

# THE COUNTY OF LANARK

## **PUBLIC WORKS COMMITTEE**

*September 6<sup>th</sup>, 2006*

Report #PW-57-2006 of the  
Director of Public Works

### **TRANSPORTATION MASTER PLAN: TERMS OF REFERENCE (SECOND DRAFT)**

#### **1. STAFF RECOMMENDATIONS**

It is recommended that:

- i) The Public Works Committee recommends that County Council accepts the Second Draft of the Transportation Master Plan Terms of Reference, for information.
- ii) The Town of Smiths Falls be invited to participate in the Transportation Master Planning process.
- iii) Local municipal councils review and comment on the Second Draft of the Transportation Master Plan Terms of Reference in January/February 2007.
- iv) The Draft Transportation Master Plan Terms of Reference be presented to County Council, for their consideration, during the 2007 budget process, with a view to issuing a Request for Proposal in March 2007.
- v) The Clerk sends Report #PW-57-2006 to the Chief Administrative Officer of all Lanark County local municipalities, for information.

#### **2. PURPOSE**

The purpose of this report is to recommend the acceptance of the Second Draft of the Terms of Reference for the County Transportation Master Plan (TMP) Request for Proposal (RFP) and to propose the milestones for the issuing of the RFP.

#### **3. BACKGROUND**

At their April 2006 meeting, the Committee reviewed the First Draft of the Terms of Reference and directed the addition of "Transit Needs" to the list of Study Issues. At their April 2006 meeting, County Council adopted the following motion:

"The Public Works Committee authorizes the Director of Public Works to seek input from the local municipalities on the First Draft of the Terms of Reference for the proposed Transportation Master Plan RFP, with a view to presenting a Second Draft at the June Committee Meeting.

#### **4. DISCUSSION**

The First Draft of the Terms of Reference, as amended by County Council, was distributed to all local municipalities on May 2<sup>nd</sup>, 2006. Due to other priorities and staff absences, many local municipalities were unable to provide their comments by the requested June 1<sup>st</sup>, 2006 deadline. Most municipalities indicated a preference to meet after the summer holidays to provide their input. On August 29<sup>th</sup>, 2006, the Director met with representatives from six local municipalities to discuss the proposed Terms of Reference and the Transportation Master Plan Study process.

## **5. ANALYSIS AND OPTIONS**

The highlights of the August 29<sup>th</sup>, 2006 meeting are as follows:

Local municipal staffs requested that the following studies/issues be included as background information for the Consultant:

- i) North-South Link Study and the Lanark Village Alternate Truck Route Study
- ii) The future of the Andrewsville Bridge on the Rideau River.
- iii) Town of Perth By-Pass
- iv) Town of Almonte By-Pass
- v) Policies/procedures to integrate County and local municipal capital planning for roads and bridges.

All meeting participants agreed that the Town of Smiths Falls should be included in the Transportation Master Planning process.

## **6. FINANCIAL IMPLICATIONS**

None

## **7. LOCAL MUNICIPAL IMPACT**

Local municipal input on the Terms of Reference is vital, as the local municipal staff will play a major role in the County transportation master planning process.

## **8. CONCLUSIONS**

The Director recommends that local municipal councils and County Council review the Second Draft of the Transportation Master Plan after the Municipal Election, with a view to issuing the RFP in March 2007, pending budget approval.

## **9. ATTACHMENTS**

- i) Appendix A - Second Draft Transportation Master Plan Terms of Reference.

**Recommended By:**

**Approved for Submission By:**

**Steve Allan, P. Eng.**  
**Director of Public Works**

**Peter Wagland**  
**Chief Administrative Officer**

**APPENDIX "A"**

**SECOND DRAFT:**

# TRANSPORTATION MASTER PLAN (TMP) TERMS OF REFERENCE

## 1. **Background**

The County of Lanark is a largely rural municipality comprised of eight local municipalities including three Towns (Perth, Carleton Place and Mississippi Mills). The permanent population of 62,500 (2001 census) increases substantially during the summer months, with the influx of seasonal residents and tourists. Although the Separated Town of Smiths Falls (population 10,000) is not part of the County municipal government structure, it is one of the hubs in the County transportation network. The projected population of the County in 2021 is 82,294. The forecasted population increase will bring significant change, and with it new opportunities and challenges. For example, the expansion of Provincial Highway 7 from two to four-lanes, between Provincial Highway 417 and Carleton Place will spur residential and commercial development in the County and increase traffic on municipal road systems.

Roads are the backbone of the County's transportation network. In addition to meeting the needs of automobiles and trucks, they also serve pedestrians, cyclists and emergency services vehicles. A 2,500-kilometre network of provincial highways, County (567 km) and local municipal roads enables the movement of goods and people in the County. Although the County does not have an Official Plan, development and transportation issues are addressed in the Official Plans and the Zoning By-Laws of the local municipalities.

