

**Midtown Oakville Transportation and Stormwater
Municipal Class EA Final Report June 2014**

**APPENDIX A
AGENCY CONSULTATION**

APPENDIX A1
Consultation with Project Team



Meeting Minutes

PROGRESS MEETING #: 1

DATE: February 15, 2012

TIME: 3:30pm

PROJECT NAME: Oakville Part 3 - Midtown EA

PROJECT #: T11-767

LOCATION: Engineering Dept. Boardroom

PURPOSE: Project Kickoff Meeting

PRESENT:

REGRETS:

- Ray Green, Oakville
- David Bloomer, Oakville
- Lin Rogers, Oakville
- Dan Cozzi, Oakville
- Joanne Phoenix, Oakville
- Chris Clapham, Oakville
- Tricia Collingwood, Oakville
- Darnell Lambert, Oakville
- Nancy Sully, Oakville
- Paul Allen, Oakville
- Ray Bacquie, Cole Engineering
- Mark Bassingthwaite - Cole Engineering
- Drew Stirling - Cole Engineering
- Rory O'Sullivan - Cole Engineering

ITEM	DESCRIPTION	ACTION BY
1.	<p>Introductions</p> <ul style="list-style-type: none"> • Core Team was introduced to new Cole Engineering Staff on the project. • Town of Oakville advised that the Core Team will remain as is with the exception of the Stormwater Team. The role will be temporarily filled by Paul Allen, Philip Kelly and Rita Juliao and ultimately by Kristina Parker due back on March 20, 2012. 	
2.	<p>Project Overview</p> <ul style="list-style-type: none"> • The general project scope was presented by RB <p>Traffic Analysis / Needs Assessment</p> <ul style="list-style-type: none"> • The overall needs for Midtown will be defined as part of the TMP exercise and advanced within the EA • The study will specifically analyze 15-20 intersections in detail under 4 scenarios • The anticipated scenarios will account for sensitivity to development and will scale back from an ultimate 2031 to 2021 for interim conditions with the following configurations / staging approaches: West Phase 1st, East Phase 1st, Do Nothing, Ultimate Build Out. 	

PLEASE NOTE: If your records of this meeting do not agree with this document, or if there are any omissions, please advise the writer at once, otherwise the contents of this document shall be assumed accurate and correct.

ITEM	DESCRIPTION	ACTION BY
	<p>Project Overview (cont'd) Schedule</p> <ul style="list-style-type: none"> • TMP is progressing and a number of policy papers have been prepared • TMP Forecast Summary will be ready in March • TMP PIC #2 is planned for mid-May (may or may not be combined with Midtown PIC #1) • A Draft Schedule was distributed to the attendees, the Town will review the schedule and provide comments within the week. • Midtown PIC #1 is currently shown as a combination of Midtown / TMP on the Draft Schedule. The Town will consider a combined PIC as an option but may ask that the PIC's be held separately, the Town to provide comment. • The Town inquired if Glenn Pothier will be available for PIC #1 or PIC #2 as appropriate, Cole to follow up and advise the Town. • Midtown PIC #1 may be pushed to mid-June to separate TMP and Midtown projects. • Metrolinx Mobility Hub still has a remaining PIC and may impact Midtown PIC #1 if scheduled too close together. The Town is to look into Metrolinx PIC timing and advise Cole on PIC preferences for TMP and Midtown. • Midtown and TMP schedules currently mesh well allowing for Midtown study Needs to be defined by the TMP in accordance with the Draft Schedule. • Stakeholder meetings may need to be coordinated to separate two base groups being Utilities and Technical Agencies (Metrolinx, Hydro One, MTO, CNR, etc.), and Others (Landowners, Business Communities, Ratepayer Associations, Environmental & Special Interest) • The project schedule will need to be finalized within the next few weeks. 	<p>Cole Oakville Oakville Cole Oakville Cole / Oakville</p>
3.	<p>Immediate Issues</p> <ul style="list-style-type: none"> • The Town (Ray Green, David Bloomer) identified a number of time sensitive issues that are to be reviewed by Cole as soon as possible. <p>Cross Avenue / Road Network Configuration</p> <ul style="list-style-type: none"> • The Town identified that due to closure of the GE Plant within the Midtown study area there may be new opportunities not previously explored for the road network configuration in the vicinity of the GE Plant. • The Town identified that there is significant interest in the Midtown area by developers and the Town will need to identify and purchase primary corridors (Cross Avenue, etc.) proactively to ensure the lands are developed in accordance with Provincial, Regional and Municipal intensification needs. • Currently lands to the south of the proposed Cross Avenue alignment are planned for GO Station expansion are limited in space and opportunity due to proposed alignment of Cross Avenue and the protected Hydro One lands. • Cole is to develop or eliminate alternative alignments for Cross Avenue in light of the GE Plant closure and to attempt to improve opportunities south of Cross Avenue for GO and other development. The options should consider the First Gulf Site, currently in progress. • The First Gulf Traffic Impact Study has been completed and will be provided to Cole 	<p>Cole Oakville</p>
4.	<p>General Discussion Public Input</p> <ul style="list-style-type: none"> • Ratepayer groups (5) within the area are anticipated to contribute significant comment to the project given its high profile. A meeting may be beneficial with the Ratepayer groups in advance of PIC #1 to ensure there input is taken into account and concerns are considered within the study process. <p>GO Station Parking</p> <ul style="list-style-type: none"> • The construction of the new GO Parking Structure to accommodate 1250 additional parking spaces is underway with a planned opening in October 2012. • The Traffic Impact Study was limited in scope and may not have adequately accounted for traffic impacts resulting from the additional parking and resulting traffic in the area. 	<p>Cole / Oakville</p>

ITEM	DESCRIPTION	ACTION BY
	<p>General Discussion (cont'd)</p> <ul style="list-style-type: none"> • The Town anticipates identified there may be increased traffic and congestion in the area of the Midtown Study upon the opening of the new GO parking facility. It is anticipated there will be significant public interest in the Midtown EA as a result of the potential traffic issues in the area. • There may be opportunity to cap the amount of parking made available at the new structure to reduce traffic impacts to the surrounding road network. • The Town is to provide the GO Transit Traffic Impact Study to Cole. <p>Local Road Network</p> <ul style="list-style-type: none"> • There may be some risk in establishing the intended local road network planned for the lands west of Trafalgar Road. Possible mitigation may include an access management plan or an official plan amendment with a secondary plan for the area. • Cole is to address and establish Cross Avenue alignment west of Trafalgar Road and look into options for protecting the planned local road network in this area. This may include an EA / Official Plan Amendment provided the EA is undertaken in accordance with the Planning Act. <p>Data Requests</p> <ul style="list-style-type: none"> • Cole has requested the following data: <ul style="list-style-type: none"> ○ First Gulf TIS ○ GO Station TIS ○ Available Natural and Cultural Heritage Information for the Study Area ○ Available Hydrology Information ○ 8th Line / Chartwell Road Grade Separation Profile at Rail ○ Study Area DTM Data, Additional Aerial Photos and Base Mapping Tiles • Cole is to request available MTO Geotechnical and Heritage Information <p>Stormwater Management</p> <ul style="list-style-type: none"> • The stormwater study will confirm results of previous stormwater work in the area specifically confirming drainage patterns and flooding issues within the Study Area. • Cole will review potential for Drainage Area revisions • Cole is to provide recommendations for Stormwater Managements practices by block area within the Study Area with a focus on low impact development techniques such as infiltration and permeable asphalt. <p>Miscellaneous</p> <ul style="list-style-type: none"> • GO currently has a number of potential upcoming projects including: Relocation of the Station Building, Pedestrian Crossing of Rail Line in the vicinity of the Station, Rehabilitation of the existing Bus Loop • Cole / Town are to coordinate with MRC for the ongoing Mobility Hub Study and Urban Strategies for the ongoing Urban Design Guidelines • The Town requested billing for the Midtown EA and TMP is done in separate invoices 	<p>Oakville</p> <p>Cole</p> <p>Oakville</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole / Oakville Cole</p>

Next Meeting: June 14, 2012
 Minutes Recorded By: Drew Stirling
 Distribution: Attendees, Regrets

ITEM	DESCRIPTION	ACTION BY
3.	<p>Study Schedule</p> <ul style="list-style-type: none"> ▪ There was discussion concerning property owners whose possible resistance could result in a delayed project completion. ▪ There was discussion about the status of GE land, as well as First Gulf and if other development applications were in process. ▪ A meeting with Urban Strategies was suggested for end of June 2012, after Public Open House #1 (June 13). ▪ A draft Stormwater report will be prepared by end of October for review by Technical Agencies to allow an adequate review period. ▪ The timing of the second public meeting was discussed, and the risks of moving it to late January/early February 2013 (rather than in November 2012). <p><i>Post-meeting note: Study Schedule was revised and is added as an attachment to this document. Given the review period anticipated for Conservation Halton, the updated schedule has been extended with the second public meeting occurring in the new year.</i></p>	<p>MB</p> <p>All</p>
4.	<p>Input from other On-going Studies</p> <ul style="list-style-type: none"> ▪ Consultation between MTO and Town staff on their current study is planned to take place towards the end of June 2012. ▪ The town is determining the configuration of Ford Drive crossing of the QEW. ▪ Trafalgar Road BRT EA has been on hold by the Region. ▪ The Mobility Hub study is wrapping up within the next month or so. 	
5.	<p>Data / Background Reports</p> <ul style="list-style-type: none"> ▪ MTO Geotechnical Work <ul style="list-style-type: none"> - Cole Engineering will follow up with MTO regarding the collection of data associated with previous MTO projects in the study area (geotechnical, and other data. Contact was made with Joseph Lai and materials will be collected after June 6 meeting. ▪ Mobility Hub Concepts <ul style="list-style-type: none"> - It was suggested that Metrolinx should provide one board for Public Open House #1 with Mobility Hub background information and a key contact. Cole Engineering will coordinate. ▪ VISSIM Analysis and files <ul style="list-style-type: none"> - Cole Engineering staff met with MRC to review available models. Some files have been received by Cole Engineering. ▪ Base Mapping – GIS and other <ul style="list-style-type: none"> - Files have been received. However, stormwater analysis requires additional information. 	<p>RB</p> <p>RO</p>

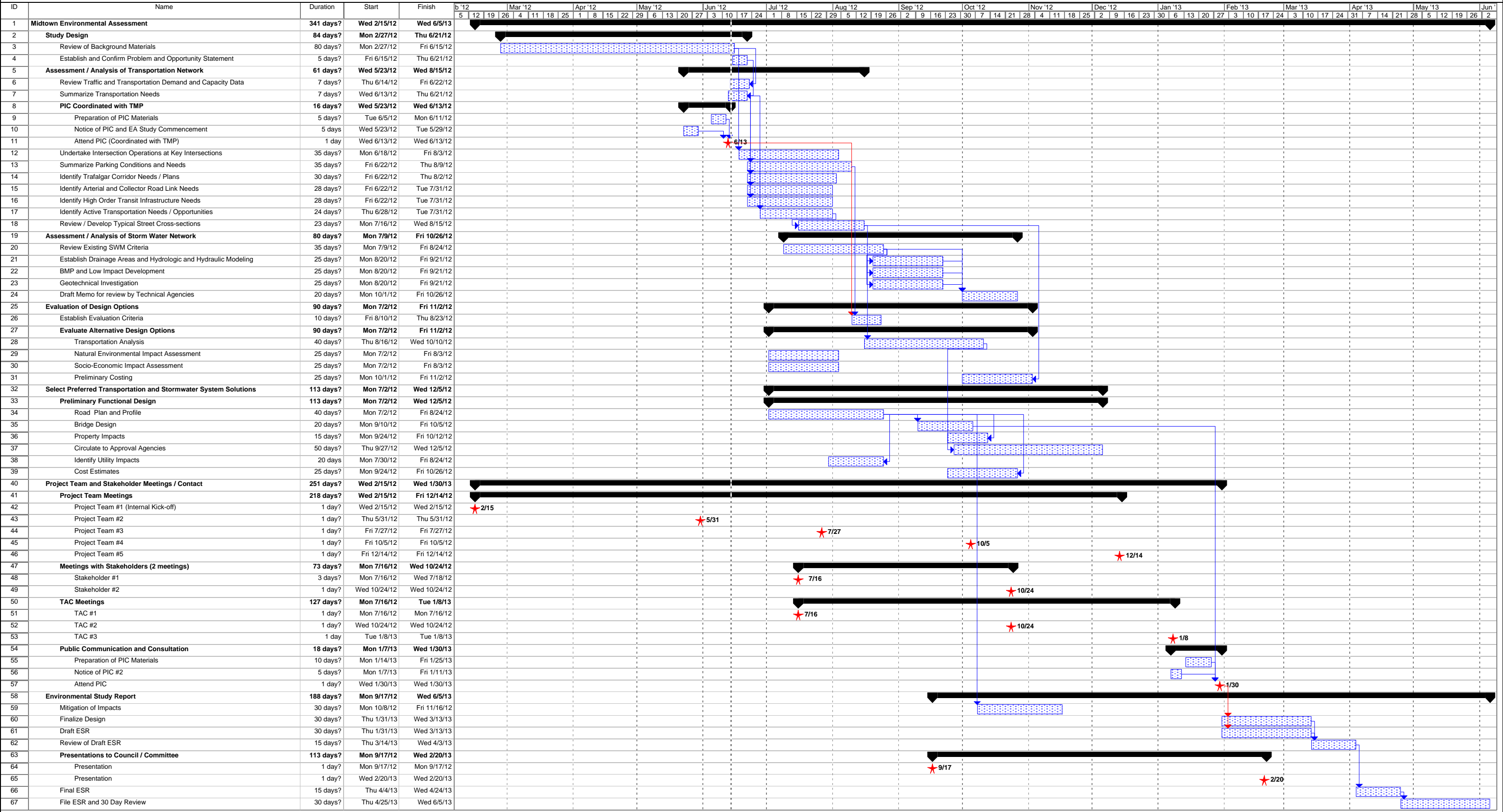
ITEM	DESCRIPTION	ACTION BY
6.	<p>Issues</p> <ul style="list-style-type: none"> ▪ The team was asked what key issues needed to be addressed through the study. Issues identified included: <ul style="list-style-type: none"> - Trafalgar Road BRT alignment - Cross Avenue extension alignment - QEW crossings – grading/grade separation - Oakville Hydro – conversion to underground system - Cole Engineering clarified that the proposed infrastructure does not include a new municipal road crossing Sixteen Mile Creek, but rather the TMP proposes a further widening of Highway 403 over Sixteen Mile Creek by 2031. 	
7.	<p>Communication Plan and Public Consultation Strategy</p> <ul style="list-style-type: none"> ▪ Open House #1 <ul style="list-style-type: none"> - Branding for Midtown Oakville EA was discussed – Should it be the same as TMP – “Switching Gears”? – MJM/town to consider. - It was confirmed that notices were posted in the paper yesterday (May 30). “Switching Gears” logo was used for these. - A list of property owners in the study area is to be prepared for mailing future correspondence – town to coordinate. - Oakville Hydro will be attending POH #1. - Metrolinx was identified to undertake creative ways of advertising for their public open house, and it was discussed if similar methods could be adopted in this case. This is mainly intended to reach people who actually reside in the area and use the transportation network, rather than only property owners who may live somewhere else and may have little or no interest in the study. <p><i>Post-meeting note: Branding specific to Midtown EA will be used in subsequent project documents.</i></p>	<p>MJM</p> <p>CC</p>
8.	<p>Future Meeting Dates</p> <ul style="list-style-type: none"> ▪ Meeting with Conservation Authority (<i>potential</i>) – June ▪ Meeting with Urban Strategies – July 11 ▪ TAC/Stakeholder Meeting – July 16 	

Next Meeting: TBD
 Minutes Recorded By: Laurella Chadee
 Distribution: All invitees



Oakville Transportation Midtown Class EA

Schedule v5 - June 14, 2012



Project: T11-767

Task [Pattern] Milestone [Diamond] Summary [Arrow] Schedule to be determined [Grey bar] Public Consultation [Star] Interim Reports [Triangle]

Meeting Minutes

Project name: Project Team Meeting #3 **Date:** September 7, 2012
Meeting location: Town Hall, Committee Room 1 **Time:** 1:30 – 3:30 PM

Present: Chris Clapham, Oakville Jane Clohecy, Oakville
 Dan Cozzi, Oakville Nancy Sully, Oakville
 Joanne Phoenix, Oakville Laurella Chadee, CEG
 Kristina Parker, Oakville Mark Bassingthwaite, CEG
 Lin Rogers, Oakville Patricia Osika, CEG
 Philip Kelly, Oakville Ray Bacquie, CEG
 Tricia Collingwood, Oakville Rory O'Sullivan, CEG
 Darnell Lambert, Oakville Suzette Shiu, CEG
 David Bloomer, Oakville

ITEM	DESCRIPTION	ACTION BY
	Ray led a presentation that covered the following items:	
1.	Needs Assessment <ul style="list-style-type: none"> Future traffic volumes were presented and the need for various improvements was discussed. 	
2.	Design Criteria <ul style="list-style-type: none"> CEG to circulate a memo that summarizes road design speeds and classifications, as well as proposed elements of the roads, including the provision for transit and active transportation. CEG will request input/comments on the content of this memo from the town and USI after it is distributed. CEG will also review available information from the on-going parking study. There was discussion about the posted speed in Midtown and the possibility of implementing posted speeds of 50km/h or less within the study area. <p>Post Meeting Note: Road Design Classification Memo was sent on September 21, and preliminary comments have been received.</p>	CEG
3.	Transportation Design Options (N/S priority/AT crossing) <ul style="list-style-type: none"> Design alternatives (potential alignments) were discussed for the priority/AT crossing. The constraint of the potential wetland and the need for further investigation was discussed. It was suggested that CEG look at the option of passing west of the wetland in addition to passing east of it, as shown in alternatives 2, 3, 4. Other constraints including the location and footprint of the First Gulf site, and other potential property issues were discussed. The option of tunneling rather than an overpass was briefly discussed. It was noted that tunneling was not being considered due to cost and associated staging issues. 	CEG
4.	Transportation Design Options (N/S midblock crossing) <ul style="list-style-type: none"> Design alternatives (potential alignments) were discussed for the midblock road crossing. CEG was advised to eliminate alternative 3 due to previous ESR studies that did not recommend the crossing at this location (N/S – Eighth Line/Chartwell Road). It was suggested that the previous study be referenced in the final report for this current study. The importance of Eighth Line as a connection to North Service Road and consequently Royal Windsor Drive was highlighted. If Eighth Line is used as the midblock road crossing, this important connection will be eliminated. 	CEG

ITEM	DESCRIPTION	ACTION BY
5.	<p>Transportation Design Options (Cross Avenue)</p> <ul style="list-style-type: none"> ▪ Design alternatives (potential alignments) were discussed for the Cross Avenue realignment and extension. Alternative 3 was generally accepted, with a request to tighten some curves near to Chartwell Road. 	CEG
6.	<p>Transportation Design Options (Royal Windsor Drive/QEW interchange)</p> <ul style="list-style-type: none"> ▪ There was discussion about the different alternatives. The use of a buttonhook ramp from the QEW EB to Cross Avenue in previous studies was highlighted and it was agreed that the buttonhook ramp would also be included in the current study as a possible design element of the Royal Windsor Drive interchange. 	
7.	<p>Transportation Design Options (Trafalgar Road/QEW interchange)</p> <ul style="list-style-type: none"> ▪ There was discussion about the proposed roundabout at Cross Avenue (east of Trafalgar Road) and how it could impact the Trafalgar Road off-ramp. Issues discussed included safety and queuing. CEG to review the safety and incident implications of providing a roundabout type intersection. 	
8.	<p>Stormwater Management / Site Visit</p> <ul style="list-style-type: none"> ▪ A summary of the site visit that took place on August 23 was provided. ▪ The potential wetland site was discussed. Access to the site is required to stake the wetland and determine limits and its classification (PSW). The town agreed to contact GE to initiate the request for access. ▪ The site at South Service Road/Royal Windsor Drive requires further investigation to determine its function. Dan communicated that there is documentation relating to this pond/lagoon and will forward to CEG. ▪ CEG awaiting additional SWM data from Conservation Halton. <p>Post Meeting Note: LGL to conduct a preliminary wetland assessment of the GE site on October 12 to determine the extents and significance of the wetland. The investigation will be carried out in conjunction with Conservation Halton.</p> <p>Post Meeting Note: SWM data from Conservation Halton was received on October 11.</p>	Town Town
9.	<p>Evaluation Criteria</p> <ul style="list-style-type: none"> ▪ There were suggestions to add to the preliminary list to include criteria that provided conformity to the objectives of the Midtown planning vision. <p>Post-meeting note: List of design criteria was sent to the town for review on September 13. A revised, more comprehensive list was sent on October 10.</p>	CEG
10.	<p>MTO Meeting</p> <ul style="list-style-type: none"> ▪ The coordination meeting held with MTO on August 9 to discuss the traffic modelling methodology at freeway interchanges and other issues was summarized. <p>Post-meeting note: Meeting #2 was held on September 19, and design alternatives were discussed, in addition to traffic modelling.</p>	
11.	<p>Development Charges</p> <ul style="list-style-type: none"> ▪ An update on the status of the DC study was provided for road improvements, including active transportation and transit elements. ▪ Costing for transit facilities, terminals and other related improvements were also discussed. Costs of future shelters and pads were requested to be integrated into costs of road improvements. <p>Post-meeting note: Draft DC report and modified excel spreadsheet with preliminary phasing was sent to the town and Watson for review on September 13, 14 and 17 (update of file sent on September 14). Transit costing was also sent on September 14.</p>	CEG

ITEM	DESCRIPTION	ACTION BY
12.	Future Meeting Dates <ul style="list-style-type: none">▪ Coordination with MTO – September 19, October 19, November 6▪ MTO Senior Management – December 3▪ Oakville Hydro – October 3▪ TAC/Stakeholders Meeting #2 – TBD	

Next Meeting: TBD
Minutes Recorded By: Laurella Chadee
Distribution: All invitees

Meeting Minutes

Project name:	Project Team Meeting #4	Date:	November 22, 2012
Meeting location:	Town Hall, Committee Room 1	Time:	2:30 – 4:00 PM
Present:	Joanne Phoenix, Oakville Kristina Parker, Oakville Lin Rogers, Oakville Philip Kelly, Oakville Tricia Collingwood, Oakville Chris Mark, Oakville Cindy Toth, Oakville David Bloomer, Oakville Erik Zutis, Oakville	Gabe Charles, Oakville Jane Clohecy, Oakville Lesley Gill Woods, Oakville Mary Jo Milhomens, Oakville Nancy Sully, Oakville Scott McMillan, Oakville Laurella Chadee, CEG Ray Bacquie, CEG Rory O'Sullivan, CEG	
Regrets:	Chris Clapham, Oakville Dan Cozzi, Oakville Barry Cole, Oakville Dana Anderson, Oakville Darnell Lambert, Oakville	Dorothy St. George, Oakville Paul Allen, Oakville Brid Ni Leidhin, CEG Mark Bassingthwaite, CEG	

ITEM	DESCRIPTION	ACTION BY
1.	Study Scope <ul style="list-style-type: none"> ▪ Ray reviewed the scope of work and provided study updates relating to: <ul style="list-style-type: none"> - Traffic – Vissim Modeling and Synchro Analysis - Geometric Design – MTO input - Stormwater Management - Potential Wetland – Conservation Halton determined that it is no longer a constraint 	
2.	Study Schedule <ul style="list-style-type: none"> ▪ Ray presented timing of upcoming milestones: <ul style="list-style-type: none"> - Select Preferred Alternatives – November 2012 - MTO Senior Management Meeting – February 2012 - Property Owner Meetings – January 2013 - TAC / Stakeholder Meeting #2 – January 2013 - Public Open House #2 – March 2013 - Finalize Design – April 2013 - Draft ESR – May 2013 - Final ESR – June 2013 - File ESR and 30-Day Review – June 2013 ▪ He informed the group that discussions were ongoing with the Core Team regarding the preferred alternatives. He said that the team will be refining the preferred alternatives within the next couple of weeks. 	CEG / Core Team

ITEM	DESCRIPTION	ACTION BY
3.	<p>Evaluation Process</p> <ul style="list-style-type: none"> ▪ Ray presented the Evaluation Criteria that were used in evaluating the various improvements. He stated that there will be significant cost implications for some alternatives. ▪ Ray discussed the various transportation design options, by describing each and pointing out similarities and differences, advantages and disadvantages. <ul style="list-style-type: none"> - Royal Windsor Drive Interchange - Trafalgar Road Interchange - N/S QEW Crossing (AT / Priority Lanes) - N/S QEW Crossing (Road) - Cross Avenue Extension - Iroquois Shore Road Widening ▪ Ray presented the preliminary preferred alternatives for each improvement, based on ongoing evaluation: <ul style="list-style-type: none"> - A: Royal Windsor Drive Interchange – A2 - B: Trafalgar Road Interchange – B1 - C: N/S QEW Crossing (AT / Priority Lanes) – C1 - D: N/S QEW Crossing (Road) – D1 (with C3) - E: Cross Avenue Extension – TBD - F: Iroquois Shore Road Widening – F1 ▪ There was discussion regarding the preferred improvements. Specific comments included: <ul style="list-style-type: none"> - Improvement A: Royal Windsor Drive Interchange <ul style="list-style-type: none"> ○ Improvement A4 (not shown in handout, but shown during presentation when a comment was received) – The group was interested in an option that would allow full movements (i.e. additional movement to westbound QEW from Iroquois Shore Road / Royal Windsor Drive). The option of this on ramp was screened out at an early stage, due to weaving between the Royal Windsor Drive interchange and the Trafalgar Road interchange. Scott suggested that a Parclo A-2 configuration be considered instead that still protected for a north to west movement using the existing loop ramp. - Improvement B: Trafalgar Road Interchange <ul style="list-style-type: none"> ○ The factor “Accommodation of Cyclists and Pedestrians” for the two alternatives were discussed. It was agreed that B1 would better accommodate active transportation in an underpass. - Improvement C: NS QEW Crossing (AT/Priority Lanes) <ul style="list-style-type: none"> ○ Improvements C2 and C4 – The 5th leg of the intersection at Iroquois Shore Road and its operation has been found to be problematic. Scott suggested the possibility of extending the north-south connection between Iroquois Shore Road and White Oaks Boulevard on an alignment running in front of Town Hall, which would require a crossing of the diversion channel. CEG to further investigate the feasibility of this option. ○ Improvement C1 – Land use was discussed. ▪ Town staff agreed to review and forward comments to the team by December 3. 	CEG

ITEM	DESCRIPTION	ACTION BY
4.	<p>Other Issues</p> <ul style="list-style-type: none"> ▪ There was a comment about the work being performed by USI and how it relates to this EA. Lin said that the various preferred improvements are first being identified and the specific details relating to urban design will occur subsequently. It was suggested that the current design layout and evaluation table could be circulated to USI for their input to “Land Use / City Building” factor. ▪ Future meetings with Metrolinx and the Region of Halton to be scheduled to discuss the future operation of the Trafalgar Road BRT and its interaction with the new GO station facility to the east side of Trafalgar Road. Core Team to coordinate. ▪ Traffic Operations – At this time, Synchro analysis was conducted for intersections only, in order to identify issues. The study area has not yet been modelled as a whole. ▪ Scott enquired if other improvements in the town’s Transportation Master Plan, Switching Gears, should be included as improvements to support development with the Midtown area. In particular, the proposal to widen Speers Road – Cornwall Road from Trafalgar Road westerly and the widening of Cornwall Road (symmetrically, to the north, or to the south) should be considered. It was confirmed that those improvements have not been incorporated in the Midtown EA study, but further discussions with the project team could determine their inclusion within the current study. 	Core Team

Next Meeting: TBD
 Minutes Recorded By: Laurella Chadee / Ray Bacquie
 Distribution: All invitees

Meeting Minutes

Project name: Project Team Meeting #5 **Date:** February 19, 2014
Meeting location: Oakville Room **Time:** 1:30 – 3:30 PM

Present:

Joanne Phoenix, Oakville	Gabe Charles, Oakville
Kristina Parker, Oakville	Jane Clohecy, Oakville
Lin Rogers, Oakville	Jill MacInnes, Oakville
Philip Kelly, Oakville	Lesley Gill Woods, Oakville
Tricia Collingwood, Oakville	Kate Rothwell, Cole Engineering
Catharine Hewitson, Oakville	Laurella Chadee, Cole Engineering
Cindy Toth, Oakville	Rory O’Sullivan, Cole Engineering
Darnell Lambert, Oakville	Suzette Shiu, Cole Engineering
Erik Zutis, Oakville	

Regrets:

Chris Clapham, Oakville	Mary Jo Milhomens, Oakville
Dan Cozzi, Oakville	Nancy Sully, Oakville
Barry Cole, Oakville	Paul Allen, Oakville
Chris Mark, Oakville	Rudy Sooklall, Cole Engineering
Dana Anderson, Oakville	Mark Bassingthwaite, Cole Engineering
Dorothy St. George, Oakville	

ITEM	DESCRIPTION	ACTION BY
1.	<p>Study Update</p> <ul style="list-style-type: none"> Suzette provided an update of milestones completed since the previous project team meeting: Public Agencies Workshop held in March 2013, second Public Open House held in June 2013 and ongoing consultation with Conservation Halton and MTO. 	
2.	<p>Preferred Alternative</p> <ul style="list-style-type: none"> Suzette described the preferred alternatives for the combined option (north-south crossing, Cross Avenue extension, and Trafalgar Road off ramps), Royal Windsor Drive interchange, and Iroquois Shore Road widening. With respect to the north end of the north-south crossing, there was discussion about intersection spacing between Trafalgar Road and White Oaks Boulevard and potential new accesses to the development lands on both sides of the road. Rory stated that the configuration shown (with White Oaks intersection further south and the potential for an access road on the opposite side) would work best for traffic operations. Rory presented the preliminary costs of the elements of the preferred solution as well as the resulting property impacts. He confirmed that the cost estimates include an assumption on property costs. Rory presented the archaeological and natural environment study findings. Jane asked for clarity regarding the classification of “candidate significant woodland”. Tricia explained that this area was identified by the Region as requiring further investigation. For Midtown, the candidate woodland is located north of the diversion channel and east of Trafalgar Road (south of Town Hall). It was suggested that a representative from the Town’s Forestry department be consulted. There was also a comment regarding coyote movement in the area of the diversion channel. Kristina stated that the Core Team is attempting to involve relevant staff. It was noted that east-west movement (pedestrian) should be facilitated below the north-south crossing (adjacent to channel). 	

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> ▪ Kate discussed the stormwater management analysis. She noted that the analysis was based on the AMEC model from a study which was conducted by Conservation Halton. There was interest in the type of flood protection being considered. Jane asked if any ponds are being proposed. Kate stated that no additional storage is being proposed through the study. ▪ Suzette provided an update on the traffic modelling component of the study that has been presented to MTO. The preferred concept includes additions and changes to QEW interchanges and QEW mainline operations will be improved. ▪ Rory provided an overview of the design issues and presented cross section diagrams for the various improvements. Video clips of the designs were presented to illustrate the design concept. ▪ Darnell noted that changes to North Service Road (NSR) (i.e. the section west of Eighth Line will be a lower order road) and may result in reduced traffic volumes and thus a reduction in pass-by traffic for the commercial properties on this section of NSR. ▪ Rory noted that a total of 6 structures are required in the Midtown preferred concept plan. He also indicated that structural drawings will be sent to MTO for their review for a number of the structures related to QEW facilities. ▪ Gabe and Tricia asked whether South Service Road (SSR) will be closed, and at which location. Rory noted that SSR would no longer be a continuous road, but form local road sections that provide access to adjacent developments. SSR could be closed just north of the new intersection of the Trafalgar Road eastbound off-ramp and Cross Avenue extension. He stated that this will be documented as part of the study. ▪ There was uncertainty about the ownership of the rail property on which the Royal Windsor Drive buttonhook ramp and Cross Avenue extension will be located – Ford vs. CN Rail. A meeting with Ford will be set up as part of the impacted landowners meetings. ▪ It was requested that study materials be posted online so the Project Team could examine them more closely. Tricia said that this could be arranged. 	
3.	<p>Study Schedule / Next Steps</p> <ul style="list-style-type: none"> ▪ Suzette discussed next steps and future meetings. <ul style="list-style-type: none"> - MTO Coordination Meeting #7 – February 26, 2014 - Oakville EMT – February 2014 - MTO Senior Management Meeting – March 10, 2014 - Property Owner Meetings – March 19-27, 2014 - TAC / Stakeholder Meeting #2 – March 2014 - Public Open House #3 – April 2, 2014 - Draft ESR – April 2014 - Final ESR – June 2014 <p>Note: Property owner meetings are planned to be grouped by improvement, and by severity of impact. Drop-in sessions are being planned for property owners to have the opportunity to discuss minor impacts. Separate individual meetings will be arranged with specific property owners to discuss major property impacts. Major property impacts are being defined as those which lie within 10 m of a building, or impact the access.</p>	

Next Meeting: TBD
 Minutes Recorded By: Laurella Chadee / Suzette Shiu
 Distribution: All invitees

APPENDIX A2

Consultation with Technical Agencies Committee

Meeting Minutes

Project name: Technical Agencies Committee Meeting #1

Date: July 17, 2012

Meeting location: Town Hall, Committee Rooms 1 and 2

Time: 1:30 PM – 3:00 PM

Present:

Tricia Collingwood, Town of Oakville
 Joanne Phoenix, Town of Oakville
 Lin Rogers, Town of Oakville
 Dan Cozzi, Town of Oakville
 Chris Clapham, Town of Oakville
 Philip Kelly, Town of Oakville
 Gabe Charles, Town of Oakville
 Felix Tse, Town of Oakville
 Ray Bacquie, Cole Engineering
 Laurella Chadee, Cole Engineering
 Rory O’Sullivan, Cole Engineering
 Patricia Osika, Cole Engineering

Tina Detaramani, Region of Peel
 Karyn Poad, Halton Region
 Maureen Van Ravens, Halton Region
 Melissa Green-Battiston, Halton Region
 Fabio Cabarcas, Halton Region – Health
 Nitti Subramaniam, Halton Region – Water
 Leah Smith, Conservation Halton
 Greg Roszler, MTO Corridor Management
 Joseph Lai, MTO Planning and Development
 Tariq Babary, MTO Traffic
 Rob Giannone (for Michael Coaleley), Infrastructure Ontario
 Sherwin Gumbs, Metrolinx/GO

ITEM	DESCRIPTION	ACTION BY
1.	Introductions The meeting began with all in attendance introducing themselves and identifying the agency which they represented.	
2.	Overview of Midtown Oakville EA Ray introduced the Midtown Oakville EA study and described key issues that the study would address to produce operational improvements.	
3.	Presentation Ray led a presentation that discussed the following elements: <ul style="list-style-type: none"> • Transportation needs • Future PM link volumes • Road concept screening options and alternatives <ul style="list-style-type: none"> - North-south QEW crossing – road connection - North-south QEW crossing – priority lane and active transportation connection - East-west corridor (Cross Avenue extension) - Iroquois Shore Road extension and widening - Trafalgar Road interchange - Royal Windsor Road interchange • Stormwater Management 	

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> • Constraints <ul style="list-style-type: none"> - Utilities - Property impacts 	
4.	<p>Discussion/Questions</p> <p>Ray invited questions and comments from the attendees after the presentation to stimulate discussion and determine the main issues and concerns that would need to be addressed.</p>	All
	<p>General</p> <p>MTO wanted clarification on the Midtown EA scope in relation to ongoing studies and other previous studies that have already looked at some of the elements presented.</p> <p>Ray explained that the study will consider the findings of ongoing and previous studies when evaluating alternatives (e.g. Trafalgar Road Corridor Improvements, Metrolinx Mobility Hub – ongoing, and 1999 Midtown Class EA).</p> <p>He further indicated that this EA study will begin the approval process for the design of new elements (e.g. Cross Avenue extension, Iroquois Shore Road extension and widening, improvements to Trafalgar Road and Royal Windsor Road interchanges).</p>	
	<p>Traffic Forecasts</p> <p>MTO expressed interest in reviewing traffic modelling methodology, including how EMME forecasts were used to develop 2021 and 2031 TMCs at intersections. The project team stated that discussions were held with MRC (source of EMME data) previously, to confirm model used. It was agreed that a series of coordination meetings will be scheduled between MTO Traffic Section and the project team to review alternative designs and associated issues and the methodology used for traffic modelling (<i>details to be confirmed</i>). Cole to coordinate.</p> <p>Ray indicated that Synchro analysis will be conducted to analyze intersection operations and Vissim will be used to examine weaving of traffic at the on and off ramps of the QEW at Trafalgar Road and Royal Windsor Road.</p>	MTO Cole Oakville
	<p>Design Issues</p> <p>MTO expressed interest in reviewing alternative design concepts for the Trafalgar Road and Royal Windsor Road interchanges. Drawings (hard copies) were requested in a 1:1000 scale prior to future coordination meetings between MTO and the project team (<i>details to be confirmed</i>). Cole to coordinate.</p> <p>There was discussion about the interchange spacing between Trafalgar Road and Royal Windsor Road in relation to potential weaving.</p> <p>There was a suggestion to include a NW ramp at Royal Windsor Road interchange as part of the alternatives for evaluation.</p> <p>There were concerns about the number of north-south QEW crossings within a relatively short distance, as drivers may experience information overload if there are many signs too close together:</p> <ol style="list-style-type: none"> 1) Proposed pedestrian crossing west of Trafalgar Road 2) Existing Trafalgar Road 3) Proposed priority lane and active transportation crossing in the vicinity of Trafalgar Road 4) Proposed vehicle and active transportation crossing east of Trafalgar Road, west of Eighth Line (or approximate) <p>It was suggested that the design team check if there are specific criteria for having closely spaced crossings.</p>	MTO Oakville Cole

ITEM	DESCRIPTION	ACTION BY
	<p>Active Transportation</p> <p>Halton Region, Health was interested in future opportunities for active transportation. Ray stated that there will be upgrades to the active transportation system in the study area:</p> <ol style="list-style-type: none"> 1) Provision of exclusive right of way for cyclists and pedestrians along previously planned crossing west of Trafalgar Road (not part of this study) – North-south QEW crossing 2) Operational improvements along existing Trafalgar Road to better accommodate cyclists and pedestrians (not part of this study) – North-south QEW crossing 3) Provision of facilities for cyclists and pedestrians along proposed priority lane and active transportation crossing in the vicinity of Trafalgar Road – North-south QEW crossing 4) Provision of facilities for cyclists and pedestrians along proposed vehicle and active transportation crossing east of Trafalgar Road, west of Eighth Line (or approximate) – North-south QEW crossing 5) Provision of facilities for cyclists and pedestrians along proposed east-west corridor (Cross Avenue extension) – East-west Midtown connection <p>Halton Region, Health also enquired about possible active transportation facilities on Cornwall Road, North Service Road and South Service Road, due to observed volumes and speeds on these roads, as well as their designs not being conducive to the safe or efficient movement of cyclists and pedestrians.</p> <p>The project team informed the TAC that there will be input from another study being undertaken simultaneously by Urban Strategies, that is focused on urban design guidelines. The study will present preferred cross-sectional road details, which would depict active transportation right of ways, where recommended.</p>	
	<p>Stormwater Management</p> <p>The TAC suggested reexamining existing conditions to identify potential locations for flooding and erosion. MTO may have relevant culvert documentation to share with the project team.</p>	MTO
	<p>Environmental Issues</p> <p>Conservation Halton indicated that comments were provided previously (on other studies) that would be applicable to some of the options presented. A copy of the presentation was requested so it could be circulated to the engineering department at Conservation Halton for additional comments. There was also interest in conducting a site visit to inspect specific issues, e.g. wetland east of Trafalgar Road, south of the QEW. Tricia agreed to be a part of the exercise. Town to coordinate.</p>	Conservation Halton Oakville
	<p>Trafalgar Road</p> <p>The Trafalgar Road Corridor Study being undertaken by Halton Region only looks at operational improvements between Leighland Avenue-Iroquois Shore Road and Cornwall Road, but will not provide details on the alignment for priority lanes that will better accommodate transit. The Midtown EA study will cover the details of the priority lane alignment and facilities along this section of Trafalgar Road. Four options for the alignment of priority lanes through this section were presented to the TAC for comment. It was agreed that there will be a meeting between the Trafalgar Road EA team and the Midtown EA project team to coordinate issues. Town to coordinate.</p>	Town
	<p>Property</p> <p>There was discussion about which agency (IO and/or MTO) would need to be contacted with respect to alignments crossing specific lands.</p>	

