



**Trails and Active  
Transportation  
Committee  
Meeting Agenda**

**Friday, April 21, 2017  
10 a.m.**

**Council Chambers  
Aurora Town Hall**

Public Release  
April 17, 2017



## **Town of Aurora Trails and Active Transportation Committee Meeting Agenda**

**Date:** Friday, April 21, 2017

**Time and Location:** 10 a.m., Council Chambers, Aurora Town Hall

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### **1. Approval of the Agenda**

**Recommended:**

That the agenda as circulated by Legislative Services be approved.

### **2. Declarations of Pecuniary Interest and General Nature Thereof**

### **3. Receipt of the Minutes**

**Trails and Active Transportation Committee Meeting Minutes of February 17, 2017**

**Recommended:**

That the Trails and Active Transportation Committee meeting minutes of February 17, 2017, be received for information.

### **4. Delegations**

## **5. Matters for Consideration**

### **1. TATC17-001 – Atkinson Park Trail**

#### **Recommended:**

1. That Report No. TATC17-001 be received; and
2. That the Trails and Active Transportation Committee (TATC) provide a recommendation(s) to Council for their consideration in approving the potential construction of the Atkinson Park Trail and the required project funding; and
3. That, pending Council approval, this project be included in the 2018 Capital Budget for Council's consideration and approval.

### **2. TATC17-002 – Highland Gate Trails**

#### **Recommended:**

1. That Report No. TATC17-002 be received; and
2. That the Trails and Active Transportation Committee (TATC) review the Highland Gate Trails Concept Plan, the Minutes of Settlement and the Draft Plan Conditions related to trails; and
3. That TATC make their recommendations to Council on any, or all, aspects of the proposed Highland Gate Trail Concept Plan.

### **3. TATC17-003 – Cycling Master Plan Update**

#### **Recommended:**

1. That Report No. TATC17-003 be received; and
2. That the Trails and Active Transportation Committee (TATC) recommend a course of action in determining next steps in the process of developing a Cycling Master Plan.

**6. Informational Items**

**7. New Business**

**8. Adjournment**



**Town of Aurora  
Trails and Active Transportation Committee  
Meeting Minutes**

<b>Date:</b>	Friday, February 17, 2017
<b>Time and Location:</b>	10 a.m., Council Chambers, Aurora Town Hall
<b>Committee Members:</b>	Councillor Tom Mrakas (Chair), Richard Doust (PRCSAC Representative), Bill Fraser, Laura Lueloff, and Nancee Webb (EAC Representative)
<b>Members Absent:</b>	Councillor Sandra Humfries (Vice Chair) and Alison Collins-Mrakas
<b>Other Attendees:</b>	Jim Tree, Manager of Parks, Lawrence Kuk, Planner, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 10:12 a.m.

**1. Approval of the Agenda**

**Moved by Richard Doust  
Seconded by Laura Lueloff**

That the agenda as circulated by Legislative Services, with the following additions, be approved:

- Delegation (a) Bruce Corbett, Aurora Chapter Chair, Oak Ridges Trail Association; Re: Proposed Re-routing of Oak Ridges Trail through Rotary Park
- Delegation (b) Klaus Wehrenberg, Resident; Re: Trails Signage and Murray Drive Underpass

**Carried as amended**

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## **2. Declarations of Pecuniary Interest and General Nature Thereof**

There were no declarations of pecuniary interest and general nature thereof under the *Municipal Conflict of Interest Act*.

## **3. Receipt of the Minutes**

**Trails and Active Transportation Meeting Committee Minutes of November 18, 2016**

**Moved by Bill Fraser**

**Seconded by Nancee Webb**

That the Trails and Active Transportation Committee meeting minutes of November 18, 2016, be received for information.

**Carried**

## **4. Delegations**

**(a) Bruce Corbett, Aurora Chapter Chair, Oak Ridges Trail Association  
Re: Proposed Re-routing of Oak Ridges Trail through Rotary Park**

Mr. Corbett requested that consideration be given to re-routing the Oak Ridges Trail through Rotary Park, from Kennedy Street East and Gurnett Street to Cousins Drive, instead of continuing on Kennedy Street East to Wells Street to Cousins Drive.

**Moved by Bill Fraser**

**Seconded by Laura Lueloff**

That the comments of the delegation be received for information.

**Carried**

**(b) Klaus Wehrenberg, Resident  
Re: Trails Signage and Murray Drive Underpass**

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Mr. Wehrenberg presented images of trail signage used in Santiago, Chile, which he suggested could be considered for use at future trail connections in Aurora to indicate trail usage and encourage the caution of vehicular traffic.

Mr. Wehrenberg provided an update on his discussions with Highland Gate Developments Inc. regarding the Murray Drive underpass and options for a looped trail from Yonge Street to stay off-road completely.

**Moved by Richard Doust  
Seconded by Nancee Webb**

That the comments of the delegation be received for information.

**Carried**

## **5. Matters for Consideration**

None

## **6. Informational Items**

### **1. Verbal Update from Manager of Parks Re: Metrolinx Rail Expansion**

Staff gave an update on the progress of the Barrie Rail Corridor Expansion project from Toronto to Barrie, and noted that two of the eight proposed underpasses or level crossings have been approved. Staff advised that Metrolinx is aware of the Town's priorities, but Metrolinx has not committed to building or funding any underpasses. The Committee stressed that the crossings need to be prioritized and built in conjunction with the expansion. Staff agreed to forward a copy of the site drawings to Committee members.

**Moved by Nancee Webb  
Seconded by Richard Doust**

1. That the verbal update regarding Metrolinx Rail Expansion be received for information.

**Carried**

**2. Verbal Update from Manager of Parks**

**Re: Leslie Street Underpasses**

Staff provided an update regarding the plans for construction of Leslie Street Underpasses C and D, which are estimated to be completed within five years, Staff noted that the costs would be shared equally with York Region, and the Town has requested that the administration and inspection costs be waived.

