

Executive

Summary.

The following document summarizes the final report prepared to culminate the development of Halton Hill's own Active Transportation Master Plan (ATMP). Work to develop this new policy began back in November 2018 and was undertaken over the course of a 2-year process. The Halton Hills ATMP builds upon the considerable work that the Town and its partners have undertaken since the adoption of the 2012 Cycling Master Plan. The goal was to provide a comprehensive master plan document that addresses on and off-road active transportation and recreation as well as active mode specific recommendations related to walking, cycling and other self-propelled forms of transportation.

Prior to the completion of a final report, the development of Halton Hill's ATMP was marked by various project deliverables and milestones. The first of which was the project's Technical Memo#1 which detailed the results of a comprehensive review of the municipality's existing site conditions. Notable insights identified related to the community's socioeconomic profile, applicable policy regimes, existing AT programs and facilities and extent of challenges, barriers and opportunities related to further AT adoption. Through this understanding, the memo articulated an AT vision, accompanied by a series of actionable goals, to inform recommendations that would be later developed within the ATMP process. The ATMP was further developed through Technical Memo#2, which applied this understanding within the proposal of various policies, tools and considerations to guide ATMP recommendations. Additionally, the document detailed the results of the plan's supportive public engagement and offered a more complete inventory of the municipality's existing AT infrastructure and policies, through extensive research.

Halton Hill's ATMP is not a prescriptive document but serves as a blueprint to guide the development of active transportation within the community, in accordance with its progressive and future focused vision. The policy will most directly accompany the town's Transportation Master Plan (TMP), by offering additional specificity on the planning of active transportation programs, policies and programs.

ATMP vision and objectives...

The ATMP has been built and based upon two core foundations, the Town's active transportation vision and objectives. These statements articulate how active transportation is valued in the community today and, envisioned for tomorrow. Formally, active transportation is defined as all forms of self-propelled transport, including: walking, cycling and rolling. Also considered are modes that operate with partial electrical assistance, including electronic bikes or, 'e-bikes'.

Though largely autocentric today, Halton Hills bares considerable potential to increase the portion of travel and trips made using active transportation due in part to the municipality's beautiful landscape, cyclable destinations and areas of interest and existing network of trails and other active transportation infrastructure.

To guide all future active transportation planning decisions in accordance with these local values and characteristics, a AT vision was articulated. Through active collaboration with key local stakeholders, including town staff and members of the public, such was stated as follows:

“Establish an environment in the Town of Halton Hills that provides equitable, self-propelled transportation operations and experiences for people of all ages and abilities.”

**A more detailed vision statement is provided in the master plan report.*

To action this vision, a series of 7 specific goals were also identified. These items not only informed the development of key ATMP recommendations but, served as useful indicators to evaluate the success of the ATMP post-implementation.

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

A more complete overview of the process which informed this vision and series of goals, is provided within Technical Memo#1. Such is included within the following executive summary as an attachment.

The active transportation master plan was informed by a considerable amount of engagement and consultation with key audiences, community members and stakeholders. A range of options and opportunities to provide meaningful input based on clear and understandable information were implemented throughout the process to generate a sense of buy-in and interest from those who ultimately will be responsible for the implementation of the ATMP. Feedback was assembled through in-person and virtual engagement formats including community pop-ups at local festivals, an online engagement portal, workshops within local schools and meetings with Town staff and the active transportation committee.

More than 1000 interactions and points of contact with various stakeholders was achieved. An overview of the activities and some key themes that emerged are presented to the right. We are confident that the information and recommendations presented in this report reflect the opinions, interests and perspectives of those who were engaged throughout the process and more widely the community members of the Town of Halton Hills.

