

# Confirmed ATMP Recommendations

Date updated: 07.26.23; Updated by: C. Basinski

Indicates a priority recommendation as discussed at the task force meeting; critical to the success of the ATMP

<b>Immediate</b> Recommendations that can be implemented once the plan has been adopted	<b>Internal Single Lead</b> Implementation will be achieved by one department	<b>Could include:</b> - Development Services	<b>Could include:</b> - Kawartha TCT - EAB - Kawartha Lakes Cycling Club - Local Developers - HKPRD Health Unit - Kawartha Tourism - Ontario by Bikes - School Boards	<b>Existing</b> Effort accommodated by current staff employed by the City where additional effort is required	<b>Low</b> Low cost and easy to implement with existing budgets	<b>Yes</b> Could be covered by external funding
<b>Alternate Timing</b> Recommendations which can be implemented once other initiatives or work has been completed	<b>Internal Coordination</b> Implementation will be achieved by departments in coordination	<b>Could include:</b> - Community Services - Engineering & Corporate Assets		<b>New Partial</b> out of the context of the current staff roles but could be undertaken by partial existing staff	<b>Moderate</b> Moderate cost with some new monies required	<b>No</b> No potential and/or need for external funding coverage
<b>Requires Investigation</b> Recommendation which require additional research/review to be undertaken to confirm next steps	<b>External</b> Implementation will require internal and external support	<b>Could include:</b> - Public Works - Corporate Services		<b>New Full</b> Out of the context of current staff and would require new staff to fulfill role	<b>High</b> High degree of effort associated with the project with new budget required	<b>Partial</b> May be able to acquire some funding for the recommendation

## Network

	Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
1	The active transportation network is to be used as the blueprint for the identification and design of on-road active transportation infrastructure with a focus on safe and comfortable connectivity between and around communities.		Internal Coordination	Development Services Community Services Engineering	None	Existing	Low	No
2	The active transportation network is to be integrated and coordinated with the proposed trail projects and focus areas as identified in the City's Trails Master Plan 2022 to achieve seamless network connectivity and design.		Internal Coordination	Development Services Community Services Engineering	None	New Partial	Moderate	No
3	An assessment of parking needs within the built-up area is to be undertaken and where demand is not demonstrated, consideration should be given to reallocating the space to accommodate active transportation infrastructure.		Internal Coordination	Development Services Engineering	None	New Partial	Low to High	No

## Guidelines

	Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
4	The design guidance provided in the ATMP as well as other provincially accepted design guidelines such as OTM Book 18 will be used as the primary reference for all AT infrastructure include road retrofits and new developments.		Internal Coordination	Development Services Engineering	None	Existing	Low	No
5	Development standards are to be amended to reflect acceptable active transportation facility design standards including the accommodation of both pedestrian and cycling infrastructure on all major arterials and collectors (1.5m minimum sidewalk on both sides and appropriate cycling infrastructure as per OTM Book 18).		Internal Single Lead	Development Services	None	Existing	Low to Moderate	No
6	Where the desired active transportation infrastructure cannot be accommodated along the proposed corridor, traffic calming treatments and speed reducing to a minimum of 40km/h are to be implemented to improve active transportation conditions.		Internal Coordination	Development Services Engineering	None	Existing	Low to Moderate	No
7	The proposed ATMP routing and design solutions including recommended speed reductions on select streets should be reviewed in collaboration with the City's public works department with a focus on developing and implementing an urban area speed reduction campaign.		Internal Coordination	Development Services Engineering	None	Existing	Moderate	Partial
8	Bicycle parking is to be implemented at all community destinations that encourage active transportation including libraries, schools, community centres, park spaces, downtown nodes and bicycle hubs. Specific locations and parking alternatives are to be determined based on the guidelines provided in the ATMP.		Internal Coordination	Development Services Community Services	EAB Kawartha Cycling Club	New Partial	Moderate	Partial
9	The selection of preferred and appropriate bicycle parking solutions in locations throughout the City should be guided by the ATMP bicycle parking design guidance as well as best and comparable practices.		Internal Coordination	Development Services Community Services Engineering	EAB Kawartha Cycling Club	New Partial	Moderate	Partial
10	On all rural roadways a min. 1.5 m asphalt shoulder should be provided as part of road rehabilitation and reconstruction projects with a paved shoulder by-law developed and adopted to prioritize future implementation.		Internal Single Lead	Engineering	None	Existing	Low to High	No
11	Within the urban areas of the City, active transportation facilities should be constructed with asphalt or comparable surface treatment at the appropriate minimum width as per Ontario Traffic Manual Book 18 guidance. Sidewalks are to be consistently constructed using a cement treatment at a minimum 1.5m in width.		Internal Single Lead	Engineering	None	Existing	Low to High	No
12	Bicycle repair stations are to be implemented at bicycle hub locations as well as strategic community locations such as schools, downtown nodes and major / minor trailheads as identified through the Trails Master Plan update.		Internal Coordination	Development Services Community Services	None	Existing	Low	Partial

