

COMMITTEE OF THE WHOLE (1) – SEPTEMBER 14, 2021

STAFF COMMUNICATIONS

Distributed September 10, 2021

Subject

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| SC1. Memorandum from the Deputy City Manager Corporate Services, City Treasurer and Chief Financial Officer and the Director of Procurement Services, dated September 9, 2021. | Procurement Activity Report, Quarter 2 - 2021 |
| SC2. Memorandum from the Acting Deputy City Manager, Infrastructure Development, dated September 10, 2021. | Greater Golden Horseshoe Transportation Plan Update |
| SC3. Memorandum from the Acting Deputy City Manager, Infrastructure Development, dated September 10, 2021. | GTA West Transportation Corridor Route Planning and Environmental Assessment Study – Update |
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Please note there may be further Communications.

DATE: Thursday, September 9, 2021

TO: Mayor and Members of Council

FROM: Michael Coroneos, Deputy City Manager Corporate Services,
City Treasurer and Chief Financial Officer
Asad Chughtai, Director of Procurement Services

RE: **STAFF COMMUNICATION** – September 14, 2021 / CW(1)
Procurement Activity Report, Quarter 2 - 2021

1. Purpose

The purpose of this Staff Communication is to provide Mayor and Members of Council information regarding Procurement Activities undertaken in Q2 2021.

Under the City of Vaughan's *Corporate Procurement Policy PS-003, Reports to City Council Section 4.6.1*, "The Director of Procurement Services shall prepare a summary information report on all procurement awards, to be submitted to Council on a quarterly basis".

2. Analysis

116 procurement contracts worth \$30.6 million were processed in Q2

Procurement Services processed 83 competitive bids valued at \$29.5 million and 33 non-competitive bids valued at \$1.1 million.

Additional details of all contract awards for procurement activities undertaken in Q2 2021 are available on the Vaughan Online [Procurement Services internal site](#) and the Procurement Services page on the [City of Vaughan external website](#).

The [City of Vaughan Bidding Portal](#) offers public access to all bid documents, including bid results and contract awards. Consolidated quarterly contract awards are also available via the Procurement Services page on the City of Vaughan external website.

Competitive spend expressed as a percentage of total procurement value is 96.5% for this quarter, an increase of 1.1% in comparison to Q2 2020.

Procurement Services continues to work with client departments to further improve the competitive procurement awards, while reducing the non-competitive spend.

Departments processed \$1.2 million in Low Dollar Module (LDM) Purchase Orders

In 2017, the LDM Purchase Order system was introduced to accommodate urgent departmental operational requirements while introducing transparency, comprehensive reporting and analysis and compliance with enhanced internal controls.

The introduction of LDM Purchase Orders through JDE has provided a more robust reporting tool, allowing the distribution of monthly reports to departments with information on their LDM purchases. It also provides Procurement Services with the ability to review the types of procurements made and engage in meaningful conversations with departments regarding spend patterns and alternate procurement methods that could be thoughtfully considered. This will help facilitate the departments' procurement needs while leveraging the City's buying capacity to obtain the best value for money spent.

During the second quarter, there were 1,257 LDM purchase orders issued, totaling \$1.2 million.

Q2 2021 LDM purchases remain relatively consistent when compared to the same quarter last year. However, for the first half of 2021 LDM purchases are down \$0.1 million or 5 percent over the first half of 2020.

While Procurement Services has successfully worked with several departments to reduce their LDM purchases, further opportunities exist to analyze procurement spend data on a corporate wide basis, rather than just at the department level, to identify further opportunities to shift low dollar transactions to more efficient procurement methods through a disciplined approach. These include, consideration of additional Vendor of Record (VOR) Arrangements or Contracts, use of existing Competitive Processes (Multi-Year Contracts, Blanket Order Arrangements, VORs) and optimizing the use of PCard for eligible expense groups.

Departments processed \$1.3 million in Purchasing Card (PCard) transactions

To provide City employees with the flexibility to conduct day-to-day business, departments have the authority to purchase low value goods and services using PCards. As of June 30, 2021, there were 272 approved PCard holders throughout the City of Vaughan and Vaughan Public Libraries.

The City of Vaughan implemented the PCard Program to transition from manual-intensive processes to a more efficient and cost-effective method of purchasing low value goods

and services, reducing overall transaction time while improving transparency, visibility, monitoring and reporting.

During the second quarter, departments processed 2,520 transactions worth \$1.3 million, primarily for low value operating supplies, advertising, professional memberships, training, seminars, and existing corporate contracts where the PCard can be utilized for payment. In comparison to Q2 2020, PCard spend remains relatively the same.

As a result, the City continues to realize administrative and transactional savings through the significant reduction of cheque payments to multiple vendors, and to employees for reimbursement of out-of-pocket costs.

Conclusion

This report has been prepared in compliance with the Procurement Policy approved by Council on April 1, 2017.

For more information contact, Mary DiGiovanni, Manager, Business Support and Supplier Relationship, ext. 8020.



Michael Coroneos,
Deputy City Manager,
Corporate Services & Chief Financial Officer



Asad Chughtai,
Director Procurement Services

Attachments

Attachment 1: Procurement Activity – Procurements by Type, and by Delegated Authority, Awarded During the Second Quarter

Attachment 2: Procurement Activity – Procurements by Portfolio/Office, and by Procurement Type, Awarded During the Second Quarter

Attachment 3: Procurement Activity – Competitive and Non-Competitive Procurement Activity for the Second Quarter

Attachment 1: Procurement Activity – Procurements by Type, and by Delegated Authority, Awarded During the Second Quarter

Procurement Type		City Manager	Deputy City Manager	Director	Manager	Total
Request for Tender	\$	19,749,448	2,985,423	231,400	0	22,966,271
	#	4	11	4	0	19
Request for Proposal	\$	3,713,482	1,070,200	323,635	0	5,107,317
	#	4	5	5	0	14
Request for Quote	\$	0	314,555	878,360	167,348	1,360,263
	#	0	3	17	11	31
Request for Pre-Qualification	\$	0	0	0	0	0
	#	5	1	4	0	10
Quick Quote	\$	0	0	0	98,726	98,726
	#	0	0	0	8	8
Request for Information	\$	0	0	0	0	0
	#	0	0	0	1	1
Competitive	\$	23,462,930	4,370,178	1,433,395	266,074	29,532,577
	#	13	20	30	20	83
Sole Source	\$	201,429	25,389	53,634	0	280,451
	#	1	1	3	0	5
Single Source	\$	309,388	33,250	407,954	0	750,592
	#	4	1	21	0	26
Emergency Purchase	\$	0	0	32,532	0	32,532
	#	0	0	2	0	2
Non-Competitive	\$	510,817	58,639	494,120	0	1,063,576
	#	5	2	26	0	33
Grand Total	\$	23,973,747	4,428,817	1,927,515	266,074	30,596,153
	#	18	22	56	20	116

There were no contract awards during this quarter that required approval from Council or the VPL Board.

Attachment 2: Procurement Activity – Procurements by Portfolio/Office, and by Procurement Type, Awarded During the Second Quarter

Portfolio/Office		Request for Tender	Request for Proposal	Request for Quote	Request for Pre-Qualification	Quick Quote	Request for Information	Sole Source	Single Source	Emergency Purchases	Grand Total
City Manager	\$	-	162,200	167,741	-	-	-	19,110	118,666	-	467,717
	#	-	2	4	-	-	-	1	3	-	10
Council	\$	-	-	-	-	-	-	-	14,610	-	14,610
	#	-	-	-	-	-	-	-	2	-	2
Administrative Services & City Solicitor	\$	-	-	24,790	0	-	-	-	-	-	24,790
	#	-	-	1	1	-	-	-	-	-	2
Community Services Portfolio	\$	-	-	31,044	-	-	-	-	9,128	-	40,172
	#	-	-	2	-	-	-	-	1	-	3
Corporate Services, City Treasurer & CFO	\$	763,596	1,636,239	116,456	0	32,421	0	-	207,738	-	2,756,450
	#	3	3	4	2	2	1	-	5	-	20
Infrastructure Development	\$	19,865,748	3,035,783	479,337	0	48,021	-	235,953	307,379	17,337	23,989,557
	#	8	7	9	7	5	-	3	8	1	48
Planning & Growth Management Portfolio	\$	-	273,095	110,090	-	-	-	-	-	-	383,185
	#	-	2	1	-	-	-	-	-	-	3
Public Works Portfolio	\$	2,279,137	-	332,435	-	-	-	25,389	69,771	15,195	2,721,927
	#	7	-	7	-	-	-	1	5	1	21
Vaughan Public Libraries	\$	57,791	-	98,371	-	18,283	-	-	23,299	-	197,745
	#	1	-	3	-	1	-	-	2	-	7
Grand Total	\$	22,966,271	5,107,317	1,360,263	0	98,726	0	280,451	750,592	32,532	30,596,153
	#	19	14	31	10	8	1	5	26	2	116

Attachment 3: Procurement Activity – Competitive and Non-Competitive Procurement Activity for the Second Quarter

Bid Type	Q2 2021	
	No. of Awards	Value (\$)
Competitive		
Tenders	19	22,966,271
RFPs	14	5,107,317
Quotes	31	1,360,263
RFPQ	10	0
QQ	8	98,726
RFI	1	0
Sub-Total Competitive	83	29,532,577
Non-Competitive		
Sole Source	5	280,451
Single Source	26	750,592
Emergency Procurement	2	32,532
Sub-Total Non-Competitive	33	1,063,576
Total	116	30,596,153

SC 2**Staff Communication
CW (1) - September 14, 2021**

DATE: September 10, 2021

TO: Mayor and Members of Council

FROM: Vince Musacchio, Acting Deputy City Manager, Infrastructure Development

RE: **STAFF COMMUNICATION
September 14, 2021 Committee of the Whole
Greater Golden Horseshoe Transportation Plan Update**

1. Purpose

The Ontario Ministry of Transportation has recently prepared a draft discussion paper for the Greater Golden Horseshoe Transportation Plan (GGHTP or the Plan). This Staff communication summarizes the overall objectives of the Plan, highlights potential effects to Vaughan and outlines staff's position on the proposed Plan.

