

TITLE: Pedestrian and Cycling Municipal Partnership Policy	Edocs No.: 1824525 Original Approval Date: June 21, 2007 Policy Last Updated: June 28, 2012 Posted on Intranet: August 7, 2012
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POLICY STATEMENT:

The Pedestrian and Cycling Municipal Partnership Program policy sets out the criteria, conditions and review process for establishing cost-sharing agreements between eligible applicants and the Region of York for the construction of pedestrian and cycling facilities that are part of a Regional-scale walking and cycling network.

APPLICATION:

This policy applies to requests to cost-share with the Region in constructing pedestrian and cycling facilities.

PURPOSE:

To provide a framework for the Region to consider an eligible applicant’s request to cost-share in the construction of pedestrian and cycling facilities.

DEFINITIONS:

Eligible applicants: local municipalities within the Regional Municipality of York, local conservation authorities, local trail associations, and local school boards.

Pedestrian and Cycling Review Team: Regional staff from areas relevant to pedestrian and cycling facilities who are appointed to review, evaluate and approve applications, including but not limited to:

- Transportation Planning
- Engineering – Capital Delivery
- Transit Service Planning
- Long Range Planning
- Health Department
- Representative(s) from affected local municipalities, as required

Regional-scale walking and cycling network: pedestrian and cycling facilities that provide seamless connections to adjacent area municipalities, public transit, and/or major destinations such as shopping, recreational, cultural, and civic.

DESCRIPTION:

The Pedestrian and Cycling Municipal Partnership Program offers eligible applicants the opportunity to cost-share on the construction of pedestrian and cycling facilities which form part of a Regional-scale walking and cycling network.

Regional Council has allocated \$500,000 annually for this program.

Pedestrian and cycling facilities shall support the Region's objective to establish a balanced and sustainable transportation system, by:

- Providing alternate transportation options that reduce dependence on private vehicles while improving public health and air quality; and
- Improving accessibility and mobility through a system that engages pedestrians and cyclists and makes them feel comfortable when using it.

Constructing pedestrian and cycling facilities that are part of a Regional-scale walking and cycling network will contribute to achieving a number of the Region's strategic goals, which include:

Vision 2051

- A place where everyone can thrive in an environment that fosters healthy living; is safe, accessible, inclusive and supportive.
- A diverse urban form that provides a variety of interesting and exciting places to live, work and play. Communities are people-first and designed for healthy, active living and social inclusion, and are the heart of business, arts and culture, community life and services.
- A seamless network for mobility that provides accessibility to all destinations using diverse transportation options for people in all communities, promotes active health living and safely and efficiently moves people and goods.
- Sustainability that can be practiced in everyday life through climate resiliency, innovative water conservation and re-use, water resource protection, waste reduction, energy conservation and greenhouse gas reduction.

York Region Official Plan

- To improve the health and well-being of residents and workers in the Region by planning and developing sustainable active communities.
- To create a competitive and flexible economic environment that encourages investment and a diversity of employment opportunities.
- To enhance the Region's urban structure through city building, intensification, and compact and complete communities.
- To provide the services required to support the Region's residents and businesses to 2031 and beyond, in a sustainable manner.
- To continuously engage and partner with communities, stakeholders and other levels of government.

- **Application**

An eligible applicant that applies to this program must ensure its application meets the eligibility criteria and conditions set out in this policy, its associated application guidelines, and any additional program documents or other applicable requirements as amended.

- **Eligibility Criteria**

1. The proposed facilities must form part of a Regional-scale walking and cycling network.
2. The proposed facilities must support relevant goals and objectives included in:
 - the York Region Vision 2051 Strategic Plan; and
 - the York Region Official Plan.
3. The proposed facilities must meet Regional planning and design guidelines.
4. The application must be accompanied by local council or board approval that commits the applicant to cost-sharing, and to responsibility for the maintenance, repair and replacement of the proposed facilities.
5. The application must be supported by local council- or board-endorsed studies, plans and/or guidelines that provide a vision for the local community where the proposed facilities would be located.

- **Eligible Costs**

The following items are eligible for cost-sharing:

1. Capital construction costs
2. Cost of preparing tender documents

The following items are not eligible for cost-sharing:

1. Property acquisition
2. New curbs, gutters, or sidewalks, unless necessitated by design
3. Interlocking pavers
4. On-going maintenance during the course of operations
5. Repair or replacement during the course of operations
6. Temporary or seasonal enhancements, including landscaping
7. End of trip facilities that are not part of the construction project (ex. bike racks, lockers, etc.).
8. Localized recreational trails or facilities
9. Municipal sidewalks within the Region's road right-of-way.

- **Region Contribution**

1. Acceptance of applications is subject to the availability of funding.
2. Applications will be evaluated by the Pedestrian and Cycling Review Team.
3. The Region's contribution towards qualifying applications is a maximum of 50% of eligible costs net of all third party contributions.

4. The Region will not provide additional funding amounts in excess of the approved final cost estimate.
5. Any unused funding amounts are to be returned to the Region on a proportionate basis.

RESPONSIBILITIES:

Commissioner, Transportation and Community Planning Department

- Apply the eligibility criteria for final approval of the proposed facilities.
- Authority to release funds for proposals which have been approved by the Pedestrian and Cycling Review Team.
- Report to Council annually on approved contributions.

Manager, Transportation Planning

- Administer and deliver the Pedestrian and Cycling Municipal Partnership Program.
- Lead function in relation to all Pedestrian and Cycling Municipal Partnership Program inquiries, activities with applicants, and within the Region of York.

Applicants

- Complete and submit required documents by the established deadlines.
- Communicate with the Manager, Transportation Planning and Project Manager (where applicable) on the design and construction scheduling of the approved facility.
- Revise the proposed facility design as required by the Manager, Transportation Planning and/or the Pedestrian and Cycling Review Team.
- Adhere to agreements made as a condition of approval under this policy.

Pedestrian and Cycling Review Team

- Evaluate applications using Regional planning and design guidelines.
- Provide constructive comments that demonstrate collaboration with applicants during the application review process.

REFERENCE:

Transportation Services Committee Report 6, Clause 5, adopted by Regional Council on June 28, 2012.

CONTACT:

Director, Infrastructure Planning – Transportation and Community Planning Department

APPROVAL INFORMATION

CAO Approval Date: n/a

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