13	Allocate sufficient space to implement bike corral stations within the downtown areas of Lindsay, Bobcaygeon and Fenelon Falls with the opportunity to expand into other communities if demand warrants.		Internal Coordination	Development Services Engineering	None	Existing	Low to Moderate	Partial
14	When active transportation routes and facilities are being implemented or intersections are being reviewed by City staff, every effort should be made to implement crossing enhancements that accommodate pedestrians and cyclists in a safe and comfortable manner consistent with OTM Book 15 and 12.		Internal Coordination	Development Services Engineering	None	Existing	Low to Moderate	No
15	When confirming the preferred design solution for active transportation projects long primary corridors, every effort should be made to design a fully separated facility as per the options and alternatives outlined Ontario Traffic Manual Book 18 and considerate of the context specific conditions.		Internal Coordination	Development Services Engineering	None	New Partial	Moderate	No

# Policies

	Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
16	A traffic calming policy is to be developed for both the urban and rural areas of the City and adopted through the City's transportation master plan to complement the ATMP network		Internal Coordination	Development Services Engineering	None	Existing	Low to Moderate	No
17	The active transportation network as adopted in the 2023 Active Transportation Master Plan is to be incorporated as a schedule as part of the City's Official Plan along with the necessary policy supports to ensure that the ATMP recommendations are reflected in higher level policy		Internal Coordination	Development Services	None	Existing	Moderate	No
18	The active transportation network as adopted in the 2023 Active Transportation Master Plan is to be acknowledged and incorporated into the City's Transportation Master Plan with consistent recommendations or additional information to support and facilitate the implementation of traffic calming and similar road conditions features.		Internal Coordination	Development Services Engineering	None	Existing	Low	No
19	Where possible, site plan requirements should include the consideration of and design for active transportation users with a focus on strategic place making within parking lots and in between buildings		Internal Coordination	Development Services Community Services Engineering	Local Developers	Existing	Low	No
20	Applicable municipal guidelines, standards, and bylaws are to be reviewed and amended / updated to reflect the policy framework and suggested revisions as identified within the Active Transportation Master Plan		Internal Coordination	Development Services Community Services Public Works	None	Existing	Low	No
21	Develop and adopt a complete streets policy or guide as they review and adapt road classifications to reflect changes in land use patterns and growth.		Internal Coordination	Development Services Engineering	None	New Partial	Low to Moderate	No
22	Emerging and complex policy topics such as e-mobility should continued to be monitored and discussed by the City and its partners to continually adapt and address policy concerns and opportunities.		External Coordination	Development Services	EAB Kawartha Lakes Cycling Club Kawartha Public Health	Existing	Low	No