**Moved by Nancee Webb**

**Seconded by Richard Doust**

1. That the verbal update regarding Leslie Street Underpasses be received for information.

**Carried**

**3. Verbal Update from Manager of Parks**

**Re: Yonge Street South Development and Trails Issues**

Staff gave an update on the Yonge Street South Development and trails issues, and noted that there are technical issues respecting noise walls and grading, and further information has been requested. The Committee inquired about trail alignment and the Butternut tree, and staff confirmed that there will be replantings and setbacks for trees.

**Moved by Nancee Webb**

**Seconded by Bill Fraser**

1. That the verbal update regarding Yonge Street South Development and Trails Issues be received for information.

**Carried**

**4. Verbal Update from Manager of Parks**

**Re: Wellington Street Crossing Feasibility Study**

Staff provided an update and advised that trail users are currently diverted to the Wellington Street East and John West Way intersection. Staff noted that this matter is addressed in the Trails Master Plan and the Feasibility Study

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would consider various crossing options, with the preliminary designs and costs to be reviewed by the Committee prior to consideration by Council.

**Moved by Richard Doust  
Seconded by Bill Fraser**

1. That the verbal update regarding Wellington Street Crossing Feasibility Study be received; **and**
2. **That the Trails and Active Transportation Committee recommend to Council:**
  - (a) **That the Wellington Street Crossing Feasibility Study be first submitted to the Trails and Active Transportation Committee for review.**

**Carried as amended**

**5. Verbal Update from Manager of Parks  
Re: Current Trails Maintenance Standards and Emerging Needs**

Staff provided a brief overview of the trails maintenance standards for various surfaces and areas within the Town, and advised that there is more pressure to increase the maintenance service levels, and lighting, through all seasons. The Committee inquired about accessibility and staff confirmed that a sign strategy, which would indicate surface and grade, is in progress.

**Moved by Nancee Webb  
Seconded by Laura Lueloff**

1. That the verbal update regarding Current Trails Maintenance Standards and Emerging Needs be received; **and**
2. **That the Trails Maintenance Standards and emerging needs be brought forward for review by the Trails and Active Transportation Committee at a future meeting.**

**Carried as amended**

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**6. Extract from Council Meeting of December 13, 2016**

**Re: Trails and Active Transportation Committee Meeting Minutes of  
November 18, 2016**

**Moved by Richard Doust**

**Seconded by Bill Fraser**

1. That the Extract from Council Meeting of December 13, 2016, regarding the Trails and Active Transportation Committee meeting minutes of November 18, 2016, be received for information.

**Carried**

**7. New Business**

Further to Delegation (a) regarding the proposed re-routing of the Oak Ridges Trail through Rotary Park, the Committee put forward a motion.

**New Business Motion No. 1**

**Moved by Nancee Webb**

**Seconded by Laura Lueloff**

1. That the Trails and Active Transportation Committee recommend to Council:
  - (a) That the Oak Ridges Trail be re-routed through Rotary Park, subject to notification of area residents.

**Carried**

Mr. Doust gave an update on the progress of the Bike Aurora Day initiative and advised that the tentative event date is Saturday, June 24, 2017.

Councillor Mrakas inquired about the development of the Cycling Master Plan, and staff suggested that information could be provided on the agenda of the next meeting.

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## **8. Adjournment**

**Moved by Nancee Webb**

**Seconded by Richard Doust**

That the meeting be adjourned at 11:40 a.m.

**Carried**

Committee recommendations are not binding on the Town unless otherwise adopted by Council at a later meeting.



**Town of Aurora  
Trails and Active Transportation  
Committee Report**

**No. TATC17-001**

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**Subject: Atkinson Park Trail**

**Prepared by: Jim Tree, Manager of Parks**

**Department: Parks, Recreation and Cultural Services**

**Date: April 21, 2017**

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## **Recommendation**

- 1. That Report No. TATC17-001 be received; and**
- 2. That the Trails and Active Transportation Committee (TATC) provide a recommendation(s) to Council for their consideration in approving the potential construction of the Atkinson Park Trail and the required project funding; and**
- 3. That, pending Council approval, this project be included in the 2018 Capital Budget for Council's consideration and approval.**

## **Executive Summary**

The purpose of this report is:

- To provide TATC with the detailed information on the issues and process that will be required to complete the Trail project.
- To provide a timeframe for the completion of the project, following approval of the project.
- To provide TATC with the estimated costs to complete the Trail.

## **Background**

At its October 11, 2016 meeting, Council approved the September 16, 2016 TATC meeting Minutes together with the following recommendation:

That staff be directed to investigate the cost of the proposed Atkinson Park Trail extension, consult with the Lake Simcoe Region Conservation Authority and York Region, and report back to the Trails and Active Transportation Committee for consideration.

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Pursuant to the above-noted direction, staff have completed a thorough review process and, as a result, have identified a number of issues that will need to be addressed in the event that this project may be approved for construction.

## **Analysis**

### **Staff have identified a number of issues that will lead to a significant Lake Simcoe Region Conservation Authority (LSRCA) approvals process prior to constructing the Trail**

Atkinson Park to St. John's Sideroad, for the most part, this foot path meanders outside of the wetland area and crosses onto privately owned property as it nears St. John's Sideroad. The trail has the appearance of being well used and the Town has not been advised of any issues arising from the neighbouring property owner concerning the public use occurring on this property.