2. Analysis

Background

The Greater Golden Horseshoe Transportation Plan is a long-term, multimodal transportation plan for all the communities in the Greater Golden Horseshoe. It will identify a "regionally significant" transportation network to 2051 for passengers and goods movement. It will also provide direction for policies and investments to optimize the transportation network and ensure infrastructure is used as efficiently as possible.

Staff have been consulting with the Ministry of Transportation (MTO) since 2019, alongside other local and regional municipalities, to develop the Greater Golden Horseshoe Transportation Plan.

The draft discussion paper for the GGHTP, released on June 29, 2021, outlines the infrastructure, policy directions and programs, as well as the near-term actions, that MTO is planning to implement to create an appropriate transportation system to accommodate growth to 2051. Within the proposed infrastructure, policy directions and programs are components that will directly impact Vaughan.

Staff provided preliminary comments to MTO on August 27, 2021

MTO required all municipalities submit written comments on the GGHTP draft discussion paper by August 28, 2021. This did not allow staff adequate time to bring the matter to Council. As a result, staff have notified MTO that comments are preliminary, and have further requested MTO accept Council's comments after the original comment deadline. The preliminary comments issued to MTO are included as **Attachment 1**.

MTO is working towards releasing the GGHTP Transportation Plan by late 2021.

On September 9, 2021 York Region staff also brought forward a communication to Regional Council regarding the GGHTP

Staff have worked collaboratively with York Region staff to align comments on the GGHTP, which are reflected in the communication brought to Regional Council.

New rapid transit infrastructure is proposed along Jane Street from Steeles Avenue to Major Mackenzie Drive, and along Steeles Avenue from Jane Street to Yonge Street (and beyond into Markham)

The GGHTP anticipates the implementation of Metrolinx's 2041 Regional Transportation Plan (RTP), which proposes new rapid transit service along Jane Street from Steeles Avenue to Major Mackenzie Drive, and along Steeles Avenue from Jane Street to Yonge Street (and beyond into Markham) as were reported by staff to Council in [Spring 2019 as part of the Metrolinx Activities Update](#). For the GGHTP, these components were assumed to be in-service by 2041. The plan further proposes new transit infrastructure to accommodate growth to 2051.

New infrastructure proposed in Vaughan from the GGHTP includes two new rapid transit lines approximately located in the Highway 407 corridor: The Orbital Line and the Oshawa to Burlington Line. The names and alignments are conceptual currently. These two new rapid transit lines have the potential to further increase the transit connectivity for Vaughan businesses and residents, but to do so they must be supported by transit and active transportation infrastructure to and from the Highway 407 corridor.

To this end, staff have noted to MTO that policy direction simplifying and streamlining the construction of new municipal infrastructure within the Parkway Belt lands thereby encompassing the Highway 407 corridor must accompany the proposed new infrastructure.

Several key differences between the GGHTP and current municipal plans were noted in staff's comments to MTO

Several key differences between the Plan and the City's and/or York Region's Transportation Master Plans were noted. These include:

- Bus rapid transit on Major Mackenzie Drive was not shown as a rapid transit line in the Plan
- The GTA West Corridor Highway is included in the Plan
- Proposed GO service to Bolton, travelling through Vaughan, is not shown in the Plan

The Major Mackenzie bus rapid transit was omitted in the GGHTP

It is not entirely clear whether omission of a rapid transit line, such as the proposed Major Mackenzie bus rapid transit, means it will no longer be prioritized by the Regional Transportation Plan. Metrolinx has previously identified this rapid transit line as having a "medium" priority in their prioritization exercises. Staff continue to advocate for this critical transportation link in the overall transit system.

The GTA West Corridor Highway is identified in the GGHTP

Although Council withdrew endorsement of the GTA West Corridor in March 2021, MTO has indicated they will continue the EA for the GTA West Corridor and include it in planning documents. On May 3rd, 2021, the Minister of Environment and Climate Change advised the GTA West Study warrants designation pursuant to subsection 9(1) of the federal Impact Assessment Act. The Impact Assessment Agency of Canada, in its analysis to support the Minister, considered the information provided by the Ontario Ministry of Transportation, advice from federal authorities, input from provincial ministries, the views of potentially affected municipalities and Indigenous groups, concerns expressed in the requesters' letters and other public concerns that were known to the Agency.

Staff continue to participate in the on-going EA to protect the City's interests and address the City's requirements, and to provide technical comments on the preliminary design.

The proposed GO rail service to Bolton was omitted in the GGHTP

Although identified as a "Beyond 2041" project in Metrolinx's 2041 Regional Transportation Plan, the GGHTP, which extends to 2051, does not propose implementing GO rail service along the CP MacTier Subdivision, otherwise known as the "Caledon-Vaughan" or "Bolton GO" rail corridor. The 2010 Vaughan Official Plan

has conceptually identified five new GO stations along this corridor, located in the vicinities of Islington/Highway 407, Kipling/south of Langstaff, Highway 27/Rutherford, East of Barons/Major Mackenzie and East of Huntington/Nashville. Staff from both Vaughan and Caledon continue to advocate for the implementation of GO rail service in this corridor. Comments regarding this concern were made to MTO from both Vaughan as well as Caledon staff.

Transportation planning at all levels of government continues to evolve

In addition to the GGHTP, York Region is also in the process of updating their Transportation Master Plan, and Metrolinx recently updated their 2041 Regional Transportation Plan. All these plans inform and influence the on-going Vaughan Transportation Plan and have impacts on the proposed transportation improvements within the City.

Future updates to Council will be provided as additional information on the GGHTP becomes available

Staff continue to monitor all regional transportation plans, to identify areas of alignment between various levels of government, and to continue to protect the City's interests where they may be impacted. The Vaughan Transportation Plan aims to provide staff with a flexible prioritization methodology thereby allowing for better response times to changing priorities from other levels of government, and staff to better understand and respond to the implications of new or modified infrastructure on the City's transportation system. Staff will continue to provide updates to Mayor and Members of Council on a regular basis for all regional and City-led transportation plans.

For more information, contact Michael Frieri, Acting Director, Infrastructure Planning and Corporate Asset Management, extension 8729.

Attachment:

1. Preliminary City comments on GGHTP draft discussion paper as issued to MTO on August 27, 2021



August 27, 2021

Tija Dirks
Director, System Planning Branch
Ministry of Transportation
777 Bay Street, Suite 700
Toronto, ON M7A 2J8
Tija.Dirks@ontario.ca

Katerina Downard
Environmental Policy Office
Ministry of Transportation
777 Bay Street, Suite 700
Toronto, ON M7A 2J8
Katerina.Downard@ontario.ca

**Re: Greater Golden Horseshoe Transportation Plan – Discussion Paper
ERO# 019-3839
City of Vaughan Comments**

Thank you for the opportunity to comment on the draft discussion paper for the Greater Golden Horseshoe Transportation Plan.

Due to timeline constraints, these comments have not been reviewed by Vaughan Council and we would request the ability to submit additional comments as may be brought forward by Council in September 2021.

The City is supportive of the Greater Golden Horseshoe Transportation Plan and the overall vision, goals and objectives. We wish to bring MTO's attention to our concerns and issues as they relate to on-the-ground implementation of some of the proposed actions. Local and Regional municipalities are often tasked with providing critical connections, implementing regulations, and directing development in ways that support provincial transportation initiatives. As a result, the City looks forward to continuing to work with MTO at the implementation stage to best reach the vision and goals of the GGH Transportation Plan.

Comments on Pillar 1: Getting People Moving on a Connected Transit System

There appears to be a concentration of higher order transit planned in the 407 corridor near Vaughan (the proposed Burlington to Oshawa and Orbital Line). Assuming this higher order transit will eventually use the established 407 Transitway corridor, municipalities should be given greater ability to plan for new active transportation links across the Parkway Belt lands /

Highway 407. In Vaughan's case, our major intensification areas are located north of Highway 407 and the Parkway Belt / Highway 407 lands represent a major barrier to active transportation connections to and from the future transitway.

Furthermore, there are proposed higher order transit lines identified in Metrolinx's 2041 Regional Transportation Plan located within Vaughan which are not identified on the mapping, including proposed bus rapid transit on Major Mackenzie Drive and proposed Bolton Rail Service. Vaughan continues to plan for and support the implementation of these higher order transit lines as confirmed through previous Council decisions and the Vaughan Official Plan and would encourage MTO to consider these important components of the future transit system, especially as they are identified in the 2041 Regional Transportation Plan.

Comments on Pillar 2: Enhancing Capacity and Performance on Congested Roads

Though the options identified for this pillar propose infrastructure, services and policies, it is common for long-range planning that infrastructure projects (partially due to size and complexity) tend to dominate the available resources during implementation. An equal focus must be placed on the services and policies, because simply providing infrastructure will not accomplish the objectives of the Transportation Plan. Users of the transportation system have decision "inertia" towards their current preferred travel method that will need to be overcome to result in a significant shift towards more sustainable modes of travel.

The proposed policy: "Exploring options to manage passenger travel demand and congestion" should include stronger policy language. Simply exploring options will likely not be enough to manage travel demand, options must be implemented. In addition, both incentives (e.g. flexible work hours) and disincentives (e.g. pricing) should be considered equally.

