY, SEPTEMBER 7, 2010 AND ADOPTED AT COUNCIL ON TUESDAY, SEPTEMBER 14, 2010

VIII CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION

6. IES10-043 – Leslie Street and St. John's Sideroad Pedestrian Trail Crossings

General Committee recommends:

THAT York Region be requested to include a description and identify the underpasses along St. John's Sideroad and Leslie Street within their current environmental studies; and

THAT York Region be requested to include funding for this project in their 2011 capital program as the project supports the Regional initiatives of 'Healthy Communities', 'Walkable Communities', and 'Linked Green Spaces', **which are of regional significance**; and

THAT a copy of this report be provided to the York Region Clerk's Office.

CARRIED

EXTRACT/CORRESPONDENCE ROUTING INFORMATION									
External Correspondence was sent by Council Secretariat:				YES	X	NO			
External Correspondence to be sent by:									
ACTION DEPT: (To Director & Assistant)	CAO	Building & By-law	Corporate & Finance	Customer & Legislative	Infrastructure & Environ. X	Legal	Parks & Recreation	Planning & Dev.	
ACTION STAFF: (If other than above)									
INFO DEPT: (To Director & Assistant)	CAO	Building & By-law	Corporate & Finance	Customer & Legislative	Infrastructure & Environ.	Legal	Parks & Recreation	Planning & Dev.	
INFO STAFF: (If other than above)									

APPENDIX "C"

THE REGIONAL MUNICIPALITY OF YORK

Transportation Services Committee

February 2, 2011

Report of the

Commissioner of Transportation Services

REQUEST FOR GRADE-SEPARATED PEDESTRIAN UNDERPASS CROSSINGS OF LESLIE STREET AND ST. JOHN'S SIDEROAD TOWN OF AURORA

1. RECOMMENDATIONS

It is recommended that Regional Council:

1. Approve the at-grade pedestrian/cyclist crossings of Leslie Street (Y.R. 12), between Wellington Street (Y.R. 15) and Mulock Drive (Y.R. 74), and St. John's Sideroad (Y.R. 26), between Bayview Avenue (Y.R. 34) and Woodbine Avenue (Y.R. 8), as the preferred alternative for accommodating pedestrian and cyclist movements across the Regional corridors in this area.
2. Approve the inclusion of the at-grade pedestrian/cyclist crossings on Leslie Street as the preferred alternative in the Environmental Study Report for the widening of Leslie Street (Y.R. 12), from Wellington Street (Y.R. 15) to Mulock Drive (Y.R. 74), and in the detailed design of St John's Sideroad (Y.R. 26), from Bayview Avenue (Y.R. 34) to Woodbine Avenue (Y.R. 8).

2. PURPOSE

This report provides information to Regional Council related to the Town of Aurora's request to construct grade-separated pedestrian underpass crossings of Leslie Street in the vicinity of St. John's Sideroad and of St. John's Sideroad, west of Leslie Street. A Regional context plan is appended (*see Attachment 1*).

3. BACKGROUND

The Town of Aurora has requested York Region fund and build grade-separated pedestrian underpasses as part of the Leslie Street and St. John's Sideroad projects

In August 2009, the Town of Aurora submitted a letter requesting York Region to consider including grade-separated pedestrian underpasses in the ongoing Class

**Request for Pedestrian Underpasses
Leslie Street and St. John Sideroad, Town of Aurora**

Environmental Assessment (EA) for Leslie Street improvements and the ongoing detailed design project for St. John's Sideroad improvements.

A grade-separated pedestrian underpass crossing is typically a culvert or bridge structure constructed below the elevation of the pavement. The structure facilitates pedestrian movements from one side of the Regional right-of-way to the other without pedestrians having to walk across the pavement.

The four pedestrian underpasses requested by Town of Aurora are generally located:

- Crossing Leslie Street approximately 260 m north of State Farm Way
- Crossing Leslie Street approximately 160 m south of St. John's Sideroad
- Crossing Leslie Street approximately 380 m north of St. John's Sideroad
- Crossing St. John's Sideroad approximately 325 m west of Leslie Street

The locations of these crossings are appended to this report (*see Attachment 2*).

These underpasses are located in the vicinity of the Aurora 2C Lands, where municipal planning is currently at the Secondary Plan stage.

These pedestrian underpass crossings were not identified as being warranted in York Region's Pedestrian and Cycling Master Plan (2008) because of the lack of need for the grade separated crossing and that pedestrian movements could be accommodated at signalized intersections.

Town of Aurora staff are currently completing a Trail Master Plan project and the recommended concept is expected to provide justification and more detailed information regarding the proposed trail network and the requested underpasses. This Trail Master Plan is planned to be presented to the Council of the Town of Aurora in 2011, for consideration.

York Region has three separate infrastructure projects underway in the vicinity of Leslie Street and St. John's Sideroad

York Region has three separate infrastructure projects, at different phases of delivery, in the vicinity of Leslie Street and St. John's Sideroad.

