

<b>Corporate Policies and Procedures</b>			
<b>DEPARTMENT:</b> General Administration			<b>POLICY #:</b> GA-08
<b>POLICY:</b> Active Transportation			
<b>DATE:</b> March 2014	<b>REV. DATE:</b>	<b>COVERAGE:</b> All Departments	<b>PAGE #:</b> 1 of 8

**POLICY STATEMENT:**

The County’s Strategic Plan and Council Priorities 2013-2018 document identified Active Transportation as a priority initiative. The implementation of Active Transportation requirements will be the responsibility of the Public Works & Engineering, Development & Property, Emergency Services, and Social Services Departments:

In order to provide a clear understanding and direction for the scope of the County's active transportation program, it is appropriate that a policy should be established for the implementation of active transportation strategies within the County.

**While the policies contained in this document support and promote the implementation of active transportation, staff will conduct safety assessments to determine the appropriateness of active transportation on County infrastructure (e.g. roads, bridges, trails, etc.). In those instances where active transportation cannot be implemented in a safe manner, staff will seek Council’s approval to prohibit the active transportation activity under consideration.**

**PURPOSE:**

To provide for the orderly implementation of Active Transportation initiatives as approved by Council.

**1.0 Public Works & Engineering**

As a long-term vision, the Department will endeavor to integrate non-motorized forms of transportation into existing and future County road infrastructure. **This policy does not impact motorized or other vehicles legally operating on County roads (inclusive of hardened shoulders) in accordance with applicable provincial or County legislation or by-laws.**

The Department’s Active Transportation initiatives will be limited, at this time, to the hardening of existing shoulders on County Roads and the installation of “share-the-road” signage.

**1.1 Signage**

Share-the-Road signage (refer to Page 8 of this policy) will be installed on both sides of all County Roads. The timing for implementation of this program will be subject to available funding as approved by Council.

Share-the-Road signage will be placed along active transportation corridors and at intersections with major roadways. Spacing of the signs shall not exceed 10 kilometres but

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will vary to suit roadway characteristics (e.g. increased signage at major intersections, County roads within an urban setting, etc.).

## 1.2 Design Standards

### 1.2.1 Asphalt Road Programs

If a roadway is designated as a priority Active Transportation corridor, it is desirable to develop a paved shoulder width of 1.0 m -1.5 m. Where this is not achievable, every effort will be made to maximize the width of the shoulder area without incurring substantial costs to expand the platform width unless the core capital program dictates an expansion to the roadway's platform.

Where possible, the hardened shoulder widths shall consider the vehicle traffic volumes on the roadway. The following are the recommended minimum shoulder widths:

<b>VEHICLE TRAFFIC VOLUMES – HARDENING SHOULDERS</b>	
<b>Vehicle Traffic Volumes</b>	<b>Shoulder Width (m)</b>
<b>&lt; 3,000</b>	<b>.5</b>
<b>3,000 – 5,000</b>	<b>1.0</b>
<b>&gt; 5,000</b>	<b>1.5</b>

The paved shoulder shall comprise 50 mm of hot mix asphalt on a 150 mm granular base.

### 1.2.2 Surface Treatment Programs

For surface treated capital roadway programs, the hardening of the shoulder shall be achieved by extending the surface treatment application onto the shoulder area. Where possible, the surface treated shoulder should be 1.0 m-1.5 m in width.

### 1.2.3 Delineation of Travel Surface

For the rehabilitation strategies identified in 2.2.1 and 2.2.2 above, the limits of the outside travel lane shall be painted in order to delineate the travel lane from the asphalt/surface treated shoulder. Additionally, "Share-the-Road" signage (as identified in 2.1) shall be erected in conjunction with the capital program.

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1.2.4 Shoulder Markings

For liability reasons, roadways with hardened shoulders shall not have emblems or decals painted on them. It is intended that the hardened shoulders are constructed to improve safety and accommodate all permitted roadway users

1.2.5 Dedicated Active Transportation Lanes

The implementation of Active Transportation infrastructure will not include the construction of dedicated lanes for cycling, pedestrians, etc.

In keeping with *The Municipal Act*, sidewalks remain the responsibility of the local municipality.

1.3 Program Funding

1.3.1 Multi-year Capital Programs

The Department will develop, for Council’s approval, a 10-year (minimum) capital program identifying priority Active Transportation requirements. This program will be formulated based on sustainable funding allocations as approved by Council through the annual budget process. The capital program will be updated, at a minimum, every five years.

Program development for the hardening of shoulders will give priority to:

- Active Transportation demands generated from urban centers. This will involve, in many instances, the need to “retrofit” the hardening of shoulders.
- Where deemed to be an Active Transportation corridor priority, the hardening of shoulders will be done in conjunction with approved capital works programs.

1.3.2 Federal/Provincial Funding

Every effort will be made to secure funding assistance from the provincial and/or federal governments in support of Active Transportation infrastructure. Capital funding received from successful applications will be used to advance priority works identified in the long-range capital forecast.

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#### 1.4 Maintenance

##### 1.4.1 Maintenance

It is acknowledged that the introduction of hardened shoulders will require an increase in monitoring, maintenance and signage.

Maintenance of hardened shoulders shall be in accordance with the County's Level of Service Policy for Roadway Maintenance.

##### 1.4.2 Winter Control

Hardened shoulders may not be accessible during winter months since these areas are used as snow storage areas.