# Implementation

	Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
23	Implementation of the AT network is to be monitored and updated relative to new development opportunities to ensure that the development approvals and site plan approval process incorporate active transportation features to the fullest extent possible.		Internal Single Lead	Development Services	Local Developers	Existing	Low to Moderate	No
24	Planning and development are responsible for the coordination of the active transportation master plan and will meet annually with representatives from the community services department and public works to ensure that there is sufficient coordination between the functional transportation plans adopted by the City.		Internal Coordination	Development Services Engineering Public Works Community Services	None	Existing	Low to High	Partial
25	On an annual basis, seek the input of ATMP partners - as outlined in the partnership strategy - to discuss active transportation infrastructure, programming and maintenance priorities.		External	Development Services	Kawartha TCT EAB Kawartha Lakes cycling Club Kawartha Public Health Kawartha Tourism School Boards	New Partial	Low	No
26	Active transportation priorities will be reviewed on an annual basis to determine which projects and programs are to proceed to implementation. Status updates and project recommendations will be summarized in an annual report to Council which will go forward at the same time as the report prepared for the trails master plan.		Internal Coordination	Development Services Engineering Public Works Community Services	None	New Partial	Low	No
27	A dedicated staff person should be identified to support and coordinated the implementation of the ATMP starting with an existing staff member and expanding to 1.0 additional FTE in year two. Depending on the level of effort required to implement the plan this may increase to 1.5-2.0 FTE based on future assessment of need.		Internal Single Lead	Engineering Development Services	None	New Full	Moderate	No
28	A partnership strategy will be implemented to support and facility the implementation of the ATMP based on the guidance provided within the ATMP document related to appropriate roles and responsibilities		External	Development Services	Kawartha Lakes Cycling Club Local Developers EAB Kawartha Tourism Ontario by bike School Boards	New Partial	Low to Moderate	No
29	Partnerships with key stakeholders and organizations that are in alignment with or support of active transportation should continue to be supported as part of enhanced community outreach.		External	Development Services	Kawartha Lakes Cycling Club Local Developers EAB Kawartha Tourism Ontario by bike School Boards	New Partial	Low to Moderate	No
30	Within the Engineering capital budget a line item of \$500,000 be identified for the implementation of active transportation projects in addition to exploring external funding opportunities as provided within the ATMP		Internal Single Lead	Engineering	None	New Partial	Low to High	Partial
31	Within the Public Works division operations budget, the line item for maintenance will be increased to \$200,000 with appropriate increases to the budget per annum based on km implemented.		Internal Single Lead	Public Works	None	Existing	Low to High	Partial
32	Within the Planning and Development Division capital budget a line item of \$50,000 be identified for the implementation AT related education and encouragement strategies with the potential to increase to \$100,000		Internal Single Lead	Development Services	None	Existing	Moderate	Partial
33	Municipal staff should annually explore external funding options and alternatives at the federal and provincial level to determine if there are opportunities to secure monies to support the implementation of the ATMP beyond municipal monies.		Internal Single Lead	Development Services Engineering	None	New Partial	Low	Yes
34	Donations to support the implementation of the ATMP should be encouraged from community groups and members with the potential for a dedicated account to monitor and track annual donations aligned with municipal planning and budget decision making		External	Development Services	External partners will be determined based on the interest of private entities	New Full	Low	No
35	The proposed phasing strategy as identified in the ATMP is to be used as the primary reference by City staff to determine annual active transportation projects and priorities and is to be reviewed and updated every 5 years.		Internal Coordination	Development Services Engineering Community Services	None	New Partial	Low	No