Staff are now completing the Class Environmental Assessment for Leslie Street improvements between Wellington Street and Mulock Drive

This section of Leslie Street is in the final stages of preparation of a Class EA for the road improvements. The Environmental Study Report (ESR) is anticipated to be finalized in the spring 2011. This report will recommend Leslie Street be widened to four lanes with left and right turn lanes at intersections, and centre left turn lane, where appropriate. The construction of this work is scheduled to start in 2015 based on the draft 2011 Ten Year Roads Construction Program.

Detailed design is also underway for upcoming improvements to St. John's Sideroad between Bayview Avenue to Woodbine Avenue

This section of St. John's Sideroad is currently in the detailed design phase, with this work approximately 60% complete. The Class EA was completed in August 1999 from Yonge Street to Woodbine Avenue. The recommended improvements included widening between Yonge Street and Bayview Avenue and upgrading St. John's Sideroad to York Region standards, with left and right turn lanes being added at intersections, between Bayview Avenue and Woodbine Avenue. The construction of this work is scheduled to start in 2014 based on the draft 2011 10-Year Roads Construction Program.

Construction of a new Regional watermain along Leslie Street is well underway

York Region is presently constructing a 750 mm diameter watermain along Leslie Street from Wellington Street to Mulock Drive. The construction began in September 2010, and is scheduled for completion in fall 2011.

Consultation with Town of Aurora staff has been ongoing

Discussions with Town of Aurora staff have been ongoing since September 2009 with formal responses submitted to Town of Aurora staff on June 28, 2010 and August 30, 2010. The response letters suggested a number of potential underpasses options, identified other elements that should be considered when determining the appropriate underpass concept, and the approximate construction cost of each underpass. This information is discussed in greater details in the following sections.

At their meeting on September 13, 2010, the Council of the Town of Aurora adopted General Committee Report No. IES10-043 recommending the underpasses.

Senior Regional staff attended the September 13, 2010, meeting of the Council of the Town of Aurora. During this meeting staff agreed to defer the completion of the Leslie Street Class EA Study until York Region's Transportation Services Committee has had an opportunity to consider the Town of Aurora's request.

4. ANALYSIS AND OPTIONS

York Region staff have completed a preliminary assessment of the pedestrian crossings of Leslie Street and St. John's Sideroad

As part of the technical work completed on the Leslie Street Class EA and St. John's Sideroad detailed design, a preliminary assessment of the options, benefits, impacts, constructability and costs were undertaken.

Three options for grade-separated pedestrian underpass crossings were reviewed and assessed

Three options were reviewed and assessed to provide grade-separated pedestrian underpasses. These options are:

Option 1 – Combining the requested pedestrian underpass structures with already planned watercourse crossing structures.

Option 2 - Providing separate structures for the pedestrian underpasses, at the preferred crossing locations, at the elevation of the valley floor

Option 3 – Providing separate structures for the pedestrian underpasses, at the preferred crossing locations, at an elevation just below the pavement surface

In addition, two other options for accommodating pedestrian movements in this area were considered

Two additional options were reviewed and assessed to accommodate pedestrian movements in this area. These options are:

Option 4 – Providing grade-separated pedestrian overpass crossings. These crossing would be bridge structures over top of Leslie Street and St. John's Sideroad.

Option 5 - Providing at-grade pedestrian crossings, at the preferred locations, completed with separate pedestrian activated signal system.

On balance, the benefits associated with Option 1 through Option 4 are relatively equal

The benefits associated with the grade-separated options, Option 1 through Option 4, are relatively equal. The common benefits of these options are:

- Grade separated options do not require pedestrians to cross the pavement.
- They may be perceived as minimizing pedestrian delays or effort of walking up and down between the elevations of the trail and the roadway, therefore encouraging more people to consider active forms of travel thereby reducing vehicle travel.
- Promote Regional initiatives of providing healthy and walkable communities, and linking green spaces.

Option 1 and Option 2 have the additional benefit of maintaining the connection for pedestrians between the trail system and the natural environment during the crossing of the Regional right-of-way. That is, pedestrians do not need to leave the natural environment area to cross the Regional right-of-way. They will continue through the right-of-way along the valley floor.

Option 5 does provide many of the same benefits as Options 1 through 4

Option 5 does provide many of the same benefits as Option 1 through Option 4. That is Option 5 promotes the Regional initiatives of healthy and walkable communities, it provides a location specific link between the green spaces on opposite sides of the roadway.

In addition, an at-grade crossing is significantly less expensive to implement and maintain, therefore increasing the ability of the Region to plan, fund, construct and operate such an option.

The incremental impacts of the Options have been assessed

The incremental impacts resulting from each of the options have been assessed at a very preliminary level of detail. These impacts are presented in Table 1.

