



## Committee of the Whole Report

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**Report Number:** PLAN2022-006  
**Meeting Date:** February 8, 2022  
**Title:** Active Transportation Master Plan (ATMP) Task Force  
**Description:** Terms of Reference for the ATMP Task Force  
**Author and Title:** Jonathan Derworiz, Planner II

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### Recommendations:

**That** Report PLAN2022-006, **Active Transportation Master Plan (ATMP) Task Force**, be received for information;

**That** the ATMP Task Force Terms of Reference, substantially in the form attached as Appendix A to Report PLAN2022-006, be approved and adopted by Council; and

**That** these recommendations be brought forward to Council for consideration at the next Regular Council Meeting.

**Department Head:** \_\_\_\_\_

**Legal/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

The Active Transportation Master Plan (ATMP) will contain a strategy for safe, equitable and comfortable alternative methods of transportation for residents, tourists and visitors of the municipality. The AMTP will recommend and prioritize short-, medium-, and long-term objectives to formalize and enhance the City's active transportation network and adhere to the principles, goals, objectives and policies of the City's Official Plan, Secondary Plans, Trails Master Plan, Transportation Master Plan, Transit Master Plan, Integrated Community Sustainability Plan and Healthy Environment Plan.

The following motion was adopted at the April 23, 2019 Council Meeting:

**That** the April 9, 2019 Memorandum from Directors Marshall, Rojas and Shanks regarding Active Transportation Master Planning, be received; and

**That** staff be directed to include funding for an Active Transportation Master Plan for the City of Kawartha Lakes as a decision unit in the 2020 budget; and

**That** staff be directed to bring forward a business plan to support this funding request and to identify potential grant funding opportunities relating to approval of an Active Transportation Master Plan.

## **Rationale:**

Developing an Active Transportation Master Plan has been a direction of Council and Staff for the last six years. Provincial policy including the Provincial Policy Statement and the for the Greater Golden Horseshoe Growth Plan direct municipalities to ensure that active transportation networks are comprehensive and integrated into Transportation Planning.

Many of the City's guiding documents and plans promote the establishment of an Active Transportation plan in order to maximize opportunities for active non-motorized recreation and physical activity to create a safe, healthy and active community. Funding in the amount of \$100,000 has been allocated for this project in the City's 2021 Tax-Supported Capital and Special Projects budget. The City has recently awarded the 18-month ATMP project contract to CIMA+.

Development of the ATMP will include extensive public consultation and stakeholder engagement. The result of this project will be a plan for active transportation in the municipality that contains recommendations and implementation items to develop a safe, equitable and connect active transportation network.

As a resource to help guide this project, staff support the establishment of both a steering committee and technical advisory committee comprised of internal and external agency representatives. The steering committee is in the form of a City Task Force, and as such, has members appointed by Council.

### **ATMP Task Force**

The Task Force shall be comprised of a maximum of 15 members consisting of up to eight stakeholders, up to six members of the public and one Council representative. The contributions of the Task Force are critical to the development of an equitable and holistic ATMP that considers the diverse make-up of the community.

The Task Force Terms of Reference at Appendix "A" to this report includes details pertaining to the Task Force Mission, Roles and Responsibilities, Activities, Composition, Appointment of Officers, Resources, Meetings and Logistics, Reporting, Purchasing, and Insurance.

Once appointed, the members of the Task Force will be introduced to the project with an overview of the objectives and the work plan. The Task Force will provide direct input to the Project Team, and identify issues, review and discuss strategies, policies and reports including a draft ATMP, provide advice on a public consultation process, and attend meetings and open houses. Staff anticipate a minimum of four Task Force meetings over the development of the ATMP, resulting in recommendations to the City's Planning Advisory Committee and Council for the implementation and completion of the ATMP.

### **Other Alternatives Considered:**

No other alternatives have been considered.

### **Alignment to Strategic Priorities:**

The Strategic Priorities identified by the 2020-2023 Kawartha Lakes Strategic Plan are:

- 1) Healthy Environment
- 2) An Exceptional Quality of Life
- 3) A Vibrant and Growing Economy
- 4) Good Government.

The purpose of the Active Transportation Master Plan is to provide a vision and framework for safe and connected alternative transportation within the municipality. The development of a robust and equitable Plan will demonstrate all four of the City's Strategic Priorities.

## **Financial/Operation Impacts:**

There are no financial or operational impacts to the City as a result of striking the Task Force.

## **Consultations:**

CIMA+.

## **Attachments:**

### **Appendix 'A' – ATMP Terms of Reference**



Appendix A.pdf

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**Department Head:** Richard Holy, Director of Development Services

**Department File:** D06-2021-029