Further to an in-depth review of the site conditions at the proposed location of the trail and the designation of these lands as a Provincially Significant Wetland (PSW), the Town has been advised by LSRCA that it will be necessary to conduct a Trail Impact Study on the section of the lands within the PSW.

The Trail Impact Study will also involve the retention of an ecological consulting firm to conduct an assessment of the impact that the trail might have on the PSW. Typically, these studies involve a series of site visits and meetings with staff from the Town and LSRCA to review the issues and determine best practices for project implementation. The study will also determine the mitigation measures and/or environmental compensation requirement could be required.

### **Limited lands available to construct the trail completely out of the flood plain and PSW will impact the costs and type of construction permitted by LSRCA**

Based on the limited public lands available to construct the trail, it is very likely that a portion of the trail will need to be constructed with the PSW. As such, the Town will be required to minimize the footprint of the trail by means of some type of permeable surface that does not involve the placement of fill or other materials. It will also be necessary to conduct both soils and engineering services to confirm the type of structure that can be used to create the trail. Based on our preliminary observations, it appears that an elevated board would be the preferred solution along with some form of retaining structure at the interface of the sheet pile wall retaining the road bed of St. John's Sideroad;

however, this remains to be determined pending the soils and engineering recommendations.

**Timing of the project will depend on approvals of project funding and agency approvals as such works would not commence until mid-part of 2018**

Based on the scope of works that has been identified, the trail construction project will require Council funding approval and a significant design and agency approvals process. As such, it is reasonable to assume that the project would not commence until midway through 2018. Upon commencement of the project, it is estimated that it would be completed by the end of 2018.

The project schedule would be depending on final approvals of the design by both the LSRCA and the Region of York.

**Financial Implications**

Staff have completed a costing exercise based on the current knowledge of the site and previous similar projects, the costs should be considered as budgetary only.

<b>PROJECT ITEM</b>	<b>ESTIMATED COST</b>
Trails Impact Study	\$6,000
Property Boundary Survey	\$3,000
Engineering and Soils Investigation	\$18,000
Trail Construction outside of wetland	\$10,000
In-water Trail (approx. 15 metres)	\$20,000
Retaining slope and ramp up to St. John's Sideroad	\$30,000
Restoration/Compensation Planting	\$2,000
<b>TOTAL PROJECT</b>	<b>\$89,000</b>

**Communications Considerations**

There is no external communication required at this time

**Link to Strategic Plan**

The Atkinson Park Trail supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All by encouraging an active and healthy lifestyle.

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Develop a long-term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population.

### **Alternative(s) to the Recommendation**

Option 1: TATC could recommend not to proceed with the trail connection at this time and recommend to Council that the matter be deferred until such time as an alternative trail route be explored in the future, in the event that an opportunity becomes available to acquire a portion of non-constrained lands on which to locate the trail in the vicinity of Atkinson Park. This option would not prohibit existing use of a well-travelled footpath in this location.

### **Conclusions**

That the TATC receive this information and consider making appropriate recommendations to Council on this matter.

### **Attachments**

Attachment #1 – Site Plan for Atkinson Park Trail

### **Previous Reports**

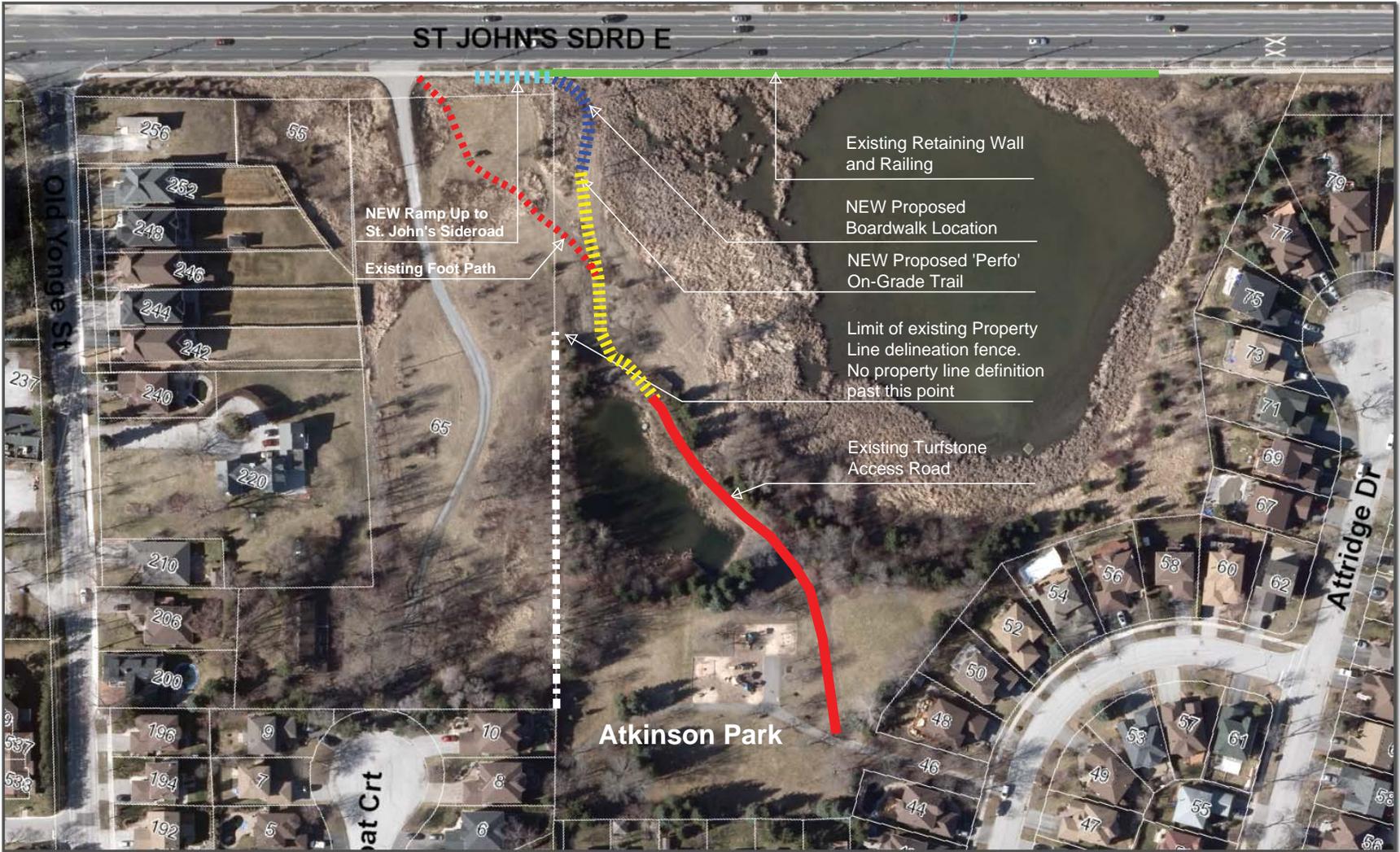
None.