Request for Pedestrian Underpasses
Leslie Street and St. John Sideroad, Town of Aurora

Table 1
Incremental Impacts of Options

Option	Description	Incremental Environmental Effects	Relative Impacts	Relative Costs
1	Combine underpass crossings with watercourse culverts	• Significant grading and vegetation removal • Significant long-term operational, maintenance and future replacement costs • Significant pedestrian safety and security concerns through a long tunnel (60-80 metres) structures • Must be constructed as part of road improvements • Extremely high capital cost (over \$1M per crossing)	High	High
2	Separate underpass crossings at the Valley floor elevation	• Significant grading and vegetation removal • Significant long-term operational, maintenance and future replacement costs • Significant pedestrian safety and security concerns through a long tunnel (60-80 metres) structures • Significant constructability issues if not constructed as part of the road improvements • Extremely high capital cost (over \$1M per crossing)	High	High
3	Separate underpass crossings just below the elevation of the pavement	• Moderate grading and vegetation removal • Significant long-term operational, maintenance and future replacement costs • Pedestrian safety and security concerns through a tunnel (40-60 metres) structures • Moderate constructability issues if not constructed as part of the road improvements • High capital cost (over \$1M per crossing)	Medium	Medium
4	Overpass crossings	• Significant grading and vegetation removal required in order to construct the approach ramps - to meet AODA standard these ramps will be at least 80 metres long and would be required at both ends of each structure • Additional property required to accommodate structure supports and approach ramps • Poor aesthetics and integration between overpass structures and surrounding natural and built environments • Significant long-term operational, maintenance and future replacement costs • Significant difference in grade for pedestrians between the trail and overpass elevations • Moderate constructability issues if not constructed as part of the road improvements • Extremely high capital cost (over \$1M per crossing)	High	High
5	At-grade crossings	• Difference in grade for pedestrians between trail and pavement elevations • Low long-term operations, maintenance and future replacement costs • Moderate capital cost (\$100K-\$200K per crossing)	Low	Low

Building grade-separated crossings (underpass or overpass) as part of the initial road construction would be easier than retrofitting these later

The construction of the watercourse crossing structures pose significant constructability challenges, including the length, depth relative to the roadway elevation, significant excavation requirement and traffic management during construction. Therefore, in light of these challenges, the incremental issues associated with incorporating the pedestrian crossings during construction of the road improvements are minor.

The risks of constructing in the vicinity of York Region's 750 mm watermain would necessitate significant protection measures.

The incremental challenges associated with building the grade-separated pedestrian crossings following York Region's road improvement projects are significant. These will include access, traffic control on a wider and busier roadway, restoration, etc.

While Option 3 is the preferred grade-separated alternative, a preliminary estimate of the initial capital construction cost for it, is approximately \$4.4M

From the grade-separated options, Option 3 is preferred. This option has similar benefits to the other grade-separated options; however, the incremental environmental effects, relative impacts and relative costs are the lowest, of the grade-separated options.

As part of the technical analysis a preliminary estimate of the initial capital costs of the preferred grade-separated option, Option 3, concurrently with the road improvements is approximately \$4.4M of which, \$3.2M is for the crossings of Leslie Street and \$1.2M is for the crossing of St. John's Sideroad.

This represents the initial capital costs of constructing the structures and does not include the ancillary work of building the trail system, lighting and security measures, special requirements, if any, to satisfy *Accessibility for Ontarians with Disabilities Act* (AODA) requirements, etc. Further, in order to fully understand the total lifecycle costs of these grade-separated pedestrian crossings, a fulsome review of the long-term operation and maintenance costs should be undertaken.

It must be noted that the Region has not included the extremely high capital costs of such crossings in the 10-Year Roads Construction Program. In light of the greater environmental impacts, these options are not considered to form part of the technically-preferred solution to be advanced through the Region Class EA submission. Furthermore, it is suggested that Regional funding options not be considered further in the absence of a comprehensive policy review.

Overall Option 5, is the preferred alternative for accommodating pedestrian movements and trail use in the vicinity of Leslie Street and St John's Road because it achieves the same benefit for pedestrians and cyclists and is significantly less expensive

When considering the overall balance of impacts and benefits, Option 5 is the preferred alternative. There are Regional benefits of providing at-grade pedestrian crossings separate from the signalized intersections, as noted above. On a balance of impacts, the at-grade crossings are significantly less impact than any of the grade-separated crossings and could be accommodated within the Region's 10-Year Roads Construction Program in the future.

Further, Option 5 does have significant additional benefits over the grade-separated options, some of which include:

- Limited incremental impacts from a natural environment perspective.
- Removes the safety and security concerns with directing trail users to a tunnel structure.
- Provides better connectivity between the proposed on-road bike lanes on Leslie Street and St. John's Sideroad and the perpendicular trail system.
- Nominal incremental capital costs and operation and maintenance costs.
- Potential for York Region to fund both the capital construction and operation and maintenance costs of at-grade pedestrian crossings.
- Nominal incremental cost of constructing the at-grade crossings as a retrofit following the road improvements.