# Programming

Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
36 Provide additional support and maintenance of the existing Bike Share program within the City's urban and built-up areas in partnership with the community groups and external organizations that are responsible for implementation and management.		External	Development Services Corporate Services	Kawartha TCT EAB Kawartha Tourism Kawartha Lakes cycling Club	New Partial	Low to Moderate	Partial
37 The Planning and Development division will support the implementation and coordination of AT related education and outreach programs based on the recommended educational strategy outline within the ATMP		External	Development Services Community Services Corporate Services	Kawartha TCT EAB Kawartha Tourism Kawartha Lakes cycling Club School Boards	New Partial	Low to Moderate	Partial
38 Programming will be developed and implemented based on a series of target audiences, including a focus on youth and seniors to support a greater degree of culture shift towards active modes.		External	Development Services Community Services	Kawartha TCT EAB Kawartha Tourism Kawartha Lakes cycling Club School Boards	New Partial	Low to High	Partial
39 Active Transportation promotional materials including hard copy mapping are to be updated on an annual or bi-annual basis to accurately reflect the existing active transportation facilities including coordination with the Parks and Recreation department to ensure both on and off-road opportunities are reflected		Internal Coordination	Development Services Corporate Services Engineering Public Works	None	New Partial	Low to Moderate	Partial
40 The interactive online mapping system should be updated to reflect the existing active transportation and trails network and should continually be monitored and updated as projects are implemented or conditions change to ensure accuracy of information.		Internal Coordination	Development Services Corporate Services Engineering Community Services	None	Existing	Low	No
41 A comprehensive wayfinding and signage strategy - that is integrated with the Trails Master Plan Update - should be undertaken by the City based on the loop routes identified by Kawartha Tourism and routing confirmed through the ATMP with a focus on the built-up areas		Internal Coordination	Development Services Community Services Engineering Public Works	Kawartha TCT EAB Kawartha Tourism Kawartha Lakes cycling Club	New Partial	Moderate to High	Partial
42 An expansion to the Bicycle Friendly Businesses Program should be explored in partnership with Ontario by Bike and local businesses		External	Development Services Community Services	Ontario by Bikes Local Businesses	New Partial	Low	No
43 Explore acquiring a Bicycle and / or Walk Friendly Community designation in partnership with Share the Road Cycling Coalition and other applicable organizations		External	All Municipal Departments	Share the Road Cycling Coalition	Existing	Low	No
44 Support the development of active and safe routes to school programs based on the framework provided in the ATMP with the intent of having one pilot program launched within the first year of ATMP implementation.		External	Development Services	School Boards Kawartha Lakes Public Health	Existing	Low to Moderate	Partial
45 The programs and outreach strategies as identified in the ATMP are to be reviewed and prioritized by Planning and Development in partnership with Parks and Recreation with a minimum of one initiative being undertaken each year in collaboration with local agencies (including but not limited to public health), stakeholders and interests groups.		External	Development Services Community Services Corporate Services	Kawartha TCT EAB Kawartha Tourism Kawartha Lakes cycling Club	Existing	Low to High	Partial

# Monitoring

Revised / Refined Recommendation	Timeline	Implementation Leadership	Internal Impact	External Impact	Staffing Resources	Money Resources	External Funding Opportunities
46 The Active Transportation Master Plan is to be revisited every 5 years and a report generated on the status of implementation and priorities for the next 5 years		Internal Coordination	Development Services Engineering Public Works Community Services	Strategic integration of stakeholders as part of an engagement process to inform the update where appropriate.	Existing	Moderate	Partial
47 The proposed active transportation network is to be reviewed on an annual basis to determine if there are any updates needed such as additional connections or opportunities that are no longer considered feasible		Internal Coordination	Development Services Engineering Public Works Community Services	None	Existing	Low	No
48 Undertake bi-annual walkability audits to inform sidewalk gap identification and the recommendation of local amenities to improve walkability Based on the confirmed framework identified through the ATMP		Internal Single Lead	Development Services	Kawartha ATMP Taskforce	Existing	Low	Partial
49 Ensure that there is appropriate understanding of the current guidelines and practices relative to active transportation by undertaking annual or bi-annual training provided by Ontario Traffic Council or other relevant organizations.		Internal Coordination	Development Services Engineering Public Works Community Services	None	Existing	Low	No
50 Utilize the minimum maintenance standards as the primary reference for the maintenance of active transportation facilities with additional consideration for the seasonal maintenance practices outline within the ATMP.		Internal Coordination	Public Works Community Services	None	Existing	Low to Moderate	No
51 Review the online reporting tool to ensure that the maintenance issues portal can accommodate active transportation related issues or maintenance requests in a way that appropriately documents the issues.		Internal Coordination	Corporate Services Public Works	None	New Partial	Low to Moderate	No
52 Sidewalk maintenance should be a focus to improve and enhance the maintenance practices prioritizing the maintenance of sidewalks on primary corridors and connections to the trail system.		Internal Coordination	Development Services Public Works	None	Partial New	Moderate to High	No
53 Consider the primary routes identified as part of the ATMP network for enhanced winter maintenance based on the maintenance practices identified within the ATMP.		Internal Single Lead	Public Works	None	New Partial	Moderate	Partial
54 Unsafe active transportation (walking and cycling) practices are to be monitored and managed through an integrated enforcement program led by the City in collaboration with OPP and appropriate community partners.		Internal Coordination	Public Works Corporate Services	OPP	New Full	High	Partial
55 The existing Kawartha Lakes touring cycling routes should continue to be monitored and when appropriate updated based on public and stakeholder input if they are not identified as part of the ATMP network.		Internal Coordination	Public Works Engineering	Kawartha TCT	New Partial	Moderate to High	Partial