Engagement Activities

Response “Rate”

Stakeholder Workshop #1

15 Attendees

Public Open House #1

20 Attendees

**Online Interactive
Engagement**

**74 Responses & Over 200
Interactions**

Community Pop-ups

Over 500 Interactions

High-school Outreach

5 Classes, 2 Highschools

Stakeholder Interviews

5 Interviews

AT Committee Meetings

3 AT Meetings

**Senior Leadership
Meetings**

**1 Working Session &
Presentation**

Council Meetings

2 Presentations

Virtual Public Open House

100 Interactions

**Stakeholder Review &
Commentary**

**3 Agency Review
Opportunities**

**Through the robust engagement program, the ATMP has exceeded the municipal class environmental assessment requirements for public and stakeholder consultation and is able to demonstrate fulfillment of Phases 1 and 2 of the MCEA process for future implementation.*

Shaping the ATMP...

ATMP Assumptions...

Refers to the considerations that were assumed to be “givens” when approaching both the development of the network as well as supportive recommendations.

Refine the Cycling Master Plan: building upon the precedence and insight of existing active transportation facilities, policies and programs to maintain existing momentum

Maintain the Trails Network: prescribe trail design standards to ensure all newly proposed facilities support a continuous and congruent network

Connect Major and Minor Communities: propose facilities which will improve access to key local destinations, such as village centers, transit hubs and key travel corridors

Create and Integrated System: integrate on and off-road active transportation facilities as part of one complete system

Reinforce the Region’s Network: maintain the active transportation routes and facilities proposed in the Halton Region 2014 Active Transportation Master Plan

Consider Physical and Social Barriers: bridge major social and physical gaps within the community

Integrate Touring “Loop Routes”: incorporate the local touring routes proposed by the “Bike-It” sub-committee as part of the culminative recommended AT network

Prioritize Separated Facilities: implement active transportation facilities within strategic transport corridors

Balance Cost and Design: ensure that all recommended active transportation projects do not off-set other municipal priorities

ATMP Lenses...

Refers to the approach used to align the content and recommendations of the ATMP with wider municipal strategic priorities. Each chapter of the ATMP focuses on a specific lens.

Climate Lens. Defined as the shift in travel patterns and behaviours to more sustainable and green alternatives with the intent of reducing the impact of green house gases and support Halton Hills’ transportation related climate goals and objectives.

Culture Lens. Defined as the need for an intentional and audience focused shift towards a more cycling friendly culture

Growth Lens. Defined as the need for a strategy to achieve long-term growth and change through a phase-based implementation plan and supportive processes.

Sustainability Lens. Defined as the supports for the ATMP to ensure that long-term implementation is embedded into exiting and future policies, that there are clear roles and responsibilities to facilitate implementation and ongoing monitoring and management of ATMP success.

Financial Lens. Defined as the strategic approach to establish an expectation around the anticipated costs and funding streams to inform annual capital and operating budgets for the Town.

Proposed infrastructure improvements

...the climate lens

While there are a number of adaptation and mitigation tactics that can be employed to address climate change, investment in and emphasis on a shift from motorized to self propelled forms of transportation can be most impactful. An increase in the number of people walking and cycling in Halton Hills will, in part, be achieved by the construction of a safe and comfortable active transportation network comprised of on and off-road connections linking major communities, areas of interest and employment.

highlight #1. On-road improvements.

On-road improvements refers to the cycling facilities that have been identified along local roadways within Halton Hills between the curbs. The improvements have been identified utilizing an iterative network development process which builds upon the comprehensive network of existing and previously proposed routes and facilities (see **Map 1a**) as well as the provincially accepted facility selection process as outlined in Ontario Traffic Manual Book 18. A summary of the proposed on-road improvements is presented in the table below and illustrated on **Map 2a**.




FACILITY TYPE	EXISTING (km)	PROPOSED (km)
In-Boulevard Multi-Use Path	6.84	13.25
Buffered Paved Shoulder	-	12.5
Paved Shoulder	4.15	38.71
Cycle Track	-	5.7
Buffered Bike Lane	-	4.59
Bike Lane	7.37	20.96
Signed Bike Route	10.54	82.17
Urban Shoulder	6.79	1.03
Bicycle-Friendly Corridor	-	1.49
TOTAL	38.45	256.67*

*The following total length of on-road improvements includes 8.04km worth of on-road segments that warrant additional study prior to be recommended

highlight #2. Off-road improvements.