Regional staff are now moving forward to submit the Class EA for the Leslie Street improvements with the at-grade crossings forming part of the technically-preferred solution and completing the St. John's Sideroad detailed design improvements including as at-grade crossing

As part of the technically-preferred solution for Leslie Street, at-grade pedestrian crossings will be included in the final Environmental Study Report (ESR). The ESR will document the need and justification for the pedestrian crossings and will include an analysis of the options considered and the final recommendation.

As part of the St. John's Sideroad detailed design project, Regional staff will incorporate at-grade pedestrian crossing to accommodate future pedestrian movements in the area.

5. FINANCIAL IMPLICATIONS

The capital construction cost of four at-grade pedestrian crossings has been estimated to be approximately \$300K

The estimated initial capital costs of constructing four at-grade pedestrian crossings in the vicinity of Leslie Street and St. John's Sideroad is approximately \$300K; the timing of the expenditure is unknown because it is dependant on the construction of the trail system planned by the Town of Aurora.

6. LOCAL MUNICIPAL IMPACT

The Town of Aurora will benefit from having a connected trail system between the residential land uses west of Leslie Street with the employment land uses east of Leslie Street. Providing safe and efficient means for pedestrians and trail users to cross the Regional Roadways while using the trails will provide benefit not only to the Town of Aurora but also York Region.

7. CONCLUSION

Based on their safe and secure accommodation of pedestrians and cyclists and their low cost, at grade crossings are the preferred solution for trail-user crossings of the Regional roadways and will be documented in the Environmental Study Report for York Region's Class EA for Leslie Street from Wellington Street to Mulock Drive.

For more information on this report, please contact Mr. Paul Jankowski, General Manager, Roads at Ext. 5901.

Recommended by:

Approved for Submission:

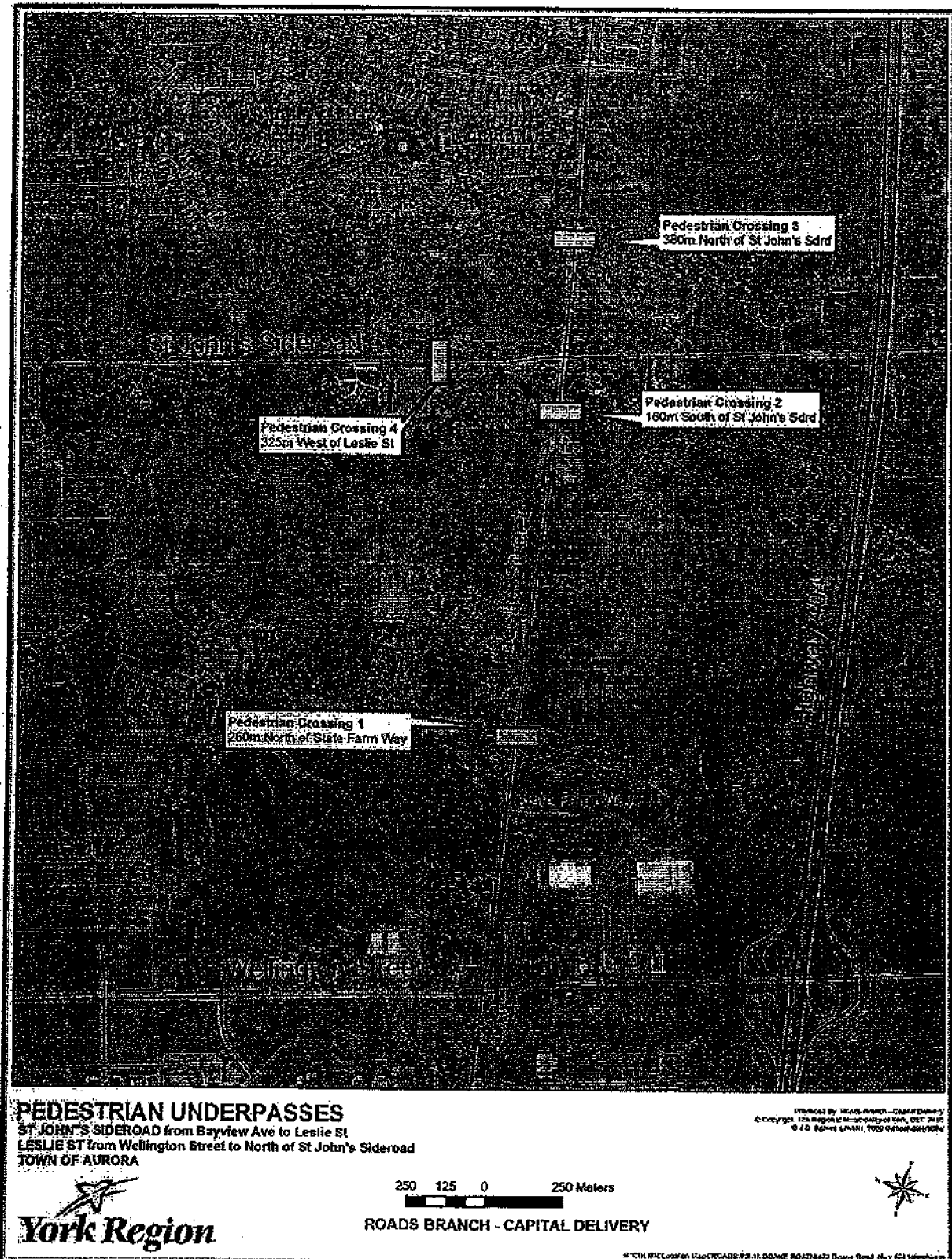
Kathleen Llewellyn-Thomas, P. Eng.
Commissioner of Transportation Services