### **Pre-submission Review**

Agenda Management Team review on April 13, 2017.

### **Departmental Approval**

  
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**Allan D. Downey**  
**Director, Parks, Recreation and Cultural**  
**Services**



MARCH 2017

Attachment #1

# ATKINSON PARK - PROPOSED TRAIL

Town of Aurora Parks, Recreation and Cultural Services



**Town of Aurora  
Trails and Active Transportation  
Committee Report**

**No. TATC17-002**

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**Subject: Highland Gate Trails**  
**Prepared by: Jim Tree, Manager of Parks**  
**Department: Parks, Recreation and Cultural Services**  
**Date: April 21, 2017**

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## **Recommendation**

- 1. That Report No. TATC17-002 be received; and**
- 2. That the Trails and Active Transportation Committee (TATC) review the Highland Gate Trails Concept Plan, the Minutes of Settlement and the Draft Plan Conditions related to trails; and**
- 3. That TATC make their recommendations to Council on any, or all, aspects of the proposed Highland Gate Trail Concept Plan.**

## **Executive Summary**

The purpose of this report is:

- To provide TATC with information on the Highland Gate Trails Concept Plan.
- To request TATC review and comment on the Highland Gate Trails Concept Plan and to provide recommendations to Council on the proposed Highland Gate Trails proposal.

## **Background**

At the May 20, 2016 TATC meeting, staff provided a verbal update on the Highland Gate (HG) Proposed Trails system as well as the ongoing discussions that were occurring with staff and the Developers concerning this trail system.

During this period, staff were not in a position to provide TATC with an opportunity to comment on the HG Trails Concept Plan as the matter had been referred to an Ontario Municipal Board (OMB) Mediation process whereby only those parties involved in the process had the ability to determine the outcome of the overall matter of the HG development approval.

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Report No. TATC17-002

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At the June 17, 2016 TATC meeting, the committee received a delegation regarding the HG Trails related issues from a local resident and TATC received the delegation as information.

Since that time the Highland Gate OMB mediation process has concluded. An agreement has been reached by the both parties that include draft Conditions of Development and Minutes of Settlement which are now formally in place to guide the development of the Highland Gate residential subdivision including park, open space and the trails system.

Guided by both the Minutes of Settlement and the draft Plan Conditions, the Town of Aurora was required to conduct a public open house meeting for the purposes of obtaining input from all residents and stakeholders on the park, open space and the trails system related matters and the various features and elements that are to be considered in the design of the Parks and Trails in accordance with the Minutes of Settlement.

This public Meeting was held on April 5, 2017 at the Aurora Seniors Centre. The meeting details were posted on the Town's website as well as being published in two editions of the Notice Board in *The Auran* newspaper.

## **Analysis**

### **Staff will continue to evolve the trails plan in close consultation with the Developers in accordance with Minutes of Settlement and Conditions of Draft Plan Approval**

The current Highland Gate Trails Concept Plan has advanced somewhat since the original version of the Plan was developed. There were two significant revisions that came about through the consultation process. One additional underpass was added into the Plan in the vicinity of Murray Drive and Fairway Drive. This underpass was initially identified to be removed from the Plan. The second revision was to build more of the east-west spine of the trail offroad, to be more in keeping with the Trails Master Plan policies.

With the conclusion of the OMB mediation process, there are a number of other requirements that staff must consider in the design and development of the trails in Highland Gate. These requirements include:

- Spine trail to be illuminated.
- New trails to be granular surface.
- Existing asphalt trails to be inspected and brought up to current municipal standards.

These requirements will be addressed in the final trail design plans that will be presented in the overall Parks, Open Space & Trails Plan that will be presented to council for final approval.

Given the somewhat challenging site conditions on the Highland Gate open space and valley lands, it will be necessary to make some adjustments to the current conceptual routing in an effort to design and construct a viable trail system for year-round use on sufficiently flat terrain

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with sensitivity to neighbouring property setbacks and in accordance with Conservation Authority policy.

In view of these issues, staff will need to work closely with the Highland Gate consulting team to ensure all objectives can be met where possible.

Following the presentation of the staff report to Council on the outcome of the public meeting and input on the proposed trails plan from TATC, staff will direct Highland Gate to proceed with the next iteration of the Trails Plan.

Staff will then report back to TATC with appropriate information and recommendations on endorsing the plan.

### **Financial Implications**

None.

### **Communications Considerations**

There is no external communication required at this time

### **Link to Strategic Plan**

Developing the Highland Gate Trails Plan supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All by encouraging an active and healthy lifestyle.