ITEM	DESCRIPTION	ACTION BY
	Future Meeting Dates <ul style="list-style-type: none"> • Technical Advisory Committee Meeting – October / November 2012 	

Next Meeting: TBD
 Minutes Recorded By: Laurella Chadee
 Distribution: All invitees

Meeting Minutes

Project name: Technical Agencies Committee Meeting #2

Date: March 27, 2014

Meeting location: Town Hall, Oakville Room

Time: 2:30 PM – 3:30 PM

Present:

Tricia Collingwood, Town of Oakville
 Joanne Phoenix, Town of Oakville
 Lin Rogers, Town of Oakville
 Chris Clapham, Town of Oakville
 Philip Kelly, Town of Oakville
 Suzette Shiu, Cole Engineering
 Rory O’Sullivan, Cole Engineering
 Kate Rothwell, Cole Engineering
 Sherwin Gumbs, Metrolinx/GO
 Branko Zivkovic, MTO

Meaghan Palynchuk, Bell Canada
 Amanda McQuay, Bell Canada
 Samantha Mason, Conservation Halton
 Leah Smith, Conservation Halton
 Katie Jane Harris, Conservation Halton
 Laureen Choi, Halton District School Board
 Matt Krusto, Halton Region
 Melissa Green-Battiston, Halton Region
 Fabio Cabarcas, Halton Region – Health
 Sandy Morgan, Halton Student Transportation Services

ITEM	DESCRIPTION	ACTION BY
1.	<p>Introductions</p> <p>The meeting began with all in attendance briefly introducing themselves and identifying the agency which they represented.</p>	
2.	<p>Presentation</p> <p>Suzette and Rory led a presentation that discussed the following elements:</p> <ul style="list-style-type: none"> • Study process, background and update • Stormwater management • Elements of preferred design • Preferred plan • Timing of Improvements • Impacted properties 	
3.	<p>Discussion/Questions</p> <p>Questions and comments were invited during and after the presentation. A summary of the discussion is provided below:</p> <p>Creek Crossings</p> <ul style="list-style-type: none"> • There are two main crossings proposed – Lower Morrison Creek and the Morrison / Wedgewood Diversion Channel 	All

ITEM	DESCRIPTION	ACTION BY
	<p>Timing of Improvements</p> <ul style="list-style-type: none"> • The timing of improvements relative to Regional improvements on Trafalgar Road was noted as a concern with respect to coordinating the works. • The phasing of the improvements will impact traffic conditions in the interim period until the full network for Midtown Oakville is in place. Traffic constraints may be introduced in the interim stages. • The interim operations of transit until the North-South Crossing is constructed should be investigated. The interim phasing of BRT / HOV lanes on Traflagar Road need to be considered in order to give priority to buses. • The timing of the pedestrian crossings were requested. The town to confirm with the active transportation plan and capital program. 	
4.	<p>Next Steps</p> <p>This is the last of two TAC meetings for the study. The findings of the study will be presented at the upcoming public open house on April 2.</p>	

Minutes Recorded By: Suzette Shiu
Distribution: All invitees

Summary of Comments



No.	Comment / Question	Contact Information	Study Response
1.	<p>June 21, 2013</p> <p>Dear Midtown Oakville Project Team:</p> <p>I wonder if it is possible to access a copy of the alternative solutions available for public comment, as presented in your June 19, 2013 public open house. We would also like to confirm the period for public comments.</p> <p>I also wonder if it is possible to add my email (fabio.cabarcas@halton.ca) to your mailing list. In the past, we provided comments as part of the Oakville Transportation Master Plan update, supporting your recommendations to promote active transportation. We appreciate your work and effort in this project.</p>	Fabio.Cabarcas@halton.ca	
2.	<p>March 20, 2014</p> <p>Good Afternoon,</p> <p>Here are attached our comments on the Environmental Assessment Study - Midtown Oakville.</p> <p>When you'll have the detail drawings ready for construction please email them to us (at: Utility.Circulations&mtsallstream.com) so we can mark-up the Allstream plant in the areas indicated on the map provided by you.</p> <p>Thank you,</p>	Diana.Vass@allstream.com	

No.	Comment / Question	Contact Information	Study Response
	<p>Utility Circulations</p> <p>1 attachment</p>		
3.	<p>April 7, 2014</p> <p>Your notice for the Open house was just sent to me by Infrastructure Ontario. I am not aware if you have circulated this EA to anyone else at Hydro One.</p> <p>I have confirmed that Hydro One Transmission facilities are located within immediate vicinity of the proposed site in your study area. I have attached a sketch (below) that outlines in red the transmission corridors in the vicinity of your study area.</p> <p>We would be pleased to review your plans should Hydro One Networks Inc. be identified as having an interest in your proposal.</p> <p>Please allow appropriate lead-time in your project schedule in the event that proposed development impacts Hydro One infrastructure which requires relocation or modifications, or needs an outage, that may not be readily available.</p> <p>In planning, please note that developments should not reduce line clearances and limit access to our facilities at any time. Any construction activities must maintain the electrical clearance from the transmission line</p>	<p>Richard (Rick) Schatz Senior Real Estate Coordinator Hydro One Networks Inc. Facilities and Real Estate P.O. Box 4300 (185 Clegg Road) Markham, Ont. L3R 5Z5 Tel 905-946-6233 Cell 416-735-2909 E-mail Rick.Schatz@HydroOne.com</p>	<p>April 9, 2014</p> <p>Hello Mr. Schatz:</p> <p>The notice for the Open House was circulated to two staff at Hydro One via email including Jennifer Steward and John Sabiston (Manager of Transmission Planning), the latter notification was returned. We also advised through the “landuseplanning” email address. I also note that Mr. Brian McCormick has been included within the study’s Technical Advisory Committee and would have been notified of the TAC meetings throughout the process, the most recent one took place on March 27, 2014.</p> <p>Further, Metrolinx and the Town of Oakville has been directly engaged with Hydro One with regard to the HONI Study for future Hydro ROW (parallel and north of the existing CNR tracks in the vicinity of Trafalgar Road) which reviewed options to allow surface parking to occur within the ROW to support the Mobility Hub – which is a key feature within our Midtown EA Study limits. For the HONI study, I was directly involved with Mr. John Sabiston from HONI along with Ms. Elana Horowitz of Metrolinx.</p>

No.	Comment / Question	Contact Information	Study Response
	<p>conductors as specified in the Ontario Health and Safety Act for the respective line voltage.</p> <p>The integrity of the structure foundations must be maintained at all times, with no disturbance of the earth around the poles, guy wires and tower footings. There must not be any grading, excavating, filling or other civil work close to the structures.</p> <p>Note that existing rights of ways may have provisions for future lines or already contain secondary land uses (i.e. pipelines, water mains, parking, etc.). Please take this into consideration in your planning.</p> <p>Once details are known and it is established that your development will affect Hydro One facilities including the rights of way, please submit 5 full sized copies of plans (folded) that detail your development and ensure that the affected Hydro One ROW limits and facilities are identified. Please submit these plans to:</p> <p>Richard Schatz, Hydro One Real Estate Management 185 Clegg Road, Markham L6G 1B7 Phone: (905) 946-6233, Fax: (905) 946-6242 Richard.Schatz@HydroOne.com</p> <p>Please note that the proponent will be responsible for costs associated with modification or relocation of Hydro One facilities, as well as any added costs that may</p>		<p>We apologize that you were not circulated directly and we will add you to the notification list. All of the material presented at the Open House is available on the Town's website at http://www.oakville.ca/townhall/midtown-oakville-ea.html. This EA has been on-going for approximately 2 years and throughout the process the Midtown Team has been in on-going discussions with Metrolinx, Oakville Hydro and other stakeholders.”</p> <p>Any further questions, please let me know.</p>

No.	Comment / Question	Contact Information	Study Response
	<p>be incurred due to increase efforts to maintain our facilities.</p> <p>Sketch included.</p>		

email



CAUTION :

* Maintain standard clearances:
0.6m Horizontal 0.3m Vertical
Hand trench within 1m

* CALL ONTARIO ONE
CALL BEFORE YOU DIG

D. Vasil / Mar 20/2014

Midtown Oakville EA

TAC Meeting

Thursday, March 27, 2014 — 2:30 to 4:00 p.m.

Town Hall, 1225 Trafalgar Road

Oakville Room

The Midtown Oakville Class EA study will develop a practical, long-term strategy to guide the development of the transportation and municipal storm water network needed to accommodate the planned growth in Midtown Oakville to 2031, as identified in the Livable Oakville Plan. This study will consider a diverse range of options to satisfy future growth demands, including but not limited to:

- Public transit system and network improvements
- Active transportation (pedestrian and cycling) network improvements
- Travel demand management requirements
- Land use planning policies
- Municipal road network improvements
- Municipal drainage network improvements.

Please join us for the final study update and to share your comments.

Please contact a member of the Midtown Oakville Project Team at 905-815-6060, TTY: 905-338-4200, Bell Relay: 1-800-855-0511 midtownea@oakville.ca or by mail to

1225 Trafalgar Road, Oakville, ON L6H 0H3 by March 20, 2014 if you have any accessibility needs.

If you have any questions related to the Midtown EA, or wish to be added to our mailing list for updates please contact:

Midtown Oakville Project Team

905-815-6060

midtownEA@oakville.ca

For more information visit oakville.ca

This project is a continuation of the Transportation Master Plan Study (Switching Gears) to further assess the infrastructure needs in Midtown Oakville to meet Phase 3 and 4 of the Class EA planning and design process, as outlined in the Municipal Engineers Association "Municipal Class Environmental Assessment," (October 2000, as amended in 2007).

To be the most livable town in Canada.

OPEN HOUSE #3

Municipal Class Environmental Assessment Study Midtown Oakville

April 2, 2014 – 6:30 to 8:30 p.m.
Town Hall, 1225 Trafalgar Road
Oakville/Trafalgar Room

Your Input is Important!

At this open house, the project team will meet with you to obtain input, present the project details, review study findings, and address public comments and concerns. The Town of Oakville appreciates your feedback and ideas and we encourage you to get involved.

At this third public open house of the Municipal Class Environmental Assessment Study, the preferred solution will be presented. You will have an opportunity to have your say on how we change and improve our transportation system within Midtown Oakville — getting us closer to our goal of being the most livable town in Canada.

THE STUDY:

The Town of Oakville has undertaken a Class Environmental Assessment (Class EA) Study to determine a practical, long-term strategy to guide the development of the transportation and municipal storm water network needed to support the planned growth in Midtown Oakville to 2031.

Midtown Oakville is an urban growth centre identified in the province's Growth Plan for the Greater Golden Horseshoe — Places to Grow — and further defined in the town's Livable Oakville Plan. The area is required to accommodate approximately 20,000 residents and jobs by 2031. It is also identified as a mobility hub in The Big Move, Metrolinx's regional transportation plan.

This Class EA Study considered a diverse range of options to satisfy future growth demands, including but not limited to:

- Public transit system and network improvements
- Active transportation (pedestrian and cycling) network improvements
- Travel demand management requirements
- Land use planning policies
- Municipal road network improvements
- Municipal drainage network improvements

This project is a continuation of Switching Gears (the town's Transportation Master Plan study) to define the preferred design of the transportation and municipal drainage network components, and their related property requirements, in Midtown Oakville.

The approved solution will be implemented through amendments to the Livable Oakville Plan and the Zoning By-law.

Please contact a member of the Midtown Oakville Project Team at 905-815-6060, TTY: 905-338-4200, midtownea@oakville.ca or by mail to 1225 Trafalgar Road, Oakville, ON L6H 0H3 by March 26, 2014 if you have any accessibility needs.

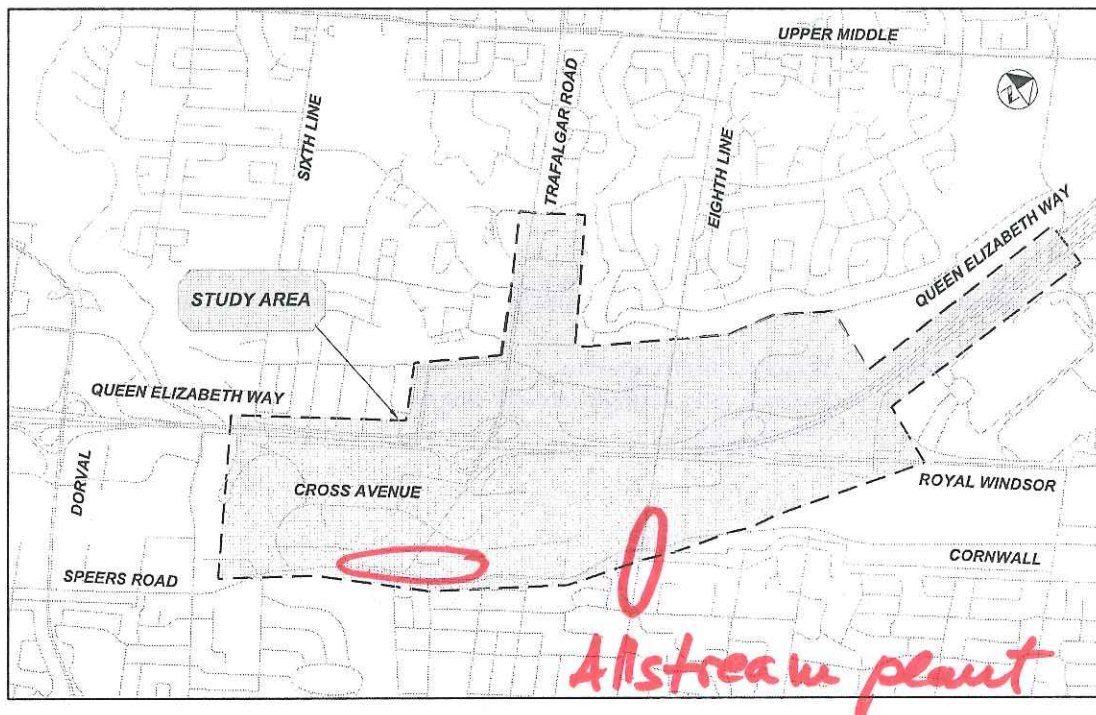
For the most current information about this study including meeting dates, please email midtownea@oakville.ca to be added to our mailing list. Please submit your questions and comments to the project team contacts below.

Midtown Oakville Project Team
Town of Oakville, 1225 Trafalgar Road, Oakville, ON L6H 0H3
midtownea@oakville.ca 905-815-6060

Suzette Shiu, P.Eng., Consultant Project Manager
Cole Engineering Group Ltd., 70 Valleywood Drive, Markham, ON L3R 4T5
OakvilleTMP@ColeEngineering.ca 905-940-6161, ext 436

Personal information is collected under the authority of *The Municipal Act* for the purpose of conducting the Midtown Oakville EA Study. Questions about this collection should be addressed to Midtown Oakville Project Team at 1225 Trafalgar Road, Oakville, Ontario L6H 0H3 or by phone at 905-815-6060 or by email at midtownea@oakville.ca

THE STUDY AREA:





APPENDIX A3
Consultation with Conservation Halton

PROGRESS MEETING #:

DATE: August 23, 2012

TIME: 1:00 P.M.

PROJECT NAME: Oakville Part III Midtown EA

PROJECT #: T11-767

LOCATION: On Site

PURPOSE: Conservation Halton Site Walk

PRESENT:

Leah Smith, Conservation Halton
 Kim Barret, Conservation Halton
 Amy Mayes, Conservation Halton
 Samantha Mason, Conservation Halton
 Philip Kelly, Town of Oakville
 Kristina Parker, Town of Oakville
 Joanne Phoenix, Town of Oakville

REGRETS:

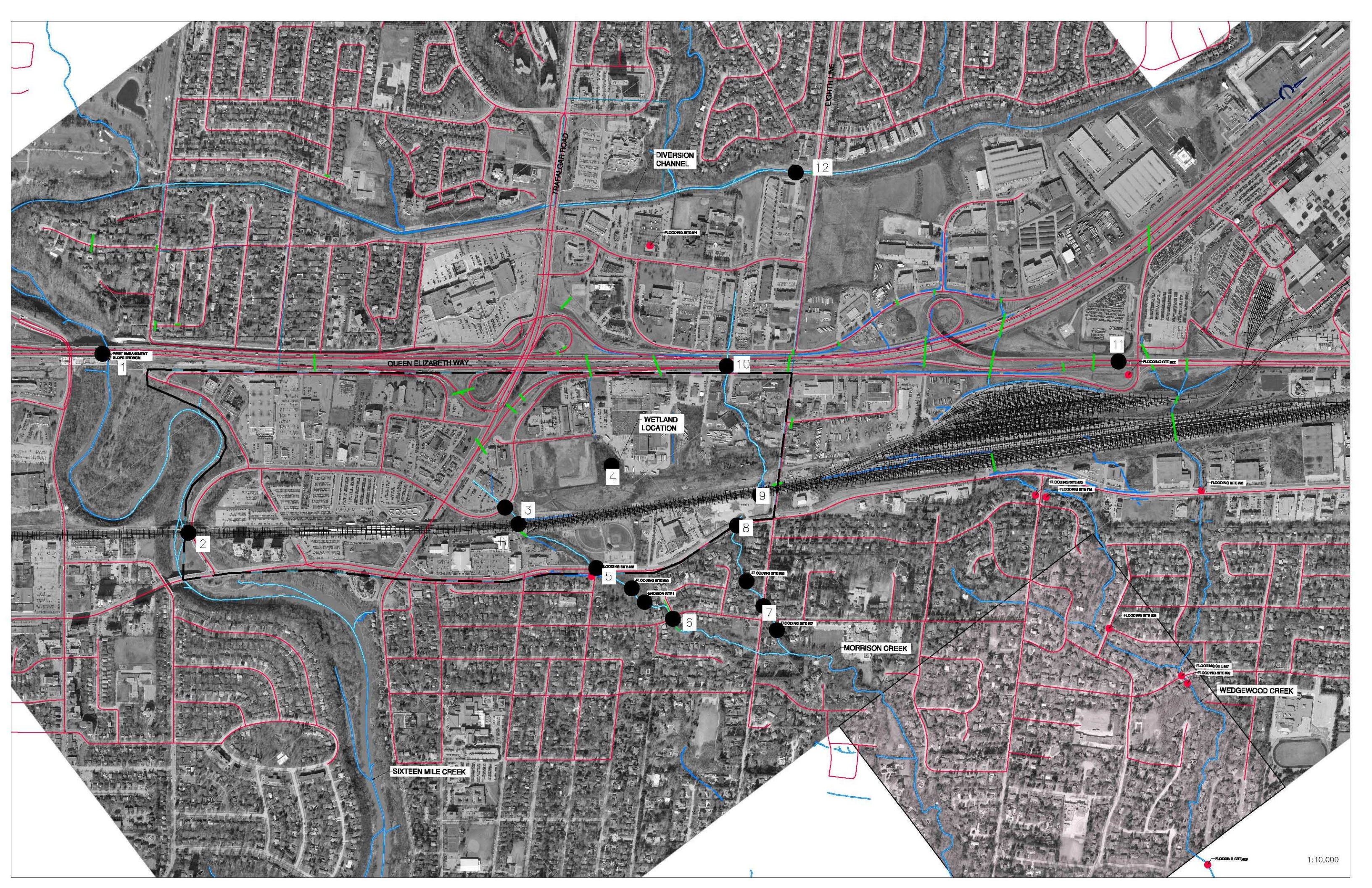
Mark Bassingthwaite, Cole Engineering
 Laurella Chadee, Cole Engineering
 Patricia Osika, Cole Engineering

ITEM	DESCRIPTION	ACTION BY
1.	Introductions <ul style="list-style-type: none"> MB gave an introduction to the SWM within the area. Described how the purpose of the site visit was identify concerns/constraints. It was determined that the order of the site walk would be 1, 3, 4, 9, 10, 11, 12 and that the remaining sites, mainly flooding sites, did not have to be visited. 	
2.	1 – Sixteen Mile Creek crossing of Q.E.W. <ul style="list-style-type: none"> Site visited. 	
3.	3 – South Service Road East <ul style="list-style-type: none"> Open watercourse location. Currently this area does not appear regulated in CH regulation mapping, however CH said that upon a closer review this area will likely be added to the regulation mapping and should be treated by the study team as regulated. CH to review regulation mapping in this location. Mark identified that there is the possibility of diverting some flow in this location to Sixteen Mile Creek to help alleviate downstream flooding. 	CH
4.	4 – Wetland <ul style="list-style-type: none"> CH to stake limits of wetland and therefore requires site access. One possibility for Town to gain access is through landowner meetings. MB suggested that we should get an ecologist sub-consultant who could stake the wetland. CH informed that wetlands are classified based on vegetation type. Currently this wetland is not evaluated, which means that it may or may not be a PSW. The restrictions associated with this wetland would be a 30 m buffer if it is not a PSW (15 m is restricted, next 15 m does not have such restrictions) and 120 m if it is a PSW (30 m of which is restricted and 90 m of which is less restricted). 	Town Cole

PLEASE NOTE: If your records of this meeting do not agree with this document, or if there are any omissions, please advise the writer at once, otherwise the contents of this document shall be assumed accurate and correct.

ITEM	DESCRIPTION	ACTION BY
5.	9 – Crossing at rail tracks just west of Chartwell Road <ul style="list-style-type: none"> • Crossing is twin CSP culverts. • Open watercourse at this location. • Pipeline at this location. • If works done here/in regulated locations will have to update HEC-RAS model and update regulation limits. 	
6.	10 – South Service Road East just west of Chartwell Road <ul style="list-style-type: none"> • On the north site of the QEW this crossing is a ditch. Crossing is box culvert. • This crossing is regulated on the downstream site. CH regulation mapping was only completed downstream of the Q.E.W. 	
7.	11 – High Priority Flooding Site. South Service Road E. <ul style="list-style-type: none"> • Lagoon/pond between Royal Windsor and CNR with a culvert under CNR. Town to find information on what this is. 	Town
8.	12 – Diversion Channel <ul style="list-style-type: none"> • CH identified that in this area they would just be concerned with not worsening (or ideally improving) hazards. They would also be concerned with the stability of the channel if works are occurring in this area. • MB described how the watercourses in this area are highly altered already. 	

Next Meeting:
 Minutes Recorded By: Patricia Osika
 Distribution: CEG



DIVERSION CHANNEL

12

TRAFALGAR ROAD

EIGHTH LINE

FLOODING SITE #1

11

FLOODING SITE #2

QUEEN ELIZABETH WAY

10

WETLAND LOCATION

4

9

FLOODING SITE #3

FLOODING SITE #4

2

3

8

FLOODING SITE #5

FLOODING SITE #6

FLOODING SITE #7

FLOODING SITE #8

FLOODING SITE #9

6

7

MORRISON CREEK

FLOODING SITE #10

FLOODING SITE #11

WEDGEWOOD CREEK

SIXTEEN MILE CREEK

ID	Site Type	Notes
1	Crossing	Park at end of Lyons Ln and walk down path
2	Crossing	Cross Ave at railway tracks (just west of speers road). Can also see Speers Rd crossing just downstream.
3	Crossing	South Service Road East (near railway tracks). Also a crossing of the railway tracks.
4	Wetland Location	Davis Rd east of South Service Rd E
5	Medium Priority Channel Crossing	Cornwall Rd and Watson Ave
	Flooding Site	Downstream of Cornwall Rd (16 properties). Upstream previously was but is no longer a concern.
	Erosion Site	100 m upstream of Maple Ave
6	Outlet d/s of study area	Piped from upstream of houses on Bohemia Cres to d/s of Maple Ave
7	Flooding site #37	Maple/Linbrook and Chartwell Road (downstream of crossing)
	Crossing	
	Flooding site #36	Upstream of crossing
8	Crossing	Cornwall Rd just west of Chartwell Rd
9	Medium Priority Channel Crossing	Rail tracks just west of Chartwell Rd
10	Crossing	South Service Road E just west of Chartwell Rd (Brekland Realty Group Brokerage)
	3 debris jams downstream of this	
11	Flooding site #22	High priority flooding site. The flooding site is from Cornwall Road north to QEW.
12	Diversion Channel	Channel starts east at Edgeware Park (off of Lakeview Drive) and outlets west of 6th Line



2596 Britannia Road West
Burlington ON L7P 0G3
905.336.1158 Fax 905.336.7014
conservationhalton.ca

October 10, 2012

BY MAIL AND EMAIL

Tricia Collingwood
Planning Services, Town of Oakville
1225 Trafalgar Road
Oakville ON L6J 5A6

Dear Ms Collingwood:

Re: Midtown Oakville Environmental Assessment Study
CH File: MPR 611

Conservation Halton staff offers the following comments based on our site visit on August 23, 2012 and the presentation notes provided after the July 17, 2012 Technical Agencies Committee Meeting #1.

Ontario Regulation 162/06

Many of the proposed road improvements are within flooding and/or erosion hazards regulated by Conservation Halton pursuant to Ontario Regulation 162/06. Where feasible, major transportation corridor expansions should be directed to areas less constrained by hazard lands, and any new transportation corridors identified should be routed to avoid hazard areas. Consideration for potential road alignment is deemed particularly relevant when the alignment parallels the watercourse or valley wall within the erosion hazard limit.

Although in many instances, infrastructure conflicts with natural hazards will be unavoidable, the evaluation of alternatives should still consider the long term implications of infrastructure location relative to natural hazards. Public safety should be considered as roads intersecting flooding and erosion hazards may be unsafe under a major storm event. Maintenance costs for these sections of roadway are also anticipated to be higher over the long term. Potential to receive regulatory approval should also be a key consideration. At a minimum, the proposed alternative must have no negative impacts on flooding and erosion hazards in order for Conservation Halton to issue a future approval under Ontario Regulation 162/06. Opportunities to improve any deficiencies with respect to flooding and erosion should also be investigated.

Based on the slides presented at the Midtown Oakville Environmental Assessment Study – Technical Agencies Committee Meeting # 1, staff have flagged the following areas where the proposed road network improvements extend into regulated flooding or erosion hazards and the associated regulated setbacks:

- North-South QEW Crossing Road Connection – The proposed east-west road alignment connecting Davis Road to Chartwell Road (all options presented) has the potential to impact a tributary of Lower Morrison Creek, near the connection to Davis Road, as well as a wetland regulated by Conservation Halton. The new north-south alignment shown in red appears to impact Lower Morrison Creek south of the QEW. Staff also note that the new north south alignment (shown in red) and the new north-south connection from Iroquois Shore Road to Eighth Line/Chartwell (shown in blue) have the potential to convey spill from the Morrison-Wedgewood Diversion Channel, however the presence of a spill will not necessarily influence the road design, as Conservation Halton has initiated a process to eliminate these spills, and anticipates all spills will be eliminated within the next 10 years. The widening of Chartwell Road (shown in yellow) does not appear to impact regulated areas associated with Lower Morrison Creek.
- North-South QEW Crossing Priority Lane and Active Transportation Connection - The pink line (assumed to be the active transportation link) will further encroach into a remnant valley of West Morrison Creek south of McCraney Street East and Trafalgar Road. It is possible that this remnant valley may have been re-purposed for stormwater management after West Morrison Creek was piped. Staff have no information on the exact location, depth of cover, pipe size etc. of the piped section of West Morrison Creek from McCraney Street East to the connection with the Morrison-Wedgewood Diversion Channel. The proposed Active Transportation Connection and Priority Lanes may potentially impact this piped section of creek. Please note that we will need additional information on the location/size of pipe, etc. should new road works be proposed in this area. One proposed alignment will also result in a new crossing of the Morrison-Wedgewood Diversion Channel while the other proposed alignment will likely require a widening of the existing Morrison-Wedgewood Diversion Channel crossing. Staff further notes that all options presented would impact a wetland.
- East-West Corridor – All three options have the potential to impact a watercourse adjacent to Davis Road (opposite 547 Trafalgar Road) and will require a new crossing of a tributary of West Morrison Creek. The magenta alignment appears to have potentially greater impacts on Lower Morrison Creek due to a poor crossing alignment. This alignment would also remove a portion of a regulated wetland. The tributary of Lower Morrison Creek also conveys spill flow from the Morrison-Wedgewood Diversion. As indicated above, however, the presence of the spill will not impact the design in this instance.
- Iroquois Shore Road – It would appear that turning lanes from Iroquois Shore Road to Trafalgar Road may have the potential to impact the Morrison-Wedgewood Diversion Channel. The proposed extension may also become a preferential route for spill from the Morrison-Wedgewood Diversion Channel. While this is noted, the potential spill will not impact the design.
- Trafalgar Road Interchange - These modifications do not appear to impact any area regulated by Conservation Halton.
- Royal Windsor Road Interchange - Upgrades in this area will impact the floodplain associated with Lower Wedgewood Creek and potentially impact spill conveyance associated with a spill point on the Morrison-Wedgewood Diversion Channel. During the August 23, 2012 site visit, a large pond of unknown function was identified and may potentially be impacted by the proposed works. It is further noted that the proposed “green” alternative would require the crossing of an existing hydrologic connection (unregulated watercourse) at a skewed angle. While works near this feature do not require a permit from Conservation Halton pursuant to Ontario Regulation 162/06, any proposed works will be examined for impacts to fish habitat, as per our Level II Agreement with Fisheries and Oceans Canada. Further information is requested as to what length of culvert would

be required if a crossing of this hydrologic connection becomes necessary. Investigation about the impacts of realigning the hydrologic connection to allow for a perpendicular crossing by a new road crossing is suggested. The “red” alignment of the proposed road options may impose fewer impacts to the hydrologic connection than the “green” road alignment.

Ontario Regulation 162/06 requires that a Permit is obtained from Conservation Halton prior to development, interference with wetlands or alterations to shorelines and watercourses. A copy of Ontario Regulation 162/06 and the associated Policy document, *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document* can be found at www.conservationhalton.ca. Please ensure that the EA contains sufficient information to allow Conservation Halton staff to determine whether a Permit could be issued at detailed design.

As per Conservation Halton’s Policy 3.51, all new utility and transportation corridors must be located outside of valley and stream corridors, including the regulated tableland area, wherever possible. While permitting of new corridors within hazard lands is feasible, the need must be fully justified, and there must be no other reasonable alternative. Road alignments should be oriented to minimize impacts to existing valley features. Crossings should be made perpendicular to riverine valley features, and new roads should be elevated outside of the regional storm floodplain. The Environmental Assessment report should provide documentation to justify the proposed location of any new roads within the existing regulated area. At present, Conservation Halton staff do not have sufficient information to confirm that all of the proposed transportation improvements shown could be recommended for approval under Ontario Regulation 162/06.

In all areas where proposed road widening will traverse hazard lands regulated by Conservation Halton, staff will only be able to recommend approval of widening activities where it has been demonstrated that the proposed construction will not negatively impact flooding and erosion hazards on adjacent properties, and will not increase the flooding and erosion risk associated with the road itself. The following is required to determine these impacts:

- Where a proposed road or road widening crosses the regulated floodplain, a hydraulic analysis must be completed as part of the Environmental Assessment, and further refined at detailed design. The conceptual design should strive to achieve safe access and egress where feasible, and at a minimum, maintain the existing level of service with respect to flooding. The hydraulic analysis will also need to support the proposed bridge or culvert sizing and any grading changes within the floodplain by demonstrating that any widening or profile adjustment will not negatively increase flood depths, erosive velocities, flood duration and storage experienced on properties up and downstream under the full range of design storm conditions. Please note that while Conservation Halton policies would not allow even minor increases in flood elevations on a habitable structure, our policy would consider increases in flood depth, erosive velocity or flood duration on private property if there is no increased risk to life and property and the impacted landowner provides written consent of the change. The detailed road design must also consider floodplain connectivity under the full range of design storms to ensure that the net loss of floodplain storage is minimized. A hydrologic analysis may be required as part of the EA to support the hydraulic modeling. This is a critical component of Conservation Halton’s review of the EA. Please contact staff should you have any questions on this requirement.

- Roads aligned parallel to or traversing the valley wall or aligned adjacent to a watercourse may be susceptible to erosion due to either slope instability or the watercourse's natural adjustment within its meander-belt width. As part of the EA process, a geotechnical and geo-morphological review must be completed to demonstrate:
 - the level of risk associated with the location of the existing infrastructure,
 - that construction of the proposed widening will not have a negative impact on slope stability or natural channel migration patterns,
 - that the ultimate road will be stable from a geotechnical and geomorphic perspective over a 100 year time horizon. Please note that the assessment should consider all reasonably foreseeable stressors to the existing natural hazards, such as climate change and urbanization as part of the determination of long term stability (i.e. historic rates of change should not be relied upon as representative of future changes. The consulting team should identify the appropriate targets), and
 - that the ultimate road alignment will not encroach further within the 100 year long term stable slope crest or the watercourse's meander belt width than the existing road, or otherwise increase risk relative to the existing infrastructure.

Please note that all new watercourse crossings will require supporting hydraulic, geomorphologic, and geotechnical studies.

Per the on-going "Morrison-Wedgewood Spill Management Conservation Ontario Class Environmental Assessment (Class EA)" two spill zones have been identified within the subject area. One spill point flows to catchment M9 (as identified on the Stormwater Management plan) and reaches the QEW culvert through the channel between 474 and 500 Iroquois Shore Road. The second spill enters catchment W1 and flows southerly to the QEW through the area of the Iroquois Shore Road extension. Conservation Halton has completed an Environmental Assessment which found that the spill could be eliminated through works within the channel block, and is proceeding towards elimination of this spill in the near future, therefore staff will not require consideration of the spill when developing preliminary road grades and sizing the major drainage system. We do request, however, consideration be given to the potential to co-ordinate any works in the area.

Staff recommend that as part of the Midtown transportation and stormwater management improvements, Emergency Services and Town of Oakville staff evaluate the need to designate roads as emergency access routes with the goal of achieving flood free access (or as a minimum, safe access and egress – as set by either the Ministry of Natural Resources or more stringent local emergency service provider policies) during a Regional Storm Event. Conservation Halton staff are able to provide the Town information with respect to predicted overtopping depths and velocities for all significant roads within the watershed at the Town's request. Should emergency access under a flood scenario be considered by the Town as part of this study, we recommend that the Town consult their emergency service providers to determine the most applicable criteria for analysis.

The MTO's flooding criteria, guidelines and/or the municipal engineering standards for flooding along/over roads should be considered for all routes not deemed emergency access routes. At a minimum, safe access & egress as defined in the MNR's 2002 *Technical Guide: River & Stream Systems – Flooding Hazard Limit*, should be provided.

The location and condition of the piped section of West Morrison Creek (from McCraney Street East to the Morrison Wedgewood Diversion Channel), should also be evaluated as part of the EA to confirm whether the location of the structure may impact the feasibility of the alternative. A geotechnical evaluation of the potential change in loading experienced by the pipe is also requested to confirm whether the alternatives will impact the short and long term viability/functionality of the drainage infrastructure.

If any proposed works associated with the Royal Windsor Road Interchange will modify the drainage to the pond identified during the site visit August 23rd, 2012, or the stage-discharge-storage curve associated with the facility, the Environmental Assessment should characterize the functionality of this pond and confirm whether or not construction will impact the pond's functionality.

Staff request that consideration be given to creating modified Right-of-Way Guidelines to minimize infrastructure risks associated with natural hazards and impacts to environmentally sensitive areas.

Please identify any existing utilities within the creek corridor, in both plan and profile view on the drawings associated with the Environmental Assessment, and consider the impacts of any works on the level of protection afforded to existing utilities.

Please plot all areas regulated by Conservation Halton on drawings. ARL mapping may be utilized if more detailed study is not required at this time, however, please ensure that drawings indicate that limits shown are an approximation of the regulated area.

A topographic survey including all drainage features, watercourse ditchlines, culverts, etc. is required. Please ensure that detailed survey information is obtained for a minimum 30 m up and downstream of any proposed culvert.

Natural Heritage - Wetlands

As noted above, it would appear that several of the proposed road alignments would remove a portion of a wetland regulated pursuant to Ontario Regulation 162/06, located at the terminus of Davis Road. Staff is attending a site visit on October 12, 2012 to stake the limits of the wetland, and the wetland will be evaluated by the project team.

Please plot the limit of the wetland as staked by Conservation Halton staff on all future submissions. All efforts should be made to avoid any impacts to the wetland and staff would recommend that this feature is protected from development with a minimum 15 m buffer. As noted above, the EA must demonstrate the need for any proposed crossing of this feature and that there is no reasonable alternative. Should the Town wish to pursue a road option in this area, a hydrological evaluation (prepared by a qualified professional hydrological/hydrogeological engineer or hydrogeologist) is required with the EA study to identify impacts and mitigation measures.

Although terrestrial habitat in the study area is limited, any opportunities to improve habitat connectivity (e.g. through the installation of larger culverts at stream crossings) should be explored.

Fish Habitat Impacts

The following points are suggested as commitments to be carried forward to detailed design:

- It is preferred that any new crossings of Lower Morrison Creek convey at least the 25 year flow rate to reduce upstream (backwatering) and downstream (scouring) impacts typically associated with undersized crossing structures.
- Where new roads are proposed to cross natural substrate channels, open bottom creek crossing structures are preferred over closed bottom structures.
- It is preferred that new roads be aligned to cross creeks in a perpendicular orientation to minimize the length of the creek that is enclosed in a crossing structure.
- The use of retaining walls is encouraged where possible on creek crossing structures to minimize the length of the stream or creek that is covered over by the new crossing structure.
- Staff recommends that underground utilities are placed at least 2.5 m or more below the invert of all watercourses, where feasible, to provide a buffer between the watercourse and the infrastructure below it as the creek downcuts over time in response to urban water flows.
- It is suggested that a plan to enhance riparian cover in the vicinity of the crossings of Lower Morrison Creek be implemented to partially mitigate the effects of this project which include the removal of existing riparian vegetation and increased inputs of urban stormwater.
- It is recommended that any new stormwater effluent outlets be oriented in a forty five degree angle to the downstream direction of flow in the watercourse to minimize erosive effects of stormwater discharge on the bed and banks of the creek.
- Erosion and sediment control plans for the proposed work should be prepared in accordance with the *Erosion and Sediment Control Guideline for Urban Construction*.
- Investigation of hydrogeological conditions may be warranted at detailed design to assess the likelihood of the need to dewater any deeper excavations that may be necessary as part of the proposed work. If significant dewatering is necessary, this could affect base flows in the adjacent watercourse and could result in the need to deposit significant amounts of dewatering effluent into the creek.