Bruce Macgregor
Chief Administrative Officer

January 24, 2011

Attachments - 2
EC/SC/mh
3038185





APPENDIX "D"

Clarke, Ann

Subject: FW: Leslie St EA - Pedestrian Tunnel Cost Estimate

From: Chiu, Edward [mailto:Edward.Chiu@york.ca]
Sent: October 20, 2011 3:37 PM
To: Simanovskis, Ilmar
Subject: FW: Leslie St EA - Pedestrian Tunnel Cost Estimate

Good afternoon Ilmar,

I understand that you are looking for the estimate that was used for the pedestrian crossings on Leslie Street.

Please find the estimate provided by GENIVAR for your use. You will note that this cost is significantly higher than what was provided in our Council Report (\$8M versus \$3.2M).

That is because the cost identified in the Council Report is located approximately 1 m below the road elevation versus what the Town was suggested (ie., at the same elevation as the watercourse crossing). As the elevation of the underpasses is further below the road grade, the cost of the underpasses will increase due to the required length of the crossing.

Hopefully this information can be of use to you.

Edward Chiu, P.Eng.
Sr. Project Manager
Capital Delivery - Roads
Transportation Services
The Regional Municipality of York
90 Bales Dr. E.
East Gwillimbury, Ont. L0G 1V0
P# 905-830-4444 x5908
F# 905-836-4590
email: edward.chiu@york.ca

From: Tony Fares [mailto:Tony.Fares@genivar.com]
Sent: Friday, August 06, 2010 2:08 PM
To: Chiu, Edward
Cc: Vivian Mak; Carl Woodman
Subject: RE: Leslie St EA - Pedestrian Tunnel Cost Estimate

Hi Ed,

You may assume that the design fee is 8-10% of construction cost (say \$ 800,000). This will include the electrical and Foundation design fees.
EA study would be a separate fee (Say \$100,000).

Regards

10/25/2011



Tony Fares, P.Eng. | Structural Engineer
 GENIVAR | *Constructive people*
 221-39 Robertson Rd, Ottawa, ON, K2H 8R2
 Tel # 613-828 4445, Fax # 613-828 4077
www.genivar.com



Please consider the environment before printing this message.

From: Tony Fares [mailto:Tony.Fares@genivar.com]
Sent: Friday, August 06, 2010 1:16 PM
To: Chiu, Edward
Cc: Vivian Mak; Carl Woodman
Subject: RE: Leslie St EA - Pedestrian Tunnel Cost Estimate

Hi Ed,

Here below the cost estimate (class D) for 3 pedestrian tunnels:

• Geo. Tech investigation:	0.15 M.
• Traffic Control:	2.50 M.
• Protection system:	0.750 M.
• Environmental protection	0.25 M.
• Excavation (7500m ³ x \$20)	0.15 M.
• Granular B (16000t x \$15)	0.24 M.
• Concrete & Rebar (650m ³ x \$2500)	1.63 M.
• Lighting	0.20 M.
• Misc.	<u>0.50 M</u>
Total	6.37 M x 25% (contingency) = 8 M

Regards



Tony Fares, P.Eng. | Structural Engineer
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 Tel # 613-828 4445, Fax # 613-828 4077
www.genivar.com



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10/25/2011

LESLIE STREET

11+800 11+900

15.0m BOULEVARD
15.0m SIDE LANE
3.5m THROUGH LANE
3.5m THROUGH LANE
3.5m THROUGH LANE
1.5m SIDE LANE
15.0m BOULEVARD

ON ORBIT SEPARATOR

NEW RETAINING WALL
1.0m CULVERT-EXTENSION

NEW HEADWALL

PROPOSED PEDESTRIAN
AT CROSSING REQUIRED
(TO BE CONFIRMED
WITH TOWN OF AURORA)

EXISTING NEW
PROPERTY REQUIRED
DRAINAGE REQUIRED
APPROXIMATE GRADING LIMIT

ST. JOHN'S
SIDEROAD

LESLIE STREET STA. 12+010.216
= ST. JOHN'S SIDEROAD STA. 20+005

MATCHLINE - STA. 12+100
SEE PLATE 10

MATCHLINE - STA. 12+080
SEE PLATE 11

MATCHLINE - STA. 11+700
SEE PLATE 07

NOTE: SECTION LOCATIONS AND CONFIGURATION
FROM THE 50' JAW DEVELOPMENT WILL
BE DETERMINED AND RECORDED AS
APPROPRIATE DURING SURVEY STAGE.