Develop a long-term needs assessment for recreation programs, services and operations to march the evolving needs of the growing and changing population.

### **Alternative(s) to the Recommendation**

None.

### **Conclusions**

That the TATC receive this information and consider making appropriate recommendations to Council on this matter.

### **Attachments**

Attachment #1 – Highland Gate Conceptual Trails Plan

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Attachment #2 – Pertinent Highland Gate Minutes of Settlement and Draft Plan Conditions

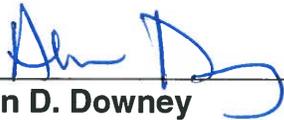
### **Previous Reports**

None.

### **Pre-submission Review**

Agenda Management Team review on April 13, 2017.

### **Departmental Approval**

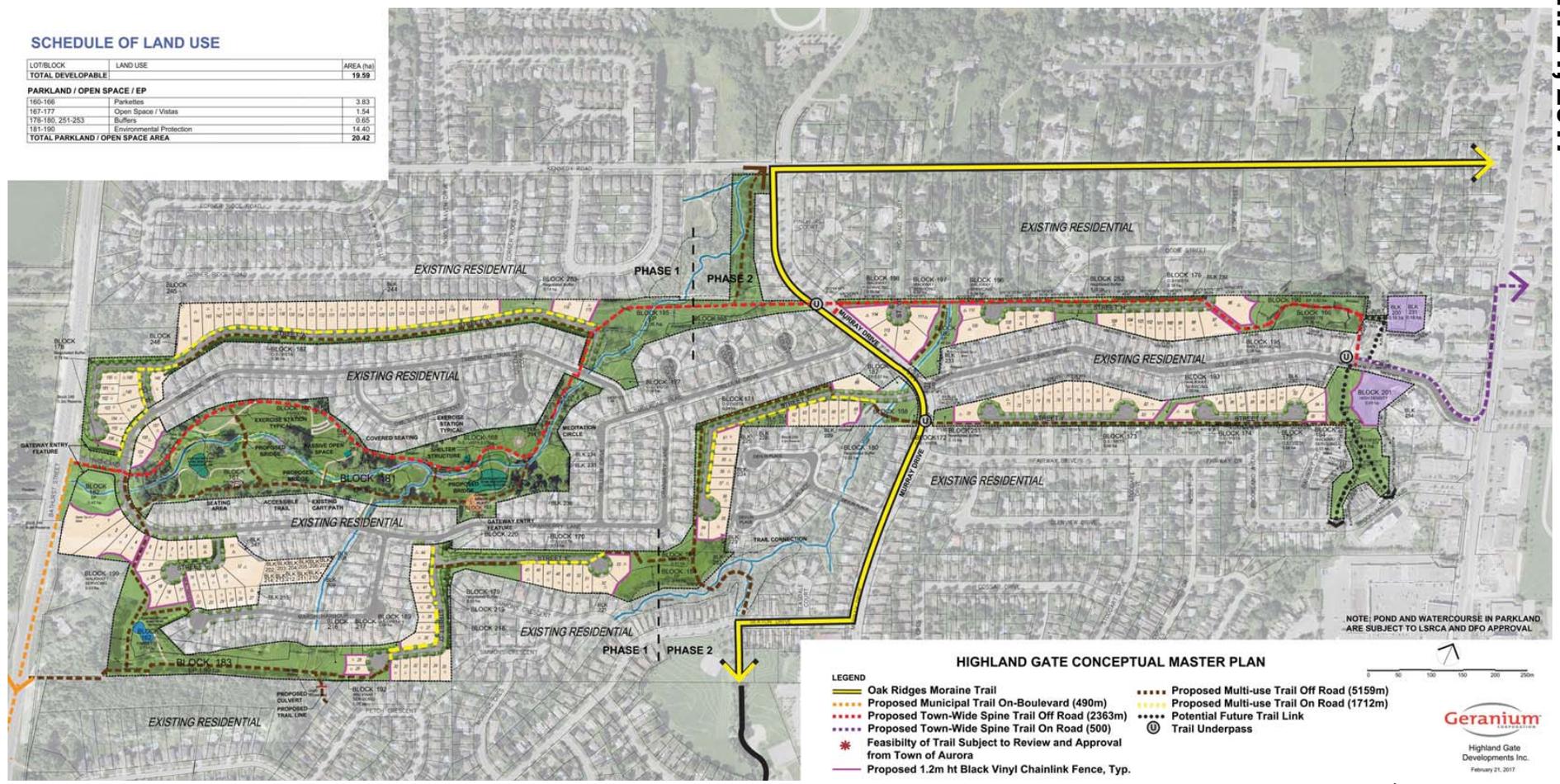


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**Allan D. Downey**  
Director, Parks, Recreation and Cultural  
Services

**SCHEDULE OF LAND USE**

LOT/BLOCK	LAND USE	AREA (ha)
<b>TOTAL DEVELOPABLE</b>		
19.59		
<b>PARKLAND / OPEN SPACE / EP</b>		
165-166	Pavement	3.63
167-177	Open Space / Vistas	1.54
178-180, 251-253	Buffers	0.65
181-190	Environmental Protection	14.40
<b>TOTAL PARKLAND / OPEN SPACE AREA</b>		<b>20.42</b>



Attachment #1

Attachment #2

Town may likewise require a one-foot reserve adjacent to the rear lot line.