Stormwater Management

Please discuss quality/quantity/erosion controls within the Stormwater Management Section of the Environmental Study Report. Per the “Lower Morrison/Wedgewood Creeks - Flood, Erosion and Master Drainage Plan Study, Technical Report” prepared by R.V. Anderson Associates Limited, in 1993, new development is required to control post-development peak flows to 50% of pre-development levels. For re-development within a developed area, quantity control requirements are dependant on the original assumptions within the Drainage Plan for the subject lands. Please refer to this study when developing the stormwater management strategy.

Any additional stormwater generated by new roads or other hardened surfaces should be treated to the Enhanced level of treatment.

Please identify existing vs. proposed drainage areas. Every effort should be taken to maintain existing drainage divides. Any proposed diversions must be clearly identified and the potential impacts fully assessed as part of the project’s evaluation.

Other

A Data Request Form is required for all digital information requests. This form and additional information on data holdings can be found in the “GIS & Mapping” section of Conservation Halton’s website: www.conservationhalton.ca.

Please note that Conservation Halton staff do not screen on behalf of MNR for *Lakes and Rivers Improvement Act* implications. We recommend you contact the MNR to determine if this Act will apply to the proposed works.

In order to allow sufficient time to review the Draft Environmental Study Report, staff would appreciate it if a review timeline of 4 weeks could be incorporated into the project schedule. We would like to request 3 hard copies of the ESR for review.

We trust the above is of assistance. If you require additional information please contact the undersigned at extension 283.

Yours truly,



Leah Smith
Environmental Planner, MCIP, RPP

LS/LS

cc. (by email) Philip Kelly, Town of Oakville, Development Services

PROGRESS
MEETING #:

DATE: October 22, 2013

TIME: 1:00 P.M.

PROJECT NAME: Oakville Part III Midtown EA

PROJECT #: T11-767

LOCATION: Conservation Halton Offices

PURPOSE: Morrison Wedgewood Diversion Channel Crossing

PRESENT:

Teresa Labuda, Conservation Halton
Jane DeVito, Conservation Halton
Amy Mayes, Conservation Halton
Nicole Langton, Conservation Halton
John Van Dijk , Conservation Halton
Philip Kelly, Town of Oakville
Kristina Parker, Town of Oakville
Rory O'Sullivan, Cole Engineering
Kate Rothwell, Cole Engineering

REGRETS:

Mark Bassingthwaite, Cole Engineering
Suzette Shiu, Cole Engineering

ITEM	DESCRIPTION	ACTION BY
1.	<p>Morrison Wedgewood Diversion Channel</p> <ul style="list-style-type: none"> • TL gave an introduction to the Morrison/ Wedgewood Diversion Channel Control Spill Project. The purpose of this project is to address potential flooding related to spills from the Morrison/ Wedgewood Diversion Channel. • A Class Environmental Investigation has been completed by Conservation Halton (CH) for this project and it proposed the following improvements to the Diversion Channel. <ul style="list-style-type: none"> ○ Construction of a channel berm and wall improvements between Ch 2200 and Ch 2500(approx). ○ Construction of a channel berm improvements between Ch 2800 and Ch 3100(approx). • TL stated that construction of the improvements was expected to take place in the next three to four years 	

PLEASE NOTE: If your records of this meeting do not agree with this document, or if there are any omissions, please advise the writer at once, otherwise the contents of this document shall be assumed accurate and correct.

Cole Engineering Group Ltd.

Head Office: 70 Valleywood Drive, Markham, ON L3R 9R6 Phone: 416.987.6161 Fax: 905.940.2064
GTA West: 150 Courtney Park Drive West, Suite 1, Mississauga, ON L5W 1Y6 Phone: 905.364.6161 Fax: 905.364.6162

ITEM	DESCRIPTION	ACTION BY
2.	<p>Oakville Midtown EA</p> <ul style="list-style-type: none"> • ROS presented the Oakville Midtown project. The purpose of the project is to establish a multi-modal transportation system to accommodate the planned growth and development in the Oakville Midtown. The preliminary preferred options for Iroquois Shore, Royal Windsor Drive Interchange, Trafalgar Road Interchange, Cross Avenue and the North-South Crossing were presented to the group. • The new North-South crossing will run from the extended Cross Avenue to the intersection of White Oaks Boulevard and Trafalgar Road. The new road alignment will cross Morrison Wedgewood Diversion Channel at approximately CH 2100. The proposed right of way for the new road will be 26m and include 2 general purpose lanes, 2 dedicated transit lanes and sidewalks. • TL requested further details of the proposed North-South crossing be provided to CH. Cole Engineering to issue Preliminary Design drawings to CH once complete and approved by the Town. 	ROS
3.	<p>Project Coordination</p> <ul style="list-style-type: none"> • The flood improvements to the Morrison Wedgewood Diversion Channel will take place exclusively to the east of Morrison Creek. The proposed new North-South crossing across the channel will be located to the west of Morrison Creek. • It was agreed at the meeting that the location of the proposed new North-South crossing would not be in direct conflict with the proposed Morrison Wedgewood Diversion Channel flood improvements. 	
4.	<p>Flood Mapping</p> <ul style="list-style-type: none"> • AM stated that while the crossing would not be in direct conflict, the new structure will have to be constructed to ensure no hydraulic impacts to the channel • AM stated that as part of the Class Environmental Assessment for the channel improvements, CH's consultants have updated the hydraulic model for the area. • KR requested a copy of the updated hydraulic model to confirm that new structure will not have any negative hydraulic/flooding impacts. • TL stated that CH will firstly need to obtain and review the hydraulic model from their Consultants before issuing to Cole Engineering. This could take a number of weeks. • ROS explained that PIC 3 for the Midtown EA is planned for January 2014 and requested CH to provide the model to Cole Engineering as soon as possible. TL to confirm a date when they expect to be in a position to provide the model to Cole Engineering. 	TL
5.	<p>North-South Structure at Diversion Channel</p> <ul style="list-style-type: none"> • TL enquired about the type of structure that was planned for the diversion channel crossing. ROS stated that it was assumed that it would be similar to the existing structure at Trafalgar Road. The soffit of the new structure would match the top of the existing berm. • TL stated that this would not be acceptable to CH as they will require maintenance access along the channel at all locations. In addition TL stated that new structure must not compromise the integrity of the channel including construction. • PK enquired as to minimum maintenance access requirements that should be 	

ITEM	DESCRIPTION	ACTION BY
	<p>provided at the diversion channel. John Van Dijk stated that CH currently have an access road on the south side of the channel but would prefer if access for a dump truck can be provided on both sides of the channel beneath the new structure. It was also stated that preferably any new abutments should be located outside the property boundary.</p> <ul style="list-style-type: none"> PK stated that given profile constraints associated with the intersection of Iroquois Shore Road intersection this might not be possible. PK suggested that lowering the access road locally under the structure might be an option. It was agreed that Cole Engineering would investigate the implications of providing maintenance access at the crossing and prepare some typical sections for further discussion with CH. ROS enquired if there was any plan to provide a multiuse trail along the diversion channel/ PK stated that there is an existing trail on the south side of the channel. 	ROS
6.	<p>Other Items</p> <ul style="list-style-type: none"> ROS enquired if CH had any structural record drawings for the Trafalgar Road crossing culvert. NL stated that they did not have any these drawings on file. PK to provide ROS with contact in the Region to request the structural record drawings. 	PK
7.	<p>Future Meetings</p> <ul style="list-style-type: none"> It was agreed that a further meeting to discuss the proposed North-South crossing of the diversion will be required. Cole Engineering are to prepare typical sections of the crossing for the Town review by the 1st of November. Once these sections have been reviewed they will be forwarded to CH and a further meeting to discuss the crossing will be arranged. 	ROS

Next Meeting:
 Minutes Recorded By: Rory O’Sullivan / Kate Rothwell
 Distribution: CEG

APPENDIX A4

Consultation with Ministry of Transportation

Meeting Minutes

Project meeting: MTO Coordination Meeting #1 **Date:** August 9, 2012

Meeting location: GTA West Office Main Boardroom, Cole Engineering Group, 150 Courtneypark Drive West, Mississauga **Time:** 10:00 AM

Present: Joanne Phoenix (JP), Oakville Joseph Lai (JL), MTO
 Lin Rogers (LR), Oakville Greg Roszler (GR), MTO
 Kristina Parker (KP), Oakville Ray Bacquie (RB), CEG
 Tariq Babary (TB), MTO Rudy Sooklall (RS), CEG
 Chris Pascos (CP), MTO Laurella Chadee (LC), CEG

Regrets: Dan Cozzi, Oakville

ITEM	DESCRIPTION	ACTION BY
1.	<p>Introductions</p> <ul style="list-style-type: none"> The meeting began with all in attendance introducing themselves and their role in the project. 	
2.	<p>Purpose of MTO Coordination Meetings</p> <ul style="list-style-type: none"> Ray provided a brief overview of the project status and stated that the purpose of this coordination meeting is to introduce the MTO Traffic Section to the traffic work associated with Midtown EA. 	
3.	<p>Traffic Modelling Methodology</p> <p>Rudy led an interactive presentation for the traffic modelling requirements to support the proposed transportation network improvements at the Trafalgar and Royal Windsor interchanges. An overview of Midtown Oakville was also presented. The following items were discussed during the presentation:</p> <ul style="list-style-type: none"> Midtown Oakville is a provincially designated growth centre and identified by Metrolinx as a designated mobility hub with significant provincially owned lands within the Midtown. The plan for Midtown is a vibrant, transit-supportive, and mixed-use urban community with 20,000 residents and jobs by 2031. Significant transportation network improvements are needed to support growth in Midtown as documented in Schedule L3 of Livable Oakville. These improvements will impact the existing configuration of the Trafalgar and Royal Windsor interchanges. Proposed realignment and additions to the two interchanges were discussed. MTO asked when all the development is scheduled. Lin informed them that construction has already begun on one site, and the Town is expecting more development applications in fall. MRC previously developed a microsimulation model using the VISSIM microsimulation software platform. The QEW was modelled from Trafalgar to Ford 	

ITEM	DESCRIPTION	ACTION BY
	<p>with the ramps at Trafalgar and Ford Drive coded as stubs and the full Royal Windsor interchange coded. The future analysis was conducted for the 2026 horizon and the future forecasted volumes were estimated based on growth rates and assumed lane capacities since the Halton Emme model was unavailable for use at that time. The MRC study assessed the 2026 WB weaving on QEW between Ford and the proposed off-ramp at Royal Windsor during the PM peak hour.</p> <ul style="list-style-type: none"> ▪ Chris asked about the timing of the improvements. Ray said that the team will be looking at 2031 forecasts for input into the simulation model. MTO requested that the 2021 horizon also be modelled. It was agreed to model the weekday AM and PM peak hours. ▪ Ray said that the forecasts for Midtown were obtained using the Halton Emme model. MTO prefers the forecast to be based on their GGH Emme model. Ray recommended using the forecast from the Halton model since it would consider planned developments in Midtown while the MTO's model may not capture the Midtown specific developments. ▪ Chris said that the methodology used in forecasting needs to be confirmed and accepted by the by the MTO Systems Analysis and Forecasting Office (SAFO) before the Traffic Section review the microsimulation outputs. CEG to coordinate with SAFO to review the forecasting methodology and obtain their approval for use in the Midtown modelling exercise. ▪ The following modelling scope was agreed to: <ul style="list-style-type: none"> - Develop a calibrated / validated existing model for QEW from west of Dorval to east of Winston Churchill. MTO requested recent counts to be used since the MRC model existing volumes are dated (2008). - Model to be calibrated / validated by observed volumes and QEW travel times. - The three closely spaced intersections along the new Iroquois Shore Road extension to Royal Windsor Drive to be included in the model along with the EB-off ramp at Trafalgar with the at-grade crossing option. - Microsimulation outputs to include volume comparisons, QEW speed contours (aggregated and by lane) and speed profiles, and ramp terminal turning movement delays and queues. - Future weaving analysis for EB QEW between Dorval and Trafalgar, Trafalgar and Royal Windsor, and Royal Windsor and Ford. Assess future QEW WB weaving between Ford and proposed off-ramp at Royal Windsor. ▪ Rudy to send a data request memo to MTO which clearly states what data is required from the MTO. Lin said that the memo should include the detailed microsimulation modelling scope agreed to this meeting. ▪ Chris to send CEG example calibration / validation memos and microsimulation outputs the MTO is now requesting. <p>Post-meeting note: Chris provided CEG with sample outputs and calibration / validation criteria and targets.</p> <ul style="list-style-type: none"> ▪ Rudy/Ray to check study scope – for additions/eliminations, and send a memo to the Town. 	<p>CEG</p> <p>RS</p> <p>CP</p> <p>RB / RS</p>
4.	<p>Other Issues</p> <ul style="list-style-type: none"> ▪ MTO input needed on road configurations, alignments, profiles, structure clearances for proposed transportation network alternatives. 	

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> ▪ Joseph suggested that the Hurontario / QEW EB off-ramp design can be used to guide the design of the proposed EB off-ramp grade separated cross over at Trafalgar. Joseph to provide CEG with sample design drawings for the Hurontario off-ramp. 	JL
5.	<p>Future Meeting Dates</p> <ul style="list-style-type: none"> ▪ Joseph suggested that progress meetings be held to determine the best time to present study findings to MTO senior executives. ▪ MTO Coordination Meeting #2 – September 19 at 10 AM (Mississauga) 	

Next Meeting: September 19, 2012
 Minutes Recorded By: Rudy Sooklall
 Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #2 **Date:** September 19, 2012

Meeting location: GTA West Office Main Boardroom **Time:** 10:00 AM
 Cole Engineering Group
 150 Courtneypark Drive West, Mississauga

Present: Dan Cozzi (D Cozzi), Oakville Tariq Babary (T Babary), MTO
 Joanne Phoenix (J Phoenix), Oakville Brid Ni Leidhin (B Leidhin), CEG
 Kristina Parker (K Parker), Oakville Laurella Chadee (L Chadee), CEG
 Philip Kelly (P Kelly), Oakville Ray Bacquie (R Bacquie), CEG
 Tricia Collingwood (T Collingwood), Oakville Rory O'Sullivan (R O'Sullivan), CEG
 Chris Pascos (C Pascos), MTO Rudy Sooklall (R Sooklall), CEG
 Joseph Lai (J Lai), MTO

Regrets: Chris Clapham (C Clapham), Oakville Goran Nikolic (G Nikolic), MTO
 Lin Rogers (L Rogers), Oakville Greg Roszler (G Roszler), MTO

ITEM	DESCRIPTION	ACTION BY
1)	Introductions and Overview <ul style="list-style-type: none"> ▪ Introductions provided by all. 	
a)	Review of study area improvement concepts <ul style="list-style-type: none"> ▪ R Bacquie provided a brief overview of the project status and stated that the coordination meetings focus is traffic modelling and functional design. He also provided a review of the Midtown study area improvement concepts including the proposed changes to the Trafalgar Road and Royal Windsor Drive interchanges. ▪ R Bacquie noted the modelling study area was expanded, as requested by the MTO, to include additional interchanges with the QEW at both ends of the Midtown study area (Dorval Drive and Winston Churchill Boulevard). 	
b)	Meeting #1 minutes – August 9, 2012 <ul style="list-style-type: none"> ▪ The group reviewed the previous meeting minutes and one correction was noted; Item 4, 2nd bullet should read “the Hurontario / Highway 401 EB off-ramp” instead of “the Hurontario / QEW EB off-ramp”. 	
2)	Traffic Modelling Status <ul style="list-style-type: none"> ▪ R Sooklall led a presentation which provided a status update on the traffic modelling task. 	

ITEM	DESCRIPTION	ACTION BY
a)	<p>Data collection</p> <ul style="list-style-type: none"> ▪ 2008 and 2010 travel time survey data provided by the MTO. ▪ Mainline and ramp counts obtained from several sources; MTO, Halton and MRC. It was pointed out the MRC balanced volumes were from 2009. C Pascos confirmed that the 2009 counts are acceptable for this study; however, T Babary will look into this and provide updated numbers if more recent data are available within the next week. ▪ R Sooklall noted that there were significant differences in the MTO volumes and the 2009 MRC balanced volumes. CEG to follow-up with MRC to obtain the raw counts to explain the differences in the QEW mainline volumes. <p>Post-meeting note: T Babary provided updated QEW mainline and ramp counts.</p>	<p>T Babary</p> <p>R Sooklall</p>
b)	<p>Coding of study area network</p> <ul style="list-style-type: none"> ▪ R Sooklall stated that CEG has contacted Arthur Tai from the MTO's SAFO office to discuss the forecasting methodology to be used in the modelling exercise. J Lai requested that he and C Pascos be copied on all correspondence with SAFO. ▪ R Sooklall reported the existing road network is 90% completed and the calibration/validation spreadsheets are 50% completed. The existing signal timing plans need to be coded and the network tested by loading demand. ▪ P Kelly inquired about next steps and timing. R Bacquie indicated that results can be expected by late October. With respect to the MTO review period, C Pascos informed the team that depending on his schedule his review of the modelling results will be approximately one week. ▪ R Sooklall stated that the next steps are to obtain all outstanding data, calibrate/validate the AM and PM models, and document the calibration/validation findings for the Town and MTO to review. 	<p>CEG</p>

ITEM	DESCRIPTION	ACTION BY
3)	<p>Geometric Design Status</p> <ul style="list-style-type: none"> ▪ Trafalgar Road Interchange – Design of the EB off-ramp to Midtown and the approach to the proposed roundabout were discussed. Design speed was discussed and it was agreed that a ramp design speed of 60-80km/hr would be provided on the off ramp. The design speed could be reduced to 50 km/h or a more suitable speed, considering the configuration and movements leading up to the roundabout. R Bacquie said that the roundabout will be modelled in Vissim. In general, most comments and discussions surrounded the roundabout feature. J Lai stated that the preferred option needs to be demonstrated to MTO senior management that it works operationally. ▪ Cross Avenue – It was suggested that Midtown should be characterized by lower speeds that would promote the desired urban design structure. It was agreed to reduce design speed on Cross Avenue from 60/70 km/h to 50 km/h. ▪ Argus Road – The proximity of the access to Argus Road/Trafalgar Road intersection was discussed. There were concerns about the EB off-ramp at-grade option and Argus Road being very close. It was noted by D Cozzi that the proposed configuration would in fact be an improvement on the existing interchange configuration. ▪ Priority/AT crossing – Headways of the future BRT system were discussed, as well as the impacts of transit priority measures for transit vehicles at the Trafalgar Road interchange and surrounding intersections. J Phoenix confirmed that a true BRT line headway is less than 5 minutes. MTO is concerned how the transit priority phasing will impact vehicular traffic on and off the QEW. ▪ T Babary asked if analysis of the BRT will be conducted and he is interested in queuing on Trafalgar at the QEW ramps. R Bacquie replied that CEG will add the intersections of Trafalgar/Iroquois and Trafalgar/Cross to the microsimulation model to evaluate traffic operations along Trafalgar. R Sooklall confirmed that CEG has the necessary traffic data for the two intersections from the overall Midtown study. ▪ Royal Windsor Interchange: There was discussion about a possible on-ramp from the new Iroquois Shore Road extension to QEW WB and its associated property impacts, weaving with the RWD WB on-ramp and the Trafalgar Road WB off-ramp. R O’Sullivan stated that at an earlier TACC meeting the MTO had requested Cole to investigate the feasibility of a new N-W on ramp from Iroquois Shore. The technical difficulty of providing a dedicated N-W on ramp was highlighted giving the weaving condition with the existing Trafalgar Road E-N/S ramp location. To overcome this problem R O’Sullivan suggested that a Parclo A2 Crossing Road Terminal layout could be provided to accommodate the N-W movement at the interchange. J Lai commented that the Ministry is interested in determining if this movement was warranted at the intersection. R Sooklall to confirm. 	<p>CEG</p> <p>CEG</p> <p>R Sooklall</p>

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> ▪ Royal Windsor Interchange: The QEW E-N/S ramp to the new Iroquois Shore Road extension was discussed. J Lai indicated that the Ministry had a number of concerns in relation to the proposed geometry for the ramp especially given the high number of HGV traffic using the ramp. J Lai indicated that the Ministry had previously raised these concerns with the Town; R O’Sullivan agreed to investigate options to improve the geometry of the ramp. The first involved the E-N/S ramp meeting Iroquois Shore Road at a skewed angle, but a more manageable/preferred radius, while the second involved the configuration shown on the plan (R = 90), meeting Iroquois Shore Road at a more favourable angle. It was noted that the first option will have property impacts. It was suggested that the E-N/S can be moved closer to NSR to minimize property impacts. CEG agreed to examine various options. ▪ Royal Windsor Interchange: R O’Sullivan highlighted the need for direct access button hook ramp from the QEW to Cross Avenue based on results of the Traffic Modelling . A number of the geometric design issues including the sub standard successive bull nose distances at the ramp were also identified. J Lai indicated that the Ministry would require significant geometric alterations to consider this option. In particular the geometric design for the ramp would need to accommodate a safe speed reduction. This might be achieved with the introduction of an auxiliary lane, J Lai referred to previous comments provided to the Town for the Interchange design. R O’Sullivan to review these comments and investigate improvements to accommodate the safe speed reduction. ▪ North Service Road (NSR) – There were discussions about an EA approval process for NSR. Dan and Ray to talk to MRC. If there is an EA, an addendum will be required to move NSR. ▪ MTO requested that the Trafalgar and Royal Windsor Drive (RWD) interchanges be shown on one consolidated drawing, and also be plotted in a larger scale for future reviewing. ▪ MTO requested that Design Criteria Sheets should be provided to them for their review in advance of the next meeting. ▪ MTO would like drawings to be produced for different ramp design speeds and requested that drawings also show sight distances. ▪ Profiles will be produced within one month. <p>Post-meeting note: Road Design Classification Memo was updated to reflect the discussed changes and sent to the Town for review.</p>	<p style="text-align: center;">CEG</p> <p style="text-align: center;">R O’Sullivan</p> <p style="text-align: center;">CEG</p> <p style="text-align: center;">CEG</p> <p style="text-align: center;">CEG</p> <p style="text-align: center;">CEG</p>
4)	<p>Other Issues</p> <ul style="list-style-type: none"> ▪ It was confirmed that the First Gulf site has acquired the appropriate permits for being very close to the Trafalgar Road EB off-ramp. ▪ Utilities – There are no utility conflicts in the Midtown area. ▪ List of evaluation criteria is currently being reviewed by the Town. After CEG receives comments, the list will be forwarded to MTO for approval/review. 	<p style="text-align: center;">Oakville</p>

ITEM	DESCRIPTION	ACTION BY
5)	Future Meeting Dates <ul style="list-style-type: none">▪ MTO Coordination Meeting #3 – October 19 at 10:00 AM (Mississauga)▪ MTO Coordination meeting #4 – November 7 at 1:30 PM (Mississauga or Oakville)▪ TAC/Stakeholders Meeting #2 – November 7 at TBD (Oakville)▪ MTO Senior Management – December 3 at 9:00 AM (Downsview)	All

Next Meeting: October 19, 2012
Minutes Recorded By: Rudy Sooklall
Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #3 **Date:** October 19, 2012

Meeting location: GTA West Office Main Boardroom **Time:** 10:00 AM
 Cole Engineering Group
 150 Courtneypark Drive West, Mississauga

Present: Lin Rogers (L Rogers), Oakville Joseph Lai (J Lai), MTO
 Kristina Parker (K Parker), Oakville Tariq Babary (T Babary), MTO
 Philip Kelly (P Kelly), Oakville Laurella Chadee (L Chadee), CEG
 Tricia Collingwood (T Collingwood), Oakville Ray Bacquie (R Bacquie), CEG
 Chris Pascos (C Pascos), MTO Rudy Sooklall (R Sooklall), CEG

Regrets: Chris Clapham (C Clapham), Oakville Goran Nikolic (G Nikolic), MTO
 Dan Cozzi (D Cozzi), Oakville Greg Roszler (G Roszler), MTO
 Joanne Phoenix (J Phoenix), Oakville

ITEM	DESCRIPTION	ACTION BY
1)	<p>Introductions and Overview</p> <ul style="list-style-type: none"> ▪ R Bacquie provided a brief overview of the project status and stated that the study is a couple of weeks behind schedule. He communicated that the design team is currently dealing with some conceptual issues and expects to show the preferred alternatives at the next meeting. 	
2)	<p>Assessment of Alternatives</p> <ul style="list-style-type: none"> ▪ R Bacquie stated that standard evaluation criteria are proposed to assess the proposed alternatives. Discussion on the draft evaluation criteria followed: <ul style="list-style-type: none"> ○ Move “Number of elements not meeting design standards” from sub-factor or measure and create new factor under Transportation. ○ Split “Traffic Level of Service” into two factors under Transportation – “Traffic Level of Service / Operations (Town)” and “Traffic Level of Service / Operations (MTO)”. ○ Add signs (what structures will look like while driving along the QEW) to the sub-factor “Human factors concerns”. ○ Include a legend for ranking alternatives. ▪ Cole to update Evaluation Criteria based on comments. 	Cole

ITEM	DESCRIPTION	ACTION BY
3)	<p>Traffic Modelling Status</p> <ul style="list-style-type: none"> ▪ MTO provided additional counts for QEW mainline and several ramps. R Sooklall confirmed all outstanding traffic volume data were obtained. He also informed the team that the balanced volumes matched the MRC numbers. ▪ Cole provided MTO Systems Analysis and Forecasting Office (SAFO) with documentation of the Halton Emme existing and future model for review. ▪ R Sooklall presented the preliminary calibration/validation results for the existing PM peak model. He pointed out the modeled volumes were calibrated at the screenline and ramps levels; however, the QEW modelled travel times were less than the observed especially in the westbound direction. ▪ Based on a team discussion, it was suggested that the high observed westbound travel times may be due to construction since the travel time surveys were conducted in 2010. C Pascos requested a comparison of the travel time plots from the 2008 and 2010 surveys. <p>Post-meeting note: R Sooklall provided a travel time comparison between the 2008 and 2010 travel time data. The analysis confirmed similar travel times.</p> <ul style="list-style-type: none"> ▪ C Pascos noted that the last year without construction was 2005. It was agreed that a speed run should be conducted to obtain post construction data. R Sooklall to coordinate. C Pascos to confirm the numbers of runs required. <p>Post-meeting note: C Pascos provided the travel time survey methodology used by the MTO.</p> <ul style="list-style-type: none"> ▪ Trafalgar off-ramp to Midtown / Cross Avenue – there was concerns about the operations of the four closely spaced intersections. The traffic modelling will determine potential issues. ▪ Queuing on the Trafalgar off-ramp to Midtown – the traffic modelling will determine if a roundabout or a signalized intersection is preferable at the intersection with Cross Avenue. ▪ MTO will get involved at a later stage with respect to the roundabout or other proposed method of traffic control at the Trafalgar off-ramp to Midtown intersection with Cross Avenue. ▪ R Sooklall informed the team that a comprehensive traffic memo will be circulated, which will fully explain the methodology and results of the traffic modelling work. 	<p>Cole</p> <p>C Pascos</p>
4)	<p>Geometric Design Status</p> <ul style="list-style-type: none"> ▪ R Bacquie communicated that the design team is currently resolving issues relating to the design of the crossings over the QEW (North-South and AT/Priority). ▪ The QEW off-ramp to Midtown and the method of traffic control (roundabout vs. traffic signals) at the intersection with Cross Avenue is another issue the team is currently investigating. ▪ The configuration of the Royal Windsor Drive interchange ramps is also being reviewed to determine the appropriate solution. 	

ITEM	DESCRIPTION	ACTION BY
5)	<p>Trafalgar Road</p> <ul style="list-style-type: none"> ▪ AT/Priority alignment options of using Trafalgar Road in the vicinity of the QEW structure was discussed; utilized existing structure for BRT vehicles and narrow vehicle lanes or introduce a new structure east of Trafalgar Road. P Kelly asked if the structure over Trafalgar is slated for rehabilitation works. J Lai replied that no reconstruction is planned in the next 5 years; only deck rehabilitation work is planned for this structure. J Lai also stated that bus lanes on Trafalgar can be problematic for interchange operations. R Bacquie said that transit benefits will be evaluated using model results. ▪ At this time, options for the AT/Priority link include (1) along Trafalgar Road, (2) immediately east of Trafalgar Road, and (3) east of wetland (limits to be confirmed). Cost will be a major factor in evaluating these QEW crossing options. ▪ Cole to send BRT information to MTO, after the Town has reviewed and comments have been received and incorporated. 	Cole
6)	<p>Royal Windsor Drive Interchange</p> <ul style="list-style-type: none"> ▪ The feasibility of an on-ramp from Royal Windsor Drive to westbound QEW was discussed. Conceptually, there will be many issues associated with this option. ▪ The buttonhook ramp at Royal Windsor Drive (QEW off-ramp to Midtown) was discussed. An option to pull back the bullnose to the west to aid speed reduction is available; however, this may result in weaving. These tradeoffs will be further investigated. Traffic modelling will determine the impact of speed reduction measures. ▪ The QEW off-ramp to Iroquois Shore Road/Royal Windsor Drive was discussed. The issue of a tight radius at the ramp was raised, as well as the alternative of having a skewed intersection. The potential of impacting properties on North Service Road was also discussed. It was noted that there are severe implications of moving North Service Road. The Town is currently undertaking road improvements in the area. Cole will prepare various alternatives to show at next meeting (ramp intersection of 90 degrees, 80 degrees, etc.). J Lai will also be looking at various possibilities for this off-ramp intersection with Iroquois Shore Road. 	Cole / J Lai
7)	<p>Wetland</p> <ul style="list-style-type: none"> ▪ The wetland was recently evaluated and the team is currently awaiting the results. At this point, the wetland has the ability to impact the location of the north-south connections with a greater impact to the AT/Priority link to the GO station. The more east the alignment is shifted (to avoid the wetland and its associated buffers), the further away from the GO station the alignment will be; therefore, those travelling on this link (bus, bicycle or foot) will have to endure longer distance and corresponding travel time increase to reach their destination. The location of the AT/Priority link will also impact the crossing point of the QEW of the north-south road crossing to Midtown. 	
8)	<p>Design Criteria</p> <ul style="list-style-type: none"> ▪ Design Criteria summaries are being prepared and will be sent to the Town for review. Design Criteria will be sent to MTO after review by the Town, with comments incorporated. 	Cole

ITEM	DESCRIPTION	ACTION BY
9)	<p>Design Concepts</p> <ul style="list-style-type: none"> ▪ J Lai will take a closer look at the plans showing the preliminary design concepts. He will provide comments to the team after assessing various elements, including alignment, sight distance, right turn on red, parapet wall on bridge – decreased visibility, etc. ▪ AT access across Trafalgar Road was discussed. If a roundabout is used at the eastbound off-ramp connection with Cross, pedestrians and cyclists can cross at the splitter island. 	J Lai
10)	<p>Future Meeting Dates</p> <ul style="list-style-type: none"> ▪ MTO Coordination Meeting #4 – December 3 at 10:00 AM (Mississauga) ▪ MTO Senior Management – Mid-January 2013 (Downsview) 	All

Next Meeting: December 3, 2012
 Minutes Recorded By: Rudy Sooklall
 Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #4 **Date:** December 3, 2012

Meeting location: GTA West Office Main Boardroom **Time:** 10:00 AM
 Cole Engineering Group
 150 Courtneypark Drive West, Mississauga

Present: Chris Clapham (C Clapham), Oakville
 Joanne Phoenix (J Phoenix), Oakville
 Lin Rogers (L Rogers), Oakville
 Tricia Collingwood (T Collingwood), Oakville
 Chris Pascos (C Pascos), MTO
 Joseph Lai (J Lai), MTO
 Tariq Babary (T Babary), MTO
 Laurella Chadee (L Chadee), CEG
 Ray Bacquie (R Bacquie), CEG
 Rory O’Sullivan (R O’Sullivan), CEG
 Rudy Sooklall (R Sooklall), CEG

Regrets: Dan Cozzi (D Cozzi), Oakville
 Kristina Parker (K Parker), Oakville
 Philip Kelly (P Kelly), Oakville
 Goran Nikolic (G Nikolic), MTO
 Greg Roszler (G Roszler), MTO

ITEM	DESCRIPTION	ACTION BY
1)	<p>Introductions and Overview</p> <ul style="list-style-type: none"> ▪ R Bacquie provided a brief overview of the project status. He indicated that the modelling component of the work is not as far along as anticipated. He said that the meeting would provide an update of the project status. Currently, the project team is working on the evaluation of the various improvements. 	
2)	<p>Assessment of Alternatives</p> <ul style="list-style-type: none"> ▪ R Bacquie presented the revised list of evaluation criteria based on comments received at the previous meeting. ▪ The factor “Number of elements not meeting design standards” has not been populated in the evaluation tables at this time, but R Bacquie said that the comments can include descriptions such as “meets standards, deviates from standards – lower end / higher end” to differentiate the various improvements. ▪ R Bacquie presented the various improvements and led discussions relating to impacts to MTO infrastructure for the following improvements: <ul style="list-style-type: none"> – Improvement A: Royal Windsor Drive Interchange – Improvement B: Trafalgar Road Interchange – Improvement C: N/S QEW Crossing (AT/Priority Lanes) ▪ Improvement A: Royal Windsor Drive Interchange <ul style="list-style-type: none"> – A fourth option that includes for a full moves interchange was discussed. R O’Sullivan stated that a dedicated on ramp from Iroquois Shore Road to QEW westbound would introduce a very sub standard weave condition with the Trafalgar Road Interchange. The option of providing a stub intersection that permits a left turn movement from Iroquois Shore onto the existing loop ramp was also discussed. J Lai stated that the Ministry was considering this 	

ITEM	DESCRIPTION	ACTION BY
	<p>configuration at other restricted interchanges. J Lai indicated that this configuration might be acceptable if the traffic demand showed that it was warranted. CEG to further investigate the traffic demand for this movement and protect for this movement in the design until further notice.</p>	CEG
	<ul style="list-style-type: none"> - The design of the westbound QEW off-ramp to Iroquois Shore Road / Royal Windsor Drive was discussed: R Bacquie indicated that the minimum radius of 130m could be achieved if a skewed intersection of 80° was acceptable. J Lai indicated that this might be acceptable providing minimum sight distances and turning truck movements can be accommodated at the intersection. J Lai also stated that the minimum approach tangent lengths provided in the GDM should be provided, T Babary requested plots of truck turning movements in 1:500 scale. 	CEG
	<ul style="list-style-type: none"> - The buttonhook ramp from eastbound QEW to Midtown (Cross Avenue) was discussed. R O'Sullivan indicated that a parallel lane off ramp will be provided for the buttonhook ramp and the distance between the off ramp bull noses had been increased to 200m, the minimum spacing for an 80km/h auxiliary lane design. There was concern about slowing the traffic before the buttonhook ramp. Alternative treatments were discussed for slowing the freeway traffic as they approach the buttonhook ramp. Rumble strips, pavement markings and signs were suggested. The need for these treatments (or others) will be documented in the EA document. 	CEG
	<ul style="list-style-type: none"> - J Lai queried the impact of increasing the distance between the bull noses on the W-NS/Cross off ramp at Royal Windsor and the weave condition with the existing NS-E on ramp at Trafalgar Road Interchange. R O'Sullivan that the weave length was in excess of the minimum 600m required by the GDM. CEG to carry out a full analysis to confirm that weave will be acceptable. 	CEG
	<ul style="list-style-type: none"> - J Lai requested CAD files for the Royal Windsor Drive interchange to provide further comments. 	CEG
	<ul style="list-style-type: none"> ▪ Improvement B: Trafalgar Road Interchange <ul style="list-style-type: none"> - The type of traffic control at the intersection of the eastbound QEW off-ramp to Midtown (Cross Avenue) was discussed. The roundabout option has been eliminated due to high numbers of conflicting movements (eastbound through traffic vs. westbound left-turning traffic). In addition, a larger footprint would be required to accommodate expected traffic, and there are property constraints (building under construction at southwest area of intersection). - The options for active transportation were then discussed.. MTO suggested pedestrians/cyclists can cross above or below the off-ramp, but that complete physical separation with the ramps will be required to ensure no pedestrian can access the MTO's controlled facility. 	
	<ul style="list-style-type: none"> ▪ Improvement C: N/S QEW Crossing (AT/Priority Lanes) <ul style="list-style-type: none"> - The preferred option in this group involves using Trafalgar Road as the route for the AT/Priority vehicles. This however, would require modifications to the existing structure, and loop ramps. By travelling along Trafalgar Road, the vehicle will need to turn left at some point south of the interchange into the GO Station. This intersection can actually provide opportunities for active transportation in crossing Trafalgar Road. - The Trafalgar Road / Iroquois Shore Road intersection may present difficulties in accommodating southbound left turns of transit vehicles, which make all other options unfavourable. The movement of left turning vehicles will have to be protected to accommodate sight distance requirements, and there will be 	

ITEM	DESCRIPTION	ACTION BY
	<p>high delays overall at this intersection.</p> <ul style="list-style-type: none"> - There was a question about dedicated bus lanes on Iroquois Shore Road. It was confirmed that if the transitway is accommodated on the proposed north south crossing structure then dedicated bus lanes will be provided on Iroquois Shore Road. C Pascos suggested the use of a bus loop at the south west corner of the Iroquois Shore and Trafalgar Road Intersection. This would improve the operations of the intersection in the event that the midblock crossing is used for the transitway is selected. - T Babary asked if bus service on Trafalgar will be maintained with a dedicated crossing facility. J Phoenix replied that local services may be maintained along Trafalgar. <ul style="list-style-type: none"> ▪ Other Design Issues <ul style="list-style-type: none"> - T Babary requested that the requirements for ramp signage should be considered in the design. In particular consideration should be given to be drainage impacts that new gantries will have on the mainline drainage. R Bacquie indicated that this will be considered and ramp sign locations will be shown on the preliminary design drawings. 	<p>CEG</p>
<p>3)</p>	<p>Traffic Modelling Status</p> <ul style="list-style-type: none"> ▪ Updated QEW travel time surveys were conducted on Tuesday November 5, 2012 during the AM peak period (6:30 to 9:30) and the PM peak period (3:30 to 6:30). Seven runs per direction were obtained during both peak periods. ▪ R Sooklall presented the calibration / validation findings for the existing AM and PM peak hour models. The models meet demand and travel time calibration / validation parameters and feedback on the speed profiles is required from the MTO. ▪ C Pascos to confirm the speed profiles calibration / validation with other MTO staff and provide feedback. <p>Post-meeting note: C Pascos confirmed that three of the four speed profiles are not within acceptable range of the observed speeds. CEG to update speed profile calibration / validation.</p> <ul style="list-style-type: none"> ▪ MTO System Analysis and Forecasting Office (SAFO) review of the Halton Emme model is completed and they concluded the traffic difference between the Halton model and the GGHM forecasts are not significant at the strategic level. SAFO deferred the decision whether the differences are significant for the microsimulation analysis to the project team. C Pascos to confirm with other MTO staff on the future volumes to be used in the microsimulation model. ▪ R Sooklall stated that the current HOV extension design does not show the location of the ingress / egress locations and these locations needed for the future model. J Lai replied that the locations of the access points are still to be confirmed. R Bacquie suggested we make recommendations for the access locations but the focus will be on the Midtown area. ▪ J Lai confirmed that the planned QEW E – Highway 403 N ramp be included in the future model. He also requested a 2031 Emme volume comparison plot with and without the ramp. Cole Engineering will request a comparison plot from AECOM. <p>Post-meeting note: Emme comparison plots are attached to meeting minutes.</p>	<p>C Pascos</p> <p>CEG</p> <p>C Pascos</p> <p>CEG</p>

ITEM	DESCRIPTION	ACTION BY
4)	Future Meeting Dates <ul style="list-style-type: none">▪ Dates of future MTO coordination meetings to be determined.	All

Next Meeting: TBD
Minutes Recorded By: Rudy Sooklall
Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #5 **Date:** August 22, 2013

Meeting location: GTA West Office Main Boardroom **Time:** 2:00 PM
 Cole Engineering Group
 150 Courtneypark Drive West, Mississauga

Present: Joanne Phoenix (J Phoenix), Oakville
 Lin Rogers (L Rogers), Oakville
 Kristina Parker (K Parker), Oakville
 Philip Kelly (P Kelly), Oakville
 Chris Pascos (C Pascos), MTO
 Tariq Babary (T Babary), MTO

Regrets: Dan Cozzi (D Cozzi), Oakville
 Chris Clapham (C Clapham), Oakville
 Tricia Collingwood (T Collingwood), Oakville

Rebecca Li (R Li), MTO
 Laurella Chadee (L Chadee), CEG
 Suzette Shiu (S Shiu), CEG
 Rory O’Sullivan (R O’Sullivan), CEG
 Rudy Sooklall (R Sooklall), CEG

Goran Nikolic (G Nikolic), MTO
 Greg Roszler (G Roszler), MTO
 Hugh Fyffe (H Fyffe), MTO
 Joseph Lai (J Lai), MTO

ITEM	DESCRIPTION	ACTION BY
1)	<p>Introductions and Overview</p> <ul style="list-style-type: none"> ▪ Introductions provided by all. ▪ Rebecca Li has replaced Joseph Lai on this study and will provide direction from this point. ▪ Feedback from the minutes of the last coordination meeting to be provided by August 30th, 2013. 	All
2)	<p>Stakeholders Workshop – March 2013</p> <ul style="list-style-type: none"> ▪ R O’Sullivan provided an overview of the outcome of the Stakeholders Workshop, which included four combinations (Option #1 to Option #4) of the following midtown core improvements: <ul style="list-style-type: none"> – Improvement A: North / South QEW Road Crossing – Improvement B: Trafalgar Road Interchange – Improvement C: North / South QEW Active Transportation / Priority Crossing – Improvement D: Cross Avenue Extension ▪ R O’Sullivan also described the other improvements: <ul style="list-style-type: none"> – Improvement E: Iroquois Shore Road Widening – Improvement F: Royal Windsor Drive Interchange – Improvement G: Pedestrian Connection ▪ S Shiu presented the evaluation criteria that are being used to determine the preferred solution. She also stated that Option #3 was the preliminary preferred combination of core improvements A, B, C and D. 	