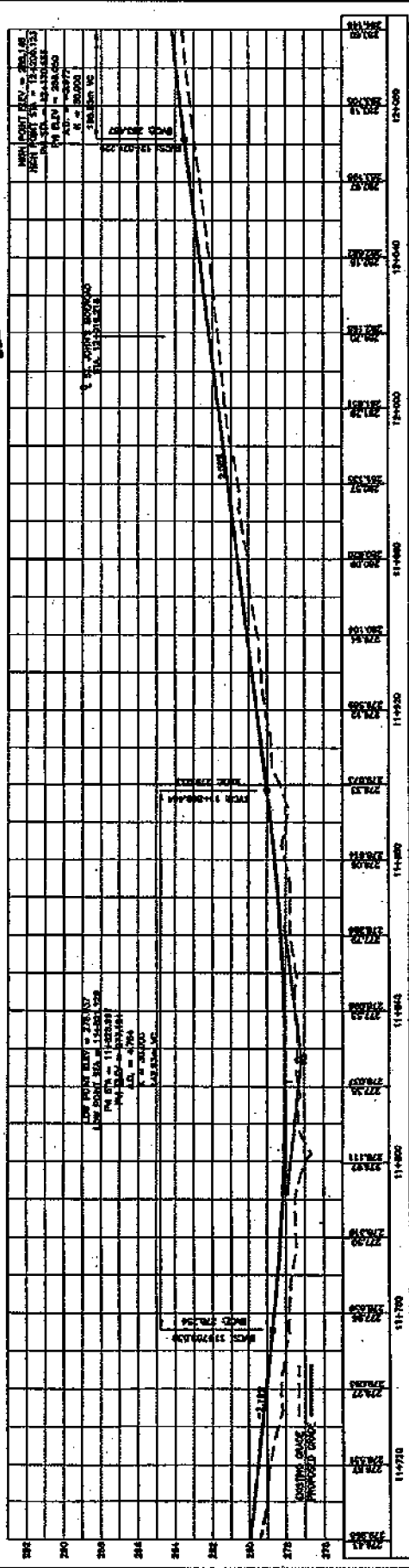


FIGURE 7-1 LESLIE STREET • PLATE 08

RECOMMENDED PLAN AND PROFILE

Lea's Street Class Environmental Assessment Study
Town of Aurora / Town of Westminster

APPENDIX "F"

Leslie Street Crossing Just South of St. John's Sideroad

Order of Magnitude Estimate (-25% +75%)

Case 1- At Grade Crossing

Element	Unit	Quantity	Cost	Extension
Pedestrian Crossing (Regional Contribution) (Approx 17 m)	LS	1	\$ 150,000	\$ 150,000
West trail approach from valley 3m wide	m	50	\$ 140	\$ 7,000
East trail approach from valley 3m wide	m	30	\$ 140	\$ 4,200
General earth works grading and slope stabilization	LS	1	\$ 10,000	\$ 10,000
Total Estimate				\$ 171,200

Case 2- Underpass 1 m below grade

Element	Unit	Quantity	Cost	Extension
Underpass (43m per region estimate)	LS	1	\$ 1,000,000	\$ 1,000,000
West trail approach from valley 3m wide	m	37	\$ 140	\$ 5,180
East trail approach from valley 3m wide	m	27	\$ 140	\$ 3,780
General earth works grading and slope stabilization	LS	1	\$ 5,000	\$ 5,000
electrical supply	LS	1	\$ 15,000	\$ 15,000
lighting	m	43	\$ 200	\$ 8,600
AODA considerations (Unknown at this time)	LS	1	\$ 5,000	\$ 5,000
Total Estimate				\$ 1,042,560

Case 2- Underpass 1 m below grade

Element	Unit	Quantity	Cost	Extension
Underpass (60m to reach river valley)	m	60	\$ 30,200	\$ 1,812,000
West trail approach from valley 3m wide	m	6	\$ 140	\$ 700
East trail approach from valley 3m wide	m	5	\$ 140	\$ 700
electrical supply	LS	1	\$ 20,000	\$ 20,000
lighting	m	60	\$ 200	\$ 12,000
AODA considerations (Unknown at this time)	LS	1	\$ 5,000	\$ 5,000
Total Estimate				\$ 1,850,400

30% increase to account for increased surcharge



S
 Council Approved: Y N
 CAO Approved: Y N

THE Pedestrian and Cycling Municipal Partnership Policy	NO Approval Date: Last Updated:
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POLICY STATEMENT:

This policy allows York Region to provide up to 50% funding to local municipalities and stakeholder groups for qualifying pedestrian and cycling infrastructure that support a regional scale network.