- m. For the multi-unit residential building proposed on Block 201, the maximum number of storeys shall be 5 plus an additional 2 storeys as bonusing, subject to the execution of a bonusing agreement under section 37 of the *Planning Act* satisfactory to the Town and the maximum height shall be 22.5m (excluding mechanical penthouse and other rooftop projections). Off-site parking associated with the proposed multi-unit residential building on Block 201 shall be permitted on Block 200. Block 201 is proposed to be designated as "Promenade General", subject to site specific policies, as reflected in **Schedule "B"**. The number of residential condominium units shall not exceed 114. There shall be no commercial units associated with the condominium.
4. At the earliest of the next OMB prehearing conference, motion date or hearing date, HGDI, the Town and the HGRPA will jointly request that the OMB allow the Appeals, in part, and issue a Decision and Order:
    - a. Amending the Town's Official Plan in accordance with **Schedule "B"**.
    - b. Amending the Town's Zoning By-law in accordance with **Schedule "C"**.
    - c. Granting draft plan of subdivision approval in accordance with **Schedule "D"** subject to the conditions of draft plan approval attached as **Schedule "G"** hereto.
  5. Provided that the revised Applications are approved by the Board and the Development proceeds, HGDI/AHGDI will provide and construct the trail system on the AHGDI lands (both the primary spine trail and the secondary trail system) substantially in accordance with the map of the trail system on the Highland Gate Trails Master Plan together with the Trail Sections attached as **Schedules "H1" and "H2"** hereto and as may be modified with respect to landscaping by the landowner meetings contemplated by Section 9, and subject to any applicable draft plan conditions in **Schedule "G"**. HGDI agrees that the requirements of this section may form part of the subdivision agreement with the Town. Upon registration of the subdivision or any phase of the subdivision, should it proceed by way of phased registration, HGDI/AHGDI will convey to the Town the entirety of the trail system, or if phased, that portion of the trail system which is within that phase. Prior to occupancy of the first dwelling unit within the subdivision or any given phase of the subdivision, HGDI/AHGDI will construct the trail system or that portion of the trail system which is within that phase of the subdivision.
  6. Provided that the revised Applications are approved by the OMB and the Development proceeds, HGDI/AHGDI agrees to construct the Development and associated works substantially in accordance with Schedules "B", "C", "D" and "G" and the following, subject to any variations that may be required and/or approved

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Conditions of Approval  
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Trails

67. The Owner shall covenant and agree in the Subdivision Agreement to convey Blocks 191 to 199 inclusive on the draft plan to the Town as Open Space lands for the purpose of a walkway / trail connection, and for servicing purposes, at no charge and free of all encumbrances (subject to existing and proposed servicing and easements in accordance with approved design drawings), to the satisfaction of the Director of Parks & Recreation Services and the Director of Infrastructure & Environmental Services.
68. The Owner shall covenant and agree in the Subdivision Agreement to provide a Trails Plan and to implement a trail system in accordance with the Highland Gate Trails Master Plan, to the satisfaction of the Director of Parks & Recreation Services.
69. The Owner shall covenant and agree in the Subdivision Agreement to utilize the existing underpasses at Murray Drive (2 locations) and Golf Links Drive (1 location) for the new trail system. The Owner shall provide the Town's Director of Infrastructure & Environmental Services with an engineer's inspection report of all underpasses to determine the safety and feasibility of reuse, and provide the recommended maintenance and/or upgrades required. The Owner shall provide additional lighting within the underpasses, to the satisfaction of the Town.
70. The Owner shall covenant and agree in the Subdivision Agreement to design and implement trail connections from underpass locations to the subject streets for both Murray Drive locations and for the Golf Links Drive location, and to provide all land conveyances or easements to the Town to effect trail connections from underpass locations.
71. The Owner shall covenant and agree in the Subdivision Agreement to address existing cart paths for use as a trail system. Where existing cart paths are reused for the trail system they shall be inspected and all deficiencies are to be corrected. Existing cart paths are to be rehabilitated and brought up to Town standards such that they will continue to serve their intended purpose to the satisfaction of the Director of Parks & Recreation Services.
72. The Owner shall covenant and agree in the Subdivision Agreement that the Town-Wide Spine Trail and other trails shall be granular surfacing to Town standards.
73. The Owner shall covenant and agree in the Subdivision Agreement to provide illumination for the entire length of the Town-Wide Spine Trail to Town standards and to the satisfaction of the Director of Parks & Recreation Services. Illumination of other trails will be determined based on site-specific

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Conditions of Approval  
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environmental considerations and proximity of the trail to residential properties.

74. The Owner shall covenant and agree in the Subdivision Agreement to identify the trail system on display plans within the Sales Office and to include a clause within all offers of Purchase and Sale Agreements with prospective purchasers of Lots and Blocks adjacent to the trail system, advising of anticipated trail construction, location and timing. Furthermore, the Owner agrees to include a clause within all offers of Purchase and Sale Agreements with prospective purchasers of all Lots and Blocks adjacent to the trail system advising of proximity of any trail systems as identified on the Trails Plan and of the potential for exposure to night lighting, pedestrian traffic, and noise that may occur on the trail system from time to time.
75. The Owner shall, prior to execution of the Subdivision Agreement, enter into and execute a Parks Agreement with the Town which: a) shall confirm parkland contribution; b) provide recreational amenity facility fit concept plans and address timing of parks construction and cost recovery implications for all parkland blocks; and c) provide detailed design plans and implement landscape works on-site for the construction of parkland amenities within Blocks 160 to 166 inclusive on the Draft Plan of Subdivision, all to the satisfaction of the Town's Director of Parks & Recreation Services.