Off-road improvements refers to multi and single use trails found outside of the road right of way in park spaces, linear park corridors, privately owned land and natural areas. Considering the previously identified trails network is being maintained through this master planning process, the opportunity to provide guidance on consistency of design emerged. A trail hierarchy was identified and applied to existing and previously proposed trail corridors. **Maps 2b** and **2c** illustrate the outcomes.

An overview of the proposed trail hierarchy and the kilometre length of each proposed trail type is presented in the table below. All trails are recommended to accommodate active transportation and recreation purposes.

PRIMARY TRAIL 5.9km	SECONDARY TRAIL 43.6km	TERTIARY TRAIL 25.9km
		
High frequency and use trail that accommodates a range of AT users for day to day and recreational travel getting to key destinations through parks and utilizing parks.	Moderate to high use recreational trail primarily in natural areas providing connection to other active transportation routes and facilities.	Low to moderate use recreational and leisure use trails to experience a natural setting. Typically, highly naturalized and integrated into surrounding environment.

highlight #3. Pedestrian improvements.

Pedestrian improvements are unique in the sense that people can typically walk anywhere with the exception of private property. When it comes to strategically expanding the pedestrian network, improvements can be made to four types of existing facilities including sidewalks, neighbourhood walkways, off-road trails and in-boulevard multi-use trails. Understanding the missing linkages within the sidewalk system is a critical first step in improving pedestrian infrastructure. Focusing on the urban areas of Acton and Georgetown, existing and missing sidewalk linkages have been identified and mapped and tools provided to support rationalizing and prioritizing sidewalk and pedestrian improvements.

highlight #4. Design guidelines.

The design of active transportation routes and facilities should focus on the overall experience including the comfort and safety of the users as well as the context in which the route is being design and implemented. The consistency of design is of critical importance to active transportation users who rely on an uninterrupted and continuous route and facility where possible. The Town of Halton Hills should integrate the design principles for active transportation facilities into existing guidelines and standards and should base those updates on provincially accepted documents. The following is an overview of the recommended guidelines identified for use by the Town of Halton Hills and their “level of applicability” for each component of the network. The Trail design standards regard to the trail cross-section prepared and provided to the Town as part of the ATMP.

IMPROVEMENT TYPE	ON-ROAD	OFF-ROAD	PEDESTRIAN
OTM Book 15: Pedestrian Crossings	High	Low	Moderate
OTM Book 18: Cycling Facilities	High	Moderate	Low
AODA Built Environment Standards	Moderate	High	High
MTO Bikeway Design Manual	High	Moderate	Low
Trail Design Standards (ATMP)*	Low	High	Low

Proposed program improvements

...the culture lens

A shift in the cultural acceptance of active transportation is meant to complement and enhance the infrastructure improvements and generate a grass roots level appreciation for a more healthy and liveable community. A greater sense of support for and acceptance of walking and cycling in Halton Hills will also be achieved by implementing a tailored set of education and encouragement initiatives which reflect the needs of the community. An education and encouragement action plan is recommended for implementation to achieve four goals which reflect a shift towards a more active transportation-oriented culture in the Town of Halton Hills including building capacity to support initiatives, ensuring sustainability of programming, expanding the audience reach and interest and strengthening connections throughout the community.

highlight #1. Culture shift challenges and opportunities.

The action plan has been developed based on the goals as well as an understanding of the challenges and opportunities that presented themselves throughout the ATMP development process and through engagement with key stakeholders. Education and encouragement challenges are both unique to Halton Hills as well as relatively common for municipalities of the same demographic make-up, geographic location and scale. An overview of these considerations is presented below.

Challenges

1. Commuting percentage
2. Existing attitudes and habits
3. Message fatigue
4. Volunteer burnout
5. Winter and Adverse Weather

Opportunities

- 1a. Transportation Demand Management
- 1b. Local trips within communities
2. Community Based Social Marketing
3. Audience specific messaging
4. Dedicated staffing
- 5a. Designated winter network
- 5b. Promotion of Winter Cycling

Communities that invest in efforts to shift culture see stronger returns on their investment in new infrastructure, and the amount of resources that are required for the “soft” efforts are often orders of magnitude less than “hard” infrastructure.