ITEM	DESCRIPTION	ACTION BY
3)	<p>Traffic Modelling Status</p> <ul style="list-style-type: none"> ▪ VISSIM Model Calibration Memo <ul style="list-style-type: none"> - The calibration memo was submitted on August 13th, 2013. C Pascos provided minor comments and R Sooklall confirmed these comments have been addressed. - MTO’s Systems Analysis and Forecasting Office (SAFO) concluded that the Region’s Emme model and MTO’s GGH model are not strategically different at the planning level. C Pascos advised that no future modelling work be undertaken until SAFO confirms which model should be used for future forecasts. ▪ R Sooklall to provide R Li with the Emme plots for the 2031 horizon (with and without the QEW E – 403 N ramps). <p>Post-meeting note: The Emme plots for the QEW E – 403 N ramps were sent to R Li.</p> <ul style="list-style-type: none"> ▪ 2031 Baseline (Business As Usual) Network – Planned QEW Improvements <ul style="list-style-type: none"> - R Sooklall asked if the locations of the HOV access (egress/ingress) on QEW were identified in the Highway 403 and QEW Study (Trafalgar Road to Winston Churchill Boulevard). R Li said that she has access to more detailed drawings than those in the TESR and will confirm if HOV access locations were identified. - R Li confirmed that the current QEW W – Winston Churchill N/S movement will be accommodated through the Ford Drive Interchange in the QEW Study preferred design. - L Rogers enquired about the status of the TESR. R Li confirmed that the TESR is basically finalized. 	<p>R Sooklall</p> <p>R Li</p>
4)	<p>Geometric Design Status</p> <ul style="list-style-type: none"> ▪ T Babary asked if local buses will be maintained on Trafalgar Road with the preferred Option #3. He had concerns about queuing of buses near the QEW off-ramps at Trafalgar Road. J Phoenix confirmed that existing local bus service will remain on Trafalgar Road with the BRT accommodated on the new crossing shown in Option #3; however, this will not increase existing bus traffic through the interchange. ▪ T Babary asked if the new crossing shown in Option #3 will be located past the bullnose. R O’Sullivan to confirm. ▪ There was discussion about Royal Windsor Drive Interchange Improvement F4. There was concern about potential weaving issues which could be introduced with this alternative. ▪ T Babary enquired about the status of the pedestrian connection west of Trafalgar Road. L Rogers to check the Capital Program and confirm. ▪ R O’Sullivan confirmed that J Lai’s previous concerns with respect to the design work (bullnose to bullnose distance at Trafalgar Road and Royal Windsor Drive) were addressed. ▪ There was discussion about the SBL turn from Royal Windsor Drive to the WB loop on-ramp to QEW. Model forecasts predict low volumes for this movement; however, it was agreed to model the preferred alternative with and without this movement. 	<p>R O’Sullivan</p> <p>L Rogers</p> <p>R Sooklall</p>

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> ▪ There was also discussion about the EB QEW off-ramp to Royal Windsor Drive and its location with respect to a lagoon to the east and The Canadian Road to the north. It was noted that the off-ramp may need to be shifted so that it is not directly opposite The Canadian Road to prevent drivers from entering the off-ramp. ▪ R Li requested CAD drawings in order to provide additional comments. R O'Sullivan to provide. 	<p>R O'Sullivan</p> <p>R O'Sullivan</p>
5)	<p>Next Steps</p> <ul style="list-style-type: none"> ▪ L Rogers enquired about an opportunity for a MTO Senior Management meeting in late September / early October. MTO said that the traffic work needs to be completed before going to Senior Management. MTO Senior Management usually meets on Monday morning or Tuesday afternoon. ▪ MTO requested 3 week lead time to schedule a Senior Management meeting. ▪ C Pascos said SAFO confirmation on which Emme model (GGHM or Halton) to use for future forecasts is needed and he will confirm during the first week of September. ▪ Next coordination meeting will be determined during the first week of September. 	<p>C Pascos</p>

Next Meeting: TBD
 Minutes Recorded By: Rudy Sooklall / Laurella Chadee
 Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #6 **Date:** January 29, 2014

Meeting location: Oakville Town Hall **Time:** 9:30 AM – 11:30 AM
 Meeting Room F – Glass Room
 1225 Trafalgar Road, Oakville

Present: Joanne Phoenix (J Phoenix), Oakville Moin Khan (M Khan), MTO
 Lin Rogers (L Rogers), Oakville Joseph Lai (J Lai), MTO
 Kristina Parker (K Parker), Oakville Suzette Shiu (S Shiu), Cole
 Philip Kelly (P Kelly), Oakville Rory O’Sullivan (R O’Sullivan), Cole
 Tricia Collingwood (T Collingwood), Oakville Rudy Sooklall (R Sooklall), Cole
 Chris Pascos (C Pascos), MTO

Regrets: Dan Cozzi (D Cozzi), Oakville Laurella Chadee (L Chadee), Cole
 Chris Clapham (C Clapham), Oakville

ITEM	DESCRIPTION	ACTION BY
1)	<p>Introductions and Overview</p> <ul style="list-style-type: none"> ▪ Introductions provided by all. ▪ Moin Khan has replaced Rebecca Li on this study and will review and provide comments on the Midtown submissions from this point onwards. ▪ Comments for the minutes of the last coordination meeting to be provided by February 3rd, 2014. 	All
2)	<p>Traffic Modelling Status</p> <ul style="list-style-type: none"> ▪ 2031 Future Scenario Results (Vissim and Synchro) <ul style="list-style-type: none"> – Lower speeds on eastbound QEW from Royal Windsor Drive on-ramp to the Ford Drive off-ramp were observed from the 2031 speed plots with the AM peak hour more problematic. MTO requested an auxiliary lane be modelled from Royal Windsor on-ramp to the Ford Drive off-ramp as a possible solution. – M Khan requested that additional storage be considered for the westbound off-ramp at Royal Windsor Drive. Cole to update the ramp design by developing additional storage from the inside and model traffic operations with no right-turn-on-red (RTOR) permitted at the ramp junction. – MTO requested that Cole look at the mainline numbers used in the QEW TESR model since westbound congestion was shown in the TESR model between Trafalgar Road and Dorval Drive. MTO will provide Cole with a copy of the TESR modelling report. <p>Post-meeting note: C Pascos provided Cole with the QEW TESR modelled mainline volumes.</p> <ul style="list-style-type: none"> ▪ It was agreed to review the TESR report to determine if that model addressed the 2031 “Do Nothing” scenario as requested by the MTO. 	<p>Cole</p> <p>Cole</p> <p>Cole / MTO</p> <p>Cole / MTO</p>

ITEM	DESCRIPTION	ACTION BY
3)	<p>Geometric Design Status</p> <ul style="list-style-type: none"> <li data-bbox="264 300 1295 363">▪ Toronto bound auxiliary lane to be provided between Royal Windsor Drive and Ford Drive Interchanges. <li data-bbox="264 394 1295 489">▪ Additional left turn lane to be developed on Ramp E-NS at Royal Windsor Drive to provide additional storage on the ramp. Concrete barrier to be provided as separation between Ramp E-NS and Ramp S-W. <li data-bbox="264 520 1295 583">▪ Profile of North South Connection over the QEW to account for any future widening of the QEW for HOT lanes. <li data-bbox="264 615 1295 678">▪ Spirals to be included on Royal Windsor Drive in accordance with the requirements of the GDM. <li data-bbox="264 709 1295 772">▪ 150m Parallel lane exit terminal to be provided at Ramp W-Cross at Royal Windsor Drive Interchange. <li data-bbox="264 804 1295 825">▪ Extend the SCL for Ramp W-Cross at Trafalgar Road Interchange. <li data-bbox="264 856 1295 888">▪ Structural drawings will be submitted for the MTO review as completed. <li data-bbox="264 919 1295 982">▪ Cole to include sight distance measurements for bull nose and intersection locations. <li data-bbox="264 1014 1295 1077">▪ Cole to include the realignment of NSR at Royal Windsor Drive in the future design layout. <li data-bbox="264 1108 1295 1171">▪ Tim Apostolopoulos from MTO Traffic to review design and provide comment on the intersection layouts at Royal Windsor and Trafalgar Road Interchange. 	<p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>Cole</p> <p>MTO</p>
4)	<p>Next Steps</p> <ul style="list-style-type: none"> <li data-bbox="264 1255 1295 1318">▪ MTO to schedule a Senior Management meeting for early March 2014. [Meeting is now scheduled for March 10 at 9 AM.] <li data-bbox="264 1350 1295 1413">▪ Next coordination meeting will be scheduled in the next 2 to 3 weeks. [Meeting is scheduled for February 26 at 1:30 PM.] 	<p>M Khan</p>

Next Meeting: TBD
Minutes Recorded By: Rudy Sooklall
Distribution: All invitees

Meeting Minutes

Project meeting: MTO Coordination Meeting #7 **Date:** February 26, 2014

Meeting location: Oakville Town Hall, Planning Services Boardroom **Time:** 1:30 PM – 3:30 PM
1225 Trafalgar Road, Oakville

Present: Tricia Collingwood (T Collingwood), Oakville Joseph Lai (J Lai), MTO
Philip Kelly (P Kelly), Oakville Chris Pascos (C Pascos), MTO
Kristina Parker (K Parker), Oakville Rory O’Sullivan (R O’Sullivan), Cole
Lin Rogers (L Rogers), Oakville Suzette Shiu (S Shiu), Cole
Moin Khan (M Khan), MTO Rudy Sooklall (R Sooklall), Cole

Regrets: Dan Cozzi (D Cozzi), Oakville Laurella Chadee (L Chadee), Cole
Chris Clapham (C Clapham), Oakville
Joanne Phoenix (J Phoenix), Oakville

ITEM	DESCRIPTION	ACTION BY
1)	<p>Overview</p> <ul style="list-style-type: none"> ▪ In preparation of the meeting with MTO Senior Management, the Midtown team met with MTO to present updates on the traffic modelling and geometric design. ▪ Comments on previous minutes were requested to be forwarded to Cole by the end of the week (February 28) 	
2)	<p>Traffic Modelling Status</p> <ul style="list-style-type: none"> ▪ 2031 Future Scenario Results (Vissim and Synchro) to reflect: <ul style="list-style-type: none"> – QEW mainline demand increased by 10-15% to better match volumes from QEW TESR demand – Addition of QEW EA auxiliary lane from Royal Windsor Drive on-ramp to Ford Drive off-ramp – Additional storage for the Royal Windsor Drive WB off-ramp ▪ Cole did not proceed with modelling of a double-lane exit because the single-lane exit at Royal Windsor Drive operates well under future conditions. ▪ Results: <ul style="list-style-type: none"> – Similar results on mainline QEW as in TESR model – Turbulence and slow down on EB QEW at Dorval reflects the very high volumes at the Dorval interchange – Auxiliary lane from Royal Windsor Drive to Ford Drive provides a significant improvement to mainline operations. – Model confirms that single-lane exit and right-turn-on-red restriction at the WB QEW off-ramp will operate satisfactorily without negative impacts to mainline flows. Queues are 250 m, storage provided is 430 m. ▪ C.Pascos asked whether there would be an opportunity to accommodate a second off-ramp lane in the future and asked for a sensitivity of the amount of additional traffic that would trigger a need for a 2-lane off-ramp. ▪ 2031 Future Do Nothing microsimulation model development is on-going 	Cole

ITEM	DESCRIPTION	ACTION BY
3)	<p>Geometric Design Status</p> <ul style="list-style-type: none"> ▪ Geometric design was updated to reflect changes as per previous meeting: <ul style="list-style-type: none"> - Ramp E-NS - Additional left turn lane has been provided from the bullnose to the intersection with RWD. - Ramp N/S-E and Cross Avenue profiles have been revised to match the super elevation on RWD. - Auxiliary lane has been provided between RWD and Ford Drive Interchanges. - Spirals have been included on RWD. - 150m Parallel lane entry configuration has been provided at Ramp W-Cross and Cross Avenue - Additional SCL has been provided at Trafalgar Road Ramp W-Cross. ▪ MTO requested that the parallel at W-Cross ramp be extended by 50 m. ▪ R.O'Sullivan to provide sight distance checks. ▪ R.O'Sullivan to confirm that new access road from realigned North Service Road will not impact future widening of QEW. ▪ M.Khan to provide MTO's property drawings. ▪ J.Lai requested confirmation of the volume trigger for an eastbound dual-left-turn lane at Cross Avenue / Royal Windsor Drive. Without a dual left-turn lane, what would be the volume trigger for exceeding available storage? ▪ Design Criteria information to be provided using Ministry format. This could be prepared after the upcoming Senior Management meeting. 	<p>Cole Cole Cole MTO Cole Cole</p>
4)	<p>Next Steps</p> <ul style="list-style-type: none"> ▪ Senior Management meeting on March 10, 2014 <ul style="list-style-type: none"> - Cole to prepare agenda and presentation (30 min) ▪ Stakeholder and TAC meetings at the end of March ▪ Public Open House at the beginning of April 	

Next Meeting: TBD
 Minutes Recorded By: Suzette Shiu / Rory O'Sullivan
 Distribution: All invitees

Meeting Minutes

Project meeting: MTO Senior Management Meeting

Date: March 10, 2014

Meeting location:
MTO Offices,
5th Floor Main Boardroom,
Building D,
1201 Wilson Avenue,
Toronto.

Time: 11:00 AM – 12:00 AM

Present:

Jason White (J White) MTO
Peter Korpala (P Korpala) MTO
Bob Stephenson (B Stephenson) MTO
Fabio Saccon (F Saccon) MTO
Goran Nikolic (G Nikolic) MTO
Fouad Tannous (F Tannous) MTO
Sherif Sidky (S Sidky) MTO
Joseph Lai (J Lai) MTO
Moin Khan (M Khan) MTO
Tariq Babary (T Babary) MTO

Dan Cozzi (D Cozzi) Town of Oakville
Joanne Phoenix (J Phoenix) Town of Oakville
Chris Clapham (C Clapham), Oakville
Rory O'Sullivan (R O'Sullivan) Cole
Suzette Shiu (S Shiu) Cole
Rudy Sooklall (R Sooklall) Cole

Regrets:

L Fischer, MTO
R MacLean, MTO
J Costantino, MTO
T Hewitt, MTO

L Rogers, Oakville
K Parker, Oakville
P Kelly, Oakville
T Collingwood, Oakville

ITEM	DESCRIPTION	ACTION BY
1)	<p>Introductions and Overview</p> <ul style="list-style-type: none"> ▪ Introductions provided by all. ▪ D Cozzi provided an introduction to the Midtown Oakville EA study. ▪ S Shiu presented the network and active transportation needs identified during the Oakville TMP study and needs assessment for the EA. S Shiu also highlighted the traffic congestion problems that would develop on the QEW mainline for the do nothing scenario. (Currently underway by Cole Engineering) 	
2)	<p>Preferred Plan</p> <ul style="list-style-type: none"> ▪ R O'Sullivan presented the preferred Oakville Midtown road network improvements selected to address the identified congestion issues. The improvements to MTO facilities includes: <ul style="list-style-type: none"> - Trafalgar Road (Realignment of W-NS ramp, New W-Cross ramp, New Pedestrian Crossing of QEW). - Royal Windsor Drive Interchange (New E-NS ramp, New NS-E ramp, Realignment of W-NS ramp, New W-Cross ramp and Widening of Royal Windsor Drive). 	

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> - North South Crossing of QEW. ▪ J White queried if all of the proposed improvements had been designed based on the Highway 403 / Queen Elizabeth Way (QEW) Improvement preliminary design recently completed by MRC. R O'Sullivan confirmed that this was the case. 	
3)	<p>Geometric Design Issues – Intersection Sight Distance</p> <ul style="list-style-type: none"> ▪ R O'Sullivan identified intersection sight distance issues at RWD E-NS off ramp and Royal Windsor Drive. R O'Sullivan stated that the design speed assumed for Royal Windsor Drive was 70km/hr (60km/hr posted). Given its location on the inside of the curve the available intersection sight distance for right turners would be equivalent to only a 60km/hr design speed. ▪ Cole Engineering proposed a no right turn on red condition at the intersection to overcome the sight distance issue. J White and F Saccon stated that the prohibition of right-turn-on-red is not preferred and the MTO are currently removing this condition at another interchange. ▪ F Sacocon suggested that a channelised right turn (with receiving lane) could be provided at the intersection as a mitigation of the sight distance issue. R O'Sullivan identified some pedestrian concerns with the channelised design. It was proposed that pedestrians could use the south side of Royal Windsor Drive. Cole Engineering will investigate a channelised right turn design at the E-NS off ramp intersection or any other mitigation measure to avoid Right Turn on Red 	Cole
4)	<p>Geometric Design Issues – Future Ramp Metering</p> <ul style="list-style-type: none"> ▪ P Korpall identified possible future ramp metering at RWD NS-E on ramp. The ramp metering would result in relocating the bull nose further to the north on the QEW mainline. ▪ R O'Sullivan confirmed that this would decrease the weave length to the Ford Drive off ramp but could be accommodated as the proposed bull nose to bull nose distance is currently in excess of 1km. ▪ R O'Sullivan also confirmed that the relocation of the bull nose will result in additional land take requirements at the on ramp but could be accommodated. ▪ Cole has requested additional direction from the MTO in relation to the need for the ramp metering at the NS-E Ramp and the appropriate Design Criteria to be applied for the design. Once this clarification has been provided, Cole will update the ramp design (Bullnose location) if required and confirm impacts to weaving and property 	Cole
5)	<p>Geometric Design Issues – Human Factors Review</p> <ul style="list-style-type: none"> ▪ R O'Sullivan highlighted the substandard radius on the W-NS ramp on the approach to the intersection with Royal Windsor Drive. The low radius is reflective of the existing South Service Road alignment that is now forming part of the W-NS ramp. ▪ R O'Sullivan stated that speed reduction treatments would be provided at the off ramp to mitigate against the sub standard geometry on the approach to the intersection ▪ J White stated that a human factors review should be undertaken to assess the most appropriate treatment for the ramp. J White confirmed that this review could be undertaken as part of the detail design for the ramp. 	

ITEM	DESCRIPTION	ACTION BY
6)	<p>Geometric Design Issues – Royal Windsor Drive</p> <ul style="list-style-type: none"> ▪ B Stephenson queried the force off condition at the S-W ramp at Royal Windsor Drive. ▪ R O’Sullivan stated that, for traffic reasons, a combined through-right lane had been provided on Royal Windsor Drive from Canadian Road Intersection. This lane was carried through the Cross Avenue intersection creating the force off at the S-W ramp. ▪ B Stephenson and J White stated that this condition is undesirable and should be modified. J White suggested that the additional third lane on Royal Windsor Drive should be removed and the S-W ramp terminal should be developed on the far side of the Cross Avenue Intersection. ▪ Cole to update the design to reflect this request. 	Cole
7)	<p>Structural Designs</p> <ul style="list-style-type: none"> ▪ R O’Sullivan identified structural improvements planned as part of the Midtown EA including: <ul style="list-style-type: none"> – S1 Trafalgar Road Underpass – S4 North South Overpass – S5 Diversion Channel Crossing – S6 W-NS Overpass – S7 Royal Windsor Drive Widening – S8 Royal Windsor Underpass ▪ J White queried if a new pedestrian crossing to the east of Trafalgar Road is also being considered as part of the Midtown EA. ▪ D Cozzi confirmed that the new pedestrian crossing was being considered as part of the EA process. The structure may form a landmark feature for the area but the design of the structure will be carried out at a later date (a preliminary design will not be completed as part of this EA). ▪ J White also queried if discussions had taken place on ownership of the new structures. Typically MTO retains ownership of structures over their facilities. The Town may retain ownership of the new pedestrian crossing to the west of Trafalgar but all other structures within the MTO CAH will be under the jurisdiction of the MTO. Further discussion to be undertaken at detail design stage to confirm ownership and Control Access Highway limits 	
8)	<p>Traffic Operations</p> <ul style="list-style-type: none"> ▪ R Sooklall presented the traffic operations for the preferred Midtown EA Improvements. Speed plots show that in general the proposed improvements ensured satisfactory lane speed on the QEW Mainline. Some slow down is observed at Dorval Drive. ▪ J White noted that the slow down at Dorval was likely to have a metering effect downstream of the intersection. R Sooklall agreed with this assessment. ▪ J White noted that widening of QEW across 16 mile Creek would be required to alleviate this problem but would be outside the scope of the Midtown EA scope of work. 	
9)	<p>Outstanding Design issues</p> <ul style="list-style-type: none"> ▪ M Khan identified a number of outstanding design issues that are being resolved by Cole. These include: <ul style="list-style-type: none"> – Design Changes: <ul style="list-style-type: none"> ▪ Adjustment of service road just north of QEW from Station 20+100 to 20+200 based on QEW design. ▪ Extension of W-Cross Ramp at RWD to terminate the S.C.L. after curve. 	

ITEM	DESCRIPTION	ACTION BY
	<ul style="list-style-type: none"> - Design Check: <ul style="list-style-type: none"> ▪ Sight distance requirements ▪ Completion of internal road network - Traffic Check: (Submitted to MTO and currently under review) <ul style="list-style-type: none"> ▪ Sensitivity analysis for two lane exit ramp for E-NS ramp at RWD. ▪ Sensitivity analysis for triggering the need of two left turn lanes for N/S-E ramp at RWD ▪ Cole Engineering to submit this information to the Ministry as soon as possible for review and comment. 	Cole
10)	<p>Conclusions and Recommendation</p> <ul style="list-style-type: none"> ▪ D Cozzi concluded the presentation, highlighting the future vision for the area and emphasizing the requirement to complete the EA in a timely manner to ensure appropriate road allowances are in place. ▪ D Cozzi noted that a PIC was planned for the beginning of April and enquired if the Senior Management Group was supportive of presenting the proposed plan. All attendees were supportive in principal with the proposed improvements. 	

Next Meeting: TBD
 Minutes Recorded By: Rory O’Sullivan
 Distribution: All invitees



**Midtown Oakville
Environmental Assessment Study**

MTO Senior Management Meeting

March 10, 2014

11:00 AM – 12:00 PM

Outline

- Introductions and Overview
- Network Needs
- Preferred Plan
- Analysis of Preferred Plan
- Next Steps

Midtown Oakville Overview



- Identified in the Provincial Growth Plan as a designated Growth Centre
- Identified in the Metrolinx Regional Transportation Plan as a designated Mobility Hub.
 - A Mobility Hub Study for the redevelopment of the area was recently completed.
- Identified in Halton Region’s OP as an Urban Growth Centre
- Midtown EA is the first step in implementing provincial initiatives



Midtown Oakville EA

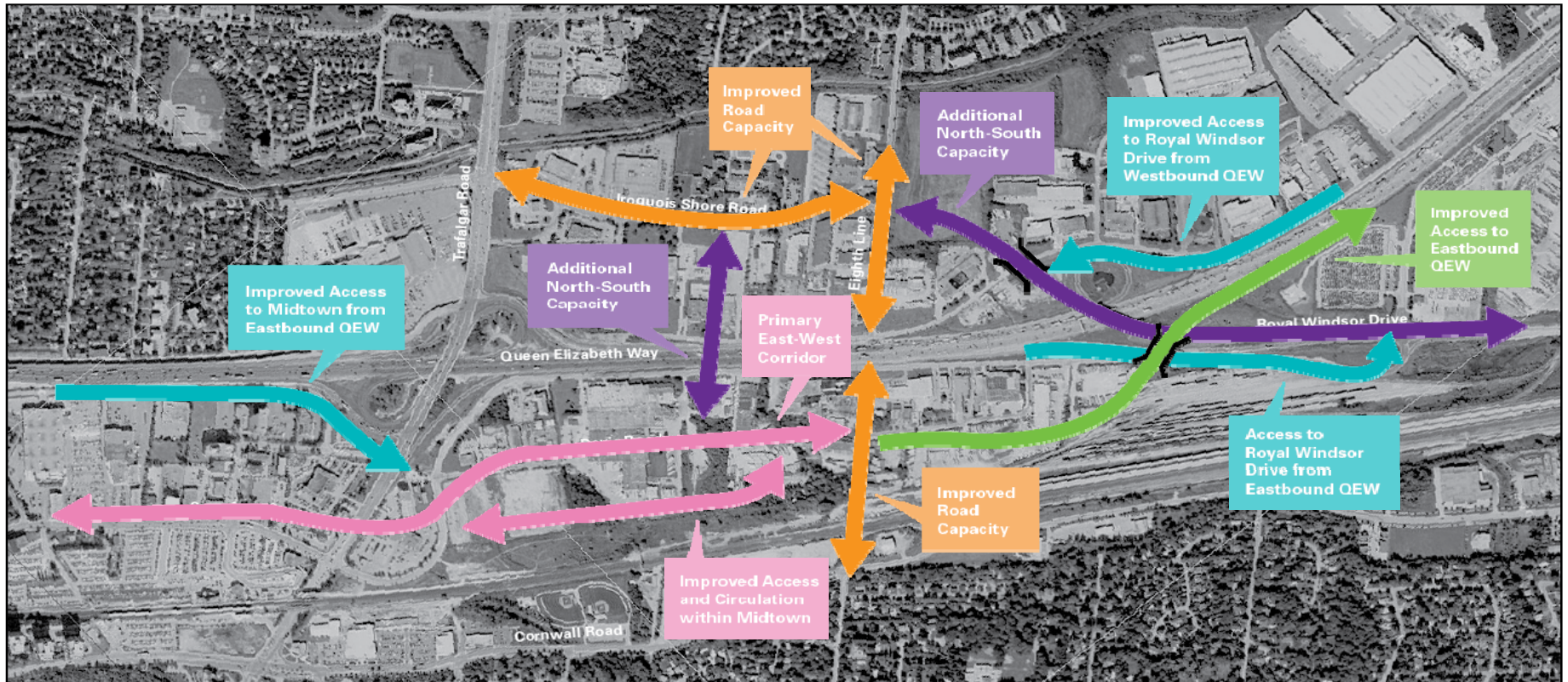


Study Area



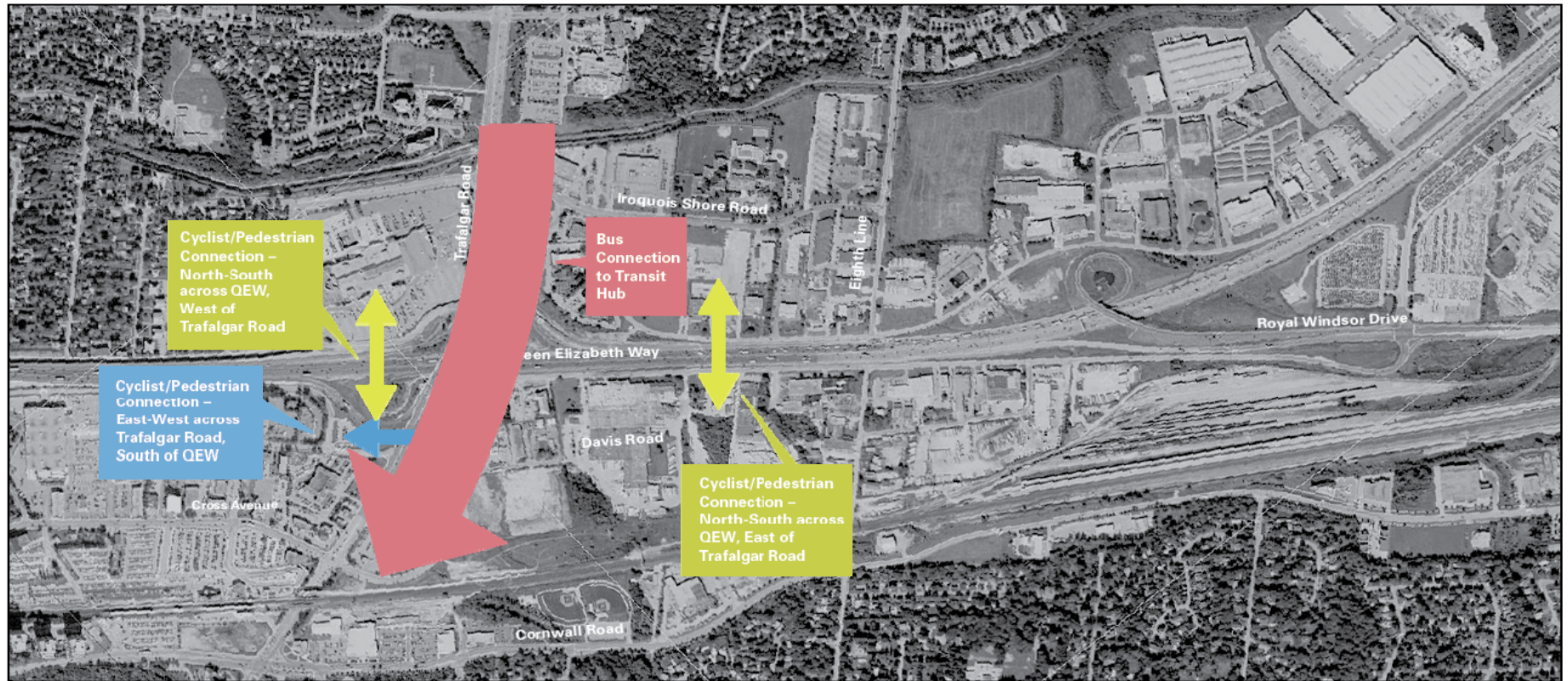
Midtown Oakville EA

Road Network Needs



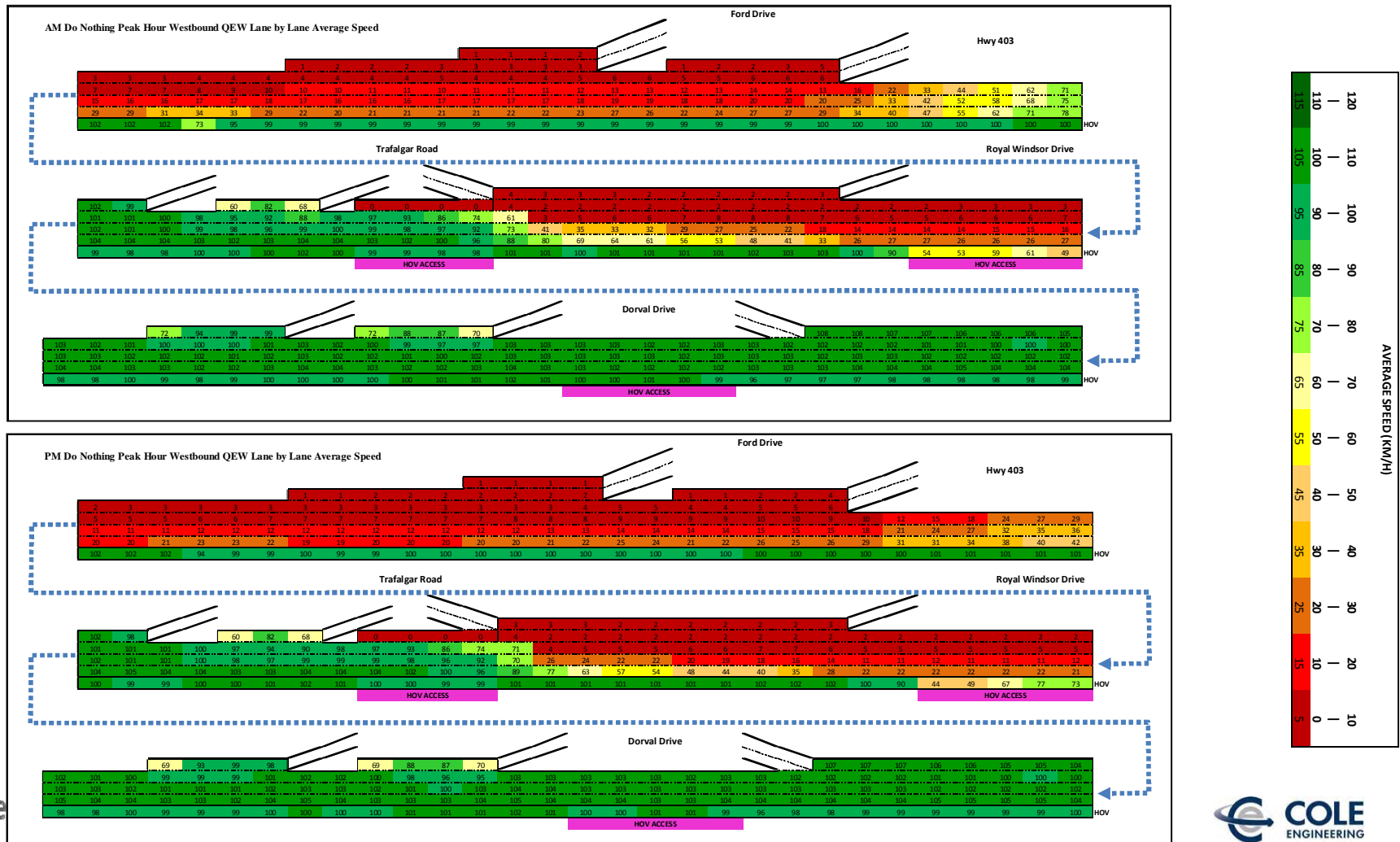
Midtown Oakville EA

Active Transportation and Transit Needs



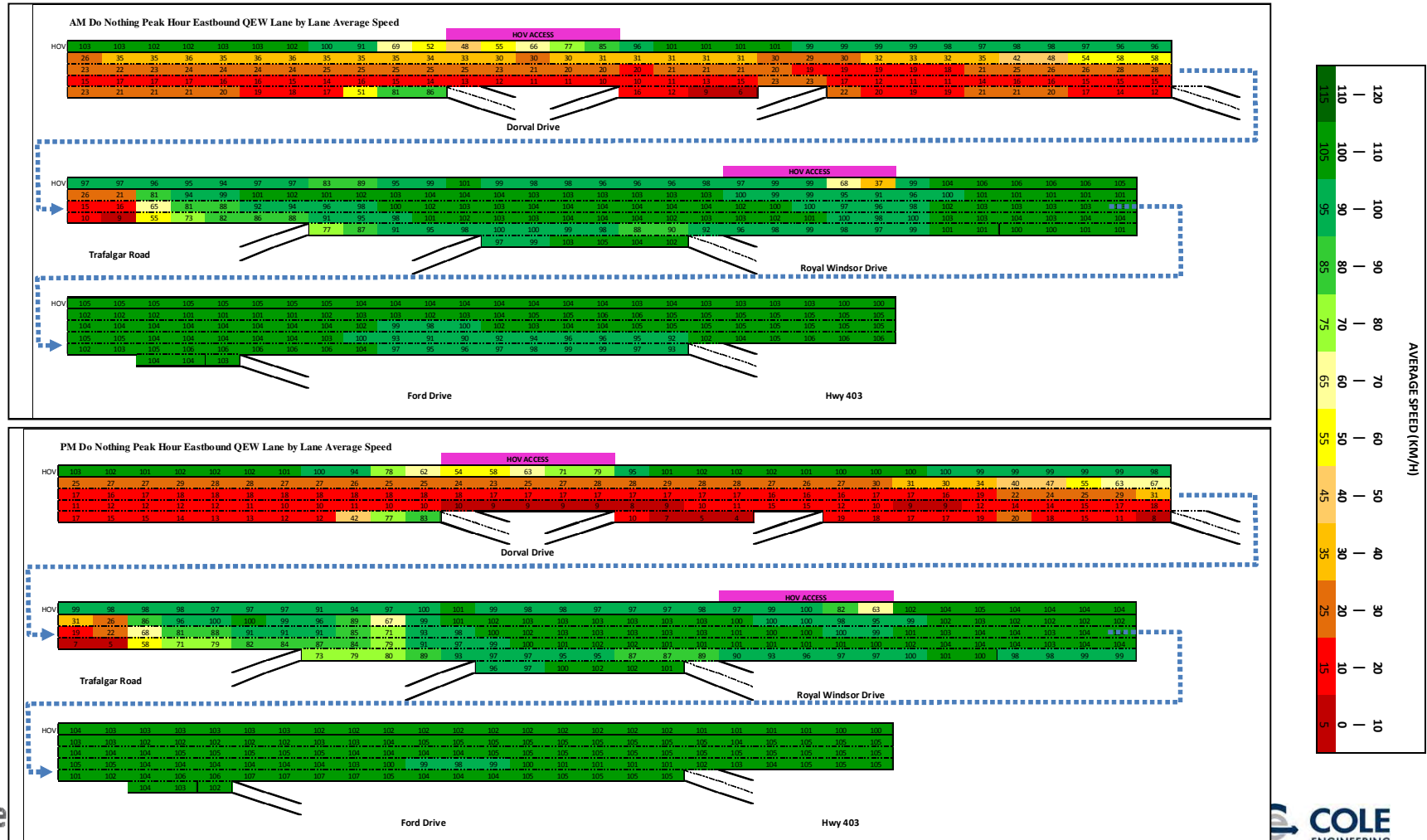
“Do Nothing”