#### Vegetation Management

76. The Owner shall covenant and agree in the Subdivision Agreement to provide and implement a Vegetation Management Plan (VMP) to the satisfaction of the Director of Parks and Recreation Services. The VMP shall be prepared by the consulting landscape architect in coordination with a certified arborist or registered professional forester, or other environmental specialist as required. The VMP shall include, but not be limited to the following:
  - a) A vegetation inventory & assessment: Identify all vegetation 50mm caliper or greater for individual tree assessments and/or identify perimeter at canopy of woodland, groups or stands of vegetation; identify trees & vegetation on adjacent property that may be impacted. Inventory shall include species, size and condition.
  - b) Identification of all vegetation removals and identification of all protection measures including Tree Preservation Zones for vegetation designated to be preserved; an at-grade impact assessment to support vegetation removals and/or preservation measures.
  - c) A monetary vegetation appraisal in order to determine compensation planting in accordance with the Town's *Tree Removal/Pruning & Compensation Policy*.



**Town of Aurora  
Trails and Active Transportation  
Committee Report**

**No. TATC17-003**

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**Subject:           Cycling Master Plan Update**

**Prepared by:   Jim Tree, Manager of Parks**

**Department:   Parks, Recreation and Cultural Services**

**Date:             April 21, 2017**

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## **Recommendation**

- 1. That Report No. TATC17-003 be received; and**
- 2. That the Trails and Active Transportation Committee (TATC) recommend a course of action in determining next steps in the process of developing a Cycling Master Plan.**

## **Executive Summary**

The purpose of this report is:

- To provide TATC with information on the issues and that will need to be considered and addressed in developing a cycling Master Plan.

## **Background**

At the February 17, 2017 TATC meeting, the committee discussed the development of a Cycling Master Plan. The recommendation to Council from TATC was that a Cycling Master Plan be developed for the Town of Aurora.

This recommendation has not yet been adopted by Council; however, staff believe there is value in presenting the information contained in this report for the Committee to review during the interim period pending approval of the February 17, 2017 TATC meeting Minutes.

## **Analysis**

**Staff has identified a number of issues that will need to be considered in the development of a Cycling Master Plan**

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The notion of a Cycling Master Plan was initiated by the former Public Works Department many years ago where by a committee of staff and stakeholders conducted meetings and discussions on developing a formal cycling plan for the Town.

Parks and Recreation staff have a vague recall of this process as it is believed that the project did not advance much beyond the creation of a draft cycling route map (attached) and shortly thereafter the committee disbanded.

Staff from the Infrastructure and Environmental Services Department and the Parks, Recreation and Cultural Department met recently to discuss this and, as a result, identified a number of issues that will need to be considered. Firstly, it is important for staff to fully understand the expectations of TATC in terms of the overall scope and scale of a cycling master plan and what the desired outcome should look like. For instance:

- Does TATC want dedicated cycling lanes that are clearly marked on the pavement and signed?
- If so, how many routes would be identified?
- Where would they be located?
- What impacts or effects to motorized traffic would result?
- What are the cost implications?

### **Steps that TATC may want to consider in developing the Cycling Master Plan**

There are a number of steps that TATC may want to consider in developing a Cycling Master Plan and, for the purposes of comparison, TATC can look back to the previous Trails Committee during the 2006 -2010 where the committee took on the role of creating the Trails Master Plan.

Developing the Trails Master Plan was a large undertaking that was guided and managed under the direct supervision of the TATC who was successful in obtaining a Grant from the Ministry of Health Promotions which enabled them to retain the services of an experienced Trails development consultant. The work of the consultant was to take direction from TATC and pull together all relevant documentation, create policies and assist in the public consultation required to complete the project.

Staff are not suggesting that a consultant should be retained; however, the Committee should provide input into developing a Terms of Reference for the project which will clearly state and elaborate on some of the issues to be addressed such as the following:

- Identify project purpose
- expected outcomes
- time frames or phasing needs
- cost implications/budgets
- public consultation
- Implementation

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Previously the Parks, Recreation and Cultural Services staff assisted TATC in providing input and advice on many of the issues; however, depending on the scope of the project, there will be a need to have some consultation with the Infrastructure and Environmental Services (IES) Department as this project will most definitely require IES input throughout the project and additional staff resource support may need to be allocated and approved. Until the full scope of work has been determined, staff cannot be certain on the level of support resources that will be required

**TATC may wish to consider appointing an ad-hoc focus committee to develop a project Terms of Reference and project scope**

Given that the TATC meetings occur on a bi-monthly cycle, it may be challenging for TATC to become sufficiently engaged in the process of developing a Terms of Reference as it will be necessary to become familiar with the existing cycling routes as well as the technical and practical aspects of the project.

It may also be beneficial for TATC to consider more frequent meetings as a whole or alternatively, appoint a smaller focus group of TATC members to determine the scope of the project and the associated terms of reference. There are a number of benefits that can be derived from this process as follows:

- Become familiar with cycling routes through on site route selection/inspection
- Establish priority cycling routes
- Obtain staff input on feasibility of the proposed routes
- Identify barriers and conflicts
- Determine the scope of work involved and the level of departmental resources required
- Refine the Terms of Reference based on the number and magnitude of the various issues.
- Evaluate all of the needs that will be required to support the project
- Gauge the support of Council based on the scope and complexity of implementing the Master Plan
- Interact with other committees, user groups or special interest groups to gauge and document support for the project.

Given the previous experience in producing the Trails Master Plan, staff can confirm that there is a substantial amount of time and professional resources required to develop a successful plan. The Trails Master Plan was completed over a three-year period with meetings occurring weekly at the time of project commencement.

Staff is certainly not suggesting that developing the Cycling Master Plan will require three years to develop; however, we can say that there will be a significant amount of time required on the part of the TATC and staff in order to complete a plan that can be successfully implemented.

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## **Financial Implications**

None.

## **Communications Considerations**

There is no external communication required at this time

## **Link to Strategic Plan**

Developing a Cycling Master Plan supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All by encouraging an active and healthy lifestyle.

Develop a long-term needs assessment for recreation programs, services and operations to march the evolving needs of the growing and changing population.