Communities that have strong staffing levels and a dedicated annual budget for programming initiatives, on average, see nearly double the growth in active mode share compared to communities with similar levels of infrastructure investment but without the same level of programmatic support. The “tipping point” for effective programming seems to be in the range of \$1.00 to \$2.00 per capita of investment in promotional programming on an annual basis, exclusive of resources spent on staff time.

highlight #2. Education and encouragement action plan.

The active transportation culture shift action plan has been developed to achieve the goals and objectives identified and confirmed for the Town of Halton Hills. To do so, the Town will need a coordinated, sustained effort to reach out to more of the public. The action plan is a four-tier approach. The tiered approach is developed off an assumption that the completion of the first tier would provide the Town of Halton Hills with sufficient education and encouragement action to achieve the majority of the desired outcomes. Building on those foundational efforts through subsequent tiered actions, however, would have significant benefit to the community and a more expedited achievement of goals and objectives. The objectives and purpose of each tier and the recommended programs for each are presented below.

TIER NAME	OBJECTIVE	INITIATIVES
Foundational Actions	The aspects of the plan that are required in order to ensure progress.	<ul style="list-style-type: none"> — Part 1: capacity, connections, audiences and branding — Part 2: marketing campaigns — Part 3: monitoring and reporting
First Steps	Efforts that were identified as priorities through the process of developing the HH ATMP. These actions may build on efforts already underway within the community or represent “quick wins” – actions that can take place with relatively little outlay of new resources.	<ul style="list-style-type: none"> — All “Foundational Action” — Marketing Campaigns — Enhanced Active Transportation Wayfinding, including signed and branded loop routes — Active School Travel Efforts — Active Transportation forum / speaker series — Community Walks and Rides, including Jane’s Walks — Incentive program at retailers and special events — Expanded availability of bike rodeos and bike maintenance workshops
“Going Further”	Initiatives that require bringing new capacity for community outreach online in Halton Hills. These programs can have significant impacts in terms of encouraging behaviour change but might take more of a concerted effort to see them come to fruition	<ul style="list-style-type: none"> — All Actions listed in “First Steps” — Bike Parking inventory and partnership program — Enhanced cycling education and awareness campaigns — Enhanced bike valet offerings — Pop-up and demonstration projects
Leading the Way	Initiatives that would demonstrate a strong commitment to behaviour change in Halton Hills. These efforts would require more resources – particularly in the form of human resources – compared to the programs in the previous sections, but the potential impacts of these programs are also significant.	<ul style="list-style-type: none"> — All Actions listed in “Going Further” plus: — Expanded support for Active School Travel Planning programs — New TDM Policies and supports — 55+ Cycling Education Workshops — Bike Share / Micro mobility feasibility study

Proposed phasing and timeline

...the growth lens

The town of Halton Hills is a growing community that requires a transportation system which meets the needs of its community members while also providing a realistic approach to build-out related to community interests and municipal priorities. A strategic yet flexible approach to implementation will be achieved through the adoption and fulfillment of long-term phasing strategy. The proposed phasing plan is not meant to be prescriptive. It should not be viewed as a timeline commitment that must be adhered to by staff and Council. The phasing is intended to be used as the foundation for future decision making. The information is meant to be reviewed by Town staff on an annual basis to ensure that it continues to align with strategic priorities and planned capital expenditures

highlight #1. Phasing approach.

The implementation of the Halton Hills ATMP has been identified for a 10+ year horizon broken into three implementation categories. The categories and assumptions were determined based on a considerable amount of input from internal staff and key stakeholders to align with planned capital improvements and long-term priorities while reflecting the principles and objectives of the ATMP.

Short-term

- 0-5-year timeline starting in 2021
- Include “quick win” projects either previously identified in capital or part of other large-scale assignments
- Consistent with trails strategy timelines
- Strategic connections within Georgetown and Acton

Medium-term

- 6-10-year timeline
- May require an update during this time to reflect progress
- Project require additional assessment and evaluation with a greater focus on higher order separated facilities
- Focus on linkages on rural roads between major communities

Long-term & Aspirational

- 10+-year timeline
- Off-road trail connections which require additional planning approvals and property acquisition
- Major development projects including roads in subdivisions
- Major investments in rural areas including connecting link paved shoulders
- Aspirational projects do not include a timeline and desirable but unrealistic within any of the implementation timelines considering the conceptual nature and investigation required.

highlight #2. Implementation processes.

