

Eglinton West LRT Community Working Group Work Plan

Update: April 30, 2018

DRAFT

Work Plan Development

The purpose of this work plan is to guide and schedule the topics of discussion for CWG meetings. This work plan has been developed by City Staff with input from CWG, based on **all** themes identified for discussion by the CWG at its first meeting on March 7, 2018 (see Appendix 1). Additional details and any other relevant resources or supporting documents for each meeting, will be developed by City Staff, in consultation with CWG Chair, and included into the meeting designs for the individual sessions.

The CWG Work Plan was developed using the key themes identified in Meeting 1. The meetings were then structured around the Business Case Analysis and how the different elements feed into or inform the project planning process (Figure 1).

Figure 1: CWG Meeting 2 – Business Case Frameworks

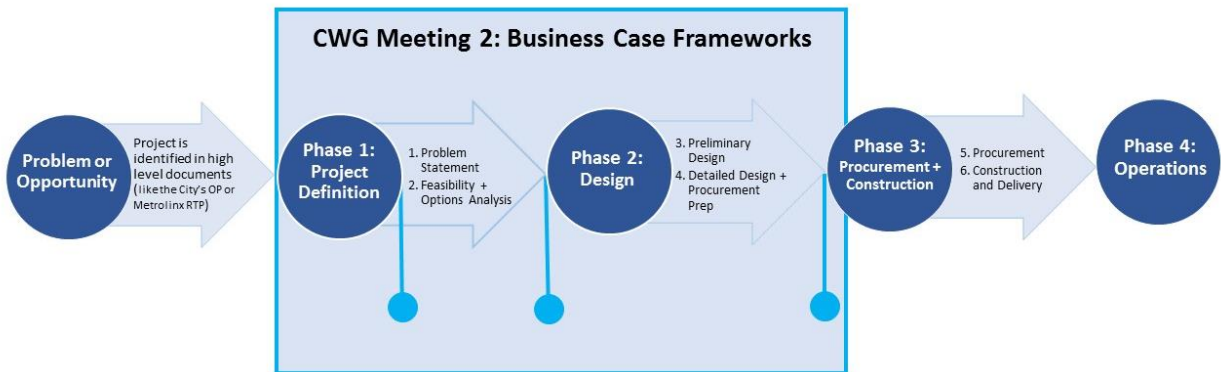
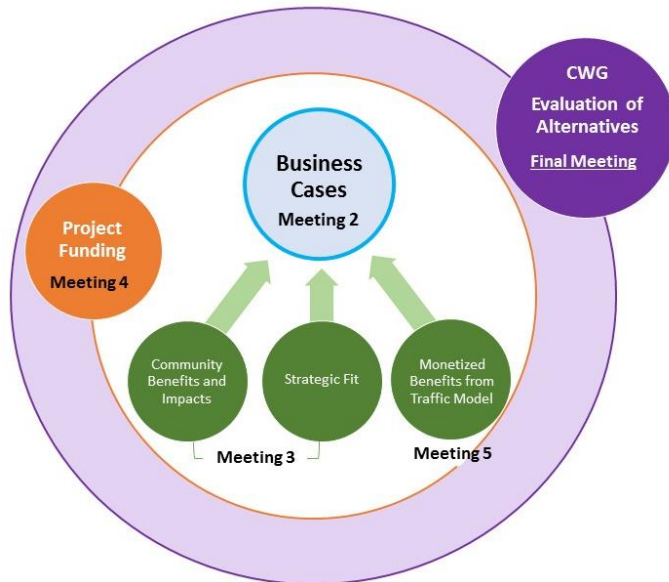


Figure 2: CWG Work Plan



Each identified meeting theme was then related back to how the input is used in Business Cases. The last meeting will be an opportunity for CWG to evaluate their long list of design options identified in Meeting 2.

The suggested work plan structure and sequence of meetings is identified in Figure 2. The work plan was updated to reflect comments from the CWG after Meeting 2. Additional updates to the work plan will be incorporated as needed.

Meeting 1 March 7, 2018

Meeting Focus: Roles and objectives of the CWG, history of the EWLRT and creation of draft work plan.