## **Alternative(s) to the Recommendation**

None.

## **Conclusions**

That the TATC receive this information and consider making appropriate recommendations to Council on this matter.

## **Attachments**

Attachment #1 – Cycling Route Map

Attachment #2 – E-mail dated March 9, 2017 from Edward Chiu, Sr. Project Manager with the Regional Municipality of York re: Leslie Construction – Pedestrian Underpasses

## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Team review on April 13, 2017.

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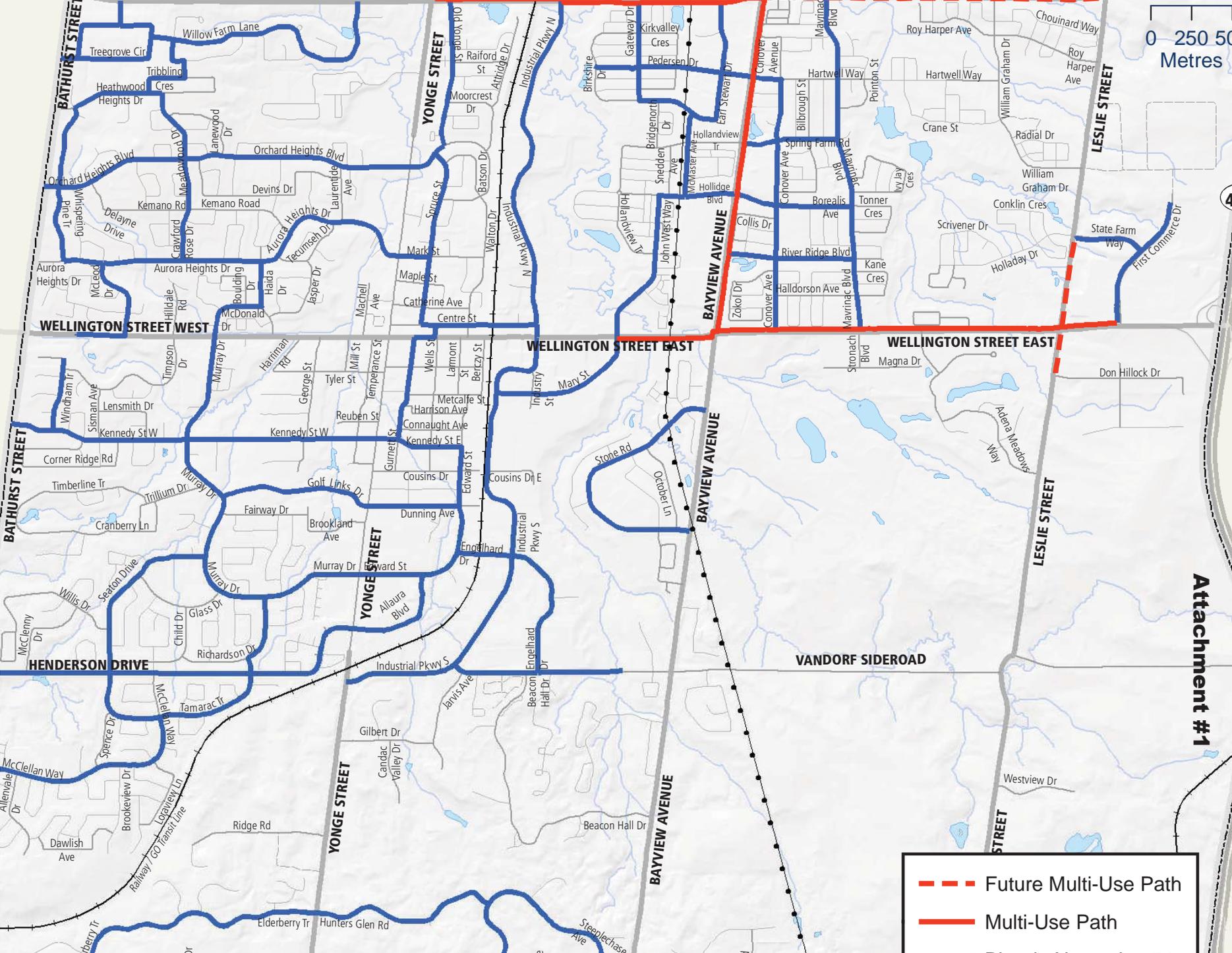
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**Departmental Approval**



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**Allan D. Downey**  
**Director, Parks, Recreation and Cultural**  
**Services**



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Metres

- Future Multi-Use Path
- Multi-Use Path

Attachment #1

**From:** Chiu, Edward [<mailto:Edward.Chiu@york.ca>]  
**Sent:** March-09-17 10:43 AM  
**To:** Tree, Jim  
**Cc:** Ngo, Patrick  
**Subject:** RE: Leslie Construction - Pedestrian Underpasses

Hi Jim,

There will be multi-use path similar to the one on Bayview Ave. between Wellington Street and St. John's Sideroad on both Leslie Street and St. John's Sideroad. The limits are:

- St. John's SR: On the south side between Bayview Ave. and Leslie St.
- Leslie St.: On the east side between Don Hillock Dr. and State Farm Way

On Leslie St., boulevard space is provided between State Farm Way and north of St. John's SR (Town's Limit) on the east side to allow for the installation of the combined sidewalk/multi-use path (as well as the lighting) as per the Town's standards. However, these facilities are not included in the current construction and will be installed at a later date as requested by the Town previously.

If the Town wish to install the sidewalk/multi-use path between State Farm Way and St. John's SR, we can add this to the current construction based on the unit price. Let me know.

**Edward Chiu, P.Eng** | Sr. Project Manager, Capital Planning & Delivery, Transportation Services

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