



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** February 20, 2018

**Report Number:** SRCAO.18.02

**Department:** Office of the Chief Administrative Officer

**Division:** Strategic Initiatives

**Subject:** **SRCAO.18.02 Ontario Municipal Commuter  
Cycling Program Funding Agreement**

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### **Purpose:**

To notify Council of successful funding under the Ontario Municipal Commuter Cycling Program and to request that Council authorize entering into a funding agreement and commit to the requirements of the program.

### **Recommendation(s):**

- a) That the Chief Administrative Officer and the Director of Finance and Treasurer be authorized to sign and execute the Ontario Municipal Commuter Cycling Transfer Payment Agreement.
- b) That the Chief Administrative Officer and Director of Finance and Treasurer have the delegation of authority to execute any and all required documentation as required for the Ontario Municipal Commuter Cycling program.
- c) That Richmond Hill commits to providing funding equivalent to twenty percent of the funding provided to Richmond Hill under the Ontario Municipal Commuter Cycling program.
- d) That Richmond Hill commits to implementing projects and spending Ontario Municipal Commuter Cycling program funding in accordance with all provisions specified in the Agreement.
- e) That Richmond Hill commits to spending Ontario Municipal Commuter Cycling program funding only on the following approved projects: Phase 2 and Phase 3 of the Lake to Lake Cycling Route.
- f) That Richmond Hill commits that it will obtain all required approvals for each project prior to use of Ontario Municipal Commuter Cycling program funding.

## **Contact Person:**

Daniel Olding, Manager of Grants & Strategic Initiatives ext. 5505

## **Report Approval:**

**Submitted by:** Gwen Manderson, Director of Strategic Initiatives

**Approved by:** Neil Garbe, Chief Administrative Officer

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), Town Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

## **Background:**

The Ontario Municipal Commuter Cycling (OMCC) Program is a new allocation-based grant funding program that supports investment in Ontario municipal commuter cycling infrastructure.

The OMCC is a multi-year program with \$93 million available in the first year. The OMCC can fund up to 80% of an eligible project's budget, with Richmond Hill being responsible for at least 20% of the project funding.

Richmond Hill applied for OMCC funding in September 2017 (Staff Report SRCAO.17.28). Two projects were submitted in the application: Phase 2 and Phase 3 of the Lake to Lake Cycling Route. In December 2017, Richmond Hill received notice that our application was successful and that the Town would be receiving \$615,583.41 towards these projects. There is flexibility in how the funding can be used: Richmond Hill can allocate the funding to one or both of Phase 2 or Phase 3 Lake to Lake Cycling Route projects. The funding can also be used for future projects as the Town's project eligibility list can be updated on a regular basis.

Phase 2 and 3 of the Lake to Lake Cycling Route involves the construction of a multi-use pathway in the boulevard along Leslie Street from just north of 16th Avenue to Elgin Mills Road East. Phase 1 of the Lake to Lake Cycling Route runs from Hwy 7 to just north of 16th Avenue, and was completed in 2017.

The deadline for completion of projects funded through the OMCC program is December 30, 2020.

In order to complete the funding arrangements, a municipal by-law designating the Chief Administrative Officer and Treasurer as signing officers and authorizing the execution of the Funding Agreement is required, as is a Council commitment to the requirements of the program. The Ontario Municipal Commuter Cycling (OMCC) Program is being administered by the Province of Ontario through the Minister of Transportation and as such the Contribution Agreement is between the Town and the Government of Ontario.

## **Financial/Staffing/Other Implications:**

The Lake to Lake Cycling Route project is being cost shared on a 50:50 basis with York Region.

The design budget for the full Lake to Lake Cycling Route (Phases 1 to 3) was approved in 2014 in the amount of \$510,600. Phase 1 construction is complete.

The Phase 2 construction budget was approved in the 2018 Capital Budget in the amount of \$1,861,400 and it is anticipated that the OMCC funds will be used to cover, in part, the Town's portion of these costs. Construction on Phase 2 is scheduled to begin

in 2018 and be completed in 2019 which will meet the timeline for completing projects OMCC- funded projects. This is subject to York Region's funding availability.

Design of Phase 3 is anticipated to start in 2018 and be completed in early 2019. Construction of Phase 3 is scheduled to begin in 2019 subject to York Region's funding availability and the Town's Capital Budget approval. If there are any OMCC funds remaining after completion of Phase 2 construction, it is anticipated that these will be applied to the design and construction of Phase 3.

### **Relationship to the Strategic Plan:**

Application for infrastructure funding for Town projects aligns to Goal Four: Wise Management of Resources by serving as a role model for municipal management. This grant will also support Goal One: Stronger Connections by developing connections for people to access local amenities by means other than the car and Goal Two: Better Choice by constructing safe routes for cyclists and pedestrians

### **Conclusion:**

The Town of Richmond Hill has been granted \$615,583.41 from the Government of Ontario as part of the Ontario Municipal Commuter Cycling Program towards the construction of Phase 2 and 3 of the Lake to Lake Cycling Route. Council approval is required to designate signing officers and authorize the execution of the Funding Agreement.

### **Report Approval Details**

Document Title:	SRCAO.18.02 Ontario Municipal Commuter Cycling Program Funding Agreement.docx
Attachments:	
Final Approval Date:	Feb 2, 2018

This report and all of its attachments were approved and signed as outlined below:

**Gwen Manderson - Feb 2, 2018 - 7:21 AM**

**David Dexter - Feb 2, 2018 - 8:33 AM**

**Neil Garbe - Feb 2, 2018 - 2:56 PM**