The implantation of the ATMP will require a consistent and coordinated approach which reflects existing processes, municipal organization and accepted regulations and requirements. An implementation process and management tool has been identified for the on-road, off-road and pedestrian recommendations which should be adopted and used by Town staff to facilitate implementation of the ATMP phasing.

highlight #3. On-road and off-road phasing.

The on and off-road improvement phasing including the specific linkages that fall within each implementation horizon are presented on **Map 3a** and **3b** (on-road phasing) and **Map 4a** and **4a** (off-road phasing). The following is an overview of the propose phasing by the improvement type.

IMPROVEMENT TYPE	SHORT-TERM	MEDIUM-TERM	LONG-TERM
On-road Improvements	48.55 km	41.26 km	90.61 km
Off-road Improvements	9.04 km	35.45 km	31.03 km

highlight #4. Quick-win and aspirational projects

The proposed phasing plan includes two unique groups of projects. The first are “quick wins” which represent capital projects that were previously identified within the Town’s 10-year capital programs for both public works (on-road improvements) and parks and recreation (off-road improvements). The second are critical but aspirational links that require additional investigation to confirm whether an active transportation connection is considered feasible which were not included in the information above. Details for the quick wins are presented first followed by the aspirational projects.

2020

Paved Shoulder – 22nd Sideroad
Bike Lane – Barber Drive
Maple Creek Parkette (<1km
Type 2 Trail)

2021

Bike Lane – Tanners Drive
Creditview Heights (Type 1 Trail)
Harding (Type 2 Trail)
West Branch (Type 2 Trail)

2022

Buffered Bike Lane - Argyll Road
Cedarvale (Type 2 Trail)

2023

Bike Lane – Tanners Drive
2024
Buffered Bike Lane – Argyll Road
2025
Buffered Bike Lane – Queen
Street
Bishop (Type 3 Trail) – after 2025
Glen South (Type 3 Trail) – after
2025

2026

Bike Lane – Delrex Boulevard

2027

Multi-use Pathway - Wallace
Street

2028

Bike Lane – Delrex Boulevard

2029

Bike Lane – Princess Anne Drive

Aspirational Projects...**Project #1. Main Street,
Acton**

Highly constraints corridor with potential issues related to grading, private land ownership and truck traffic.

**Project #2. Main Street
North, Georgetown**

The placement of residential driveways and utilities along with the narrow boulevard will need to be reviewed.

**Project #3. Guelph
Street, Georgetown**

Constrained corridor including residential and institutional driveways along with a bridge crossing.

**Project #4. Highway 7
Corridor**

Not under the jurisdiction of the Town but a major connecting link between Acton and Georgetown. Corridor requires separated facility but limited cross-section and available width and high order truck traffic.

Proposed policies & tools

...the sustainability lens

A successful long-term functional master plan must be adopted and integrated into the existing municipal decision-making structure and should be flexible enough to be adaptable to changing environments. Long-term implementation means that there needs to be clarity around the purpose and use of the master plan. Processes, tools and supports to facilitate implementation will help Halton Hills achieve a more streamlined and consistent approach to implementation.

highlight #1. Policies.

The Town's policies need to be reviewed and at times revised to ensure that there is sufficient support for active transportation. The ATMP provides an understanding of the current state of municipal policies and provides recommendations on how existing policies could be enhanced to provide greater planning support for active transportation including Complete streets, accessibility, e-bikes, liability, new developments and intensification. Specific policy improvements pertaining to specific municipally adopted plans include...

Official plan.

- Adopt the ATMP vision and objectives or integrate key themes into guiding principles.
- Integrate AT considerations into other complementary sections of the policy.
- Consider the role land-uses play in encouraging recreational and commuting trips.

Transportation Master Plan.