Westbound



“Do Nothing”

Eastbound



Preferred Plan

Trafalgar Road Interchange

- Realignment of W-NS ramp
- New W-Cross ramp
- New Pedestrian Crossing of QEW
- New Pedestrian Underpass of Trafalgar Road



Preferred Plan

Royal Windsor Drive Interchange

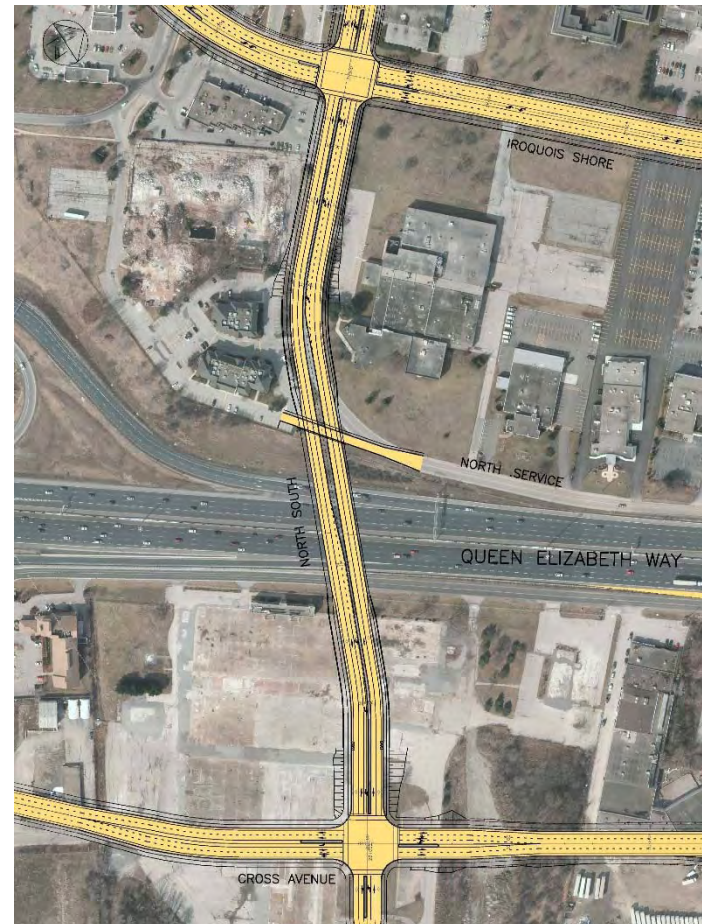
- New E-NS ramp
- New NS-E ramp, including auxiliary lane to Ford Drive ramp
- Realignment of W-NS ramp
- New W-Cross ramp
- Widening and Extension of Royal Windsor Drive to Eighth Line



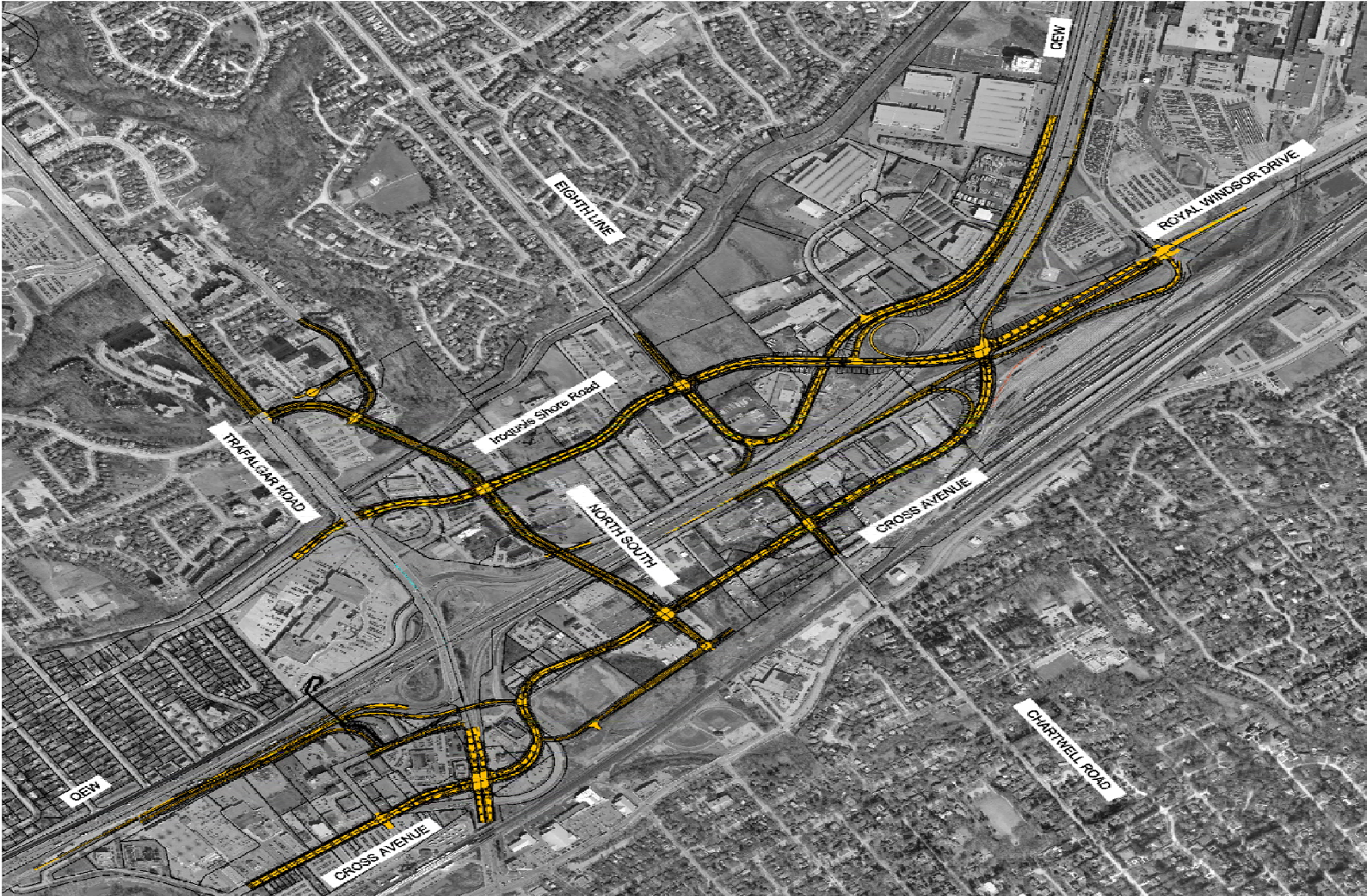
Preferred Plan

New North-South Crossing across QEW

- Provides general purpose lanes
- Provides dedicated bus lanes
- Provides pedestrian / cyclist facilities
- Accommodates potential widening of QEW for HOT Lanes



Preferred Plan



Create it! Vision 2057

Design Criteria

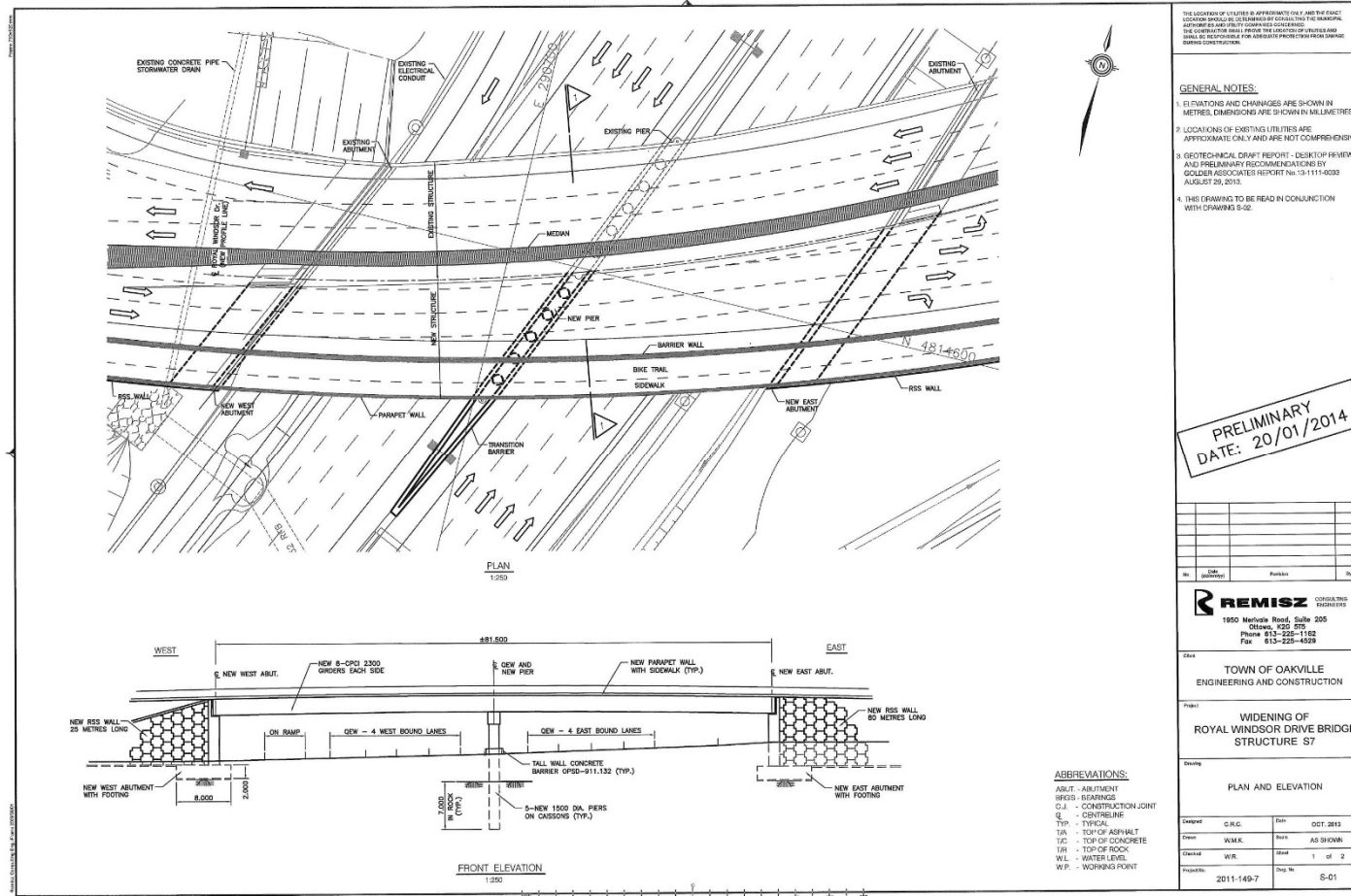
- Design of Royal Windsor Drive and Trafalgar Road Interchanges have been completed in accordance with the requirements of the MTO Geometric Design Manual.
- Design Deviations
 - Intersection Sight Distance at RWD Niagara bound off ramp less than minimum.
 - No right turn on red
 - Ramp Separation at RWD Niagara off ramp <10m.
 - Provide concrete barrier separation
 - Minimum Radius at RWD Toronto bound off ramp on the approach to Canadian Drive.
 - Provide speed reduction treatments on the ramp

Structures

- The following structural designs are being undertaken:
 - **S1** Trafalgar Road Underpass
 - **S4** North South Overpass
 - **S5** Diversion Channel Crossing
 - **S6** W-NS Overpass
 - **S7** Royal Windsor Drive Widening
 - **S8** Royal Windsor Underpass
- Desktop Geotechnical Investigation at structures locations has been completed by Golder Associates.
- Awaiting confirmation of geometric design to finalize the Bridge Structural Designs.

Structures

- RWD GA Example



Utilities, Properties, Costs

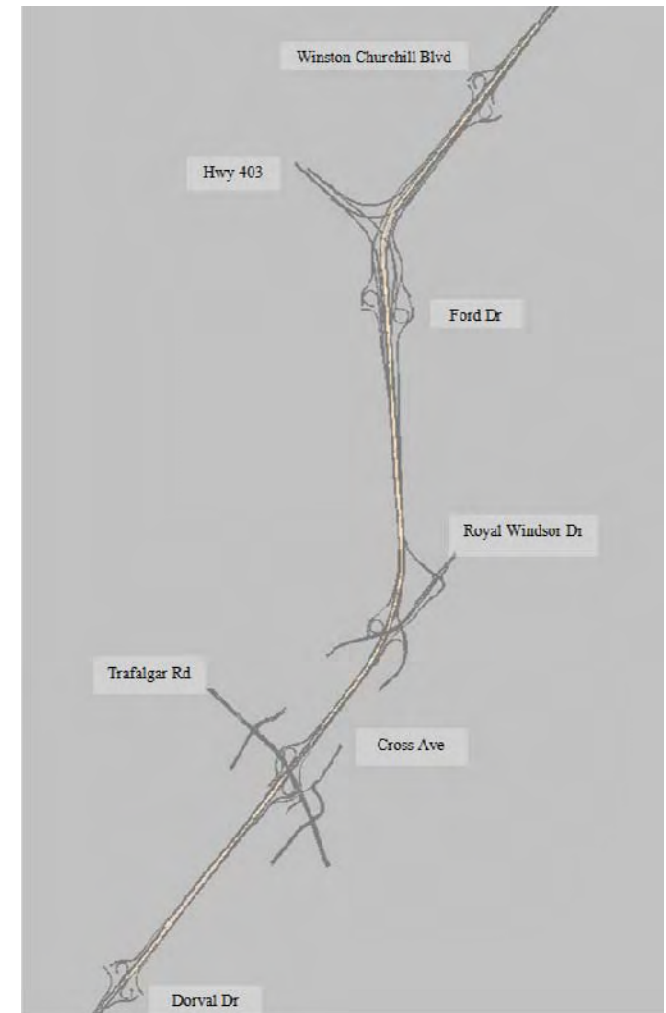
- Property Impacts
 - Trafalgar Road Interchange– 5 minor, 3 major
 - Royal Windsor Drive Interchange – 13 minor, 7 major
- Utilities
 - Bell, Rogers, Cogeco, Union Gas, Oakville Hydro, Water, Sanitary
 - Large Diameter water mains at Trafalgar
 - High Pressure Gas main at RWD Interchange
- Costs
 - Trafalgar Road Interchange \$10-\$15 million
 - Royal Windsor Drive Interchange \$35-\$40 million

Analysis of Preferred Plan

Traffic Operations

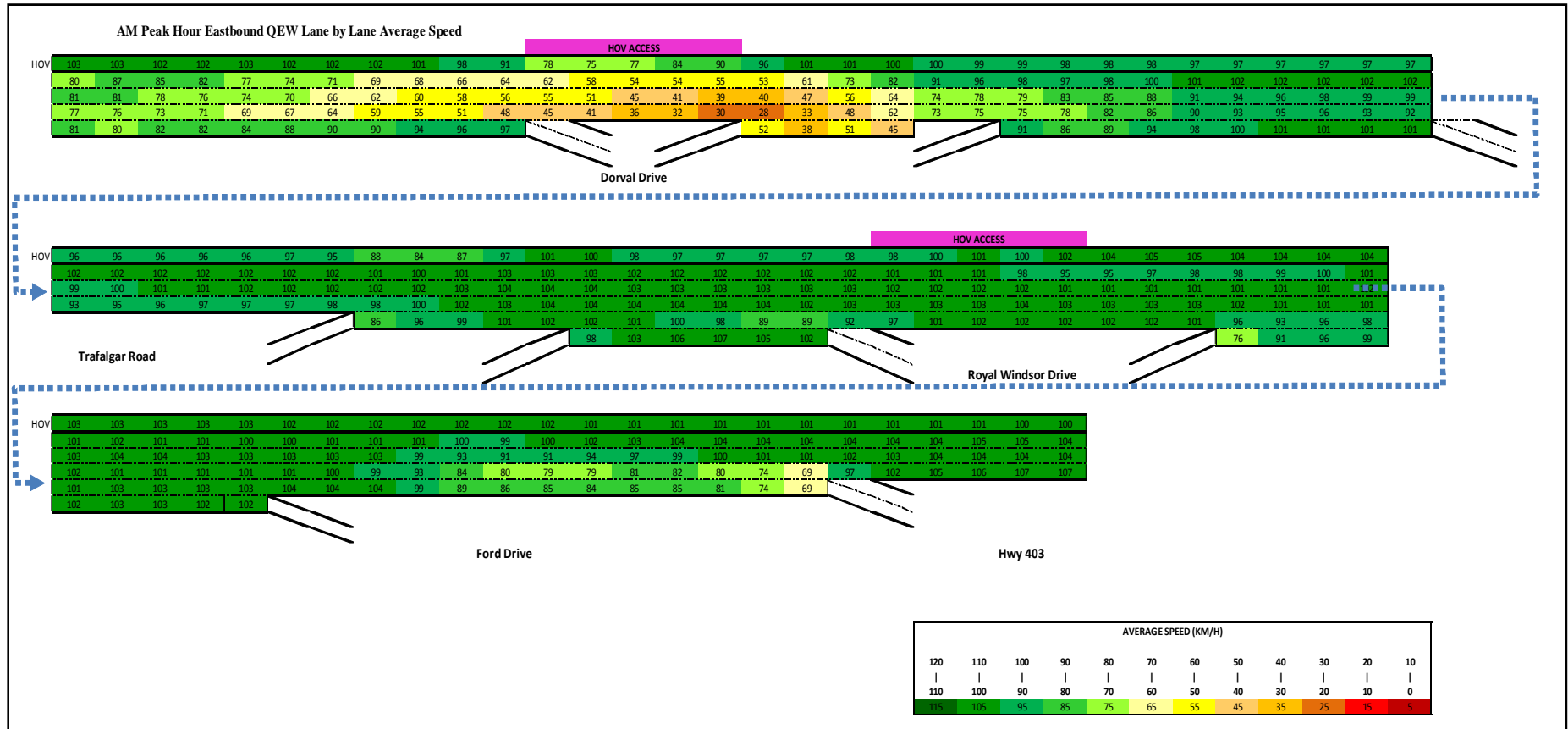
- 2031 Future Scenario Results (Vissim / Synchro)
 - QEW mainline demand consistent with QEW TESR demand
- 2031 Do Nothing Scenario
 - Microsimulation model – preparing documentation for MTO review

Weekday Peak Hour	Existing Demand (vehicle trips)	2031 Trend Demand (vehicle trips)
AM Peak	21,970	38,158
PM Peak	25,715	38,923



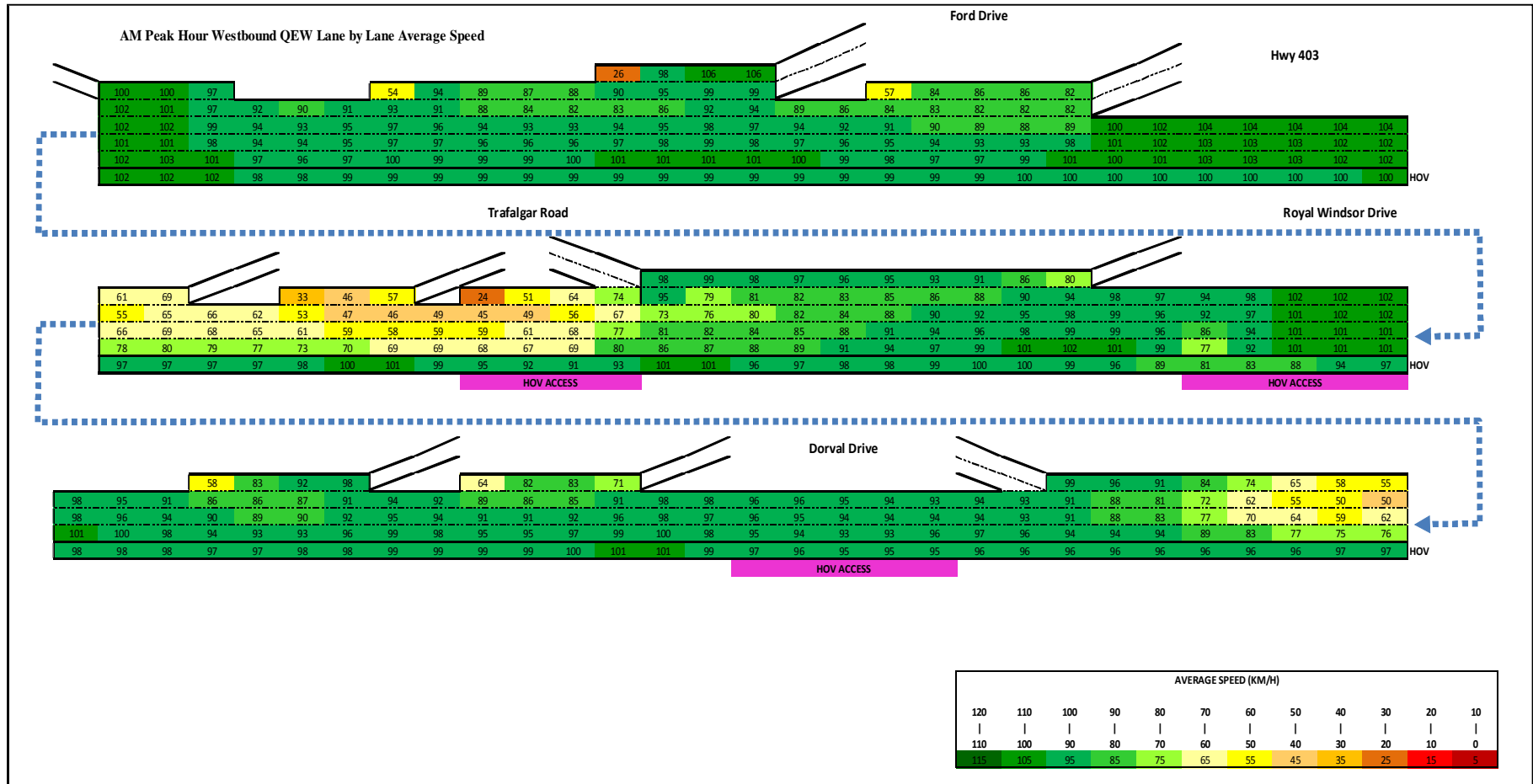
Analysis of Preferred Plan

2031 AM Eastbound Lane by Lane Speed Plot



Analysis of Preferred Plan

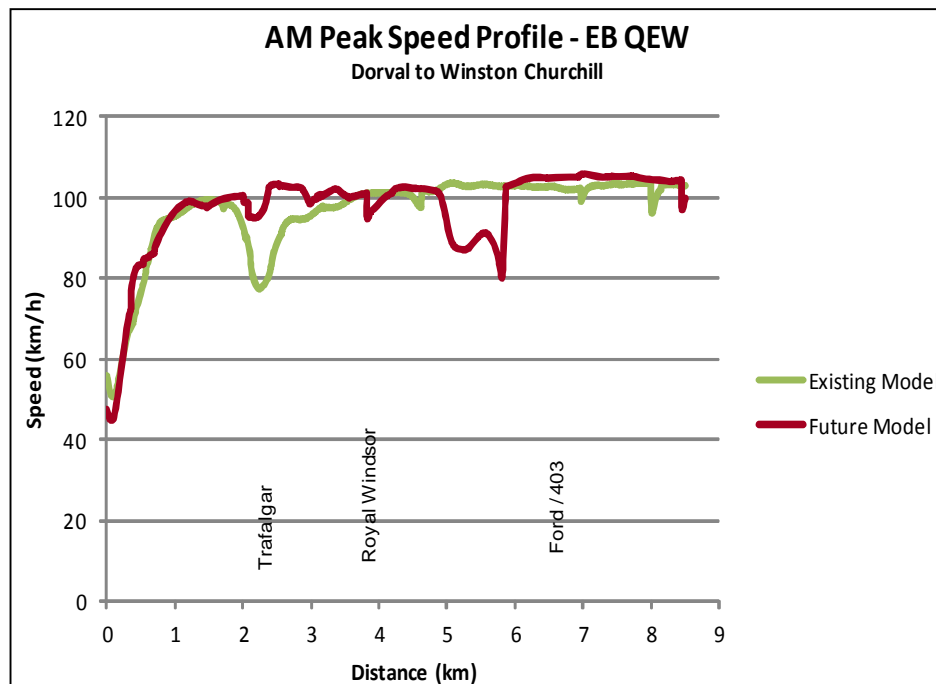
2031 AM Westbound Lane by Lane Speed Plot



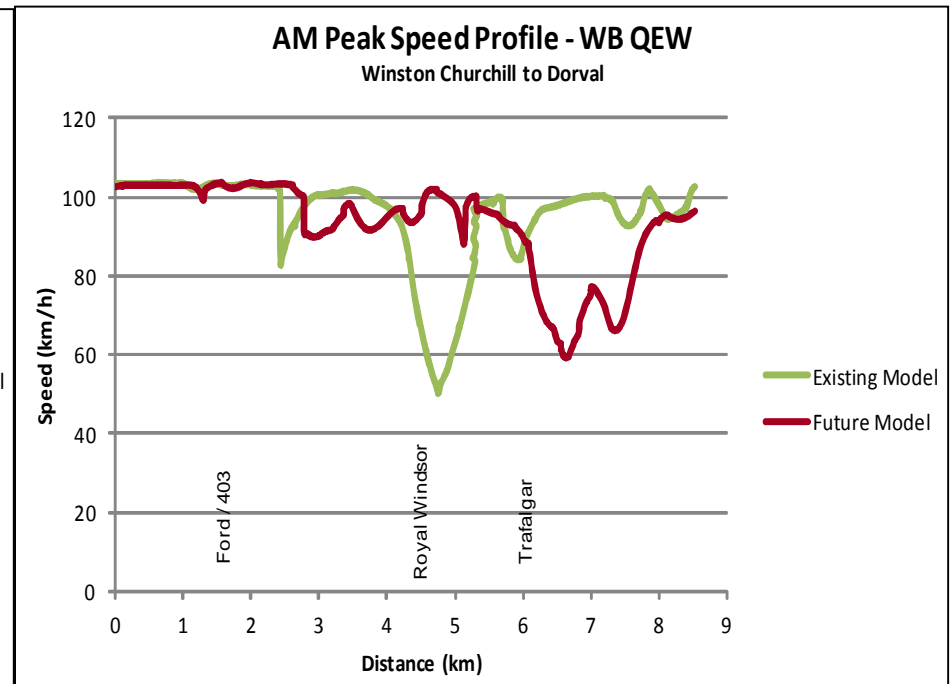
Analysis of Preferred Plan

2031 AM Speed Profiles

Eastbound

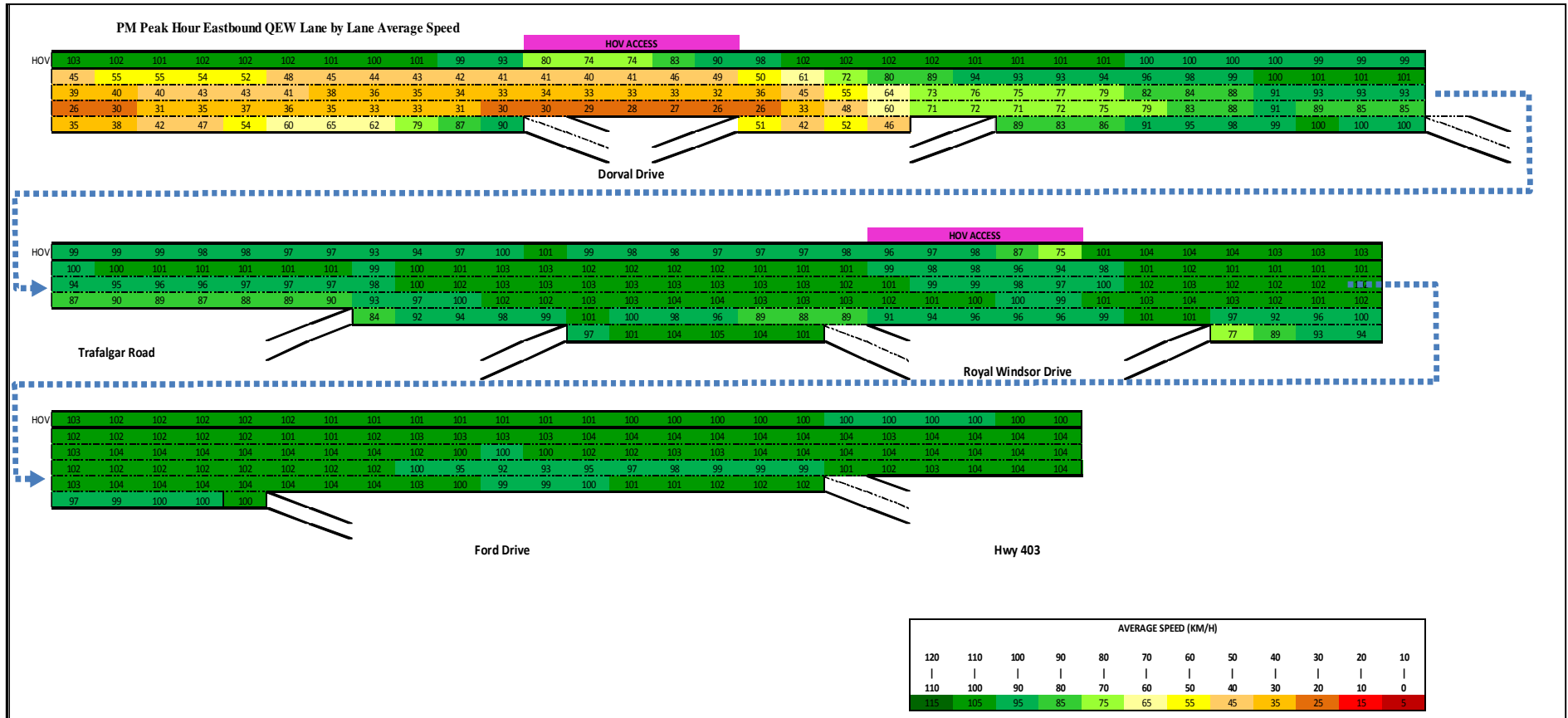


Westbound



Analysis of Preferred Plan

2031 PM Eastbound Lane by Lane Speed Plot

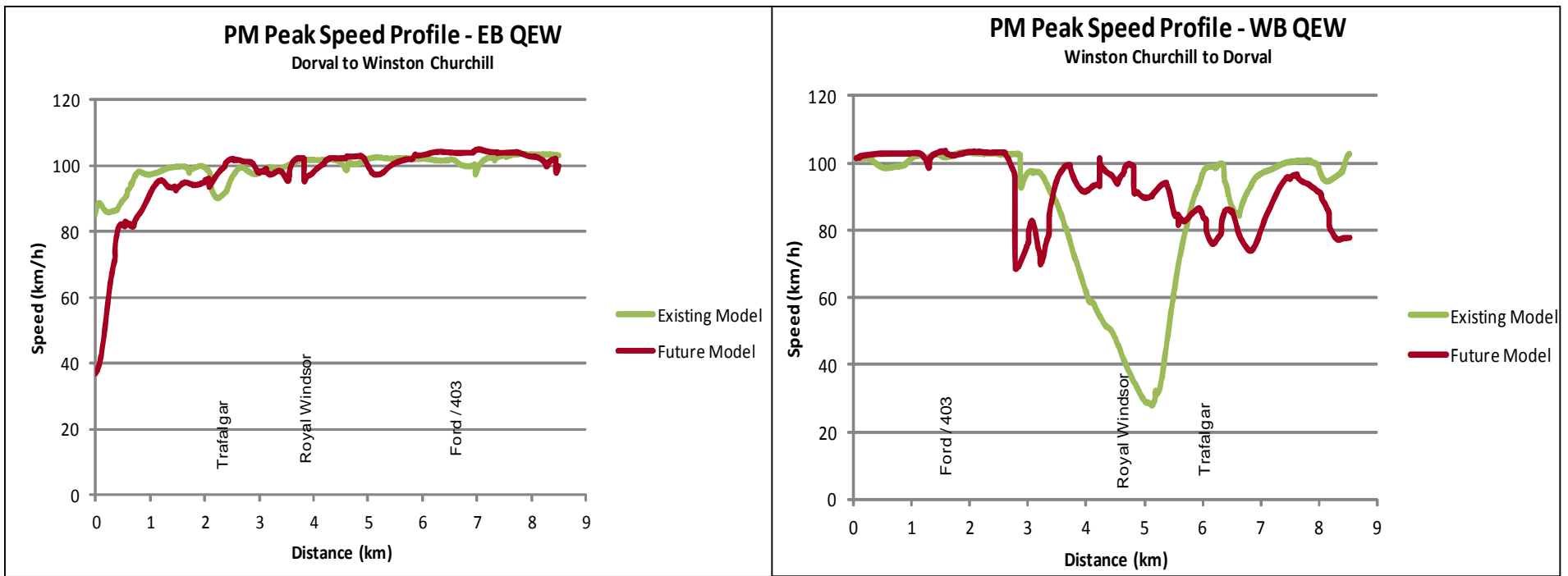


Analysis of Preferred Plan

2031 PM Speed Profiles

Eastbound

Westbound

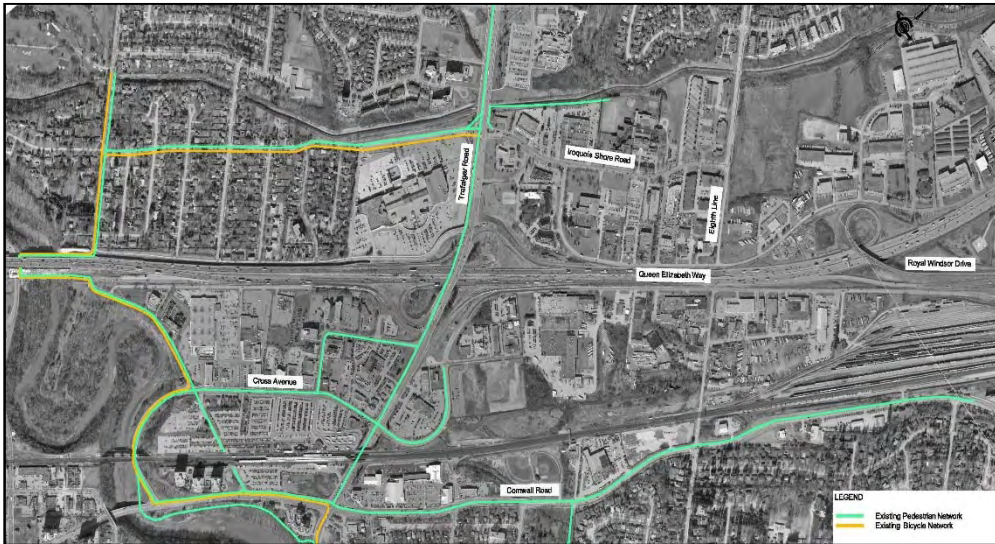


Next Steps



- Address Outstanding MTO Issues
- MTO Preliminary Design and Design Criteria Approval
- Public Open House – April 2014
- Draft Midtown EA Report – April/May 2014

Midtown Today



- Low-density development
- Strip mall retail
- Big box stores
- Stand alone commercial buildings
- Abundance of surface parking
- Limited pedestrian mobility
- Limited cycling facilities



Figure 9. Existing Road and Transit Network

Midtown Tomorrow



- A vibrant, mixed-use urban community – to live, work and play.
- Integration of modes – automobile, GO, Oakville Transit, cycle, walk
- Economic growth – new development, redevelopment
- High quality public realm



Create it! Vision 2057



Questions or Comments

APPENDIX A5
Agency Stakeholders Workshop

PUBLIC AGENCY STAKEHOLDERS WORKSHOP

Date:	Friday, March 1, 2013 & Friday, March 8, 2013
Time:	9:00 AM – 3:00 PM
Location:	Sixteen Mile Sports Complex – Community Rooms 1 & 2 3070 Neyagawa Boulevard, Oakville

Town Core Team:	Tricia Collingwood, Planning Services Dan Cozzi, Engineering and Construction Philip Kelly, Development Engineering Joanne Phoenix, Transit Lin Rogers, Development Engineering
Regrets:	Chris Clapham, Engineering and Construction Kristina Parker, Development Engineering

Consultant Team:	Glenn Pothier, GLPi Ray Bacquie, Cole Engineering Group Mark Bassingwaite, Cole Engineering Group Laurella Chadee, Cole Engineering Group Wojciech Kaczorek, Cole Engineering Group Rory O’Sullivan, Cole Engineering Group Kate Rothwell, Cole Engineering Group
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Workshop Participants:	Shadi Adab, Oakville Paul Allen, Oakville Dave Bloomer, Oakville Gabe Charles, Oakville Diane Childs, Oakville Jane Clohecy, Oakville Barry Cole, Oakville Lesley Gill Woods, Oakville Darnell Lambert, Oakville Chris Mark, Oakville Scott McMillan, Oakville Brad Sunderland, Oakville Cindy Toth, Oakville Erik Zutis, Oakville Jon Foreshew, Oakville Hydro Nasim Adab, Urban Strategies	Tim Dennis, Halton Melissa Green-Battiston, Halton Matt Krusto, Halton Jeffrey Reid, Halton Maureen VanRavens, Halton Bob Wicklund, Halton Samantha Mason, Conservation Halton Amy Mayes, Conservation Halton Leah Smith, Conservation Halton Sherwin Gumbs, Metrolinx Elana Horowitz, Metrolinx Tariq Babary, MTO Joseph Lai, MTO Chris Pascos, MTO Jason White, MTO Branko Zivkovic, MTO
Regrets:	Dana Anderson, Oakville Nancy Sully, Oakville Mary Jo Milhomens, Oakville Dorothy St. George, Oakville Nick Zervos, Halton Ian Malczewski, Urban Strategies	Joe Berridge, Urban Strategies Greg Roszler, MTO Goran Nikolic, MTO Dan Steele, Oakville Hydro John Sabiston, Hydro One Kim Barrett, Conservation Halton

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1. Opening Remarks, Objectives and Background

Glenn provided introductory comments and encouraged active and creative participation by all attendees during the two-day workshops. He emphasized this by conducting an ice-breaker exercise with the group. All attendees then introduced themselves and Glenn reviewed the objectives of the workshop, which included:

- To gain understanding of the need for infrastructure.
- To gain understanding of alternative improvements.
- To achieve consensus on list of all improvements.
- To gain understanding of the pros/cons for each improvement.
- To gain consensus on evaluation criteria.
- To collect input on various improvements.