Finally, please note that Vaughan Council withdrew endorsement of the GTA West Corridor on March 10, 2021. Given that the GTA West Corridor is shown as a "new planned and conceptual corridor", MTO may wish to consider sensitivity analysis which does not include the GTA West Corridor in its analysis to determine the impacts in the event that the GTA West Corridor does not move forward.

Comments on Goal 1: Improve Transit Connectivity

The City suggests that transit connectivity should go beyond just "providing connections". In a transit context, frequency of service is equally important to providing service, so if a new service / connection is provided without concurrent increase in the frequency of service, or concurrent increase in frequency of feeder service, the new connection is unlikely to substantially draw users towards transit.

For the proposed action: "Developing a best practices guideline document to support updates to the e-bikes framework" – The BPG and e-bikes framework should aim to unify regulations at a provincial level - different regulations for different municipalities (in the GGH specifically) will result in non-compliance and confusion by the public and will significantly hamper efforts to apply different regulations to the various classes.

Thank you for the opportunity to comment on the discussion paper and for your ongoing consultation efforts for the Greater Golden Horseshoe Transportation Plan. Should you have any questions or require additional clarification on our comments, please do not hesitate to contact Selma Hubjer, Manager, Transportation Planning and Engineering, at Selma.Hubjer@vaughan.ca

Sincerely,

Michael Frieri
Acting Director
Infrastructure Planning and Corporate Asset Management
City of Vaughan

Copy to: Vince Musacchio, Acting Deputy City Manager, Infrastructure Development
Selma Hubjer, Manager, Transportation Planning and Engineering

DATE: September 10, 2021

TO: Mayor and Members of Council

FROM: Vince Musacchio, Acting Deputy City Manager, Infrastructure Development

RE: **STAFF COMMUNICATION
September 14, 2021 Committee of the Whole Meeting
GTA West Transportation Corridor Route Planning and
Environmental Assessment Study – Update**

1. Purpose

The purpose of this Staff Communication is to provide an update regarding the ongoing GTA West Transportation Corridor Route Planning and Environmental Assessment (EA) Study.

2. Analysis

The GTA West Highway and Transit Corridor Environmental Assessment (EA) Study is being undertaken by the Ontario Ministry of Transportation (MTO) as an Individual EA in accordance with the Ontario EA Act and the GTA West Corridor EA Terms of Reference, as approved by the Ontario Minister of the Environment on March 4, 2008. The study spans from Highway 400 in the east to the Highway 401/407 ETR interchange in the west, and resumed in June 2019 from its suspension in 2015, following an announcement from the province. The new corridor would include a 400-series 4-to-6-lane highway with freeway-to-freeway connections at Highway 401/407 ETR, Highway 410, Highway 427, and Highway 400. The right-of-way would range between 110m (highway) without the transitway and 170m including a separate adjacent transitway. Additional information can be found on the GTA West EA website at: <https://www.gta-west.com/>.

On March 10, 2021, Council voted to reverse the City's endorsement of the proposed GTA West Corridor

Council, at its meeting of March 10, 2021 adopted the following recommendation:

“That Vaughan Council asks the Federal government to undertake a Federal Impact Assessment on the proposed Highway 413 (GTA West Corridor), and that the Mayor write a letter to the Minister of the Environment and Climate Change, the Honourable Johnathan Wilkinson, informing him of the request for a Federal Environment Impact

Assessment for Highway 413, and that this letter be circulated to all local area MPs and MPPs.”

The extract from the Council meeting minutes of March 10, 2021 regarding Item 12, Report No.8, (Presentation – Irene Ford asking Vaughan Council to reverse endorsement of the proposed GTA West Corridor/Highway 413) is provided in **Attachment 1**. On March 12, 2021, the extract was forwarded to the Impact Assessment Agency of Canada (IAAC) for their review, along with the responses to their questions as noted in the March 2, 2021 Staff Communication for Committee of the Whole 1.

On May 3rd, 2021, the Honourable Jonathan Wilkinson, P.C., M.P. Minister of the Environment and Climate Change provided an Order advising the project warrants a Federal Review

On May 3rd, 2021, the Minister of Environment and Climate Change advised that the Project warrants designation pursuant to subsection 9(1) of the Impact Assessment Act. The Impact Assessment Agency of Canada, in its analysis to support the Minister, considered the information provided by the Ontario Ministry of Transportation, advice from federal authorities, input from provincial ministries, the views of potentially affected municipalities and Indigenous groups, concerns expressed in the requesters' letters and other public concerns that were known to the Agency. The following is the response provided by the Minister's office supporting the order.

“The Minister has considered the potential for the Project to cause adverse effects within federal jurisdiction, adverse direct or incidental effects, public concern related to these effects, as well as adverse impacts on the Aboriginal and treaty rights of the Indigenous peoples of Canada. The Minister also considered the analysis of the Impact Assessment Agency of Canada.

The Minister has reached the decision that the designation of the Project is warranted as the Project may cause adverse direct or incidental effects on the critical habitat of federally listed species at risk that may not be mitigated through project design or the application of standard mitigation measures, or through existing legislative mechanisms. The Minister also considered the public concerns related to these potential effects. “

The Minister's Order, Response with reasons and the Agency's Analysis Report are available on the Canadian Impact Assessment Registry Internet site (Reference number 81381): <https://iaac-aeic.gc.ca/050/evaluations/proj/81381>

On July 28, 2021, a GTA West Community Engagement Webinar took place

There had been concerns expressed by members of the public that the public engagement for the GTA West EA Study was not adequate. As a result, York Region Council, on February 25, 2021, passed a motion to request a Public Information Centre for the GTA West EA Study for the City of Vaughan and King Township. In addition, on March 10, 2021 Vaughan Council passed a motion to have the Mayor write a letter to the Minister of Transportation, the Honourable Caroline Mulroney, and the local MPP, the Honourable Stephen Lecce, requesting the Minister host a public information

meeting for Vaughan residents for the purpose of receiving and answering the public's questions and addressing concerns related to the Province's GTA West Corridor, and that all other local MPPs be invited to attend this public information meeting (see **Attachment 1**).

As a result, City of Vaughan staff received invitation letters via email (from the GTA West Project Team dated July 9, 2021) to a Community Engagement Webinar about the GTA West EA Study (included as **Attachment 2**).

To further meet the public's needs and address community questions, the GTA West Project Team hosted a Community Engagement Webinar where the public and stakeholders could understand more about the project and have their questions answered. The Community Engagement Webinar took place on July 28, 2021.

The GTA West Project Team provided a brief overview of the project followed by a question-and-answer period. Expert panelists from a variety of disciplines (e.g., noise, air quality, fisheries, archaeology, etc.) were in attendance to answer questions. Given the current COVID-19 pandemic situation, the Webinar was conducted as an online session hosted through the Zoom platform. A recording of the event is posted on the project website at <https://www.gta-west.com/consultation-2/> under the Previous Consultations section.

Staff continue to provide input to protect the City's interests

After confirming the Preferred Route and 2020 Focused Analysis Area on August 7, 2020, the GTA West Project Team commenced developing the Preferred Route to a preliminary design level of detail. Staff continue to attend preliminary design meetings with the GTA West Project Team to protect the City's interests and address the City's requirements, and to provide technical comments on the preliminary design. Such meetings have taken place in October 2020, February 2021, and most recently in June 2021.

The Northwest GTA (Electricity) Transmission Corridor Identification Study continues concurrently with the GTA West (Transportation) EA

On November 18, 2020, the Ministry of Energy, Northern Development and Mines (ENDM) posted a Decision Notice on the Environmental Registry regarding a revised study area related to the Northwest GTA (Electricity) Transmission Corridor Identification Study. The notice and the revised study area can be viewed through the Environmental Registry Posting here <https://ero.ontario.ca/notice/019-1503>.

Next Steps

City staff continue to work with the GTA West EA Project Team on the Preliminary Design for the Preferred Route. Staff will also continue to review and provide comments on the Northwest GTA (Electricity) Transmission Corridor Identification Study. Additional updates will be provided to Council as both studies progress.

For more information, please contact Vince Musacchio, Acting Deputy City Manager, Infrastructure Development at extension 8311.

Attachments:

1. Extract from Council meeting minutes of March 10, 2021 regarding Item 12, Report No.8, (Presentation – Irene Ford asking Vaughan Council to reverse endorsement of the proposed GTA West Corridor/Highway 413)
2. July 9, 2021 Invitation to a Community Engagement Webinar about the GTA West Highway and Transit Corridor Environmental Assessment Study

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 10, 2021

Item 12, Report No. 8, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on March 10, 2021, upon recorded votes, as follows:

By approving the following:

- 1) ***That Vaughan Council asks the Federal government to undertake a Federal Impact Assessment on the proposed Highway 413 (GTA West Corridor), and that the Mayor write a letter to the Minister of the Environment and Climate Change, the Honourable Johnathan Wilkinson, informing him of the request for a Federal Environment Impact Assessment for Highway 413, and that this letter be circulated to all local area MPs and MPPs;***
- 2) ***That the Mayor write a letter to the Minister of Transportation, the Honourable Caroline Mulroney, and the local MPP, the Honourable Stephen Lecce, requesting that the Minister host a public information meeting for Vaughan residents for the purpose of receiving and answering the public's questions and addressing concerns related to the Province's GTA West Corridor, and that all other local MPPs be invited to attend this public information meeting; and***
- 3) ***That the City of Vaughan endorse the Toronto Region and Conservation Authority (TRCA) Board's request for the Ministry of Transportation (MTO) to commit to receiving TRCA's Voluntary Project Review (VPR) sign off at the detailed design stage to enter into a service level agreement with the TRCA for the provision of the VPR review services, and to use the TRCA's Guideline for Determining Ecosystem Compensation where avoidance and mitigation is not possible; and***

By receiving the following communications:

- C5 Tony Malfara;***
- C7 Hiten Patel, dated March 3, 2021;***
- C8 Hiten Patel, dated March 3, 2021;***
- C9 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C10 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C11 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C12 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C13 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C14 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C15 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C16 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C17 Rene Vlahovic, Hwy 27, Kleinburg, dated March 4, 2021;***
- C18 Roger Dickinson and Nina Szymanska, Donhill Crescent, Kleinburg, dated March 4, 2021;***
- C19 Jean-François Obregón, Laurel Valley Court, Concord, dated March 8, 2021;***
- C20 Vicki Hotte, 7th Concession, King, dated March 6, 2021;***

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 10, 2021

Item 12, CW Report 8 - Page 2

- C21 Susan Beharriell, dated March 6, 2021;**
- C22 David Forgione, Sugarbush Court, Woodbridge, dated March 6, 2021;**
- C23 Angela Grella, dated March 6, 2021;**
- C24 Jennifer LeForestier, dated March 7, 2021;**
- C25 Sherry Draisey, dated March 7, 2021;**
- C26 Angela Grella, dated March 7, 2021;**
- C27 Theresa Sherwood, dated March 7, 2021;**
- C28 Donna & Joe Rotondo, Treelawn Boulevard, Kleinburg, dated March 7, 2021;**
- C29 Dan Ifrim, dated March 7, 2021;**
- C30 Marsha Lomis, dated March 7, 2021;**
- C31 Rick Sant, dated March 7, 2021;**
- C32 Margaret Cunningham, dated March 7, 2021;**
- C33 Hiten Patel, dated March 7, 2021;**
- C34 Nancy Hopkinson, dated March 7, 2021;**
- C35 Karen Alison, dated March 7, 2021;**
- C36 Andre Willi, dated March 7, 2021;**
- C37 Susan Sigrist, Mark Hubbard, Daniel Hubbard, and Melissa Hubbard, dated March 7, 2021;**
- C38 Tony Malfara;**
- C39 Sherman Cunningham, dated March 7, 2021;**
- C40 Susan Walmer, Oak Ridges Moraine Land Trust, Bathurst Street, Newmarket, dated March 8, 2021;**
- C41 Mario Paura, Art Drive, Kleinburg, dated March 8, 2021;**
- C42 Stacey Mortimer, dated March 8, 2021;**
- C43 Robert A. Kenedy, President of the MacKenzie Ridge Ratepayers Association, dated March 8, 2021;**
- C44 Theresa Molle, dated March 8, 2021;**
- C45 Theresa Molle, dated February 27, 2021;**
- C46 Victor Lacaria, Polo Crescent, Vaughan, dated March 8, 2021;**
- C47 Judith Tenenbaum, Collard Drive, King City, dated March 8, 2021;**
- C48 Anna Bortolus, Hanson Court, Woodbridge, dated March 8, 2021;**
- C49 Evelyn Dengerink, dated March 8, 2021;**
- C50 Susan Beharriell on behalf of Dennis Starritt, dated March 8, 2021;**
- C51 David and Susan Corley, dated March 8, 2021;**
- C52 Chris Haohai Ma, dated March 8, 2021;**
- C53 Tony Kiru, Orico Court, Kleinburg, dated March 8, 2021;**
- C54 Gina Ceci, Orico Court, Kleinburg, dated March 8, 2021;**
- C55 Geoff Kettel, Federation of Urban Neighbourhoods, dated March 9, 2021;**
- C56 Victoria Nguyen, dated March 8, 2021;**
- C57 Robert Craig and Katherine Molle, dated March 8, 2021;**

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 10, 2021

Item 12, CW Report 8 - Page 3

- C58** *Michael A. DiMuccio, dated March 8, 2021;*
- C59** *Alexandra Ney, King Vaughan Road, Vaughan, dated March 8, 2021;*
- C60** *Elena Zeppieri, dated March 8, 2021;*
- C61** *David Toyne, Upper Cold Creek Farm, Pine Valley Drive, Woodbridge, dated March 8, 2021;*
- C62** *Bruno Malfara, Orico Court, Kleinburg, dated March 9, 2021;*
- C63** *Sony Rai, Sustainable Vaughan, dated March 9, 2021;*
- C64** *Jennifer Schramm, dated March 9, 2021;*
- C65** *Marina Dykhtan, Princess Isabella Court, Vaughan, dated March 9, 2021;*
- C66** *Skip Taylor, dated March 9, 2021;*
- C67** *Hatem Abou El Nile, Kilmuir Gate, Vaughan, dated March 9, 2021;*
- C68** *Gillian Evans, Upper Cold Creek Farm, Pine Valley Drive, Woodbridge, dated March 9, 2021;*
- C69** *Irene Ford, dated March 9, 2021;*
- C71** *Jamie Maynard, William Street, Woodbridge, dated March 9, 2021;*
- C72** *Leslie Atkinson, dated March 9, 2021;*
- C73** *Paola Maria Stefania Crocetti, dated March 9, 2021;*
- C74** *Irene Ford, dated March 9, 2021;*
- C75** *Peter Meissner, dated March 9, 2021;*
- C76** *Marcella Di Rocco, dated March 9, 2021;*
- C77** *Tony Malfara, dated March 9, 2021; and*
- C78** *Louisa Santoro, dated March 10, 2021.*

12. PRESENTATION - IRENE FORD ASKING VAUGHAN COUNCIL TO REVERSE ENDORSEMENT OF THE PROPOSED GTA WEST CORRIDOR/HIGHWAY 413

The Committee of the Whole recommends:

- 1) That Council withdraws its endorsement of the proposal, being the GTA West Corridor, and that the actions taken be ratified by Council;**
- 2) That Communication C27, memorandum from the Deputy City Manager, Infrastructure Development and the Director, Infrastructure Planning & Corporate Asset Management, dated March 1, 2021, be received;**
- 3) That the presentation by Irene Ford and Communication C25, dated March 1, 2021, be received; and**
- 4) That the following Communications be received:**
 - C1. Ms. Louisa Santoro, dated February 26, 2021;**
 - C2. Mr. Tony Malfara, dated March 1, 2021;**

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 10, 2021

Item 12, CW Report 8 - Page 4

- C3. Ms. Kathryn Angus, Kleinburg & Area Ratepayers Association, Kleinburg, dated February 26, 2021;
- C4. Ms. Angela Grella, Governor Crescent, Woodbridge, dated February 26, 2021;
- C5. Mr. Hiten Patel, Thornhill Woods Drive, Vaughan dated February 26, 2021;
- C6. Ms. Sherry Draisey, Weston Road, King City, dated February 28, 2021;
- C7. Kevin and Mary Russell, Rainbows End, Kleinburg, dated February 28, 2021;
- C8. Mr. Larry Zembal, dated February 28, 2021;
- C9. Mr. Bruno Malfara, Orico Court Kleinburg, dated February 28, 2021;
- C10. Mr. Jamie Maynard, William Street, Woodbridge, dated February 28, 2021;
- C11. Mr. Grant Smith, dated February 28, 2021;
- C12. Mr. Tony Kiru, Orico Court, Vaughan, dated February 28, 2021;
- C13. Ms. Alexandra Ney, King Vaughan Road, dated March 1, 2021;
- C14. Jean-François Obregón, Laurel Valley Court, Concord, dated March 1, 2021;
- C15. Ms. Gloria Marsh, York Region Environmental Alliance, Dariole Drive, Richmond Hill, dated March 1, 2021;
- C16. Ms. Leslie Atkinson, dated February 28, 2021;
- C17. Mr. Robert Mancuso, Mary Natasha Court, Kleinburg, dated February 28, 2021;
- C18. Mr. Dan Ifrim, dated February 28, 2021;
- C19. Gian DelZotto, dated March 1, 2021;
- C20. Ms. Marina Dykhtan, Princess Isabella Court, Vaughan, dated March 1, 2021;
- C21. Mr. Daniel Polak, Princess Isabella Court, Vaughan, dated March 1, 2021;
- C22. Rene Vlahovic, Albion Glass, 6815 Davand Drive, Mississauga, dated March 1, 2021;
- C23. Susan Sigrist, Mark Hubbard, Melissa Hubbard, Daniel Hubbard, dated March 1, 2021;
- C24. Ms. Susan Walmer, Oak Ridges Moraine Land Trust, Bathurst Street, Newmarket, dated March 1, 2021; and
- C26. Mr. Michael A. DiMuccio, dated March 1, 2021.

July 9, 2021

Vince Musacchio
Director of Infrastructure Planning and Corporate Asset Management
City of Vaughan

Email: vince.musacchio@vaughan.ca

Invitation to a Community Engagement Webinar about the GTA West Highway and Transit Corridor Environmental Assessment Study

The Ontario Ministry of Transportation (MTO) is in Stage 2 of the GTA West Transportation Corridor Route Planning and Environmental Assessment (EA) Study. After confirming the Preferred Route and 2020 Focused Analysis Area on August 7, 2020 (please refer to the enclosed key plan or view mapping at www.gta-west.com), the GTA West Project Team commenced developing the Preferred Route to a preliminary design level of detail.

The GTA West Study is being undertaken as an Individual EA in accordance with the Ontario EA Act and the GTA West Corridor EA Terms of Reference, which was approved by the Ontario Minister of the Environment on March 4, 2008. On May 3, 2021, the Federal Minister of Environment and Climate Change determined that the GTA West Study also warrants designation under the Federal Impact Assessment Act. More information is available on the project website at www.gta-west.com/processandtimeline.

To further meet the public's needs and address community questions, the GTA West Project Team is hosting a Community Engagement Webinar where the public and stakeholders can understand more about the project and have their questions answered. **You are invited to attend the Community Engagement Webinar hosted by the GTA West Project Team on July 28, 2021 from 6:00 p.m. to 8:00 p.m.** The GTA West Project Team will provide a brief overview of the project followed by a question & answer period. Expert panelists from a variety of disciplines (e.g., noise, air quality, fisheries, archaeology, etc.) will be in attendance to answer your questions.