- Incorporate consistent recommendations.
- Include ATMP mapping as schedules.
- Align phasing with other capital infrastructure improvements.

Secondary plans.

- Use the proposed routing in the ATMP to identify routes within secondary plan areas.
- Achieve wider connectivity through integration of networks within the secondary plan area to the AT network.
- Identify opportunities for site specific enhancement through localized amenities.
- Where possible identify complementary land uses to encourage AT trips.

By-laws.

- Continue to enhance and encourage active transportation infrastructure as eligible projects under the DC Bylaw.
- Restrict on-street parking in locations where there are on-road cycling facilities and ensure no cycling on sidewalks.
- Update the zoning by-law to address the provision of e-bikes and bicycle parking.

highlight #2. Roles and responsibilities.

Clear direction on who will be responsible for what when it comes to the implementation of the ATMP with a focus on both internal and external roles. An emphasis is placed on the important role that partnerships including but not limited to Halton Region, MTO, Halton Tourism, Halton Region Policy, School Boards, Conservation Authorities, Regional Stakeholders and Local interest groups will play in facilitating the implementation of infrastructure improvement as well as the culture shift action plan. A reporting structure (illustrated to the right) has been identified as a means of communicating the implementation expectations.

The following are the recommendations identified to facilitate the implementation of the reporting structure:

- The Town is encouraged to identify an existing staff person or hire a new staff person to lead the implementation of the ATMP;
- Similar to the successful Bike-it committee efforts should be made to pursue the development of a trails committee to support the implementation of off-road improvements the reports through to the active transportation committee;
- The on-road improvements of the ATMP will be implemented by public works while the off-road improvements will be led by the recreation and parks department;
- For matters related to education and encouragement, through the AT coordinator, efforts will be made to leverage input from the committee as well as external stakeholders;
- For any development related coordination, the public works lead and the recreation and parks lead will engage with planning and development; and
- Council and members of the senior leadership team will be responsible for providing confirmation of annual budget allocation and decision making.



highlight #3. Maintenance and monitoring.

Maintenance includes the practices and protocols to ensure that what is implemented through this master plan remains in high-quality, working condition where users feel safe and comfortable no matter the time of year, the age of the facility or location of the route. Guidance on aligning with provincially accepted standards specifically the minimum maintenance standards and adapting the town's practices and equipment to reflect the changes that need to be made to encourage active transportation is also provided to inform future internal discussions between staff and external discussions with colleagues from comparable municipalities. Halton Hills is encouraged to monitor and maintain their active transportation network strategically year-round with support from provincially accepted guidelines and annually reviewed and reported performance measures.

Proposed costing & funding

...the financial lens

The recommendations found within a functional master plan require municipal support in the form of staff level of effort and time as well as monies to support implementation, operations, management and maintenance. Along with the proposed phasing a concurrent funding strategy must be adopted including both internal and external supports to facilitate continued investment. The funding strategy provides options and alternatives to ensure that the Town can achieve the commitments and the milestones that have been identified.

highlight #1. Overview of costing.

A master plan is not meant to provide a comprehensive overview of specific construction and coordination costs. It is however, meant to provide a high-level overview of potential cost impacts which will need to be reviewed and confirmed once the Town determines when projects or initiatives proceed. Costing has been prepared based on industry standards, best practices and Town-specific applications. Costing has been prepared for the three core components of this strategy including the proposed on and off-road improvements, education and encouragement action plan and maintenance.

On and off-road improvement costs.

IMPROVEMENT TYPE	SHORT-TERM	MEDIUM-TERM	LONG-TERM
On-road Improvements	\$2,231,631	\$5,117,058	\$11,286,910
Off-road Improvements	\$732,585	\$5,697,167	\$1,927,454

Education and encouragement costing.

Costing was provided for both one-time investments as well as annual recurring budgets. The information presented is for the annual costs. The costing for education and encouragement should also assume the addition of either a 0.5FTE for the active school travel program or 1 to 2 FTE depending on the level of programming.

Foundational Actions \$80,000	First Steps. \$21,000	Going Further. \$48,000	Leading the Way. \$85,000
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Maintenance costing.