Glenn invited attendees to collect a handout package which contained important presentation material that could be used for reference during the sessions. He explained that the sessions will require participants to work in groups on both days, to determine overall preferred solutions, together with their rationale.

Jane provided a background of the project, and discussed the importance of the project to accommodate growth in the town (20,000 residents and jobs by 2031), as identified in the Provincial Growth Plan “Places to Grow”. She stated that key elements are not only the roads themselves, but how they fit together to form a network, and how the roads support the overall Midtown area.

2. Need for Infrastructure

Ray indicated that Midtown Oakville was identified as an Urban Growth Centre and a Mobility Hub, and this provides opportunities for transportation network improvements within the area. He explained the complexity of the project and the challenge to accommodate the trips associated with 12,000 new residents and 8,000 new jobs. He presented the transportation needs within and surrounding the Midtown Oakville area:

- New North / South QEW Road Crossing.
- New North / South QEW Active Transportation (AT) / Priority Crossing.
- Improved Trafalgar Road Interchange.
- Improved Access and Circulation.
- Improved Road Capacity.
- Improved Royal Windsor Drive Interchange.

Ray emphasized the need for improved transit service and active transportation opportunities since this can encourage people to access the Midtown Mobility Hub without the use of a car. He indicated that Metrolinx has been looking at improvements to the Mobility Hub, and the Region is also looking at transit improvements along Trafalgar Road north towards Highway 407. He explained that the study team (Town Core Team and Consultant Team) has to consider how these improvements work together and how they integrate with the road network in Midtown.

The road network needs, and transit and active transportation needs are shown in **Figure 2-1** and **Figure 2-2**.

Figure 2-1: Road Network Needs

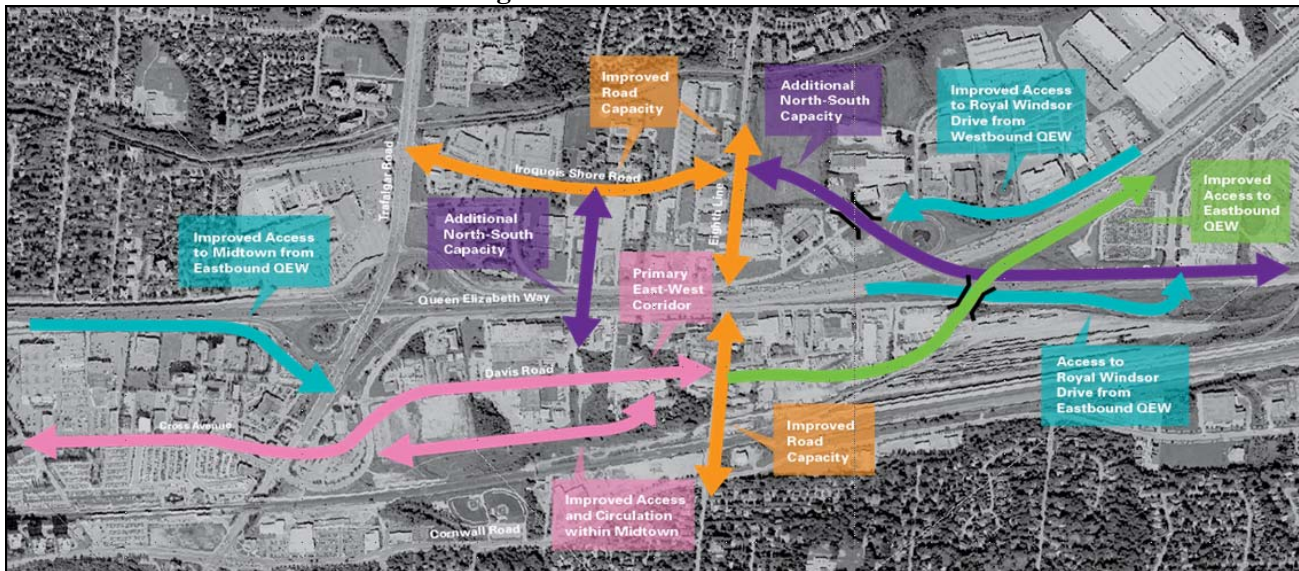
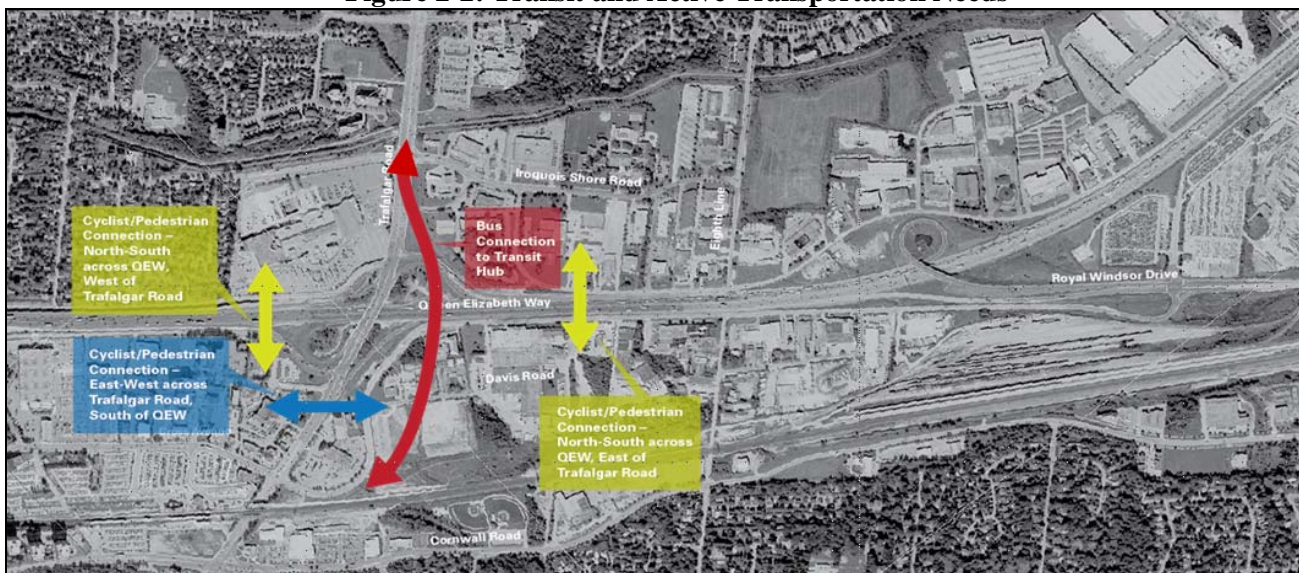


Figure 2-2: Transit and Active Transportation Needs



There was a question about planned land uses (residential versus employment) and the distribution within Midtown with respect to Trafalgar Road. Ray indicated that residential and mixed-uses are planned for the majority of the west side of Trafalgar Road, while employment and institutional uses are planned for the majority of the east side (as per the Livable Oakville Plan). Jane further advised that the town’s Official Plan considered mixed uses throughout Midtown, but decided on more employment on the east side of Trafalgar Road for a variety of reasons (including contamination).

There was a question about why access is only being considered to and from the north of the rail, and not to and from the south of the study area. Ray explained that these improvements were not warranted.

3. Constraints

Ray discussed the environmental constraints, including Sixteen Mile Creek, its tributaries, and potential threatened species (barn swallow). He indicated that Conservation Halton was consulted earlier in the project (August 2012) to provide input on potential crossings. A previously identified “wetland” area is now not being considered a formal constraint (see **Figure 3-1**).

Figure 3-1: Environmental Constraints

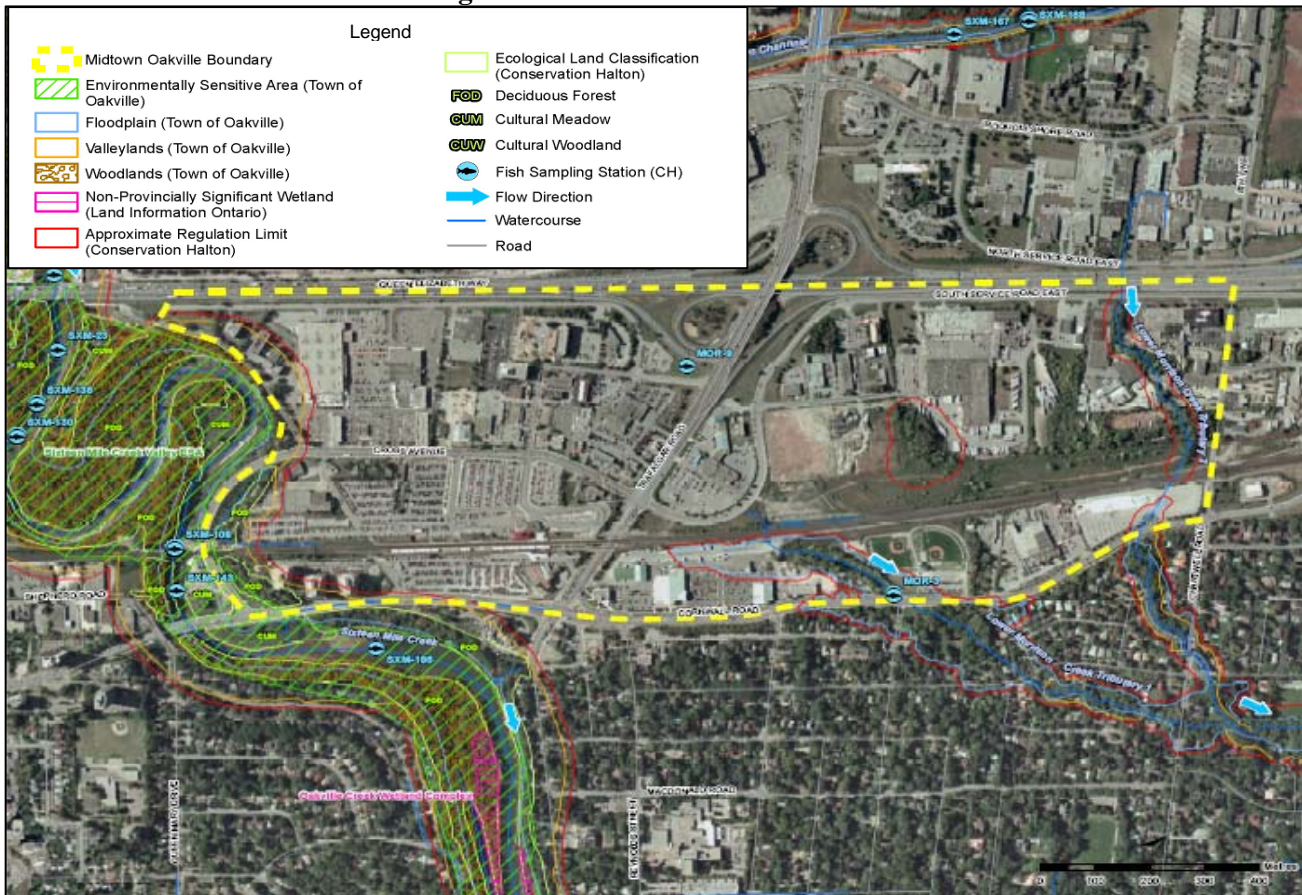
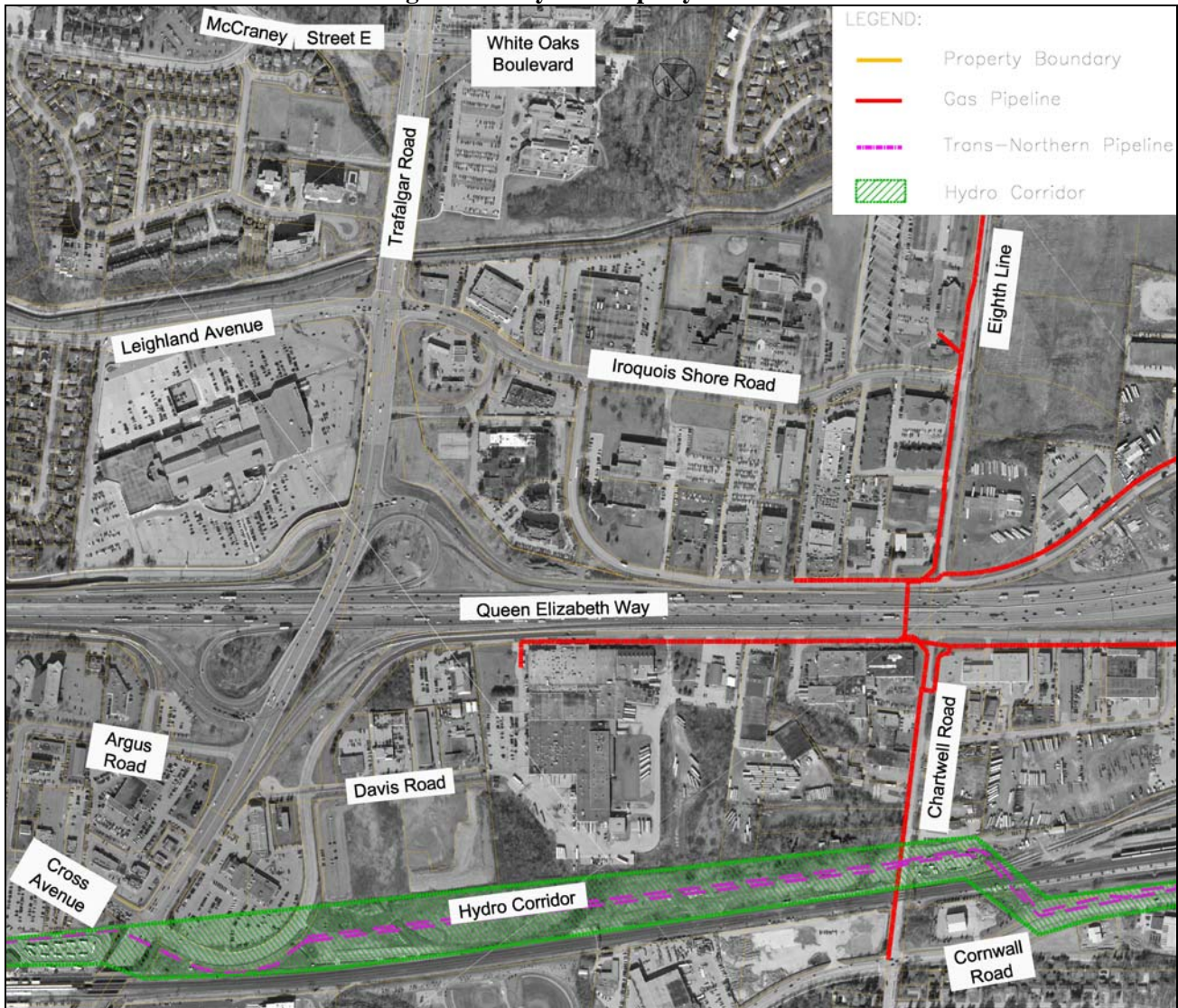


Figure 3-2: Hydro Property and Utilities



It was asked if Metrolinx had a preference for the location of the station. It was learnt that Metrolinx will be initiating a study to investigate the feasibility of preserving a space within the hydro corridor that would require the electrical services to be underground.

It was asked if the hydro corridor precluded a road. It was reported that Hydro typically does not permit parallel roads within the corridor, but will permit crossings. It was also reported that the town currently owns Cross Avenue through the hydro corridor. It was asked if the town will lose their rights to the land if Cross Avenue is realigned. It was suggested that it does not matter who owns the land if Hydro has an easement across it.

The study team confirmed that the “wetland” does not need to be protected since it is highly altered and full of invasive species.

It was asked if a connection from Eighth Line to Chartwell Road was an option. Ray indicated that this is an option and will be discussed later as part of the core improvements identified for the study. It was noted that there

will be political challenges associated with this option. It was pointed out that Chartwell Road underpass at the railway tracks is in the town's capital budget and this option would present engineering challenges for Chartwell Road to then be elevated above the QEW.

Glenn asked the group if there were any other constraints that were not discussed.

It was asked if there were known areas of contamination. The study team advised that the parcel east of Trafalgar Road, north of the railway has known contamination (Property #88 – Cherokee-Oakville Property G.P., Inc.). It was also added that there may be remnant contamination on the GE site (Property #94), but this cannot be confirmed at this time.

A property map was used to identify properties discussed during the Workshop (see **Figure 3-3**).

Figure 3-3: Property Identification Numbers



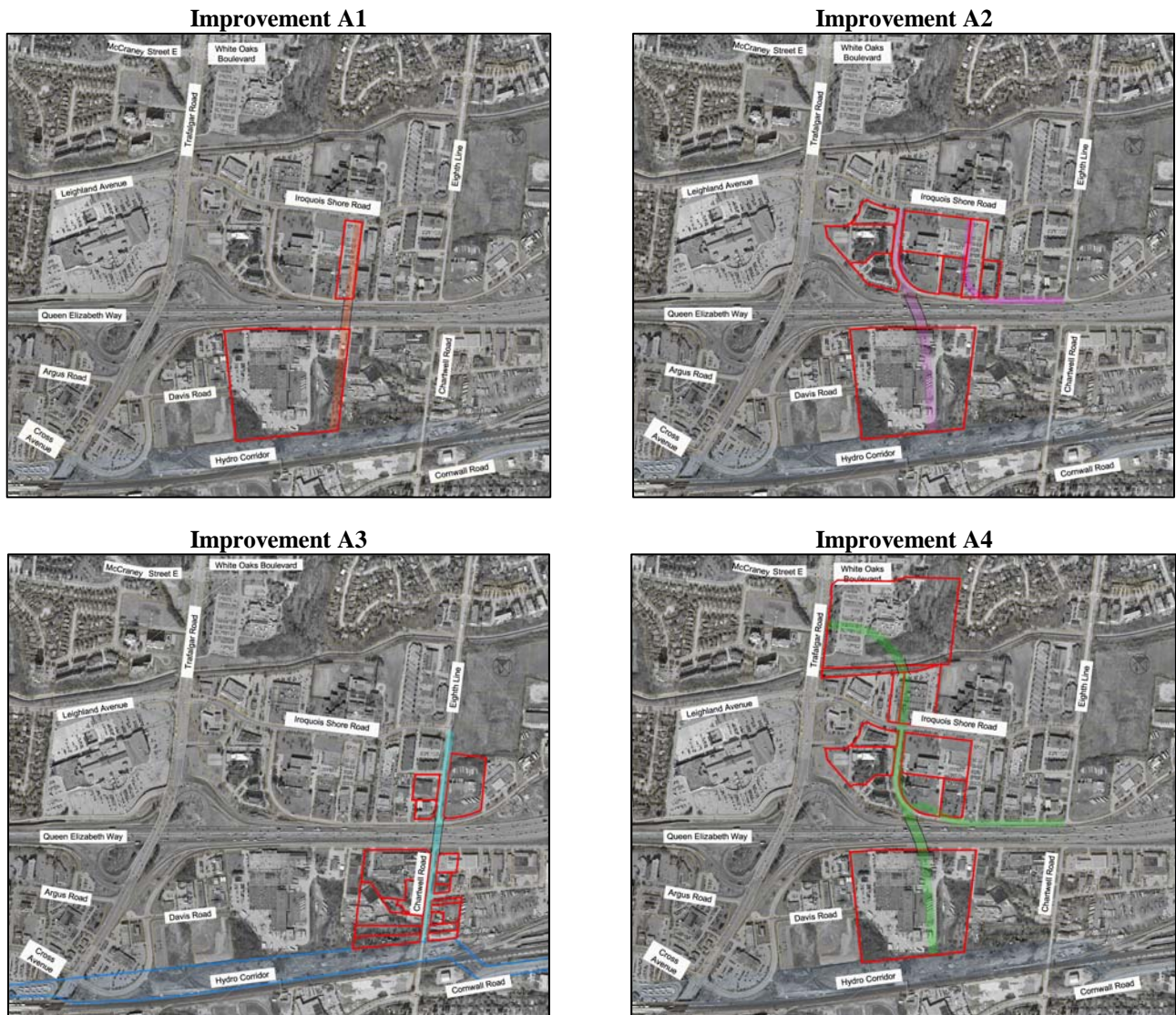
4. Core Improvements

Ray provided an overview of the core improvements, while attendees followed along with their handouts:

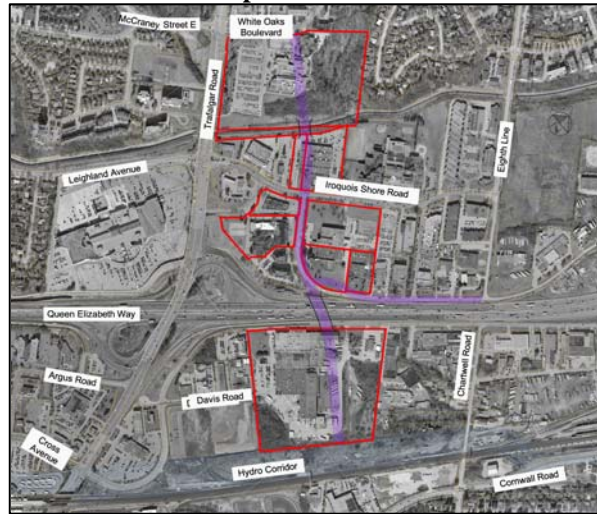
- Improvement A: North / South QEW Road Crossing.
- Improvement B: Trafalgar Road Interchange.
- Improvement C: North / South QEW Active Transportation / Priority Crossing.

Five North / South QEW Road Crossing improvements were discussed, and are shown in **Figure 4-1**.

Figure 4-1: North / South QEW Road Crossing Improvements



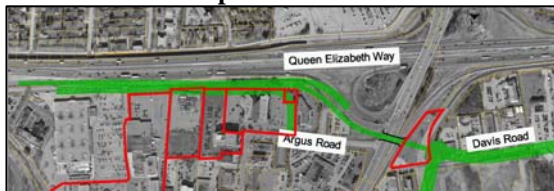
Improvement A5



Two Trafalgar Road Interchange improvements were discussed, and are shown in **Figure 4-2**.

Figure 4-2: Trafalgar Road Interchange Improvements

Improvement B1



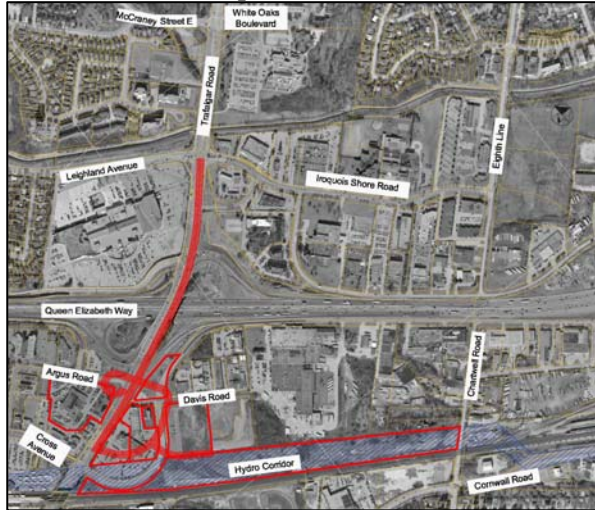
Improvement B2



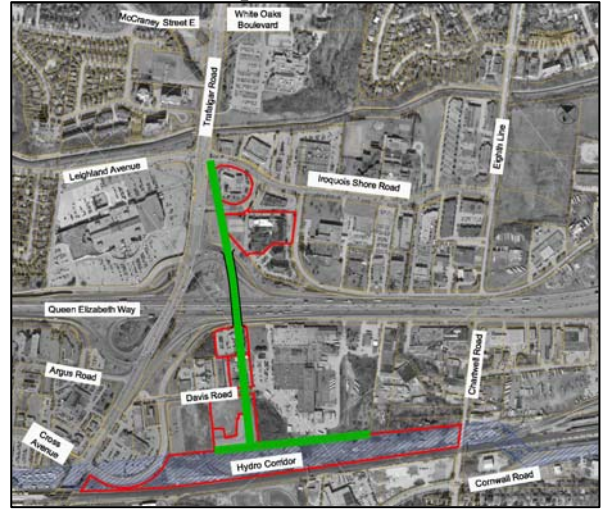
Six North / South QEW Active Transportation / Priority Crossing improvements were discussed, and are shown in **Figure 4-3**.

Figure 4-3: North / South QEW Active Transportation / Priority Crossing

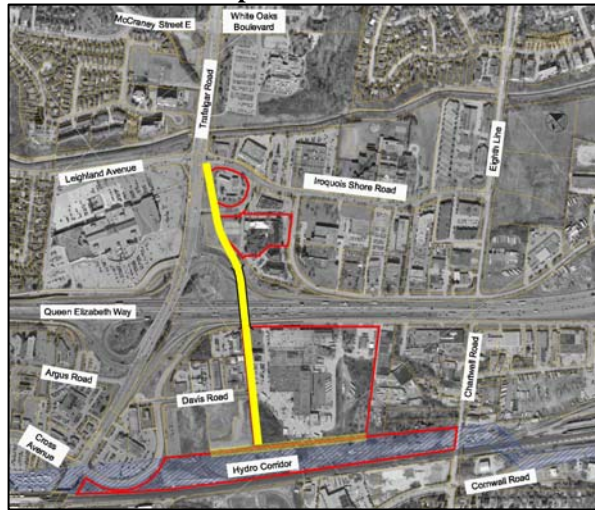
Improvement C1



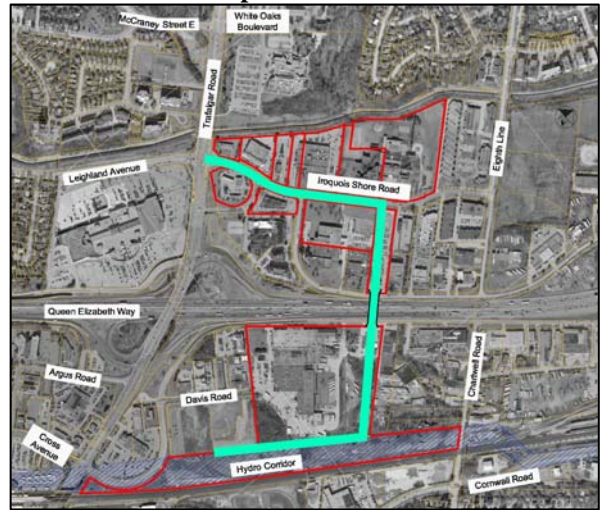
Improvement C2



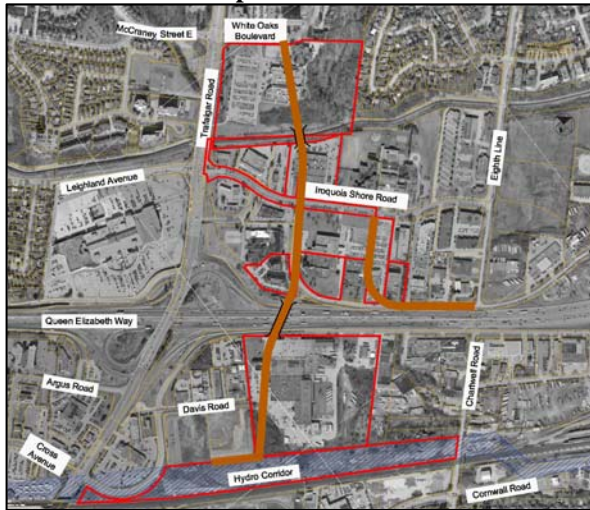
Improvement C3



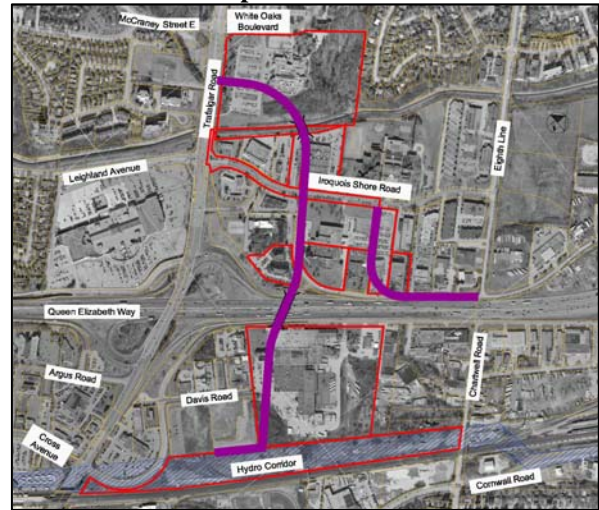
Improvement C4



Improvement C5



Improvement C6



Discussions that arose during the overview are recorded in the following subsections.

4.1. Improvement A: North / South QEW Road Crossing

4.1.1. Improvement A1

It was asked if this option could be extended south over the rail tracks to Cornwall Road. Ray said that this extension is not included as part of this study at this time.

4.1.2. Improvement A2

There was a question about loss of access to the properties west of the North Service Road realignment (#150, #151) as well as the property on the north of the QEW, west of the new north/south crossing (#148). Ray said that North Service Road can be closed, but still allow access to property #150 and #151, although there may be implications for access to property #148, due to grading.

4.1.3. Improvement A3

There was a question about the impact to North Service Road. Ray stated that North Service Road will still function.

Post-meeting note: It was confirmed that the structure could be extended to ensure sufficient clearance over North Service Road.

There was a question concerning the profile and where the road starts to go above grade as this will impact access to Industry Street to the east of Chartwell Road.

Post-meeting note: It was confirmed that the design is such that the profile will meet original ground at the intersection of realigned Cross Avenue and the new North/South Connection.

It was asked if the approximate cost of \$45-50M included the crossing of the QEW, as well as the rail tracks. There was a question about the possibility of going under the rail tracks, rather than above.

Post-meeting note: It was confirmed that the approximate cost of \$45-50M included the grade-separated crossing of the rail track (approximately \$18M).

4.1.4. Improvement A4

There was a comment about the wooded area being a significant woodland, and may potentially be confirmed to be a constraint after a field review.

The study team was asked to consider closing North Service Road to reduce structure costs while maintaining access to properties near the structure.

4.1.5. Improvement A5

The previous comment was raised regarding the wooded area being a significant woodland, and the potential to be confirmed to be a constraint after a field review.

As in Improvement A4, the study team was asked to consider closing North Service Road to reduce structure costs while maintaining access to properties near the structure.

A modification to shift the alignment west (north of Iroquois Shore Road) to create more opportunities for development of the Town Hall property was suggested. Issues about the closeness of the new intersection to Trafalgar Road and queuing were raised. This prompted suggestions to the study team to also consider adding a cul-de-sac on White Oaks Boulevard to improve access and operations at the north end in order for this option to be viable.

4.2. Improvement B: Trafalgar Road Interchange

4.2.1. Improvement B1

It was asked who owns the highlighted parcel of land east of Trafalgar Road. It was confirmed that the Region owns this parcel.

It was asked if the impacted properties located west of Trafalgar Road could be accessed from the south instead of from South Service Road, thereby reducing property impacts. The study team said that this could be considered through development of the west side of Trafalgar Road.

4.2.2. Improvement B2

It was asked if this option works with Improvement B1. Ray confirmed that they are mutually exclusive.

It was asked if Trafalgar Road / QEW structure would require widening to accommodate southbound left turns to Davis Road. Ray indicated that widening is not required since there will be no left turns from Trafalgar Road southbound to Davis Road.

It was asked if the off-ramp from the QEW should be reconfigured to improve operations. Ray said that the alignment shown is using Davis Road as much as possible to minimize property impacts. He clarified that the details of the alignment will be determined during later stages of the project.

4.3. Improvement C: North / South QEW Active Transportation / Priority Crossing

4.3.1. Improvement C1

Attendees expressed doubt that the station / bus loop would fit on the north side of Cross Avenue for this option. Ray indicated that this issue will be specifically looked during Day 2's session.

It was asked if this alternative would eliminate a separate crossing for transit / active transportation. The study team indicated that another crossing (as discussed in Improvement A) would be required. Glenn confirmed that selection of one from each of Improvements A, B and C is required.

It was asked why buses could not be brought to the Trafalgar Road / Cross Avenue intersection. Ray explained that if buses are making a left from Trafalgar Road southbound to Cross Avenue, it will become an even busier intersection and traffic operations will suffer, including transit travel times.

It was asked how much wider Trafalgar Road would be with this option. Jeff advised that the OP protects for a right-of-way of up to 50 m for major arterials / transit corridors.

There was a question about widening the structure. Ray indicated that a new parallel structure would be required.

There was discussion about the potential for the buses to operate in the centre lanes. Ray said that the issue with this is transitioning from the curb lane north of Midtown, and then making the movement to Cross Avenue on the east side of Trafalgar Road – left turns are problematic from an operational perspective.

It was asked if there are currently 6 lanes, and have 2 lanes dedicated as bus lanes, if lanes will be added. Ray informed her that this is not the case. It was also asked if existing lanes could be shared, and Ray confirmed this, but added that this would not provide any improvements to operations.

The do-nothing alternative is considered, and if the benefits do not outweigh the costs, this could be considered.

4.3.2. Improvement C2

It was asked if this option would have an intersection at Davis Road and the new road to the south, or if the new QEW crossing went over Davis Road.

There was a question about the 5-legged intersection and whether a roundabout is possible. Ray said that the roundabout may be difficult for larger transit vehicles to maneuver.

There was a comment about potential contamination at the Petro Canada site (Property #145).

The 20 m right-of-way was questioned. Attendees were interested in how many transit and general purpose lanes, bike lanes, sidewalks, etc. would be accommodated.

Post-meeting note: The 20 m right-of-way was based on the following cross-section – 4.2 m lane, 1.5 m on-road bike lane, 1.5 m median, 1.8 m sidewalk and 1 m barrier).

There was a comment about costs for C2 and C3 and why they were in the same range (\$35-40M), when C2 impacted more properties. The study team suggested that the cost of C2 may have been on the higher end of the range, while C3 may be on the lower end. It was further noted that it would be difficult to accurately assign a cost to dealing with contamination at this point.

Post-meeting note: While more properties are impacted in C2, similar landtake requirements are attributed to both options.

4.3.3. Improvement C3

Comments and questions received during discussion of Improvement C3 were similar to those received for Improvement C2 (see **Section 4.3.2**).

4.3.4. Improvement C4

Ray indicated that this option assumes construction of A1. He said that there will be no changes to operations along Trafalgar Road with this option.

The 20 m right-of-way was questioned. Attendees were interested in how many transit and general purpose lanes, bike lanes, sidewalks, etc. would be accommodated.

Post-meeting note: The total right-of-way required for options A1 and C4 (combined) would be 35 m based on Standard Drawing STD. 7-5, to include general purpose lanes, on-road bike lanes, median, sidewalk and barriers.

4.3.5. Improvement C5

Ray indicated that this option could be combined with A5 (see comments in **Section 4.1.5**).

He said that there will be limited access to properties along this option, due to transit / priority objectives.

The 20 m right-of-way was questioned. Attendees were interested in how many transit and general purpose lanes, bike lanes, sidewalks, etc. would be accommodated.

Post-meeting note: The total right-of-way required for options A5 and C5 (combined) would be 35 m based on Standard Drawing STD. 7-5, to include general purpose lanes, on-road bike lanes, median, sidewalk and barriers.

4.3.6. Improvement C6

Ray indicated that this option could be combined with A4 (see comments in **Section 4.1.4**).

He said that there will be limited access to properties along this option, due to transit / priority objectives.

The 20 m right-of-way was questioned. Participants were interested in how many transit and general purpose lanes, bike lanes, sidewalks, etc. would be accommodated.

Post-meeting note: The total right-of-way required for options A4 and C6 (combined) would be 35 m based on Standard Drawing STD. 7-5, to include general purpose lanes, on-road bike lanes, median, sidewalk and barriers.

4.4. Other Preliminary Questions / Comments

It was suggested that an option for eastbound QEW motorists to exit at Royal Windsor Drive then access Midtown should be assessed. Ray informed attendees that the study team is currently consulting with MTO regarding various interchange improvements.

The importance of cost in the evaluation of the options was discussed. It was noted that while some alternatives may be clearly better in terms of operations, cost is an important factor. There was a comment that the costs need to be assessed over a longer-term.

There was a question about the methodology of the cost estimates. It was also asked if the quoted costs included the value of residual lands that could be sold to offset some of the cost. Ray said that these costs were approximated using the town's unit costs and the same methodology as the projects in the Development Charge (DC) costing spreadsheet.

It was asked if the study team has considered a separate pedestrian/cycling crossing located above Trafalgar Road across the QEW (Brooklyn Bridge example was referenced). Ray said that this was not considered.

It was asked if the study team has looked at crossing QEW west of Trafalgar. Ray said that property considerations are a key reason why the west was not being considered. Also, the GO station on the east side of Trafalgar Road is another reason why it makes sense to cross the QEW east of Trafalgar Road.

It was asked if the study team considered other movements, i.e. motorists coming from the east along QEW. Ray said that the study did consider more movements and indicated that these options are being assessed via consultation with MTO. He also said that there was a transportation master plan that was recently completed that identified town-wide improvements. It was also asked if another crossing of Sixteen Mile Creek was considered to improve operations. The study team said that the transportation master plan identified a lack of east/west capacity and it was recommended to either widen the QEW or add a new crossing.

5. Group Sessions – Day 1

5.1. Introduction

Glenn provided an introduction to the group breakout sessions and explained that the purpose of the exercise was to forge a solution that best integrated the Core Improvements. Glenn indicated that one of each of the improvements was to be selected (i.e. one from the A group, one from the B group, and one from the C group). It was explained that the objective should be a 3 overlay preferred solution that was determined by each group to be the best, together with rationale.

The study team indicated that the other improvements (Royal Windsor Drive improvements, east/west connection across Midtown, etc.) are assumed to be a given for this exercise.

Resources were made available to each breakout group:

- A facilitator, with experience in the project.
- Aerial image.
- Transportation needs graphic.
- Acetates of each option (plus blanks).
- Pens, markers, note pads, etc.

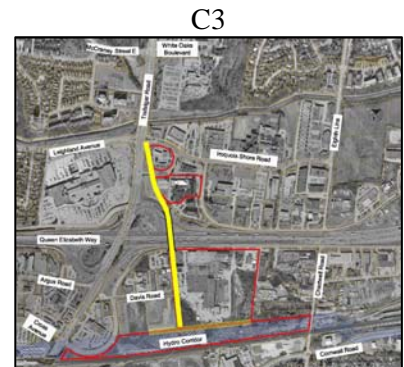
Ray and Dan were available for discussion during the breakout sessions, Wojciech was available to advise on design issues, and Mark was available to discuss stormwater related concerns.

5.2. Summary

5.2.1. Table 1

Facilitator: Philip Kelly

Preferred combination of Core Improvements:



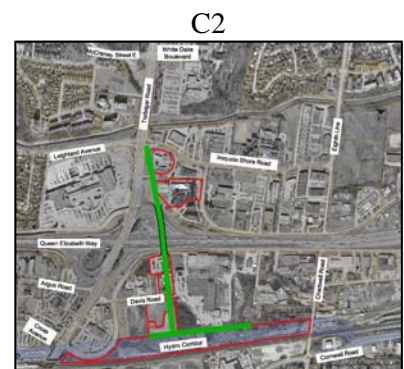
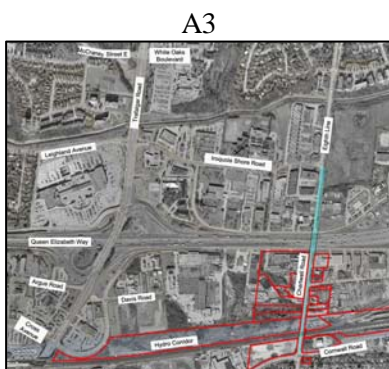
Rationale:

- Recommended equally-spaced crossings (Trafalgar Road, A1 and C3) to offer options to multiple users.
- Recommended B1 because of the direct connection to Midtown from eastbound QEW under Trafalgar Road.
- Recommended C3 since it could provide a better transit connection to Midtown without having to move further east closer to Eighth Line, i.e. C3 was not too circuitous for transit users, cyclists and pedestrians.
- Minimized property impacts by selecting this combination.
- Avoided A3 since it would connect two low density areas, and increase traffic in both areas.