Public and Project Team member health and safety is of utmost importance. Given the current COVID-19 pandemic, this Webinar will be conducted as an online session hosted through the Zoom platform. For the best experience, we encourage you to join the Webinar on Zoom through an electronic device. If you don't have access to an electronic device, you can listen to the Webinar through your telephone. If you join by telephone, please submit your questions in advance. A recording of the event will be posted on the project website.

To register for the Webinar, please visit the project website at www.gta-west.com/consultation-2 and click on the Zoom registration link under the *Upcoming Opportunities for Input* section. If you have accessibility requirements, please leave a message at the toll-free telephone line at 1-877-522-6916.

If you have questions that you would like to submit to the GTA West Project Team in advance of the Webinar, please e-mail them to project_team@gta-west.com, submit them through the contact form on the project website at www.gta-west.com/contactus/ or call the toll-free telephone line at 1-877-522-6916.

As always, comments and input regarding the study are encouraged. This material will be maintained on file for use during the project and may be included in project documentation to meet the requirements of the *Ontario EA Act*. Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act* and the *Access to Information Act*. With the exception of personal information, all comments will become part of the public record. If you have any accessibility requirements to participate in this project, please contact the Project Team at the e-mail address or telephone line listed above. Study information is available on the project website: www.gta-west.com. Des renseignements sont disponibles en français en composant (289) 835-2484 (Yannick Garnier).

Sincerely,

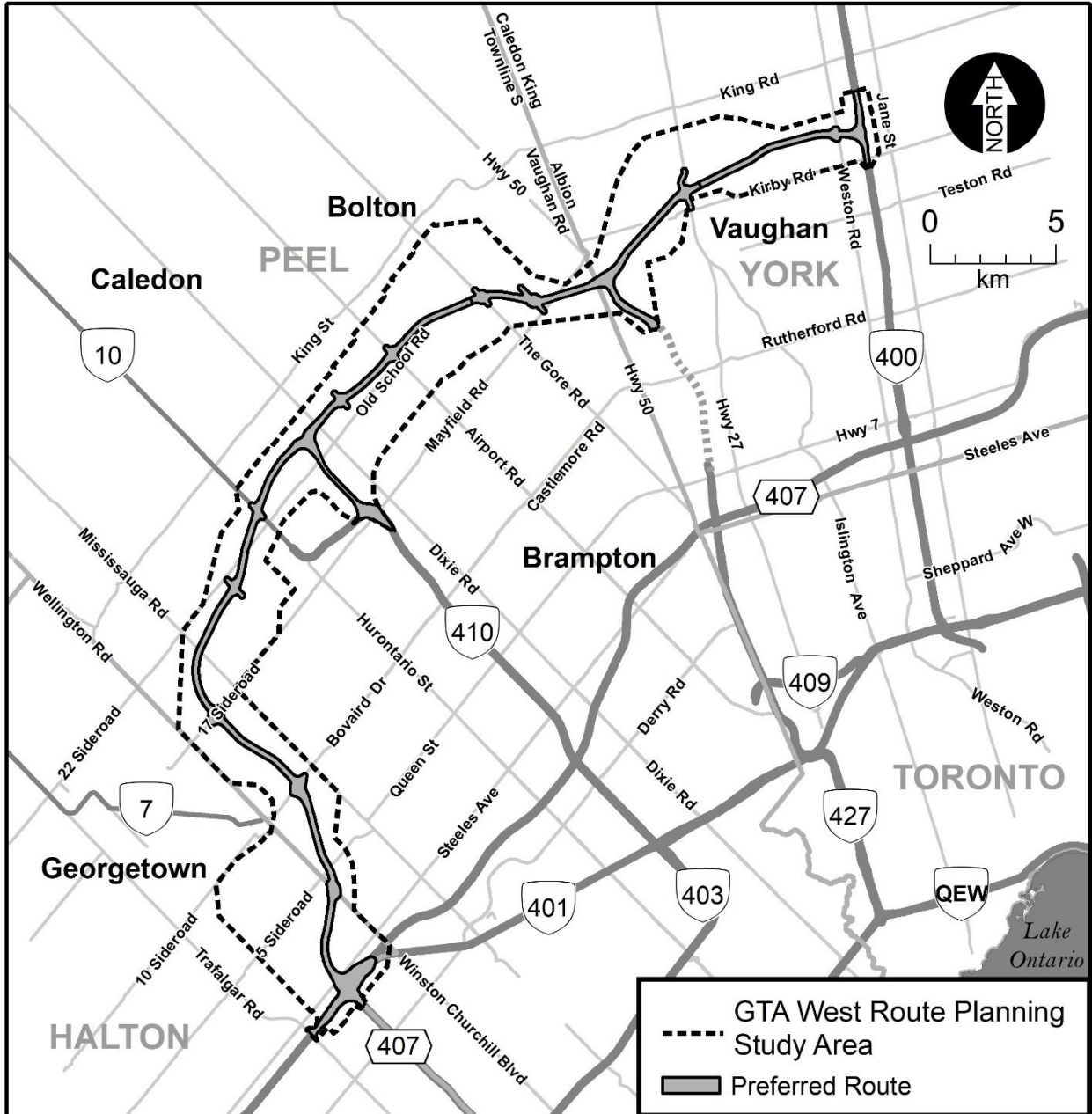


Amanda Naylor
MTO Project Manager
GTA West Project Team
Email: project_team@gta-west.com
Toll-Free: 1-877-522-6916
Website: www.gta-west.com
Twitter: @GTAWestStudy

cc: Hossein Hosseini (MTO), Chris Barber (MTO), Keith Cherneski (MTO), Mara Bullock (WSP)

Encl. GTA West Route Planning Study Area Map with the Preferred Route Overlay

GTA West Route Planning Study Area with the Preferred Route Overlay



60347240

DATE: September 10, 2021

TO: Mayor and Members of Council

FROM: Vince Musacchio, Acting Deputy City Manager, Infrastructure Development

RE: **STAFF COMMUNICATION
September 14, 2021 Committee of the Whole
MICRO-MOBILITY FRAMEWORK**

1. Purpose

The purpose of this communication is to:

1. Provide background, context and definition around micro-mobility devices and explain current opportunities and challenges associated with them.
2. Summarize the development of the City's Micro-Mobility Framework for the emerging use of micro-mobility devices as a transportation mode and their possible impact to the City from the perspectives of public health and safety, risk and liability, accessibility and equity, and environmental/financial sustainability; and
3. Identify the need and next steps towards the development of a Micro-Mobility Policy, thereby confirming the City's commitment to embrace and manage emerging micro-mobility devices in accordance with the recently developed framework.

2. Background

Micro-Mobility refers to the task of getting around on small-wheeled devices other than automobiles. This includes traditional human-powered devices such as bicycles, skateboards, manual scooters, etc. It also includes electric-powered versions of these human-powered devices such as e-bikes, hoverboards, electric skateboards, electric scooters, etc. Micro-mobility offers a very diverse range of transportation options and devices that vary greatly in size, weight, speed, and purpose. The most popular and commonly shared micro-mobility devices in North America are electric-powered/electric-assisted bicycles (e-bikes) and electric kick-style scooters (e-scooters). Examples of different types of micro-mobility devices, and a summary of rules and regulations for each in Ontario can be found [here](#) or refer to **Attachment 1**. There are numerous privately owned companies offering shared service of these devices with the most common devices being electric kick-style scooters (e-scooters) and power-assist electric bicycles (e-bikes).

The increasing popularity and use of e-scooters and e-bikes throughout the GTA has become evident over the last few years, thereby gaining the attention of Provincial and Local authorities

A chronological summary of recent provincial and local developments related to growing Micro-Mobility trends throughout the GTA is provided below.

Ministry of Transportation (MTO) initiatives include:

- a. June 2019 - MTO initiated a municipal consultation process on e-scooters.
- b. August 2019 - MTO posted and requested feedback for the proposed regulatory and policy framework for a kick-style electric scooter pilot on Ontario roads.
- c. October 2019 – In response to MTO’s e-scooter pilot and the increased popularity of e-scooter uses, **City of Toronto Council adopted a bylaw amendment to prohibit the use of e-scooters on sidewalks and pedestrian ways, parking, storing, or leaving an e-scooter on any street, sidewalk and pedestrian way until proper regulations are developed.**
- d. November 2019 - MTO announced a 5-year pilot program to allow electric scooters on municipal roads. The program began on January 1, 2020. Municipalities that choose to opt-into the pilot within their jurisdiction will be responsible for considerations including where the e-scooters can operate and park.
- e. March 1, 2021 - MTO launched a cargo e-bike pilot. Municipalities wishing to permit the use of cargo e-bikes within their jurisdiction can do so through the enactment of bylaws. **Vaughan did not opt-into the pilot.**

City of Vaughan initiatives include:

- a. December 2019 - Staff communicated to Mayor and Members of Council through a briefing note that recommended **Vaughan follow the City of Toronto’s recommendation to NOT opt-into the e-scooter pilot** until a micro-mobility policy and strategy are developed.
- b. January 2020 to February 2021- Staff completed research and internal collaboration in developing a micro-mobility framework to guide the development of a formal micro-mobility policy and strategy.
- c. March 4, 2021 – Staff presented a preliminary micro-mobility framework to the Senior Leadership – Executive Team and received positive feedback.
- d. May 2021 - the preliminary micro-mobility framework was presented at the City’s Transportation and Infrastructure Task Force meeting, which was received with positive feedback and interest in hearing updates on future developments and initiatives.
- e. Spring – Summer 2021- Staff began a public education and outreach initiative as inquiries and concerns from residents increased. The initiative included:
 - Public Service Announcements on micro-mobility devices
 - The launch of a micro-mobility webpage to provide information for the public (www.vaughan.ca/micromobility)
 - Collaboration with Access Vaughan to collect data and concerns regarding micro-mobility devices in communities including a standardized [survey form](#)

- Collaboration with York Region Police to launch a positive public engagement strategy especially in areas of concerns (i.e., enhanced patrolling, distribution of micro-mobility postcards, see **Attachment 2**)
 - Mobile signs placed in areas of reported concerns and misuse of devices
 - Electronic postcards sent to students through York Region School Board's summer newsletters to families, see **Attachment 3**
- f. June – August 2021 an internal Micro-Mobility Working Committee was formed to finalize the micro-mobility framework included as **Attachment 4**.