The County has recently completed the first stage of a long- term strategic planning process: Community Vision 2025 –“What the Future May Hold for Lanark County”. The County vision and some of the core strategies identified in the Strategic Plan, as described below, will serve as touchstones for the development of the Transportation Master Plan:

**Vision 2025:** “Lanark County is proud of its heritage, and cherishes its small town character, rural way of life, sense of community and distinctive natural features. We want to strengthen and diversify the economy, effectively manage growth, protect the environment, preserve our heritage and maintain our unique character for future generations.”

## **Core Strategies and Objectives**

### *Protect and Enhance the Natural Environment*

- Reduce all types of pollution
- Support environment friendly initiatives
- Improve public access to the County’s natural heritage assets, while protecting sensitive resources

### *Maintain High Quality Services*

- Provide appropriate quality services to meet the needs of a wide-spread population with a diversity of interests
- Strengthen and diversify the economy
- Build and maintain adequate infrastructure to support economic development

### *Protect, Maintain and Enhance the Rural and Small Town Character*

- Retain the lifestyle associated with rural and small town living
- Preserve heritage architecture and unique cultural landscapes

### *Invest in Infrastructure to Meet Needs and Keep Pace with Growth*

- Improve the transportation system and road access within the County and links to other communities in the region
- Work toward a County-wide accessible and environment friendly public transportation alternative

### *Manage Growth through Good Planning and Effective Government*

- Utilize Vision 2025 and the County Strategic Plan to help guide planning and decision making and manage growth
- Encourage growth throughout the County in ways that respect and protect agriculture and natural assets and features
- Practice and promote “environment first” land use planning
- Plan for and promote services and infrastructure in synch with growth and ensure that growth is sustainable across the County

## **2. Purpose**

The main purpose of the Study is to determine the long-term (20-year) County road and bridge transportation network needs and the financial implications and strategies to accommodate anticipated growth.

### 3. **Area**

The Study Area comprises the area within the geographic boundaries of the County of Lanark, including the Town of Smiths Falls.

### 4. **Scope of Work**

The TMP will be a comprehensive, long-range planning document that will guide transportation system decision-making over the next 20-years to meet the objectives of the Community Vision 2025 while supporting local municipal growth management strategies and Official Plans. It will set the direction for road and bridge capital programs, and provide a basis for budget planning. It must provide a balance between current and future transportation standards and needs, as well as between public safety, the environment, business needs and aesthetic considerations.

The TMP project will follow the Municipal Class Environmental Assessment master planning process. Public consultation and input from the local municipalities will be a vital and integral component of this process. In addition to the mandatory Public Information Centres, the public consultation program should include focus groups from both rural and urban areas.

A Transportation Advisory Group (TAG) consisting of public works and planning staff from the local municipalities will provide technical input to the Project Team. TAG responsibilities will include providing input and advice to the Project Team on their respective areas of expertise and interest and informing their Municipality of the progress of the Study. The TAG will meet monthly during the data collection and analysis of alternatives phases of the project.

The products of the TPM will include:

- A recommended list of capital road and bridge construction and expansion needs for each five-year interval from 2008 to 2028.
- An evaluation of the advantages and disadvantages of implementing County Development Charges, including calculations
- A Service Level Policy
- Discussion papers on other identified specific issues, as described below

The technical details of the recommended capital projects will be determined through follow-on Environmental Assessment Studies and detailed design. Approval of the TPM will provide a foundation for the future delivery of these projects. The TPM must recommend a practical and financially achievable implementation plan that supports economic development and environmental sustainability while achieving the mobility needs of the County. Fiscal realities of the day and decisions on level of service will guide the delivery of actual projects through Council's annual budget approval process.

## **5. Study Issues**

The TPM must reflect the County's social, environmental and economic realities while encompassing a wide range of issues, such as, safety, access, mobility, environment, community and quality of life. Other specific study issues include:

- Identifying transportation network strengths, weaknesses, needs, alternatives and constraints
- Prioritizing new road construction, selective widening and other necessary improvements
- Identifying by-pass route needs and recommending alternatives to improve traffic flow and to divert heavy truck traffic around urban centres
- Enhancing transportation links to isolated parts of the County
- Identifying congestion problems and recommending alternatives
- Recommending traffic calming needs and other potential measures to make residential areas safer
- Identifying the need and recommending alternatives for on-road cycling
- Protecting communities from unacceptable traffic noise levels
- Protecting transportation corridors and rights of way for future construction
- Developing Levels of Service standards that balance public safety and affordability
- Recommending safety improvements to mitigate locations with unacceptably high collision rates
- Identifying potential Park n' Ride locations to promote commuting
- Accommodating road use by farm/agricultural vehicles and equipment
- Recommending measures to promote and improve accessibility for disabled persons
- Evaluating the potential use of roundabouts and other road design innovations
- Recommending design changes and construction upgrades to accommodate year-round heavy truck traffic on selected roads with heavy quarry and lumber traffic
- Analyzing the need for a County Transit System
- Integrating local municipal and County capital planning for roads and bridges.

## **6. Timetable**

The project will begin in April 2007 and the final report will be presented to County Council no later than April 2008.