#### 1.5 Integration of Active Transportation Programs

##### 1.5.1 Liaison with Local Municipalities

In order to optimize the integration of County Active Transportation infrastructure with that of the local municipalities, the Department will initiate regular consultation with the local municipalities in order to develop comprehensive implementation strategies. These consultations may influence the prioritization and timing of County Active Transportation infrastructure programs.

## **2.0 Development and Property**

### 2.1 County Forests

The permitted uses of County Forest (properties owned and managed by the County of Renfrew) are described in the County of Renfrew Forest Management Plan. At present, there are a number of County Forest properties that have land use agreements with snowmobile clubs that indemnify the County. Proposals by any organized group to use and/or develop trails on County Forest will be assessed on a case-by-case basis.

Specifically, recreational use of the County Forest is a privilege, not a right. Forest management activities take precedence over all other activities, including trail use. No exclusive right of use will be granted to any organization; the approach will continue to be multi-use.

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2.2 Recreational Trail Strategy

In 2007, County Council accepted the document “County of Renfrew Trails Strategy Study” as prepared by Stantec Consulting. In this document, the County was identified as being the best organization to lead the implementation of a broad trail network strategy.

Key to the implementation of a broad trail strategy will be the creation of a Renfrew County Trails Council (RCTC), representing municipalities and stakeholder groups. The RCTC will identify priorities and provide recommendations to County Council. Embedded in the Terms of Reference for the RCTC will be that abandoned rail corridors (specifically the CP) will provide the backbone of any future trail development.

A strategy for creating the RCTC and implementing the recommendations of the Stantec study are being developed. **A broader recreation trails strategy includes active transportation as well as all other modes of mechanical and non-mechanical means of transportation.**

2.3 Economic Development

Active Transportation is a valuable and differentiating factor for the County of Renfrew, County municipalities, businesses, organizations and investors which will contribute directly to our economic prosperity and the good health of our residents and visitors. The County of Renfrew will foster the adoption of Active Transportation strategies and initiatives amongst investors, developers, municipal partners, community organizations and businesses.

2.3.1 Signage

In conjunction with business operators, municipalities, organizations and Public Works, the County of Renfrew will encourage businesses and associations to coordinate and share the benefits of a coordinated and effective signage program to inform and direct Active Transportation users to all our trails and routes assets.

2.3.2 Promotion

Incorporating Active Transportation in our existing programs of business and community development (trails and water routes, driving routes, scenic routes, Valley Explore, Cycle Ontario) we will ensure that Active Transportation is available to and utilized by all target groups.

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2.3.3 Funding

The Department will investigate funding sources from government, business partners, sponsors and organizations to deliver effective Active Transportation development, programming and promotion.

2.3.4 Liaison with County Municipalities

Through the OVED Partners group and other avenues the Department will assist directly in the promotion of Active Transportation and the integration of Active Transportation awareness, return on investment and community and business benefits to all municipal leaders, staff and organizations.

2.3.5 Ottawa Valley Tourist Association (OVTA)

The OVTA recognizes Active Transportation as a valuable tourism attraction asset and one that must be understood and utilized by all our businesses and municipalities. Active Transportation assets are also excellent tourism assets and the organization will promote and publicize Active Transportation where it overlaps with tourism marketing.

**3.0 Planning**

The County of Renfrew is updating its Official Plan in accordance with the five-year review requirements under Section 26 of the Planning Act.

A main component of this update is the inclusion of active transportation policies in the Official Plan.

The proposed Official Plan defines active transportation as being human powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power- assisted devices moving at a comparable speed.

The proposed policies outline the benefits of active transportation as increasing physical activity, community engagement and social connections; contributing to economic development; providing accessible infrastructure to all segments of the population; and connecting people to parks, open spaces and the natural environment.

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The policies refer to the County of Renfrew Active Transportation Strategy that provides a long-term vision for active transportation infrastructure and policies, and identifies the integration of an active transportation strategy across a number of Departments within the County.

The goal of the Official Plan to address active transportation in planning decisions by addressing, where appropriate, such matters as accessibility, density, access to amenities, connectivity/linkages between land uses, provision of sidewalks in new residential plans of subdivision, and safety along walking routes. The goal is to achieve a land use pattern composed of housing, employment, recreation, parks and open spaces that promote the use of active transportation.

#### **4.0 Emergency Services**

##### **4.1 Community Paramedicine**

Through Community Paramedicine programs and strategic partnerships, the Department will increase community awareness and education by supporting road safety messaging, public service announcements, Active Transportation and health related events, school based engagement programs that address safety & health, promotion of cycling and walking programs as well as falls and injury prevention. Existing synergistic partners (eg: Heart Wise Exercise, Physical Activity Network, Healthy Communities Partnership and the Champlain LHIN through Healthlinks) will build capacity and increase our efficacy to generate community support, increase knowledge of Active Transportation benefits and engage community members in physical activity to reduce the burden of chronic disease and improve the quality of life in the County of Renfrew.

#### **5.0 Social Services**

##### **5.1 Active Transportation Links**

Create active transportation links between the 10-year Housing & Homelessness Plan and develop appropriate active transportation policies.

##### **5.2 Children Physical Activity**

Implement improvement opportunities to increase physical activity and community engagement for children 0-6 years of age, through partnership with the Renfrew County District Health Unit.

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