3. Analysis

Electrically powered micro-mobility devices add solutions to improve connections between transit and individual destinations thereby improving the efficiency and sustainability of the City's overall transportation network

Micro-mobility devices such as e-scooters and e-bikes have been emerging in cities across North America and beyond. They have the potential to add "micro-mobility" solutions to help augment transportation such as connections between transit and individual destinations as well as open a new market for business.

These electrically powered micro-mobility devices typically do not add exhaust emissions that decrease air quality or noise pollution. However, they have the potential to increase safety concerns for riders, pedestrians, vulnerable road users and cyclists, as well as pose significant liability, risk, and enforcement issues for municipalities.

Staff has developed a Micro-Mobility Framework to keep pace with the ongoing evolution and popularity of micro-mobility devices

Rather than passing individual bylaws to allow the use of e-scooters, e-bikes, or other micro-mobility devices as they emerge, staff have developed a micro-mobility framework to guide the establishment of future policy, strategy, and bylaws, pertaining to micro-mobility in a focused and coordinated manner. The structure set in the micro-mobility framework considers the following opportunities and challenges:

1. Ensuring the safety and comfort for users and other Citizens
2. Understanding how the speed, weight, and size of these devices impact safety and comfort for users of the devices and non-users on sidewalks, roadways and/or pathways etc.
3. Understanding how these devices operate under different road conditions (road surface quality, weather conditions/elements, lighting, and visibility, etc.)
4. Understanding the financial and environmental sustainability of these devices
5. Understanding the economic development potential around micro-mobility devices

Based on the principals of the micro-mobility framework, a micro-mobility policy may be developed. The proposed micro-mobility policy is necessary to confirm the City's commitment to address the opportunities and challenges that come with the emergence and use of micro-mobility devices throughout the City.

Following the policy development, a micro-mobility strategy to support the review and implementation of future by-laws, plans, guidelines, and infrastructure needs may be developed.

Targeted research and tests of the different device uses would be required to understand the opportunities and challenges as noted above and in the unique context of our City. The research and testing would provide evidence in supporting a strategy that answers the following key questions:

- Where are the needs and popularity of the different devices?
- Where are they currently operating?
- What are the current issues (public inquiries, complaints, incidents, reaction etc.)?
- What will the City's future needs be?
- Is there a general desire to allow for these devices?
- What is the emerging trend in Vaughan?
- What can be accomplished based on the status quo?
- How can the status quo help us get to where we want to be in the future?
- Who do we need to partner with?

Additional research and testing of the various micro-mobility devices are necessary to collect evidence on their current impacts and acceptance throughout the City

Such tests may begin in areas with the most use, support and interests from Citizens, Businesses and Developers, and with existing infrastructure/facilities. Staff will continue to work closely with the City's internal working committee to engage internal stakeholders and solicit feedback. The Transportation and Infrastructure Task Force will also be regularly consulted and kept informed.

Based on research, testing results and additional collaboration with the internal working committee, a formal policy may eventually be brought forward to the City's Policy Committee and subsequently presented to Council for approval. In addition, Staff will continue to report to senior leadership at key milestones throughout this initiative and provide updates to Mayor and Members of Council on a regular basis.

For more information, contact Michael Frieri, Acting Director, Infrastructure Planning and Corporate Asset Management, at extension 8729 or by email at Michael.Frieri@vaughan.ca

Attachments:





1. Types of Micro-Mobility, Rules and Regulations
2. Micro-Mobility Postcard



3. Micro-Mobility Public Service Announcement
4. Micro-Mobility Framework




TYPES OF MIRCRO-MOBILITY, RULES AND REGULATIONS

Examples of power-assisted devices are pictured below.

- [Government of Ontario information and rules on electric bicycles](#)
- [Government of Ontario information and rules on cargo e-bike pilot program](#)
- [Government of Ontario information and rules on electric kick-style scooters \(e-scooters\)](#)

Micro-mobility type	Features	Operating requirements, rules, and regulations
<p>e-bike* (see note)</p>  <p>Power-assisted bicycle (e-bike)</p>  <p>Motor-assisted bicycle</p>  <p>Limited-speed motorcycle/moped</p> 	<p>E-bikes are motorized bicycles that can look like conventional bicycles, scooters, or limited-speed motorcycles. All e-bikes have:</p> <ul style="list-style-type: none"> • steering handlebars • working pedals • an electric motor not exceeding 500 watts • a maximum speed of 32 kilometres per hour • a maximum weight of 120 kilograms • a permanent label from the manufacturer in both English and French stating that the e-bike conforms to the federal definition of a power-assisted bicycle <p>Note: It is illegal to modify an e-bike's motor to make it more powerful or to increase the speed.</p> <p>The definitions of e-bikes are being reviewed and further refined.</p>	<p>Operating requirements:</p> <p>Those operating an e-bike do not need a driver's licence, vehicle permit or licence plate to ride.</p> <p>All e-bike riders must:</p> <ul style="list-style-type: none"> • be at least 16 years of age • wear an approved bicycle or motorcycle helmet • keep the e-bike in good working order • follow the same rules of the road as regular cyclists <p>What is permitted:</p> <p>Those operating e-bikes can ride their e-bike on most roads and highways where conventional bikes are permitted, with some exceptions.</p> <p>What is not permitted:</p> <p>Those operating e-bikes cannot ride:</p> <ul style="list-style-type: none"> • on certain provincial controlled access highways, such as the 400 series highways • on municipal roads, including sidewalks, where bicycles are banned under municipal by-laws

Micro-mobility type	Features	Operating requirements, rules, and regulations
<p>Cargo e-bike**</p> 	<p>Cargo e-bikes are a type of electric-powered bike with a platform or box to carry larger items like packages and boxes for deliveries. All cargo e-bikes have:</p> <ul style="list-style-type: none"> • a traditional bicycle design • an electric motor with a maximum power output of 1,000 watts • a maximum power-assisted speed of 32 kilometres per hour • pedals to propel the bicycle at all times • a platform, basket, or container to carry cargo, parcels or goods • steering handlebars • a maximum width of 1.3 metres • a maximum length of 4 metres • a maximum height of 2.2 metres • wheels with a minimum width of 35 millimeters and a minimum diameter of 350 millimeters • two or three wheels • brakes • a horn or bell • one white light in front, one red light in rear and reflective material on the sides <p>Note: There is no weight limit for cargo e-bikes.</p>	<p>Municipalities that want to allow cargo e-bikes to operate on their roads must pass by-laws to permit their use and set out specific requirements based on what is best for their communities.</p> <p>City of Vaughan is currently not participating in the cargo e-bike pilot.</p>
<p>e-scooter***</p> 	<p>E-scooters have battery-powered motors with a platform for your feet and are steered with waist-high handlebars.</p> <ul style="list-style-type: none"> • maximum speed of 24 kilometres per hour • maximum weight of 45 kilograms • maximum power output of 500 watts • no baskets allowed • no pedals or seat allowed • must have two wheels and brakes • must have horn or bell • must have one white light on front, one red light on rear and reflective material on sides • maximum wheel diameter of 431 millimeters 	<p>Operating requirements: Those operating an e-scooter must:</p> <ul style="list-style-type: none"> • be at least 16 years of age • not have any passengers • not carry any cargo • stand at all times • wear a helmet (under 18 years old) <p>What is permitted:</p> <ul style="list-style-type: none"> • All Highway Traffic Act (HTA) rules of the road will apply to the operation of e-scooters like bicycles • Penalties in HTA s. 228(8) will also apply to violations of pilot regulation (fine of \$250 to \$2,500)

Micro-mobility type	Features	Operating requirements, rules, and regulations
		<p>For the full list of requirements, please see Ontario Regulation Electric Kick-Scooters.</p> <p>What is not permitted: Those operating an e-scooter are not permitted to:</p> <ul style="list-style-type: none"> operate on controlled access highways <p>e-scooters are only allowed on public right of ways in municipalities that opt-into the provincial e-scooter pilot program and must pass a by-law to allow them on municipal roads. City of Vaughan is currently not participating in the e-scooter pilot.</p>
<p>Electric skateboard/hoverboard</p> 		<p>Electric skateboards/hoverboards are only permitted on private property in Vaughan.</p>
<p>Unicycle</p> 		<p>Unicycles are only permitted on private property in Vaughan.</p>
<p>Segway</p> 		<p>Segways are only permitted on private property in Vaughan</p>

*According Ministry of Transportation Ontario

**Based on Ministry of Transportation Ontario Cargo e-bike pilot program.

***Based on Ministry of Transportation Ontario e-scooter pilot program

MICRO-MOBILITY POSTCARD

Where can you ride e-scooters, golf carts, Segways, e-bikes and hoverboards in Vaughan?

vaughan.ca/micromobility










ELECTRIC DEVICES



NON-ELECTRIC DEVICES

	ELECTRIC DEVICES	NON-ELECTRIC DEVICES
Roadway	✗	✓
Bike Lane	✗	✓
Bike Path	✗	✓
Cycle Track	✗	✓
Sidewalk	✗	✓
Recreational Trail	✗	✓
Parks and Playgrounds	✗	✓
Private Property	✓	✓

Notify the City of unsafe micromobility device sightings by contacting Access Vaughan at 905-832-2281 or accessvaughan@vaughan.ca to inform future initiatives.