APPLICATION:

By approving a fixed budget each year and by providing an evaluation strategy for qualifying and ranking applications, this policy shall be used to provide funding to local municipalities and stakeholder groups for the qualifying pedestrian and cycling infrastructure.

PURPOSE:

The purpose of this policy is to allow York Region to participate in the construction of qualifying local municipal and stakeholder group pedestrian and cycling infrastructure that serve a regional context. The application process can be found in the Program guidelines in Appendix A.

DEFINITIONS:

Pedestrian and Cycling Municipal Partnership Policy – York Region's technical guideline for the evaluation of pedestrian and cycling infrastructure applications from the local municipalities and stakeholder groups for York Region funding contribution.

DESCRIPTION:

Firstly, on a yearly basis York Region will approve a fixed amount of funding to be provided for Pedestrian and Cycling Partnership projects.

In a typical scenario, local municipality and/or stakeholder group will complete a design study for the proposed project. The municipality and/or stakeholder group must commit a minimum of 50% of the funding, but will be seeking financial assistance for the initiative.

The local municipality and/or stakeholder group prepares an application to York Region's 'Pedestrian and Cycling Municipal Partnership Program' and submits the application by the established deadline.

Upon receipt of the pedestrian and cycling partnership application, the York Region Pedestrian and Cycling Review Team evaluates each application to determine the level of Regional funding contribution in accordance with criteria outlined in the Municipal Partnership guidelines and recommends qualifying applications for funding to Regional Council.

Any unallocated funds from the Municipal Partnership Program will be carried forward year to year.

RESPONSIBILITIES:

The Pedestrian and Cycling Review Team will be created in order to take on the role of reviewing and scoring all applications. The team will be made up of the following personnel:

- Manager, Transportation Planning
- Cycling Program Coordinator
- Director, Roads Capital Delivery
- Manager Service Planning, Transit
- Manager, Long Range Planning
- Manager, Health Department

The team may also include representatives for the affected local municipalities as needed.

REFERENCE:

Draft Approval (Regional Council Report #, Clause #, DATE)

CONTACT:

Director, Infrastructure Planning – Planning and Development Services Department

APPROVAL INFORMATION

CAO Approval Date:

Committee:

Clause:

Report No:

Council Approval:

Minute No.

Page:

Date:

Appendix A of Attachment 1



Pedestrian and Cycling Municipal Partnership Program Guidelines



1. Background:

The purpose of the Pedestrian and Cycling Municipal Partnerships Program is to encourage walking and cycling by accelerating the development of pedestrian and cycling infrastructure throughout York Region. Walking and Cycling for transportation purposes (work, school and errands) reduces the number of trips made by motor vehicles and contributes to the reduction of traffic and green house gas (GHG) emissions, thereby improving the quality of life for York Region residents.

2. Funding:

This capital cost-sharing program is administered and funded by the York Region. The Region will contribute up to 50% of the construction cost of a project under this program. The partnership program is funded in the amount of \$500,000 per year and will be based on approved submissions for a particular budget year. The amount of project funding will be based on the policy adopted by Council. No approval will be granted for work already done, as the intent of the Program is to expand municipal pedestrian and cycling infrastructure. If a third party, including another agency, is contributing to a project, that contribution must be deducted from the project's total eligible cost and the Program share calculated on the balance.

Projects approved under the Program must adhere to the design and route submitted to receive funding. Changes proposed after a contribution agreement is signed must be approved by the Region prior to construction, although approval is not guaranteed.

Any unallocated funds from the Municipal Partnership Program will be carried forward year to year.

3. Eligible Projects:

The Region will only provide financial assistance for infrastructure which forms part of a network plan prepared and adopted by a municipality and/or agency (i.e. Conservation authorities, trail associations, etc.).

Plans that have been adopted by a local government, or which will be incorporated into the next update of the official community plan, will be accepted as a network plan.

In order for a project to be eligible, design work and public consultation must be completed prior to application, with the project "shelf ready" for construction.

Eligible projects include those that encourage commuter walking and cycling through the development of infrastructure that supports a Regional scale network.

The following criteria must all be met in order for the proposed project to be considered for partnership funding. The project must:

- Support a Regional scale network.
- Support the objectives and policies of the Region.
- Be supported by a resolution of local council.
- Accompanied by a design study.
- Accompanied by a commitment from the local municipalities and/agency for:
 - 50% or more of the capital cost of construction.
 - All maintenance and rehabilitation responsibilities.