5.2.2. Table 2

Facilitator: Laurella Chadee

Preferred combination of Core Improvements:



Rationale:

- Recommended A3 as it is more direct and gridlike, and also provided more flexibility for development by not adding another central corridor.

- Recommended B1 to avoid complications associated with the signalized intersection with the added through movement.
- Recommended C2 to have the active transportation / priority link as close to Trafalgar Road as possible, without it actually being on Trafalgar Road to avoid operational issues, especially for transit and active transportation.

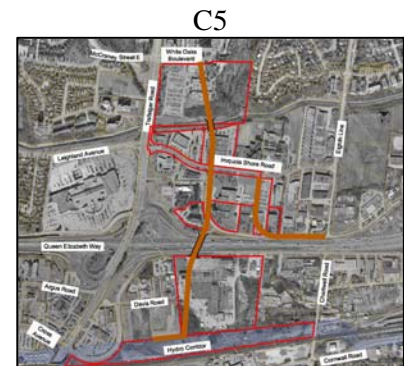
Comments:

- It was asked if geometric issues were considered at the intersection with Iroquois Shore Road (A3). The group thinks that all options will have similar problems regarding geometrics.
- There was a concern with respect to A3 since traffic may be directed to the neighbourhood to the south.
- There was a concern with respect to C2 and how the buildings along the crossing will tie into the road. Ray said that the road will be quite a bit higher. The group explained that the road could be incorporated into development and pedestrians can access the crossing from a second or third level of a building.

5.2.3. Table 3

Facilitator: Joanne Phoenix

Preferred combination of Core Improvements:



Rationale:

- Recommended a central, combined crossing for all modes – A5/C5; concerned with both A1 and A3 options.
- Included modification to move the north section of A5/C5 to the west to better avoid the woodlot and to allow for greater development opportunities.
- Introduced cul-de-sacs on White Oaks Boulevard and North Service Road to improve traffic flow along new road.
- Introduced transit signal priority at White Oaks Boulevard for buses heading south.
- Recommended B1 because of the direct connection to Midtown from eastbound QEW under Trafalgar Road.

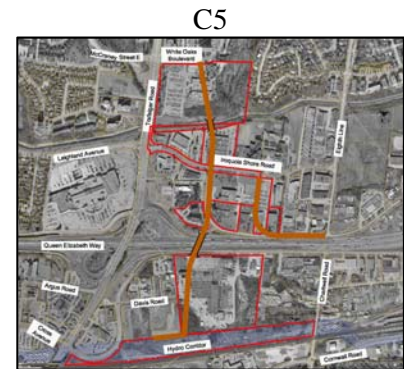
Comments:

- There was a lot of discussion about the use of North Service Road and concerns raised about cul-de-sacs on White Oaks Boulevard and North Service Road.

5.2.4. Table 4

Facilitator: Lin Rogers

Preferred combination of Core Improvements:



Rationale:

- Recommended a central, combined crossing for all modes – A5/C5, to minimize the number of structures across the QEW.
- Included modification to move the north section of A5/C5 to the west to better avoid the woodlot and to allow for greater development opportunities.
- Introduced cul-de-sac on White Oaks Boulevard to improve traffic flow along new road.
- Recommended B1 because of the direct connection to Midtown from eastbound QEW under Trafalgar Road.
- Provided a pedestrian structure across the QEW just east of Trafalgar Road, and integrated this new structure into the B1 interchange. There was discussion about a civic presence at Davis Road east of Trafalgar Road, and how the new pedestrian bridge could be integrated into the building at this location. The new pedestrian bridge is required because pedestrians should be kept off Trafalgar Road, but also may not want to go further east to use the combined A5/C5 crossing.

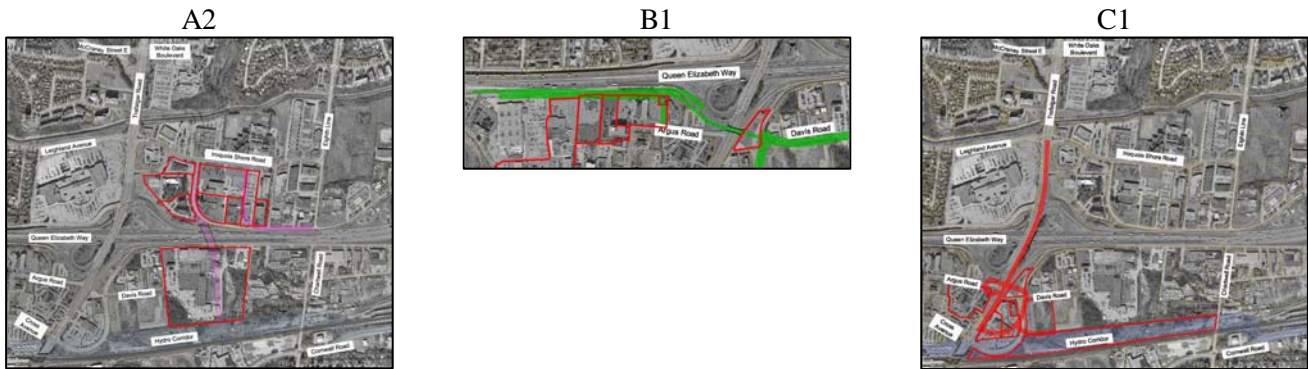
Comments:

- It was asked if and how transit service to the mall on the west side would be impacted if the QEW crossing is east of Trafalgar Road. The group was informed that local transit would still service Trafalgar Road.
- There was a question about the benefit of a shared crossing to the east, when this could have been done on Trafalgar Road, and minimize intersections. The group indicated that for the new crossing, bus lanes would be reserved, thereby improving existing operations.
- There was a comment that transit can be given priority through signals, and does not necessarily need dedicated lanes, as this is the case in many comparable municipalities and the systems still function properly.
- There was a concern about the recommended pedestrian bridge and how many trips will actually be generated by the new structure, especially by pedestrians crossing from the west side of Trafalgar Road.
- There was a comment that even without redevelopment, if better pedestrian facilities and connections are offered, pedestrian usage will increase. It was suggested that the pedestrian bridge should also accommodate cyclists.

5.2.5. Table 5

Facilitator: Tricia Collingwood

Preferred combination of Core Improvements:



Rationale:

- Recommended A2 (modified): included 4 lanes to increase capacity.
- Recommended B1 because of the direct connection to Midtown from eastbound QEW under Trafalgar Road.
- Recommended C1 (modified) to keep all modes on Trafalgar Road and to make Midtown vibrant, but eliminated bus loop off Trafalgar Road since group did not find it necessary.
- Preferred not having structures in the Midtown area so land could be available for more development opportunities, and also not divide the area.
- Predicted that pedestrians and cyclists would continue to use Trafalgar Road, so improvements will need to be introduced in addition to other projects.
- Recommended adding a pedestrian bridge across the QEW at Eighth Line / Chartwell Road.
- Liked the idea of combining the transit terminal with a building using bus bays, as the use of the current Cross Avenue may not be possible.

Comments:

- There was concern with respect to the cul-de-sac on North Service Road as it would eliminate an alternative to the QEW. It was advised that in this part of Oakville, Iroquois Shore Road could replicate the North Service Road.
- It was asked if the extension of Iroquois Shore Road is included as part of this project. It was indicated that it is in the study area, but is already a planned project, and is included in the capital budget.

6. Review of Preferred Combinations of Core Improvements

Ray then provided a summary of the preferred combinations of the core improvements from the group breakout sessions (see **Figure 6-1**).

Figure 6-1: Preferred Combinations of Core Improvements from Breakout Groups



Table 1



Table 2



Table 3



Table 4



Table 5



7. Main Priorities Identified during Breakout Group Sessions on Day 1

Ray summarized the main priorities identified by participants:

- Minimize the number of structures crossing the QEW.
- Keep Active Transportation / Priority Crossing close to Trafalgar Road to avoid circuitous routes and reduce travel time for transit vehicles, cyclists and pedestrians.
- Minimize cyclist / pedestrian conflicts, e.g. along Trafalgar Road near the QEW ramps.
- Provide safe, convenient and accessible cycling / pedestrian facilities to encourage active transportation.
- Provide direct access from eastbound QEW to Midtown by providing an underpass of Trafalgar Road eliminating the need to go through the signalized intersection.
- Provide convenient and accessible transit station facilities on the east side of Trafalgar Road.
- Limit property impacts.
- Consider cul-de-sacs on roads such as White Oaks Boulevard, North Service Road, South Service Road.

Concerns were raised about the recommended cul-de-sac on White Oaks Boulevard, in particular the impact to McCraney Street. It was suggested that if the A5/C5 option goes forward, White Oaks Boulevard should carry its share of traffic, since grid networks are preferred, and a cul-de-sac at this location will not be beneficial to overall operations. The study team advised that these details will be investigated at the detailed design stage.

There was more discussion about North Service Road and South Service Road, and whether they should be maintained.

8. Transit Terminal Location and Access

Ray then discussed the issues facing the study team relating to tying in the section of the transit alignment at the south end to the terminal. There was discussion about property ownership (see **Figure 8-1**) and easements in the area, and how Hydro can impact design decisions for the terminal, including the station building and bus bays. The future Metrolinx study is expected to provide clarifications in this regard and is expected to be completed by the end of 2013.

A regulated valley feature was identified on the hydro property. It is evident south of the rail tracks, but actually extends north of the rail tracks, to just south of existing Cross Avenue (see **Figure 8-2**).

Figure 8-1: Property Ownership at South End of Transit Alignment

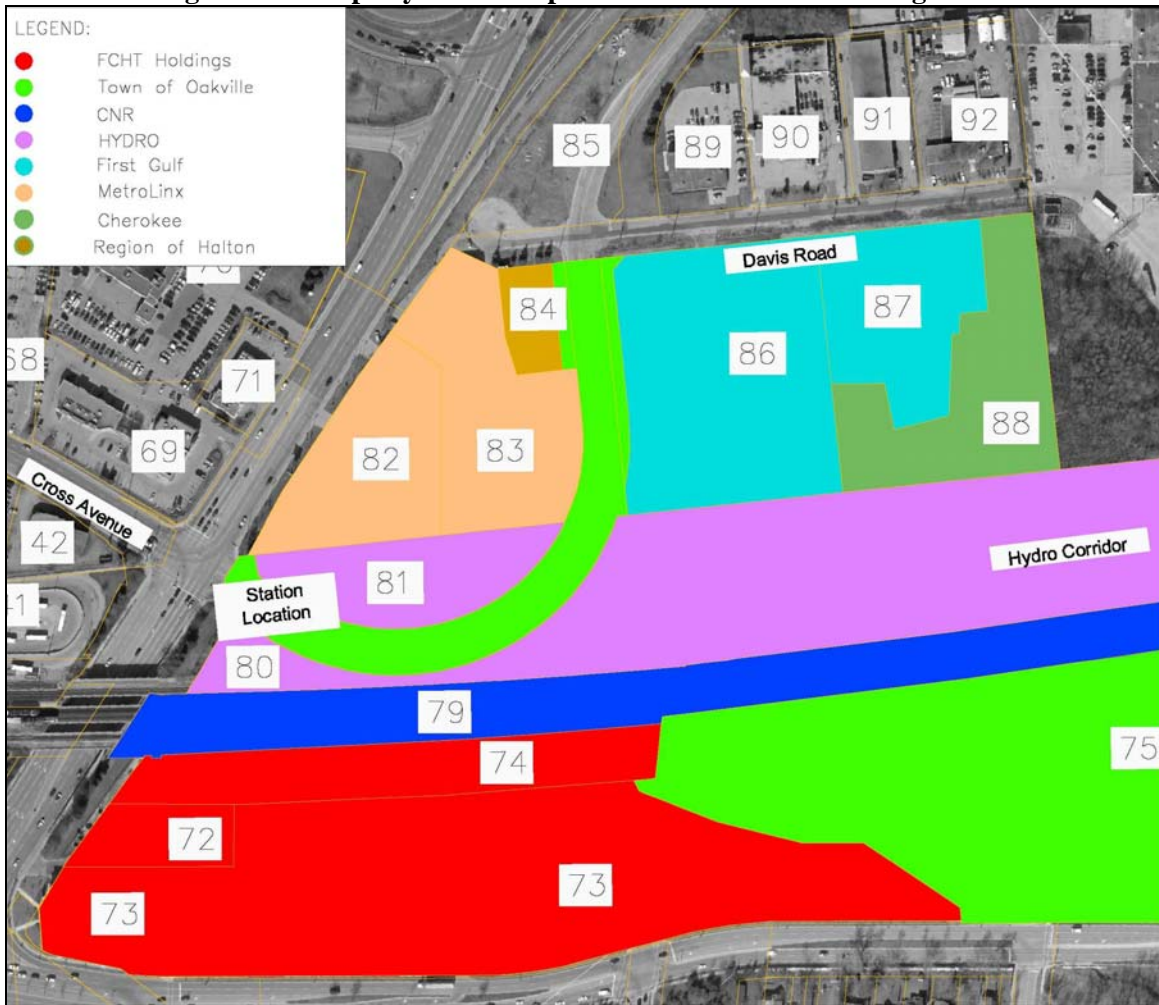
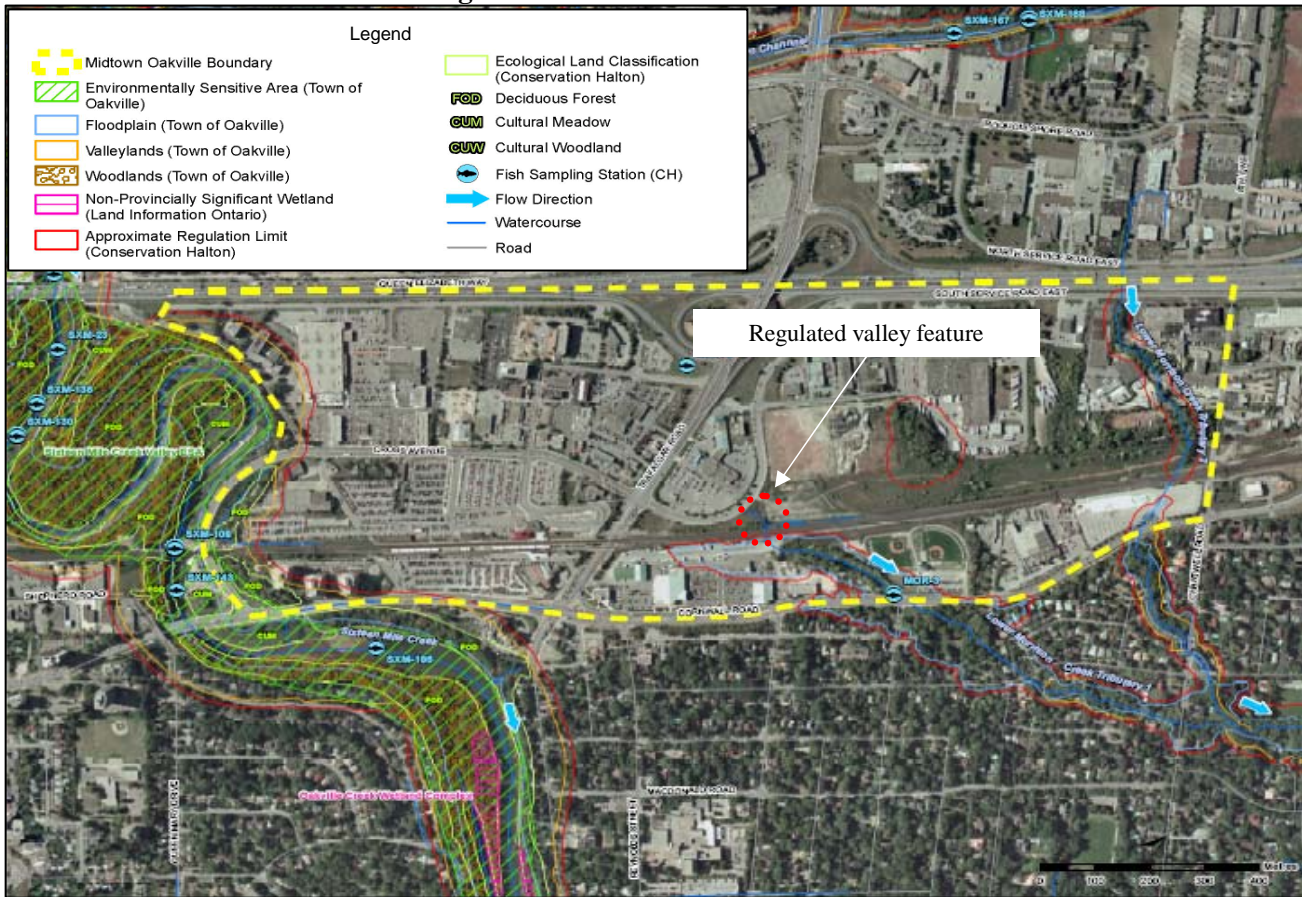
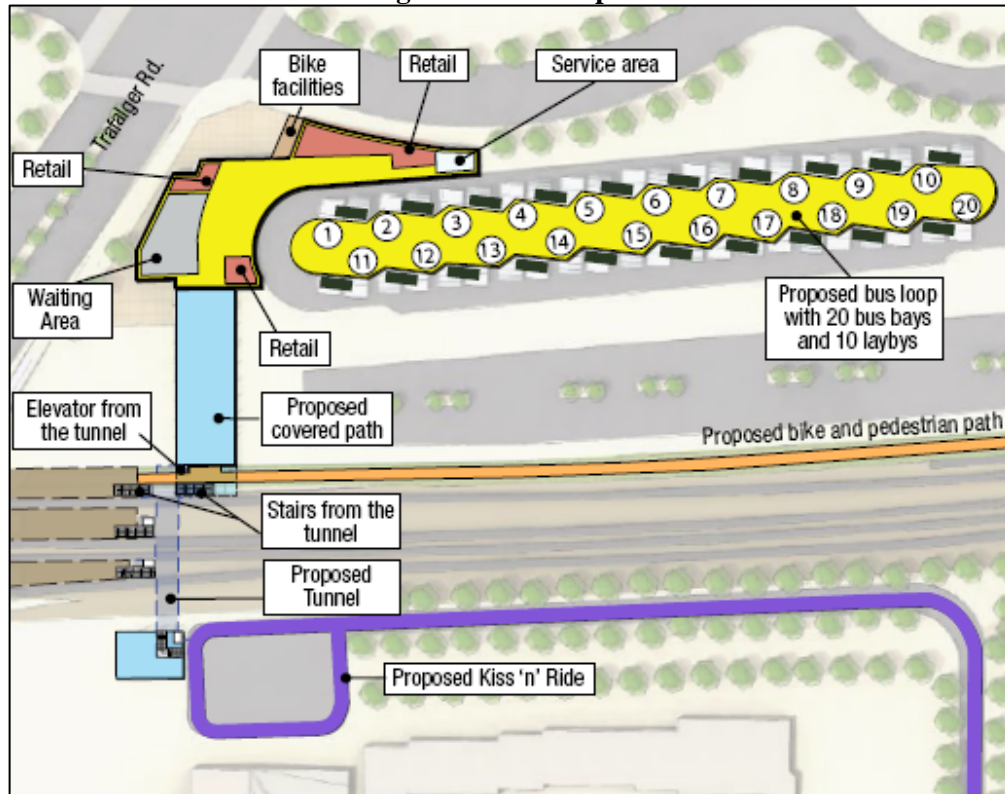


Figure 8-2: Environmental Constraints



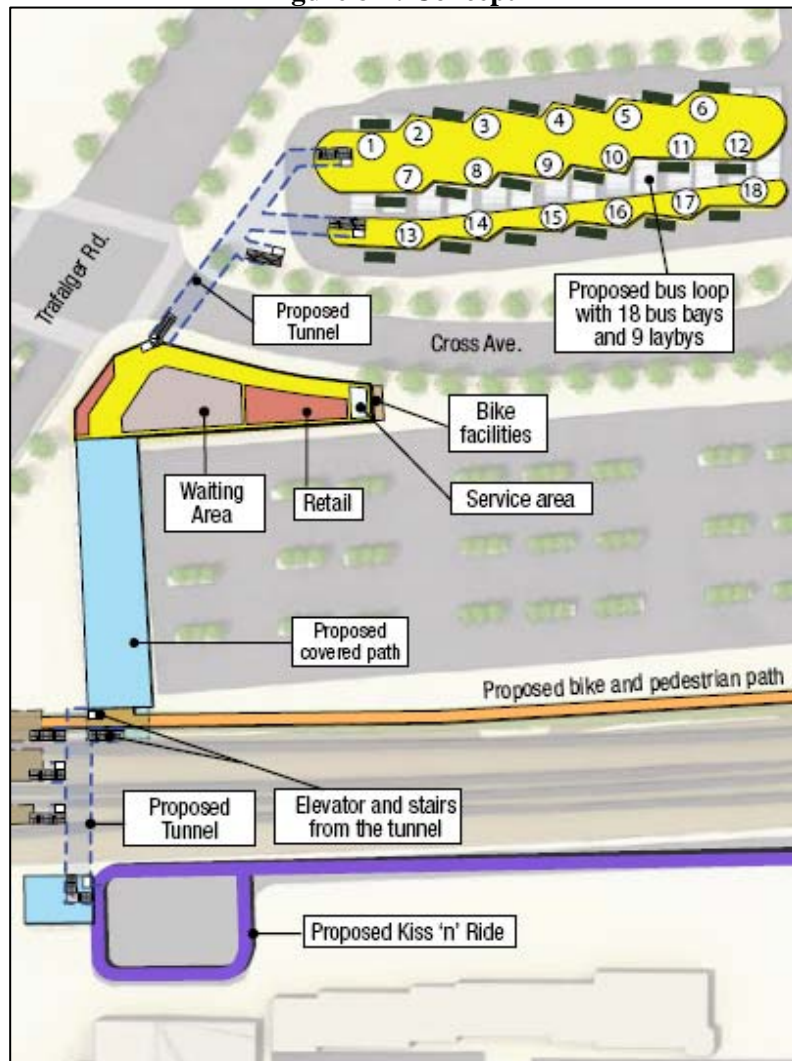
There was then discussion about the recently completed Mobility Hub study, which presented Concepts 1 and 2 for the location of the station building and bus loop. Concept 1 locates both the station building and bus loop south of Cross Avenue (see **Figure 8-3**), while Concept 2 locates the station building south of Cross Avenue and the bus loop north of Cross Avenue, with a proposed tunnel to cross the road (see **Figure 8-4**).

Figure 8-3: Concept 1¹



¹ Station building and bus loop (20 bays and 10 laybys) on the south side of Cross Avenue.

Figure 8-4: Concept 2²

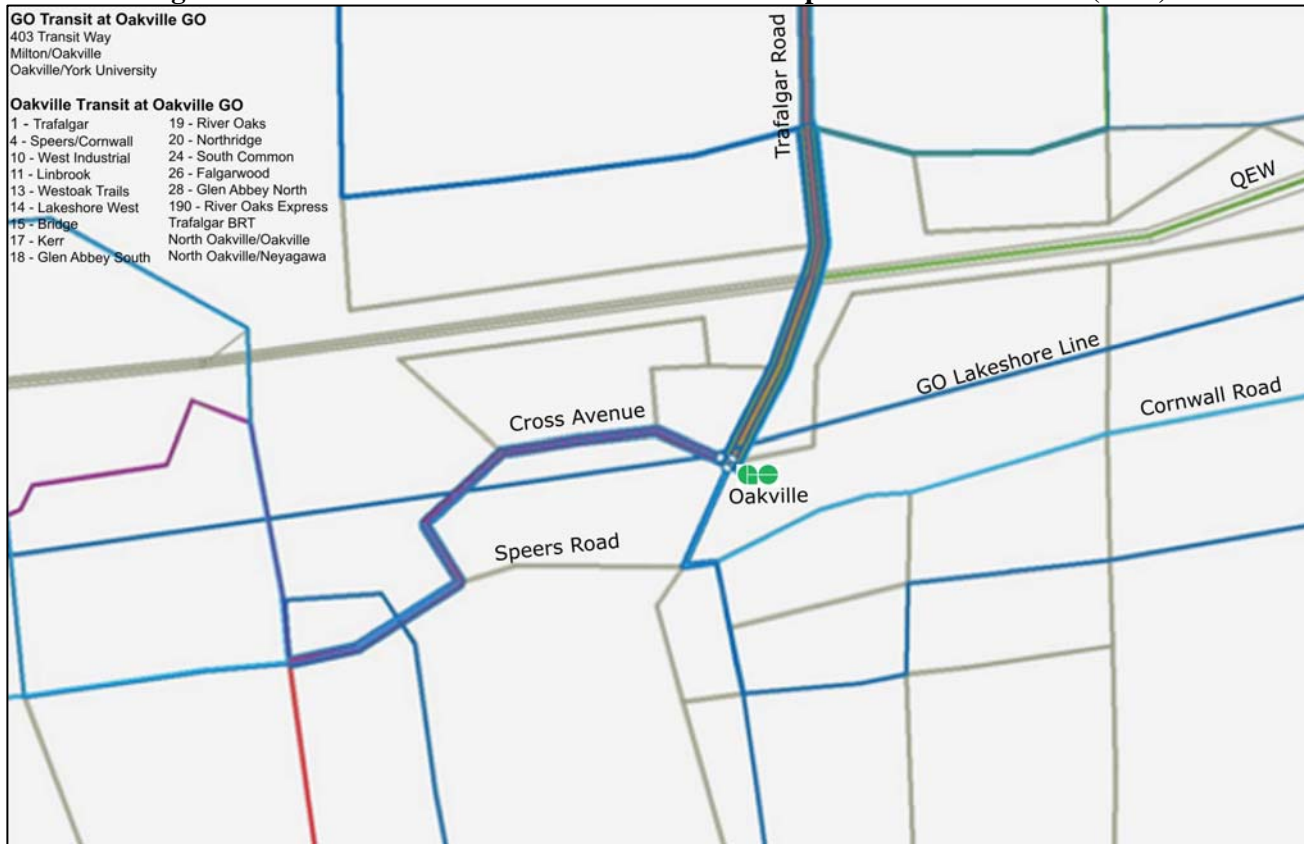


Participants were asked to keep the discussions in mind, and recommend their preferred configuration of the station building and bus loop during the breakout group sessions, considering a buffer distance of approximately 48 m from the rail (based on advice offered by some attendees). There was some concern about not achieving objectives to increase transit share if these facilities are moved further away from the rail, since this can discourage cyclists and pedestrians due to lengthier connections and increased travel times.

The recently completed transportation master plan for the town identified the need for 21 routes at this location (see **Figure 8-5**), and typically one bay should be provided per route.

² Station building on the south side of Cross Avenue and bus loop (18 bays and 9 laybys) on the north side of Cross Avenue.

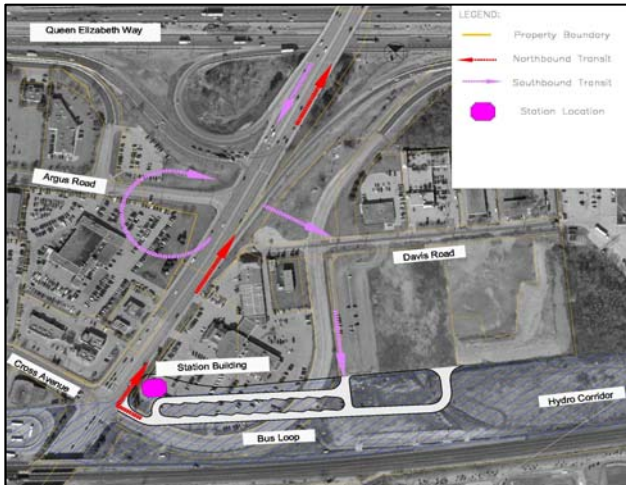
Figure 8-5: Bus Routes Identified the Oakville Transportation Master Plan (2012)



Ray then presented the transit routes into and out of the bus loop area for various Improvement C's, considering access both north and south of Cross Avenue.

Figure 8-6: Bus Bay Configuration and Access – Improvement C1

**Metrolinx Mobility Hub Study – Concept 1
Station building and bus loop on the south side of
Cross Avenue**



**Metrolinx Mobility Hub Study – Concept 2
Station building on the south side of Cross Avenue and
bus loop on the north side of Cross Avenue**

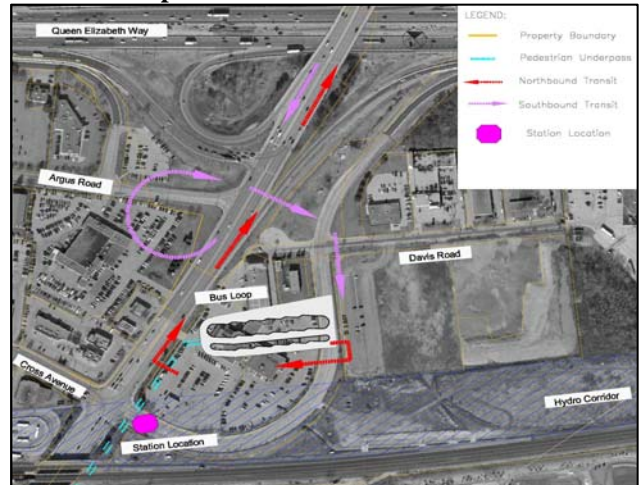
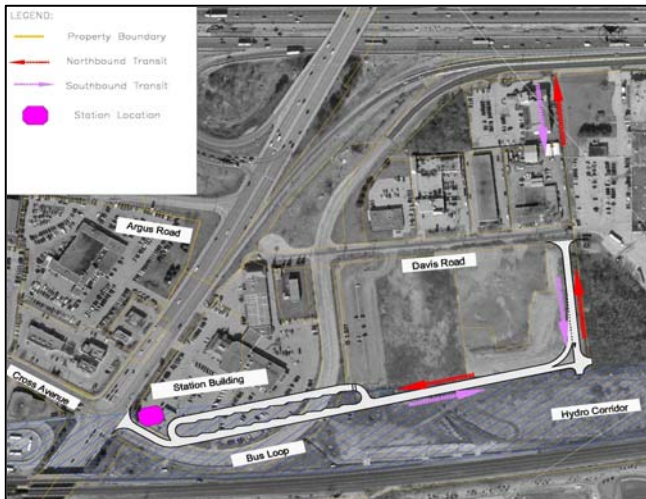
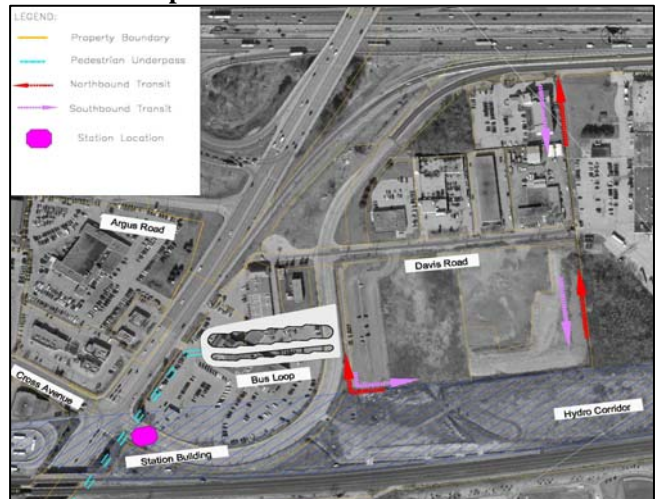


Figure 8-7: Bus Bay Configuration and Access – Improvement C2, C3, C5

**Metrolinx Mobility Hub Study – Concept 1
Station building and bus loop on the south side of
Cross Avenue**



**Metrolinx Mobility Hub Study – Concept 2
Station building on the south side of Cross Avenue and
bus loop on the north side of Cross Avenue**



There was a concern about the location of the bus loop and the points of access / egress of the buses with respect to Cross Avenue, and how this could impact the streetscape / urban design of the new east-west corridor.

9. Transit Terminal Considerations

Ray discussed various methods of providing safe crossings of people (transit users, bus drivers) across Cross Avenue if the bus loop is located north of Cross Avenue, as shown in Metrolinx's Concept 2 (see **Figure 8-4**). He presented the options of an underground moving walkway (see **Figure 9-1**) and an elevated walkway (see **Figure 9-2**).

He also discussed how the transit terminal could be integrated with development, as in the cases of the Yorkdale and York Mills Bus Terminals (see **Figure 9-3**).

Figure 9-1: Underground Moving Walkway in London, United Kingdom (Waterloo Underground Station)



Figure 9-2: Elevated Walkway in Calgary



Figure 9-3: Terminal Integrated with Development

Yorkdale Bus Terminal



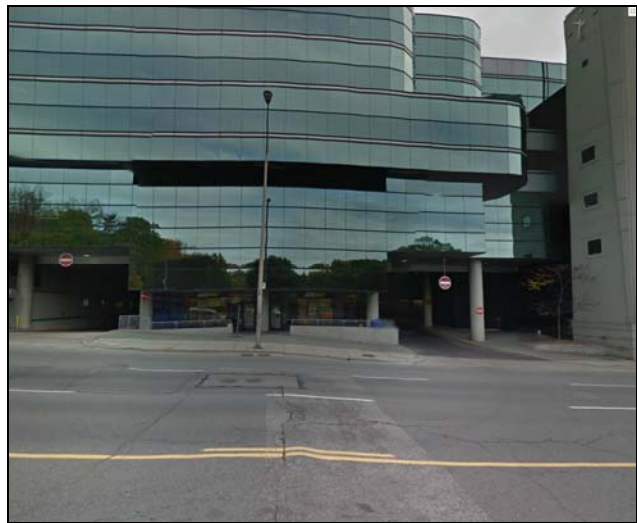
Yorkdale Bus Terminal



York Mills Bus Terminal



York Mills Bus Terminal

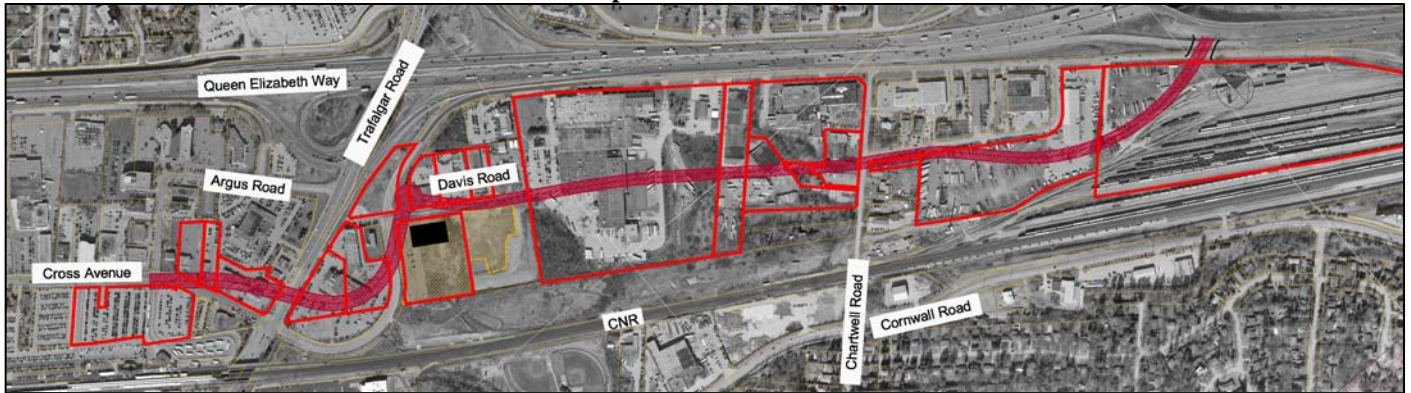


10. Cross Avenue Extension

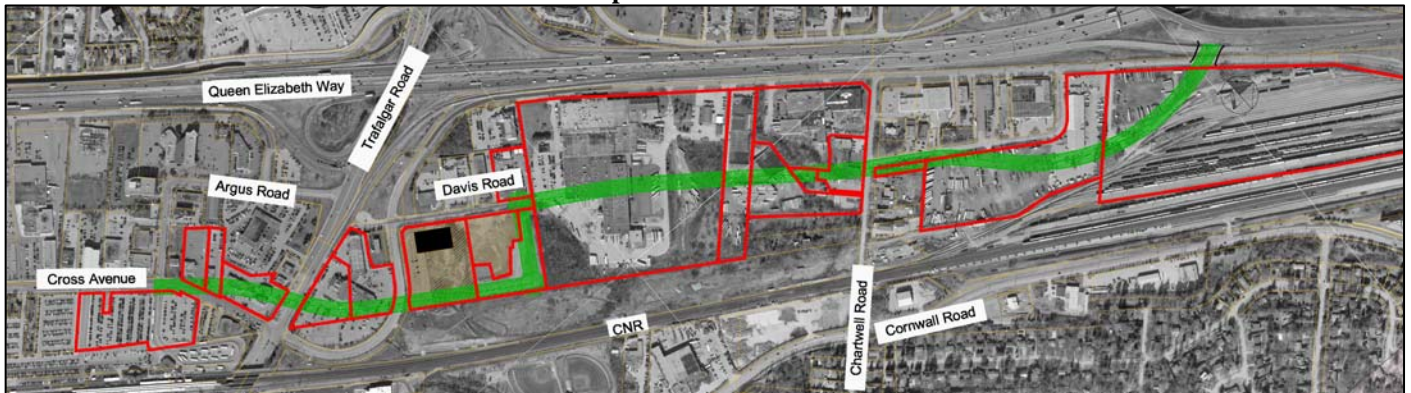
Ray presented various options for the extension of Cross Avenue east of Trafalgar Road to provide east-west capacity (Improvement D) (see **Figure 10-1**). Cross Avenue is planned to be a major arterial road through Midtown and would tie in with Royal Windsor Drive interchange and also connect directly to eastbound QEW. It is planned to be a 5 lane facility with a 26-30 m right-of-way, and designed for a speed of 50 km/h. It would feature bus pads, bike lanes, and sidewalks on both sides of the street.