You may also report concerns of micromobility device usage on public roadways to York Regional Police through the non-emergency phone line at 1-866-876-5423 or the online reporting form at YRP.ca.

City staff are examining additional ways to ensure the safe use of these electric devices. Sign up to join the project's mailing list and stay informed about opportunities to provide input at vaughan.ca/micromobility.

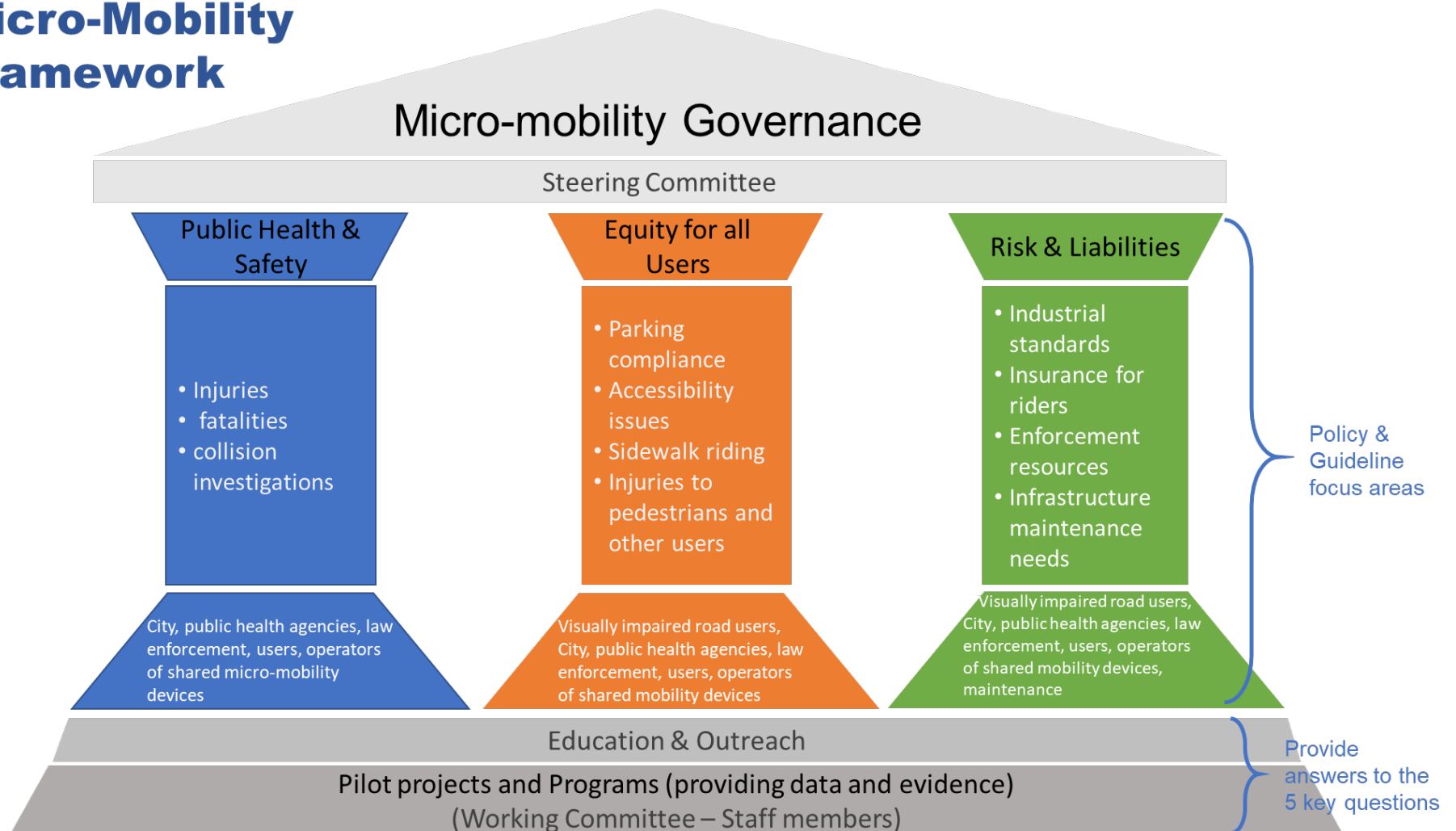



Use Micro-mobility Devices Safely and Responsibly



Do you own a micro-mobility device, such as an e-scooter, scooter style e-bike, golf cart, Segway, electric skateboard or hoverboard? To keep everyone safe, the City of Vaughan would like to remind you that micro-mobility devices that are motorized should not be used in playgrounds, on sidewalks, cycle tracks, shared pedestrian and bike paths or recreational trails in the city. Exemptions apply to those who require motorized wheelchairs and medical micro-mobility devices to get around. People operating medical devices are treated in the same way as pedestrians on-foot and are permitted on sidewalks, paths, and trails. If you see unsafe micro-mobility device usage in your community, you may notify the City by contacting Access Vaughan at 905-832-2281 or accessvaughan@vaughan.ca with the date, location, and nature of the incident. The City is tracking these cases to inform future measures. Concerns of micro-mobility device usage on public roadways can also be reported to York Regional Police through the non-emergency phone line at 1-866-876-5423 or the [online reporting form](#). For more information about micro-mobility devices and where they can be used throughout the city of Vaughan, visit vaughan.ca/micromobility.

Micro-Mobility Framework



DATE: September 10, 2021

TO: Mayor and Members of Council

FROM: Vince Musacchio, Acting Deputy City Manager, Infrastructure Development

RE: **STAFF COMMUNICATION
September 14, 2021 Committee of the Whole
MICRO-MOBILITY FRAMEWORK**

1. Purpose

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A chronological summary of recent provincial and local developments related to growing Micro-Mobility trends throughout the GTA is provided below.

Ministry of Transportation (MTO) initiatives include:

- a. June 2019 - MTO initiated a municipal consultation process on e-scooters.
- b. August 2019 - MTO posted and requested feedback for the proposed regulatory and policy framework for a kick-style electric scooter pilot on Ontario roads.
- c. October 2019 – In response to MTO’s e-scooter pilot and the increased popularity of e-scooter uses, **City of Toronto Council adopted a bylaw amendment to prohibit the use of e-scooters on sidewalks and pedestrian ways, parking, storing, or leaving an e-scooter on any street, sidewalk and pedestrian way until proper regulations are developed.**
- d. November 2019 - MTO announced a 5-year pilot program to allow electric scooters on municipal roads. The program began on January 1, 2020. Municipalities that choose to opt-into the pilot within their jurisdiction will be responsible for considerations including where the e-scooters can operate and park.
- e. March 1, 2021 - MTO launched a cargo e-bike pilot. Municipalities wishing to permit the use of cargo e-bikes within their jurisdiction can do so through the enactment of bylaws. **Vaughan did not opt-into the pilot.**

City of Vaughan initiatives include:

- a. December 2019 - Staff communicated to Mayor and Members of Council through a briefing note that recommended **Vaughan follow the City of Toronto’s recommendation to NOT opt-into the e-scooter pilot** until a micro-mobility policy and strategy are developed.
- b. January 2020 to February 2021- Staff completed research and internal collaboration in developing a micro-mobility framework to guide the development of a formal micro-mobility policy and strategy.
- c. March 4, 2021 – Staff presented a preliminary micro-mobility framework to the Senior Leadership – Executive Team and received positive feedback.
- d. May 2021 - the preliminary micro-mobility framework was presented at the City’s Transportation and Infrastructure Task Force meeting, which was received with positive feedback and interest in hearing updates on future developments and initiatives.
- e. Spring – Summer 2021- Staff began a public education and outreach initiative as inquiries and concerns from residents increased. The initiative included:
 - Public Service Announcements on micro-mobility devices
 - The launch of a micro-mobility webpage to provide information for the public (www.vaughan.ca/micromobility)
 - Collaboration with Access Vaughan to collect data and concerns regarding micro-mobility devices in communities including a standardized [survey form](#)

- Collaboration with York Region Police to launch a positive public engagement strategy especially in areas of concerns (i.e., enhanced patrolling, distribution of micro-mobility postcards, see **Attachment 2**)
 - Mobile signs placed in areas of reported concerns and misuse of devices
 - Electronic postcards sent to students through York Region School Board’s summer newsletters to families, see **Attachment 3**
- f. June – August 2021 an internal Micro-Mobility Working Committee was formed to finalize the micro-mobility framework included as **Attachment 4**.

3. Analysis

Electrically powered micro-mobility devices add solutions to improve connections between transit and individual destinations thereby improving the efficiency and sustainability of the City’s overall transportation network

Micro-mobility devices such as e-scooters and e-bikes have been emerging in cities across North America and beyond. They have the potential to add “micro-mobility” solutions to help augment transportation such as connections between transit and individual destinations as well as open a new market for business.

These electrically powered micro-mobility devices typically do not add exhaust emissions that decrease air quality or noise pollution. However, they have the potential to increase safety concerns for riders, pedestrians, vulnerable road users and cyclists, as well as pose significant liability, risk, and enforcement issues for municipalities.