Maintenance costs refers to seasonal sweeping / cleaning, surface repair, life cycle replacement, pavement markings and signage, updating by-laws, vegetation management, snow clearance / ice control and drainage improvement undertaken to ensure the safe and comfortable use of the AT network. Costing will have to be continually reviewed and revised as part of operating budgets. As the network is implemented, the maintenance budget will need to be reviewed and revised to include new maintenance practices and additional length of network. Industry accepted costs are provided by facility and maintenance practice.

highlight #2. Funding approach.

Funding to build-out the proposed active transportation network and to pursue the implementation of a meaningful and impactful education and encouragement action plan will not only require a financial commitment from an internal perspective but also from an external perspective. The implementation of the ATMP will be a collaborative effort which requires time spent by staff and stakeholder and monetary commitment from the municipality and its partners. The intent of the funding approach is to review the various options and alternatives of an annual basis as part of municipal capital and operating budget processes while also leveraging experience opportunities through grant and funding streams made available at the provincial level and otherwise. The following is an overview of the internal and external funding avenues identified for consideration and utilization by Town staff to support the implementation of the ATMP.

Internal Funding Sources...**Transportation & Public Works**

- Active Transportation enhancement program
- Active transportation improvements
- Class EA for master plan projects
- Collector / Arterial Asphalt Resurfacing Program
- Equipment replacement
- Infill sidewalk connections
- Signage
- Pavement management

Recreation & Parks

- Coordinated implementation with planned parks master plans or park revitalization projects
- Open Space Management
- Parks and Facilities signage
- Parks revitalization and renewal
- Pedestrian bridge replacement
- Trails system

Planning & Development

- Secondary Plan Review projects as identified for specific areas within the Town
- Official Plan Review
- Post 2031 Secondary Plans

External Funding Sources...**Federal**

- Investing in Canada Program
- Investing in Canada COVID-19 Resiliency Stream
- Healthy Communities Canada Funding Initiative
- Green Municipal Fund
- Federal Gas Tax

Provincial

- Ontario Municipal Commuter Cycling Fund
- Province-wide Cycling Network Funding
- Provincial Gas Tax
- Ontario Trillium Fund
- Ontario Rural Economic Development Fund
- Tourism Development Fund

Local

- Service Club Support
- Corporate Environmental Funds
- Private Citizen Donation

ATMP Recommendations

The information contained within the Town of Halton Hills ATMP has been developed and designed as a long-term resource and reference to:

- Support the efforts of the active transportation and related committees to Council
- Inform annual capital and operating budget discussions
- Effectively communicate the objectives and desired outcomes of the Town related to active transportation and recreation;

Above all, the recommendations presented within the ATMP are meant to be a long-term blueprint and guide for those involve in day to day decision making and implementation. The following is a summary of the recommendations that are presented in the Town of Halton Hills ATMP for each of the five lenses.

Climate Recommendations.

- 2.1** The active transportation network will be referred to on an annual basis to determine potential on or off-road improvements for implementation.
- 2.2** At the time the Official Plan is next reviewed or updated, the active transportation network as identified in the ATMP should be integrated and adopted as a schedule.
- 2.3** At the time site plan applications are accepted by the Town the AT network should be reviewed to determine if improvements are needed.
- 2.4** The design guidelines should be used at the time an improvement is being made to confirm the preferred design treatment – both on and off-road.
- 2.5** Design standards should be reviewed and updated to reflect the design considerations outlined within the ATMP as well as provincially accepted guidelines such as OTM Book 18, OTM Book 15 and MTO's bikeways design guidelines.
- 2.6** Complementary design treatments such as pedestrian or mixed-use crossings should be identified and prioritized based on accepted design guidelines and standards including OTM Book 15 (controlled pedestrian crossings) and OTM Book 18 (mixed-use cycling and pedestrian crossings).
 - 2.7** Continuous education opportunities should be given to staff to train them on active transportation specific planning, engineering and design i.e. OTM Book 18 training courses.

Culture Recommendations.