4. Eligible Costs:

The Partnership Program will assist local municipalities and key stakeholder groups in expanding their network by funding up to 50% of eligible capital work. The Program share is calculated from the total capital cost of the project net of all third party contributions.

Regional staff will evaluate each project on the basis of the identified technical criteria to determine the percentage of Program funding. A list of recommended projects would then be presented to Regional Council for approval.

Eligible proposals include, but are not limited to, projects that:

- Are supportive of commuter walking or cycling.
- Are on-road or off-road facilities for public use under the jurisdiction of local municipalities, conservation authorities or other stakeholders that serve a Regional context.
- Provide linkages to multi-modal facilities.
- Help reduce traffic congestion on a Regional road.
- Connect neighbouring municipalities.
- Remove barriers (e.g. crossing of a Regional road) and enhances the overall experience of the user.
- Are part of an adopted network plan.
- Provide a safe walking/cycling environment.
- Are for public use.
- Are new projects.
- Are ready for construction.

Non-eligible proposals include, but are not limited to, projects that:

- Emphasize localized recreational cycling/walking.
- Already have full funding commitment from other sources.

Typical eligible items are labour and material costs for:

- Pavement Material
- Signage
- Safety Barriers
- Hard Landscaping

- Lighting (as per Regional policy)
- Bridge Structures
- Utility Relocation
- Traffic Control
- Project Management.

Project elements not eligible for Regional funding include:

- Property acquisition
- Administration / overhead
- Design and planning
- Landscaping
- Maintenance works
- New curb & gutter (unless necessitated by project design)
- New sidewalks (unless necessitated by project design)
- Interlocking pavers
- End of trip facilities that are not part of the construction project (i.e. bike racks, lockers, etc.).

5. Project Selection:

Proposals are selected using a priority ranking system to determine which applications best meet the Program's goal of encouraging commuter walking and cycling, reducing traffic congestion and that support a Regional context. Each application is given a score and in cases where funding is not available for all applications submitted in a budget year, the applications scoring the highest would be recommended for the upcoming year's funding.

The higher the leveraging of Program funding, the higher will be the priority ranking in the selection process. Hence, projects requiring more proportional share of Program funding will be given a sliding score in the priority ranking in the selection process.

Funding for projects is awarded based on the following:

- Number of Regional objectives met
- Cost effectiveness
- Scale/overall plan and phasing
- Safety
- Potential usage
- Construction timing
- Connections/linkages
- Remove barriers
- Attractiveness of the project.

6. Application Package:

Applications submitted under the MPP must include the following materials:

- Rationale for the route and the long term goals and objectives of the project (see Project Description on the application form)
- Network plan
- Fully completed application form including:
 - Evidence that public consultation is complete and that issues have been addressed
 - Copies of all necessary permits
 - Cost estimates and listing of works to be undertaken

- Regional approval, if applicable
- Detailed description of design and works to be completed.
 - A typical cross-section drawing
 - Detailed design drawings.
- Warrants for traffic signals - the following information (stamped by a P. Eng. or certified by the municipal clerk that the information is correct) must be attached for the main and cross street where each signal is proposed:
 - Traffic signal warrant sheet
 - Pedestrian signal warrant sheet
- Map detailing the following:
 - Existing network and proposed routes
 - Existing road network
 - Location of trip generators such as town centres, recreation facilities and schools
 - Municipal boundaries and portions of neighbouring municipalities
- Additional material may include:
 - Letter(s) of endorsement from local pedestrian and cycling groups, schools, major employers, etc.
 - Colour photographs of the project site

7. Submission Deadline:

Local municipalities and stakeholders must make an application for Program funding via the Pedestrian and Cycling Municipal Partnership application form. For 2007 and 2008 funding allocation, interested parties must submit an application by August 1, 2007 for projects to be considered for the 2007 and 2008 construction seasons.

As a standard procedure starting in 2008 for budget allocation for 2009 and beyond, interested partners must adhere to the following timelines to qualify for Regional funding contribution.

March 31 Receipt of Qualified Proposal and Draft Cost Estimate

The submission of an application is required by March 31 of each year where the application will be screened for eligibility.

September 01 Finalized Design and Cost Estimate

By September 1st of the same year, applicants will be required to submit a complete design study for Regional review as well as a detailed cost breakdown of the project.

November 01 Budget Submission

As per the submitted and agreed upon project cost estimate, budget submissions for the successful applications for each year will be forwarded to Council recommending the Region's contribution to the projects for approval.

January / February Budget Approved - Funds Available

When the Regional Roads Capital Budget is approved, Program funding will then be committed for the construction works associated with the successful applications.

Please send application packages, or direct questions to:

Rosa Ruffolo
TDM Coordinator
Planning and Development Services Department
Regional Municipality of York
17250 Yonge Street
Newmarket, Ontario
L3Y 6Z1
Rosa.Ruffolo@york.ca
Phone: 1-877-464-9675x5061
Fax: 905-895-0191