Staff has developed a Micro-Mobility Framework to keep pace with the ongoing evolution and popularity of micro-mobility devices

Rather than passing individual bylaws to allow the use of e-scooters, e-bikes, or other micro-mobility devices as they emerge, staff have developed a micro-mobility framework to guide the establishment of future policy, strategy, and bylaws, pertaining to micro-mobility in a focused and coordinated manner. The structure set in the micro-mobility framework considers the following opportunities and challenges:

1. Ensuring the safety and comfort for users and other Citizens
2. Understanding how the speed, weight, and size of these devices impact safety and comfort for users of the devices and non-users on sidewalks, roadways and/or pathways etc.
3. Understanding how these devices operate under different road conditions (road surface quality, weather conditions/elements, lighting, and visibility, etc.)
4. Understanding the financial and environmental sustainability of these devices
5. Understanding the economic development potential around micro-mobility devices

Based on the principals of the micro-mobility framework, a micro-mobility policy may be developed. The proposed micro-mobility policy is necessary to confirm the City's commitment to address the opportunities and challenges that come with the emergence and use of micro-mobility devices throughout the City.

Following the policy development, a micro-mobility strategy to support the review and implementation of future by-laws, plans, guidelines, and infrastructure needs may be developed.

Targeted research and tests of the different device uses would be required to understand the opportunities and challenges as noted above and in the unique context of our City. The research and testing would provide evidence in supporting a strategy that answers the following key questions:

- Where are the needs and popularity of the different devices?
- Where are they currently operating?
- What are the current issues (public inquiries, complaints, incidents, reaction etc.)?
- What will the City's future needs be?
- Is there a general desire to allow for these devices?
- What is the emerging trend in Vaughan?
- What can be accomplished based on the status quo?
- How can the status quo help us get to where we want to be in the future?
- Who do we need to partner with?

Additional research and testing of the various micro-mobility devices are necessary to collect evidence on their current impacts and acceptance throughout the City

Such tests may begin in areas with the most use, support and interests from Citizens, Businesses and Developers, and with existing infrastructure/facilities. Staff will continue to work closely with the City's internal working committee to engage internal stakeholders and solicit feedback. The Transportation and Infrastructure Task Force will also be regularly consulted and kept informed.

Based on research, testing results and additional collaboration with the internal working committee, a formal policy may eventually be brought forward to the City's Policy Committee and subsequently presented to Council for approval. In addition, Staff will continue to report to senior leadership at key milestones throughout this initiative and provide updates to Mayor and Members of Council on a regular basis.

For more information, contact Michael Frieri, Acting Director, Infrastructure Planning and Corporate Asset Management, at extension 8729 or by email at Michael.Frieri@vaughan.ca

Attachments:





1. Types of Micro-Mobility, Rules and Regulations
2. Micro-Mobility Postcard



3. Micro-Mobility Public Service Announcement
4. Micro-Mobility Framework




TYPES OF MIRCRO-MOBILITY, RULES AND REGULATIONS

Examples of power-assisted devices are pictured below.

- [Government of Ontario information and rules on electric bicycles](#)
- [Government of Ontario information and rules on cargo e-bike pilot program](#)
- [Government of Ontario information and rules on electric kick-style scooters \(e-scooters\)](#)

Micro-mobility type	Features	Operating requirements, rules, and regulations
<p>e-bike* (see note)</p>  <p>Power-assisted bicycle (e-bike)</p>  <p>Motor-assisted bicycle</p>  <p>Limited-speed motorcycle/moped</p> 	<p>E-bikes are motorized bicycles that can look like conventional bicycles, scooters, or limited-speed motorcycles. All e-bikes have:</p> <ul style="list-style-type: none"> • steering handlebars • working pedals • an electric motor not exceeding 500 watts • a maximum speed of 32 kilometres per hour • a maximum weight of 120 kilograms • a permanent label from the manufacturer in both English and French stating that the e-bike conforms to the federal definition of a power-assisted bicycle <p>Note: It is illegal to modify an e-bike's motor to make it more powerful or to increase the speed.</p> <p>The definitions of e-bikes are being reviewed and further refined.</p>	<p>Operating requirements:</p> <p>Those operating an e-bike do not need a driver's licence, vehicle permit or licence plate to ride.</p> <p>All e-bike riders must:</p> <ul style="list-style-type: none"> • be at least 16 years of age • wear an approved bicycle or motorcycle helmet • keep the e-bike in good working order • follow the same rules of the road as regular cyclists <p>What is permitted:</p> <p>Those operating e-bikes can ride their e-bike on most roads and highways where conventional bikes are permitted, with some exceptions.</p> <p>What is not permitted:</p> <p>Those operating e-bikes cannot ride:</p> <ul style="list-style-type: none"> • on certain provincial controlled access highways, such as the 400 series highways • on municipal roads, including sidewalks, where bicycles are banned under municipal by-laws

Micro-mobility type	Features	Operating requirements, rules, and regulations
<p>Cargo e-bike**</p> 	<p>Cargo e-bikes are a type of electric-powered bike with a platform or box to carry larger items like packages and boxes for deliveries. All cargo e-bikes have:</p> <ul style="list-style-type: none"> • a traditional bicycle design • an electric motor with a maximum power output of 1,000 watts • a maximum power-assisted speed of 32 kilometres per hour • pedals to propel the bicycle at all times • a platform, basket, or container to carry cargo, parcels or goods • steering handlebars • a maximum width of 1.3 metres • a maximum length of 4 metres • a maximum height of 2.2 metres • wheels with a minimum width of 35 millimeters and a minimum diameter of 350 millimeters • two or three wheels • brakes • a horn or bell • one white light in front, one red light in rear and reflective material on the sides <p>Note: There is no weight limit for cargo e-bikes.</p>	<p>Municipalities that want to allow cargo e-bikes to operate on their roads must pass by-laws to permit their use and set out specific requirements based on what is best for their communities.</p> <p>City of Vaughan is currently not participating in the cargo e-bike pilot.</p>
<p>e-scooter***</p> 	<p>E-scooters have battery-powered motors with a platform for your feet and are steered with waist-high handlebars.</p> <ul style="list-style-type: none"> • maximum speed of 24 kilometres per hour • maximum weight of 45 kilograms • maximum power output of 500 watts • no baskets allowed • no pedals or seat allowed • must have two wheels and brakes • must have horn or bell • must have one white light on front, one red light on rear and reflective material on sides • maximum wheel diameter of 431 millimeters 	<p>Operating requirements:</p> <p>Those operating an e-scooter must:</p> <ul style="list-style-type: none"> • be at least 16 years of age • not have any passengers • not carry any cargo • stand at all times • wear a helmet (under 18 years old) <p>What is permitted:</p> <ul style="list-style-type: none"> • All Highway Traffic Act (HTA) rules of the road will apply to the operation of e-scooters like bicycles • Penalties in HTA s. 228(8) will also apply to violations of pilot regulation (fine of \$250 to \$2,500)

Micro-mobility type	Features	Operating requirements, rules, and regulations
		<p>For the full list of requirements, please see Ontario Regulation Electric Kick-Scooters.</p> <p>What is not permitted: Those operating an e-scooter are not permitted to:</p> <ul style="list-style-type: none"> operate on controlled access highways <p>e-scooters are only allowed on public right of ways in municipalities that opt-into the provincial e-scooter pilot program and must pass a by-law to allow them on municipal roads. City of Vaughan is currently not participating in the e-scooter pilot.</p>
<p>Electric skateboard/hoverboard</p> 		<p>Electric skateboards/hoverboards are only permitted on private property in Vaughan.</p>
<p>Unicycle</p> 		<p>Unicycles are only permitted on private property in Vaughan.</p>
<p>Segway</p> 		<p>Segways are only permitted on private property in Vaughan</p>

*According Ministry of Transportation Ontario

**Based on Ministry of Transportation Ontario Cargo e-bike pilot program.

***Based on Ministry of Transportation Ontario e-scooter pilot program

MICRO-MOBILITY POSTCARD

Where can you ride e-scooters, golf carts, Segways, e-bikes and hoverboards in Vaughan?

vaughan.ca/micromobility










ELECTRIC DEVICES



NON-ELECTRIC DEVICES

	ELECTRIC DEVICES	NON-ELECTRIC DEVICES
Roadway	✗	✓
Bike Lane	✗	✓
Bike Path	✗	✓
Cycle Track	✗	✓
Sidewalk	✗	✓
Recreational Trail	✗	✓
Parks and Playgrounds	✗	✓
Private Property	✓	✓

Notify the City of unsafe micromobility device sightings by contacting Access Vaughan at 905-832-2281 or accessvaughan@vaughan.ca to inform future initiatives.

You may also report concerns of micromobility device usage on public roadways to York Regional Police through the non-emergency phone line at 1-866-876-5423 or the online reporting form at YRP.ca.

City staff are examining additional ways to ensure the safe use of these electric devices. Sign up to join the project's mailing list and stay informed about opportunities to provide input at vaughan.ca/micromobility.




Use Micro-mobility Devices Safely and Responsibly



Do you own a micro-mobility device, such as an e-scooter, scooter style e-bike, golf cart, Segway, electric skateboard or hoverboard? To keep everyone safe, the City of Vaughan would like to remind you that micro-mobility devices that are motorized should not be used in playgrounds, on sidewalks, cycle tracks, shared pedestrian and bike paths or recreational trails in the city. Exemptions apply to those who require motorized wheelchairs and medical micro-mobility devices to get around. People operating medical devices are treated in the same way as pedestrians on-foot and are permitted on sidewalks, paths, and trails. If you see unsafe micro-mobility device usage in your community, you may notify the City by contacting Access Vaughan at 905-832-2281 or accessvaughan@vaughan.ca with the date, location, and nature of the incident. The City is tracking these cases to inform future measures. Concerns of micro-mobility device usage on public roadways can also be reported to York Regional Police through the non-emergency phone line at 1-866-876-5423 or the [online reporting form](#). For more information about micro-mobility devices and where they can be used throughout the city of Vaughan, visit vaughan.ca/micromobility.

Micro-Mobility Framework