Figure 10-1: East-West Capacity Improvements

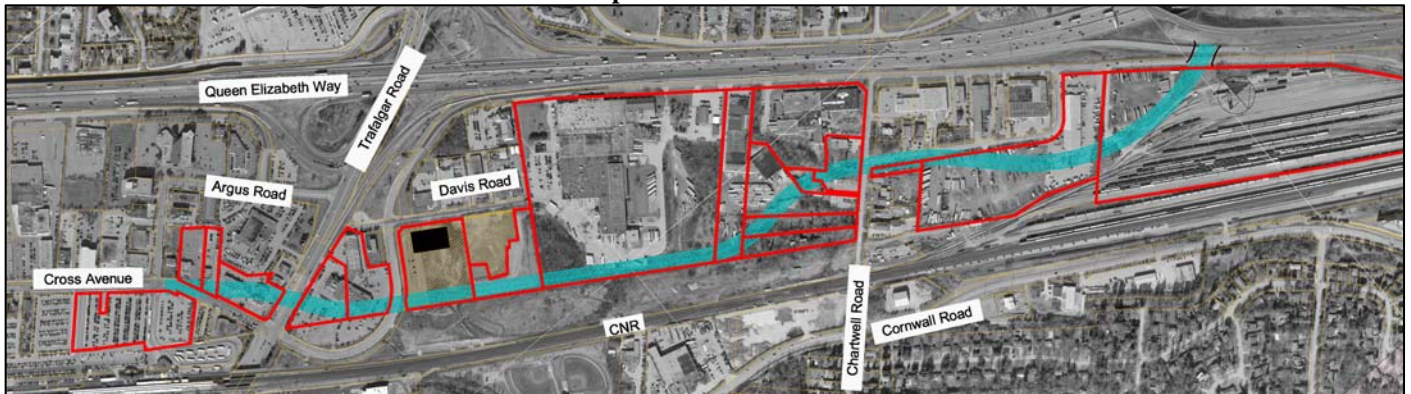
Improvement D1



Improvement D2



Improvement D3



Urban design precedents for Cross Avenue were discussed and participants were asked to consider the various examples provided to them on the handouts courtesy of Urban Strategies Inc. (see **Figure 10-2**).

Figure 10-2: Urban Design Precedents

URBAN DESIGN PRECEDENTS	
<p>1 EFFICIENT TRAFFIC FLOW</p>	<ul style="list-style-type: none"> Appropriate number of traffic lanes without compromising pedestrian movement and the human perception zone Necessary width for different types of traffic lanes A variety of different road classifications
<p>2 ACCESSIBLE TRANSIT OPTIONS</p>	<ul style="list-style-type: none"> Visible and accessible station areas within the public ROW Suitable location for future bus loop and transit station Effective configuration between the potential BRT overpass and the adjacent land use and built form Co-ordinated relationship between pedestrian/cyclist crossing and movement and the BRT route at-grade
<p>3 COMFORTABLE PEDESTRIAN CIRCULATION</p>	<ul style="list-style-type: none"> Comfortable, safe and continuous pedestrian circulation in Midtown Oakville Minimum 2.0m paved sidewalk inside the public ROW without obstruction Flexibility for locating the pedestrian clearway within the public ROW Visible and safe signalized pedestrian crossings at intersections Safe pedestrian crossings at non-signalized intersections Pedestrian movement optimization with bump-outs to minimize crossing distances
<p>4 SAFE AND CONTINUOUS CYCLING NETWORKS</p>	<ul style="list-style-type: none"> Comfortable, safe and continuous cycling circulation in Midtown Oakville Minimum 1.5m dedicated bike lane within the public ROW On-street dedicated bike lane within the public ROW Bicycle-friendly traffic lanes on the paved roads Safe and comfortable cyclist movement on the overpasses
<p>5 HIGH QUALITY STREETSCAPES</p>	<ul style="list-style-type: none"> Minimum 2.0m tree planting zone inside the public ROW Combination of tree planting and stormwater management within the tree planting zone Accommodation of street furniture within the public ROW Soft landscaped edges
<p>6 VISIBLE AND CONNECTED OPEN SPACES</p>	<ul style="list-style-type: none"> Patio spaces within the public ROW Setbacks from the property lines to accommodate greater pedestrian volumes Permeable, transparent and animated facades through glazing and high quality materials
<p>7 ANIMATED FRONTAGES</p>	<ul style="list-style-type: none"> Visible, accessible and high quality public open spaces along major and pedestrian-oriented corridors Barrier-free design
<p>8 INNOVATIVE PARKING SOLUTIONS</p>	<ul style="list-style-type: none"> Lay-by parking between bump-outs without compromising pedestrian movement and the human perception zone Off-peak hour lay-by parking Adaptive parking with bollards to enhance and expand public realm Well-designed parking decks Effective navigation to and from parking without interrupting any mode of transportation
<p>9 APPROPRIATE BUILT FORM</p>	<ul style="list-style-type: none"> Applicable relationship between building height and street ROW Comfortable human perception zone Effective architectural articulation Successful use of setbacks to maintain an angular plane from the pedestrian clearway to the sky

11. Pedestrian / Cyclist Access

Ray provided an overview of the cyclist / pedestrian links needed to support anticipated growth in Midtown. Approximate locations of these links are shown in **Figure 11-1**. Ray also showed street level examples of some of these facilities (see **Figure 11-2**). Participants were asked to determine preferred locations for pedestrian links, based on their recommended combinations of improvements.

Figure 11-1: Pedestrian / Cyclist Connections

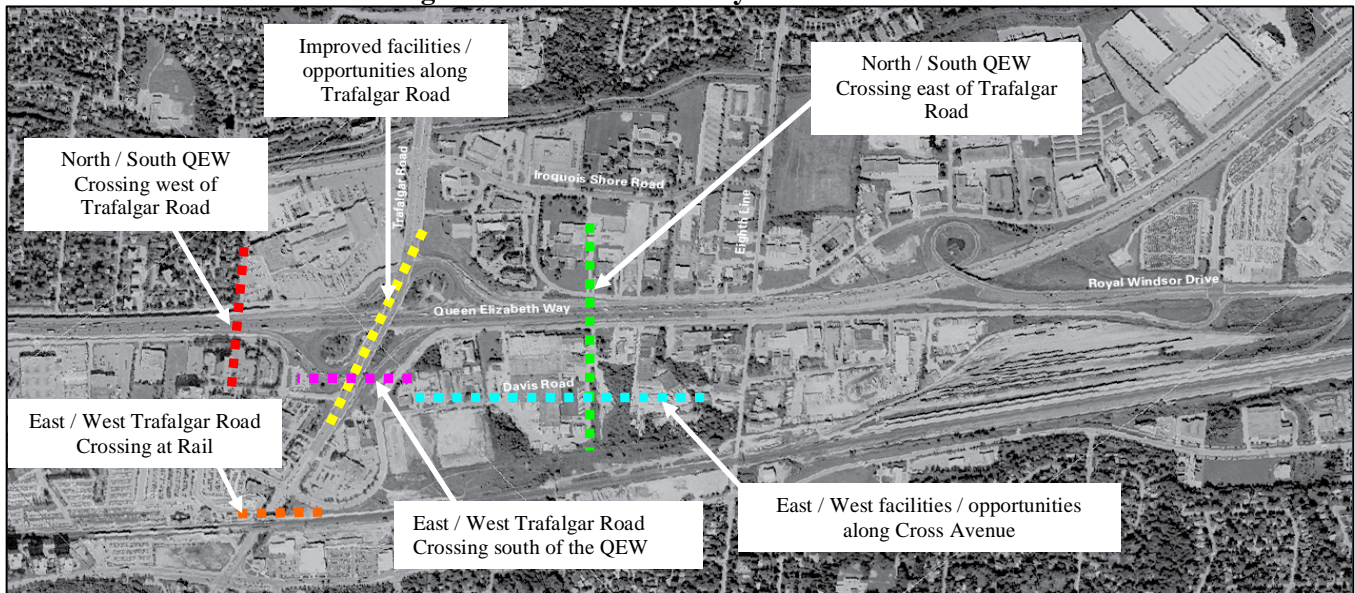


Figure 11-2: Pedestrian / Cyclist Facilities

Improved facilities / opportunities along Trafalgar Road



e.g. King Street at Highway 403, Hamilton

East / West Trafalgar Road Crossing south of the QEW



e.g. Washouga Tunnel under Highway 14, Washington, USA

Source: The Columbian (2013)

There was a suggestion to consider a fully elevated pedestrian bridge above the Trafalgar Road interchange, similar to some busy intersections in China (see **Figure 11-3**).

Figure 11-3: Elevated Pedestrian Bridge



This pedestrian bridge was unveiled in Lujiazui in the Pudong district of Shanghai in 2011.³ This large-scale circular pedestrian overpass enables pedestrians to avoid traffic at the round-about terminus of Lujiazui Road. The bridge provides access to the Oriental Pearl Tower connecting financiers to leisure areas such as shopping malls and cafes, a transit station and office buildings. The very contemporary design and long spans between columns provides a pleasant street level experience. The walkway is 5.5 metres high and can fit 15 people walking side by side. There are numerous escalator stairway entrances and exits. Visitors enjoy the walkway for its privileged views of the city as well as its introduction of clean and easy foot transportation. At night, the structure is illuminated to great dramatic effect. Since its opening, it has become a tourist attraction.

12. Group Sessions – Day 2

12.1. Introduction

Ray reminded participants of the exercises to be completed during the group breakout sessions.

Resources were made available to each breakout group:

- A facilitator, with experience in the project.
- Aerial image with preferred combination of core improvements (A, B, C) from Day 1 attached.
- Transportation needs graphic.
- Urban design precedents handout.

³ Circular Pedestrian Bridge in Lujiazui, China: <http://www.amusingplanet.com/2012/12/circular-pedestrian-bridge-in-lujiazui.html>

- Acetates:
 - Cross Avenue options (Improvement D's).
 - Northern station.
 - Southern station.
 - Northern bus loop (22 bays).
 - Southern bus loop (18 bays).
 - Southern bus loop (20 bays).
 - Southern bus loop (24 bays).
 - Distance circles (Diameters: 100 m, 200 m, 300 m, 400 m).
 - Blanks for showing pedestrian links and other improvements.
- Pens, markers, note pads, etc.

Ray and Dan were available for discussion during the breakout sessions, Rory was available to advise on design issues, and Kate was available to discuss stormwater related concerns.

12.2. Summary

12.2.1. Table 1

Facilitator: Philip Kelly

Preferred Network Solution:

- Maintained preference for A1, B1, C3.
- Recommended D2 since this option moved the intersection of Cross Avenue and the off ramp from eastbound QEW further east, and also away from the new building on the southeast corner of Davis Road / South Service Road intersection.
- Recommended closing existing Cross Avenue at Davis Road.
- Selected “2 – Accessible Transit Options” for their preferred Urban Design Precedents along Cross Avenue.
- Selected “2 – Accessible Transit Options” and “3 – Comfortable Pedestrian Circulation” for their preferred Urban Design Precedents along Trafalgar Road.
- Recommended bus loop south of Cross Avenue (20 bays).
- Recommended cycling / pedestrian crossings:
 - North / south AT-only crossing of the QEW west of Trafalgar Road (Oakville Place).
 - North / south crossing of the QEW east of Trafalgar Road (along C3 and A1).
 - East / west AT-only crossing of Trafalgar Road south of the QEW at the off ramp from eastbound QEW.
 - East / west crossing of Trafalgar Road at Cross Avenue.
 - East / west crossing of Trafalgar Road at rail.

12.2.2. Table 2

Facilitator: Laurella Chadee

Preferred Network Solution:

- Maintained preference for A3; modified B1 and C2.
- Recommended making Trafalgar Road one-way southbound from Iroquois Shore Road and northbound only from Cross Avenue along a new facility just east of Trafalgar Road (modified C2), and providing a pedestrian island between the two one-way roads. It will be similar to an elongated roundabout.

- Recommended modifications to existing interchange to accommodate one-way scenario / pedestrian island (assumed Dorval Drive and Royal Windsor Drive interchanges would be used for movements that are eliminated):
 - Removed southbound left turn at the QEW – Trafalgar Road W-NS off ramp; maintained northbound right turn.
 - Removed Trafalgar Road – QEW SE on ramp.
 - Removed QEW – Trafalgar Road W-NS off ramp.
 - Modified QEW – Trafalgar Road / Midtown off ramp (B1) to pass below Trafalgar Road and connect directly to Midtown (Cross Avenue) at a controlled intersection between Trafalgar Road and Chartwell Road.
 - Maintained Trafalgar Road – QEW NW on ramp.
 - Maintained Trafalgar Road – QEW NE on ramp.
- Recommended D1 since it was central and could provide development opportunities on both sides of the road.
- Recommended bus loop south of Cross Avenue.
- Recommended cycling / pedestrian crossings:
 - North / south AT-only crossing of the QEW west of Trafalgar Road (Oakville Place).
 - North / south AT-only crossing of the QEW east of Trafalgar Road within pedestrian island.
 - North / south crossing of the QEW east of Trafalgar Road (along A3).
 - East / west crossing of Trafalgar Road at Cross Avenue.
 - Local road connections within Midtown.

12.2.3. Table 3

Facilitator: Joanne Phoenix

Preferred Network Solution:

- Maintained preference for A5/C5 (modified), B1.
- Recommended D1 since it was central and could provide development opportunities on both sides of the road.
- Recommended a roundabout at the intersection of the eastbound QEW off ramp and Cross Avenue.
- Recommended a road south of and parallel to D1, that would meet Chartwell Road.
- Recommended station and bus loop south of Cross Avenue (20 bays), with potential for development above.
- Recommended vehicle access to parking on east side of Trafalgar Road approximately midway between Trafalgar Road and Chartwell Road.
- Recommended cycling / pedestrian crossings:
 - North / south AT-only crossing of the QEW west of Trafalgar Road (Oakville Place).
 - North / south crossing of the QEW along Trafalgar Road (with improvements).
 - North / south crossing of the QEW east of Trafalgar Road (along modified A5/C5).
 - North / south AT-only crossing of the rail at Chartwell Road.
 - East / west crossing of Trafalgar Road south of the off ramp from eastbound QEW at Cross Avenue (midblock crossing south of the roundabout).
 - East / west AT-only crossing of the rail at Trafalgar Road.

12.2.4. Table 4

Facilitator: Lin Rogers

Preferred Network Solution:

- Maintained preference for A5/C5 (modified), B1.
- Recommended D1 since it was central and could provide development opportunities on both sides of the road and also tie in to A5/C5.
- Recommended signals at the intersection of the eastbound QEW off ramp and Cross Avenue, where a north / south pedestrian bridge also crosses this intersection.
- Recommended a road south of and parallel to D1, that would meet A5/C5.
- Recommended station and bus loop south of Cross Avenue (24 bays).
- Recommended cycling / pedestrian crossings:
 - North / south AT-only crossing of the QEW west of Trafalgar Road (Oakville Place).
 - North / south AT-only crossing of the QEW east of Trafalgar Road, but west of modified A5/C5 (along a pedestrian bridge).
 - North / south crossing of the QEW east of Trafalgar Road (along modified A5/C5).
 - North / south AT-only crossing of the QEW at Eighth Line / Chartwell Road.
 - East / west AT-only crossing of Trafalgar Road north of the QEW.
 - East / west AT-only crossing of Trafalgar Road south of the off ramp from eastbound QEW at Cross Avenue.
 - East / west crossing of Trafalgar Road at Cross Avenue.

12.2.5. Table 5

Facilitator: Tricia Collingwood

Preferred Network Solution:

- Maintained preference for A2 (modified), B1, C1 (modified).
- Recommended closing North Service Road just east of main A2 crossing, and eliminated North Service Road realignment to Iroquois Shore Road.
- Aimed to create a “sense of place”.
- Recommended D1 since it was central and could provide development opportunities on both sides of the road.
- Recommended a road south of and parallel to D1, that would meet A2.
- Recommended station and bus loop south of Cross Avenue (24 bays), and introduced an access feature that included a one-way entrance and egress of buses.
- Recommended cycling / pedestrian crossings:
 - North / south AT-only crossing of the QEW west of Trafalgar Road (Oakville Place).
 - North / south crossing of the QEW along Trafalgar Road (with improvements).
 - North / south crossing of the QEW east of Trafalgar Road (along A2).
 - North / south AT-only crossing of the QEW at Eighth Line / Chartwell Road.
 - North / south AT-only crossing of the rail east of Trafalgar Road.
 - East / west AT-only crossing of Trafalgar Road between Iroquois Shore Road and the QEW.
 - East / west AT-only crossing of Trafalgar Road south of the off ramp from eastbound QEW at Cross Avenue.
 - East / west AT-only crossing of the rail at Trafalgar Road.
 - Local road connections within Midtown.

13. Evaluation of Combined Improvements

13.1. Evaluation Criteria

Ray presented the evaluation criteria that was developed by the study team (see **Figure 13-1**) and asked attendees for comments.

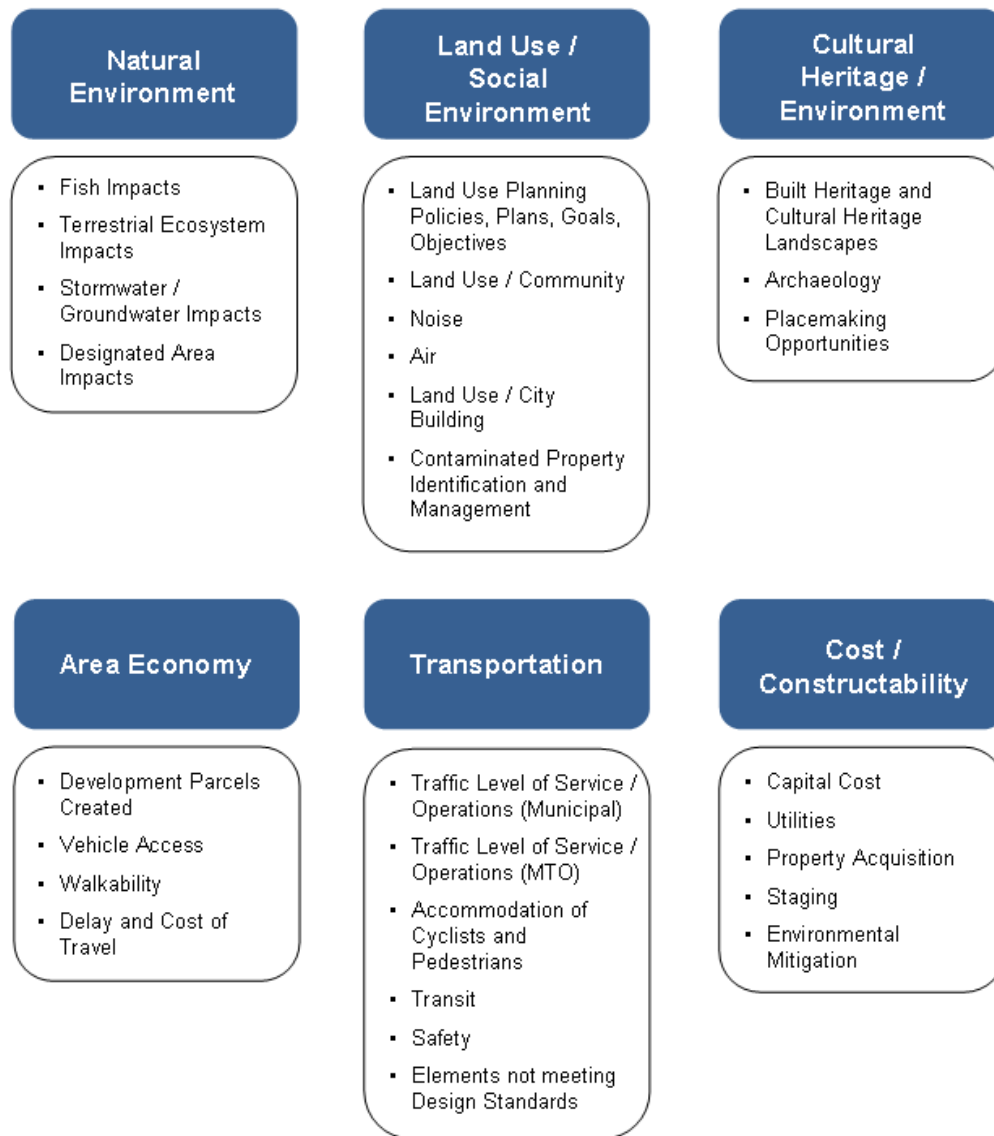
Some of the more important factors from this list that were identified by attendees included:

- Land Use / City Building.
- Placemaking Opportunities.
- Traffic Level of Service / Operations.
- Integration and Accommodation of Cyclists.
- Capital Cost.

Other factors that attendees suggested to be included as part of the evaluation criteria are listed below:

- Landscaping Opportunities.
- Accessibility (Complete mobility).
- Connectivity.
- District Energy.
- Goods Movement / Truck Traffic Accommodation.
- Visibility.
- Parking Opportunities.

Figure 13-1: Evaluation Criteria



13.2. Evaluation of Another Group’s Recommendations

After the Evaluation Criteria was presented and discussed, Glenn conducted an exercise that allowed a group to constructively critique another group’s recommendations by using the AIM method, to identify advantages (A), impediments (I), and maybes / mitigation measures (M). Group participants were rotated one table in the clockwise direction, while the table facilitator remained to answer questions and take notes. Summaries of this exercise are presented in **Table 13-1**.

Table 13-1: Advantages / Impediments / Maybes / Mitigation Measures (AIM) Summary

Table 1’s Recommendations; Table 2’s Review

<i>Advantages</i>	<i>Impediments</i>	<i>Maybes / Mitigation Measures</i>
<ul style="list-style-type: none"> • Only minor ramp adjustments needed at the Trafalgar Road interchange. • Permits right-in / right-out to lads west of Trafalgar Road. 	<ul style="list-style-type: none"> • C3 makes 5-legged intersection at Iroquois Shore Road. • C3 passes through contaminated site. • Access to existing properties north of Davis Road will be challenging. • Too many crossings can dissect land parcels and interrupt development opportunities. • Property impacts. 	<ul style="list-style-type: none"> • Investigate the impacts / operation of 5-legged intersection of C3 / Iroquois Shore Road.

Table 2’s Recommendations; Table 5’s Review

<i>Advantages</i>	<i>Impediments</i>	<i>Maybes / Mitigation Measures</i>
<ul style="list-style-type: none"> • Safe for cyclists / pedestrians. • Improved municipal traffic operations. • Reduced transit and active transportation travel times for north-south trips. • Traffic volumes dispersed. • Improved development potential by removing ramps. 	<ul style="list-style-type: none"> • Removal of MTO infrastructure may not sit well with residents / businesses. • Longer commute for residents / businesses south of Cornwall Road and west of Trafalgar Road. • Increased traffic along Cross Avenue to access eastbound QEW. • Increased traffic and operational issues at Dorval Drive and Royal Windsor Drive interchanges. 	<ul style="list-style-type: none"> • Investigate impacts of modifications to Trafalgar Road interchange by examining neighbouring interchanges and consulting with MTO.

Table 3’s Recommendations; Table 1’s Review

<i>Advantages</i>	<i>Impediments</i>	<i>Maybes / Mitigation Measures</i>
<ul style="list-style-type: none"> • Cost-effective – only one crossing. • Reduces travel time. • Provides capacity relief. • Extension to White Oaks Boulevard can reduce congestion at Iroquois Shore Road. 	<ul style="list-style-type: none"> • Proximity of roundabout for vehicles exiting the QEW destined to Midtown. • Only one north / south crossing can limit opportunities for cyclists / pedestrians. • Limited opportunities for development of parcel north of Cross Avenue / west of A5/C5 crossing. 	<ul style="list-style-type: none"> • Consider an additional north / south QEW AT crossing. • Consider a roundabout at Trafalgar Road / White Oaks Boulevard intersection.

Table 4's Recommendations; Table 3's Review

<i>Advantages</i>	<i>Impediments</i>	<i>Maybes / Mitigation Measures</i>
<ul style="list-style-type: none"> • Roundabout removal reduces complications. • Provides flexibility for bus bay layout. • Direct buss access into terminal. • Good grid network. 	<ul style="list-style-type: none"> • Extra AT-only structure east of Trafalgar Road may be redundant. 	<ul style="list-style-type: none"> • Move crossing as close to Trafalgar Road as possible.

Table 5's Recommendations; Table 4's Review

<i>Advantages</i>	<i>Impediments</i>	<i>Maybes / Mitigation Measures</i>
<ul style="list-style-type: none"> • All modes on Trafalgar Road. • Only one additional structure between Trafalgar Road and Eighth Line / Chartwell Road. • East-west pedestrian overpasses can serve as gateways. • Less property impacts overall. • Cost-effective. 	<ul style="list-style-type: none"> • Closure of North Service Road. • Complications along Trafalgar Road since pedestrians need solutions to cross ramps. • Congestion can increase by reducing general purpose lanes on Trafalgar Road. 	<ul style="list-style-type: none"> • The loop for transit vehicles should be reconsidered since there may be issues at the Trafalgar Road / Cross Avenue intersection without it. • Geometry for C1 needs to be tested. • Demand may not be sufficient for pedestrian bridge at Eighth Line / Chartwell Road. • Bus gates on Cross Avenue to allow entry to transit vehicles only.

14. Closing Remarks

The study team thanked attendees for their participation, particularly staff from other agencies, since all of the expert opinions gathered can be used to determine a preferred solution. Ray said that the comments were very useful and that the study team will review and compile all of the information gathered during the two days and would be willing to meet with the group again for an update.

It was asked how the workshops fit into the overall project process. Ray indicated that the first public open house was held last year, but since then, many options have been generated and they have been overwhelming to many who are not involved in the project on a regular basis. He indicated that it became necessary to meet with stakeholders at this time to work through current options and acquire feedback and comments.

With respect to the schedule, the town originally planned to finish the study by mid-2013. However, the study team acknowledged that while time is important, given the scale of the project, it is necessary to get the process right.

15. Next Steps

The study team has decided to evaluate combinations of core improvements A and C, since they are closely related. Decisions regarding improvements A and C will also influence viable options for improvement D, therefore improvements A, C, and D, will be considered in concert with each other. Improvement B will also be evaluated as part of these combinations because of the potential connection to improvement D.

- Improvement A: North / South QEW Road Crossing
- Improvement B: Trafalgar Road Interchange
- Improvement C: North / South QEW Active Transportation / Priority Crossing
- Improvement D: Cross Avenue Extension

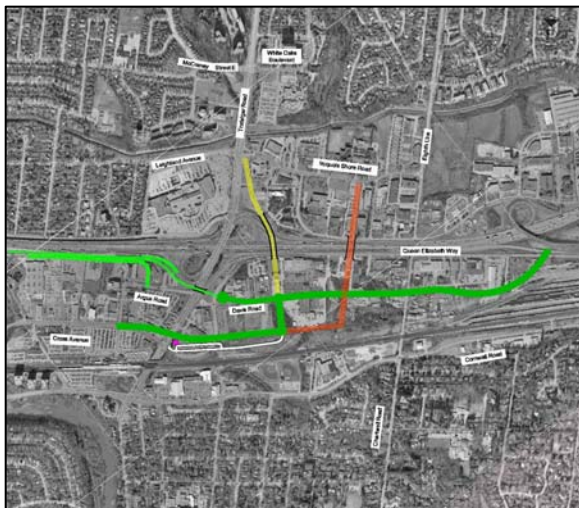
Improvements E and F will be reviewed independently since they do not influence each other.

- Improvement E: Iroquois Shore Widening
- Improvement F: Royal Windsor Drive Interchange

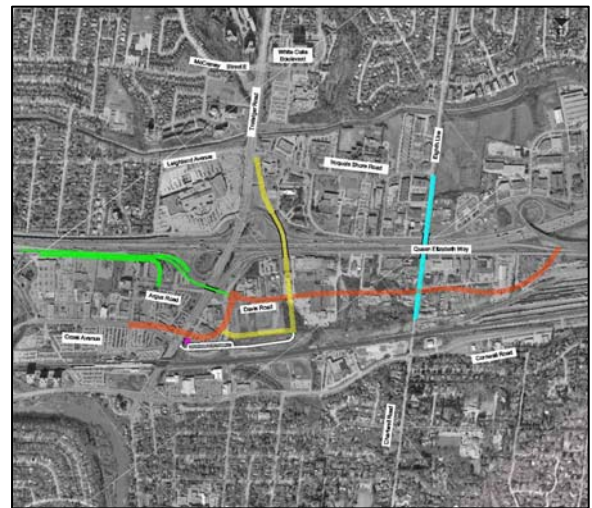
Based on feedback obtained during the workshops and preliminary screening, below is a list and representation of combinations of improvements that will be further investigated and evaluated:

No.	North / South QEW Crossing	Cross Avenue Extension	Trafalgar Road Interchange
1.	A1 & C3	D2	B1
2.	A3 & C3	D1	B1
3.	A5 / C5	D1	B1
4.	A1 & C1	D1	B1

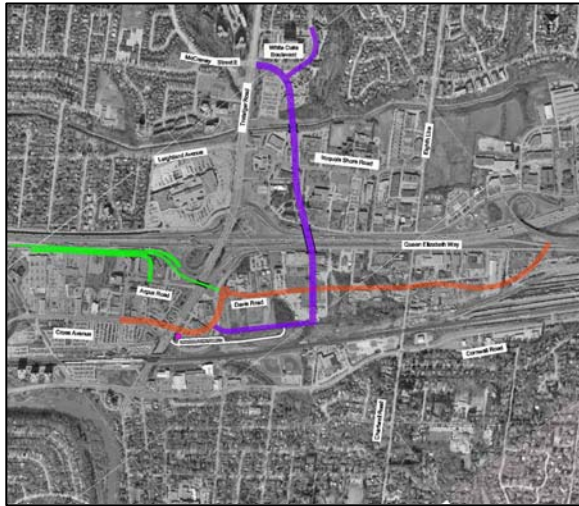
**Combination #1
A1-C3-B1-D2**



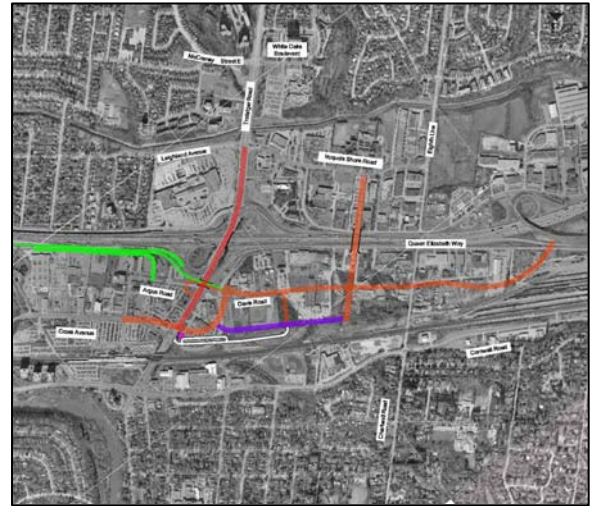
**Combination #2
A3-C3-B1-D1**



**Combination #3
A5/C5-B1-D1**



**Combination #4
A1-C1-B1-D1**



With respect to cyclist / pedestrian accommodation, the following options have been chosen to be carried forward for further investigation and evaluation:

- North / south AT (cyclist / pedestrian) crossing on the east side of the existing Trafalgar Road structure (at grade with west ramp terminals).
- North / south AT (cyclist / pedestrian) crossing on the east side of the existing Trafalgar Road structure (above west ramp terminals).
- North / south AT (cyclist / pedestrian) crossing on the west side of Trafalgar Road (at existing pier).
- North / south AT (cyclist / pedestrian) crossing along A5/C5 (noting that design would be constrained by accessibility requirements as per the Town of Oakville – 2008 Guidelines for Design of Accessible Facilities).

The second public meeting for the study is scheduled to take place on Wednesday, June 19, 2013. The study team will be meeting with the town’s executive management team prior to this, on Monday, May 27, 2013 to review the options being carried forward for evaluation and presented to the public.

APPENDIX A6
Consultation with Stakeholders Advisory Group

Meeting Minutes

Project name: Stakeholders Meeting #1
Meeting location: Town Hall, Oakville Room

Date: July 17, 2012
Time: 7:00 PM – 8:30 PM

Present:

Tricia Collingwood, Town of Oakville	Laurella Chadee, Cole Engineering
Lin Rogers, Town of Oakville	Rory O'Sullivan, Cole Engineering
Chris Clapham, Town of Oakville	Rob Boak
Philip Kelly, Town of Oakville	Larry Arnal, WKVRA
Kristina Parker, Town of Oakville	Lisa Seiler, Green Trans
Ray Bacquie, Cole Engineering	Karen Brock, Oakville Green

ITEM	DESCRIPTION	ACTION BY
1.	<p>Introductions</p> <p>The meeting began with Philip introducing the project team after which, each stakeholder introduced themselves.</p>	
2.	<p>Overview of Midtown Oakville EA</p> <p>Ray introduced the Midtown Oakville EA study and described key issues that the study would address to produce operational improvements.</p>	
3.	<p>Presentation</p> <p>Ray led a presentation that discussed the following elements:</p> <ul style="list-style-type: none"> • Transportation needs • Future PM link volumes • Road concept screening options and alternatives <ul style="list-style-type: none"> - North-south QEW crossing – road connection - North-south QEW crossing – priority lane and active transportation connection - East-west corridor (Cross Avenue extension) - Iroquois Shore Road extension and widening - Trafalgar Road interchange - Royal Windsor Road interchange • Stormwater Management • Constraints <ul style="list-style-type: none"> - Utilities - Property impacts 	
4.	<p>Discussion/Questions</p> <p>There were questions and discussions held during and after the presentation segment.</p>	All

ITEM	DESCRIPTION	ACTION BY
	<p>Other Studies</p> <p>There was discussion about other ongoing studies and how they relate to this EA study. In particular, GO parking facilities were discussed, as there was interest regarding expansion and locations of planned lots. Lin indicated that there may be a surface lot only on the east of Trafalgar Road, and not another structure, based on current information supplied to the Town.</p>	
	<p>Development</p> <p>There was discussion about new development in the area and in particular, how the new building under construction (future PWC office building) would impact the study. The project team confirmed that the building will not have any adverse impacts to the proposed road network in the area.</p>	
	<p>Land Use</p> <p>The project team also described the proposed land uses for the various districts with the Midtown area (e.g. residential, mixed-use or employment designations).</p>	
	<p>North-South Road / Active Transportation Connection</p> <p>There was discussion about the potential location of the north-south road connection, east of Trafalgar Road, that could be used as an alternate to Trafalgar Road. The alignment shown along Eighth Line-Chartwell Road is being considered (yellow option in presentation), although it was previously dismissed in previous studies. The stakeholders agreed that it should not be taken forward since it may negatively impact the Falgarwood neighbourhood. They preferred the alignment which was located between Trafalgar Road and Eighth Line-Chartwell Road (red option in presentation) citing that it would best connect the north and south areas and provide more effective access to the employment lands to the south. These suggestions will be taken into consideration in the detailed evaluation.</p>	
	<p>North-South Priority Lane / Active Transportation Connection</p> <p>There was discussion about the potential alignment of the north-south priority lane / active transportation connection. Stakeholders were interested in costs of the various alternatives presented. The project team advised that the option selected will depend on cost and travel time savings.</p>	
	<p>Transit Technology</p> <p>There was discussion about transit options for the Midtown area, including BRT, LRT and the people mover technology by Siemens. It was concluded that BRT may be the most feasible option when considering that it can operate in the road right of way, as well as costs associated with other technologies.</p>	
	<p>East-west Corridor</p> <p>There was also discussion about the potential alignment of the main east-west corridor, south of the QEW. There were comments that the easterly extension of Cross Avenue should be able to support the future development in the area. Also, it was agreed that it would be beneficial if the extension featured direct access to and from the QEW and tied in to the future north-south road / active transportation connection. Overall, the blue or green options in the presentation were preferred, so that the road divides the area into north and south portions which may be more useful for the proposed development, rather than the pink alignment that ran further south, closer to the rail corridor. In addition, stakeholders preferred that the proposed road be designed to accommodate exclusive active transportation facilities. They questioned the future role of the South Service Road given the introduction of this new east-west connection.</p>	

ITEM	DESCRIPTION	ACTION BY
	<p>Midtown Connection to Kerr Street</p> <p>There was a question about possible connections from Midtown across Sixteen Mile Creek to Kerr Street (e.g. west extension of Cross Avenue and/or South Service Road). The project team indicated that it is not the intention to provide either of these crossings, but informed stakeholders that a crossing intended for active transportation within the QEW corridor has been raised with MTO. In addition, the project team informed stakeholders that the QEW may be widened to 10 lanes over Sixteen Mile Creek. With respect to active transportation, according to the ATMP, bike lanes are planned for Speers Road and Cross Avenue, thereby improving road connectivity to and from Kerr Village for more users.</p>	
	<p>Trafalgar Road and Royal Windsor Road Interchanges</p> <p>The project team discussed the interchange configuration concepts shown in the presentation and informed stakeholders that consultation with MTO is planned for the process of determining preferred options. The at grade QEW E-NS ramp concept with east-west underpass at Trafalgar Road was discussed and compared to the current configuration of Highway 403 E-NS ramp at Mavis Road. Stakeholders agreed that the underpass may be the more appropriate option to accomplish better connectivity for drivers to access the south east quadrant of the Trafalgar Road interchange from the EB QEW. It was also discussed that the underpass option may provide benefits to cyclists and pedestrians to cross east-west below Trafalgar Road.</p>	
	<p>Stormwater Management</p> <p>There was discussion about exploring opportunities for flow, as well as permeable parking lots. There was also discussion about opportunities regarding grey water.</p>	
	<p>Constraints</p> <p>The project team identified the key constraints to this study as being impacts to existing properties and utilities. There was also discussion about a potential wetland in the study area and how it may impact the proposed road alignments. Stakeholders were informed that a site visit involving Conservation Halton is being planned for the very near future to investigate the characteristics of the potential wetland.</p>	
	<p>Future Meeting Dates</p> <ul style="list-style-type: none"> ▪ Stakeholders Meeting – October / November 2012 	

Next Meeting: TBD
Minutes Recorded By: Laurella Chadee
Distribution: All invitees

Meeting Minutes

Project name: Stakeholders Meeting #2
Meeting location: Town Hall, Trafalgar Room

Date: March 27, 2014
Time: 6:30 PM – 7:30 PM

Present:

- | | |
|--------------------------------------|--|
| Tricia Collingwood, Town of Oakville | Suzette Shiu, Cole Engineering |
| Lin Rogers, Town of Oakville | Rory O’Sullivan, Cole Engineering |
| Chris Clapham, Town of Oakville | Dani Morawetz, Chartwell-Maple Grove Residents Association |
| Philip Kelly, Town of Oakville | |
| Kristina Parker, Town of Oakville | |
| Joanne Phoenix, Town of Oakville | |

ITEM	DESCRIPTION	ACTION BY
1.	<p>The meeting consisted of an overview presentation that provided a study update and presented the preliminary preferred concept to the stakeholders group.</p> <p>Suzette and Rory led a presentation that discussed the following elements:</p> <ul style="list-style-type: none"> • Study process, background and update • Stormwater management • Elements of preferred design • Preferred plan • Timing of Improvements • Impacted properties <p>Ms. Morawetz informed the study team that she has been following the study and was aware of the study background. The presentation then focussed on the elements of the preferred design, the proposed cross-sections of the main roads (Cross Avenue, North-South Crossing, Iroquois Shore Road and Royal Windsor Drive), and pedestrian facilities.</p> <p>The proposed timings of major improvements were presented and property impacts to accommodate the improvements were noted.</p> <p>Ms. Morawetz noted that she would pass along the information to the other residents associations in the vicinity of Midtown Oakville and would encourage residents in her association to attend the upcoming Public Open House on April 2.</p>	

Minutes Recorded By: Suzette Shiu
 Distribution: All invitees