- 3.1** The active transportation committee in partnership with the Bike-it committee should review the action plan with staff and decision makers to determine the appropriate course of action.
- 3.2** A dedicated staff person should be identified to lead the implementation of the AT plan specifically focusing on education and encouragement efforts.
- 3.3** A promotion and awareness dedicated webpage should be developed to provide active transportation related information to members of the public and should be monitored and maintained for accuracy.
- 3.4** A dedicated pool of funding to the amount of \$20,000 should be allocated to the implementation of the action plan annually for the next 5 years.
- 3.5** External partnerships should be encouraged and leveraged to ensure that there are opportunities to build upon existing initiatives and expand upon new opportunities.
- 3.6** The Town, in partnership with applicable public health agencies, should identify quick win initiatives to implement in the short-term, including the “Every Meter Counts” Program. Specific staff requirements should be based off funding allocated within item 3.4
- 3.7** Maintain and continue to foster the educational relationship established with local high schools and pursue opportunities for engagement with geography teachers and classes at least twice a year. Consider expanding to local elementary and middle school age groups

Growth Recommendations:

- 4.1** The proposed phasing strategy should be reviewed and adopted as the preferred timeline for implementation for on and off-road AT improvements.
- 4.2** The phasing strategy should be reviewed on an annual basis to inform capital and operating plans on an annual basis.
- 4.3** The aspirational projects should be pursued further to determine the viability of the active transportation improvements. The outcomes should be documented
- 4.4** The on-road improvement process should be used by the public works department at the time any recommended project is identified for implementation to determine the appropriate next steps.
- 4.5** The off-road improvement process should be used by the recreation and parks department at the time any recommended project is identified for implementation to determine the appropriate next steps.

- 4.6 The sidewalk improvement process should be used by the public works department to inform the sidewalk prioritization process and to respond to requests as they are submitted.
- 4.7 The proposed phasing strategy should be reviewed on an annual basis and updated to reflect the implementation of the proposed AT network and updates to the timeline identified for implementation.

Sustainability Recommendations.

- 5.1 As policies are reviewed, revised and amended, the policy themes and considerations contained within the ATMP report.
- 5.2 Pursue the development of a complete streets policy document and / or a component of a TMP update as well as a supportive complete street design manual to address the design and implementation of complete streets. Adopt the reporting structure and the defined roles and responsibilities as the active transportation related work plan associated with municipal staff.
- 5.3 Adopt the reporting structure and the defined roles and responsibilities as the active transportation related work plan associated with municipal staff.
- 5.4 Secure either a part-time or a full-time staff person to serve as the active transportation coordinator for the Town of Halton Hills. If a part time staff is selected, identify opportunities to reassess roles and responsibilities after 1st or 2nd year to determine if additional staffing is required
- 5.5 Establish and develop a terms of reference for a trails advisory committee as part of the AT committee.
- 5.6 Review and revise current maintenance standards and practices to reflect (at a minimum) seasonal maintenance for AT infrastructure for existing and proposed routes as they are implemented.
- 5.7 Review current equipment to determine if there are investments that need to be made to the current fleet.
- 5.8 Identify a winter-maintained priority active transportation network and select routes based on input from the bike-it committee and staff.
 - 5.9 Establish an approach and a set of performance measures to support the implementation of a monitoring and evaluation program specific to active transportation in Halton Hills.
 - 5.10 Work with local committee members and stakeholders to support the acquisition of relevant data and information to support the monitoring and evaluation program.

Financial Recommendations.

- 6.1** The costing assumptions identified within the ATMP should be reviewed and revised as needed on an annual basis to ensure that the assumptions are in-line with accepted practice.
- 6.2** The high-level costing contained within the ATMP should be used to inform annual budget decisions for both the recreation and parks department as well as the public works department.
- 6.3** The cost estimates should be reviewed and confirm at the time that a project moves forward to implementation including the identification of additional costs beyond construction.
- 6.4** The maintenance costs should be reviewed and – along with information contained within chapter 5.0 – to update operating budgets for the Town on an annual basis.
- 6.5** External funding options should continue to be monitored by staff to determine if there are additional opportunities to financially support implementation.