Objectives:

- To provide the CWG with an understanding of its roles and objectives.
- To inform the CWG about the history of the Eglinton West LRT and work completed to date.
- To understand what aspects of the Eglinton West LRT need to be explored with the CWG in further detail to help inform the development of the work plan.

Description: This meeting will outline the roles and objectives of the CWG in relation to the decision making process. City Staff will then present on the history of the Eglinton West LRT and work completed to date. The final portion of the meeting is for the CWG to identify discussion topics and questions for future meetings.

CWG Input:

- Review and provide comments on the Terms of Reference including the Code of Conduct and Roles and Responsibilities.
- Identification of any demographics missing from the CWG.
- Identification of discussion topics and questions for future meetings to inform development of Work Plan.
- Election of CWG Chair.

Deliverables:

Deliverable	Responsibility	Due date
Presentation: History of EWLRT	City	March 7, 2018
Final CWG Terms of Reference	City	March 16, 2018
Draft CWG Work Plan	City	March 16, 2018
Meeting Minutes	City	March 16, 2018

Resources:

- www.eglintonwestlrt.ca

Meeting 2
April 3, 2018

Meeting Focus: Business Case Framework
 Finalization of Work Plan

Objectives:

- To address the topics identified for discussion by the CWG related to business cases as outlined in Table 1.
- To provide the CWG with a comprehensive understanding of business cases.

Description: This meeting will provide an overview of the transit project planning process, with a detailed look at the Business Case Framework that is used to inform the decision-making process, as well as an overview of the key inputs used as part of the process.

The second portion of the meeting will be for the CWG to review and comment on the CWG Work Plan and brainstorm the list of alternative concepts that could be considered.

CWG Input:

- Identification of potential design alternatives for review
- Identification of additional questions based on the identified themes that can be answered in subsequent meetings
- Identification of opportunities for specific input from the CWG
- Agreement on Work Plan
- Identification of topic for discussion at Meeting 3

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Business Cases Framework and 2016 IBC	Metrolinx	April 3, 2018
List of Potential Design Alternatives for Review	CWG	April 3, 2018
Handout: Fact Sheet	Metrolinx	April 3, 2018
Meeting Minutes	City	April 16, 2018
Updated CWG Work Plan	City	April 23, 2018

Resources:

- [2016 EWLRT Initial Business Case](#)
- [Metrolinx Business Case Overview](#)
- [Metrolinx Business Case Guidance](#)
- [Comprehensive Business Case Framework: Technical Paper](#)

Meeting 3 May 08, 2018

Meeting Focus: Strategic Considerations
(Network Connections, Transit Experience & Community Fit)

Objectives:

- To build capacity in the CWG to consider matters of strategic fit, including:
 - transit network;
 - service type and user experience; and
 - community fit.
- To identify what strategic values are important to community members.

Description: This meeting will provide an overview Toronto's current transit network and how this project contributes to the future transit network.

The second portion of the meeting will feature interactive discussions to address strategic issues and community considerations.

CWG Input:

- Identification of transit needs, service character and opportunities for the area.

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Strategic Value	Metrolinx/TTC/City	May 8, 2018
Meeting Minutes	City	May 22, 2018

Resources:

- [Metrolinx's 2041 Regional Transportation Plan \(RTP\)](#)
- [City of Toronto's Transit Network Plan](#)
- [SmartTrack Update: Appendix 6: Transit Network Analysis](#)
- [Western Corridor Feasibility Study](#)
- [Eglinton Connects Planning Study: Report](#)

Meeting TBD

Meeting Focus: Intergovernmental Relations
Project Funding, Finance, Costs and Budgeting

Objectives:

- To build capacity in CWG to consider matters of funding and inter-governmental relations.
- For the CWG to identify community considerations for budget allocations.
- To encourage the CWG to gain a comprehensive understanding about the funding, financing, and costs associated with the provision of transit.
- To identify what financial considerations are most important to community members.

Description: This meeting will provide an overview of intergovernmental relations and how financing is sought and allocated for significant public transit projects. It will also clarify the differences between funding, financing and costs for transit projects.

The second portion of the meeting will be an interactive discussion on budgeting for the CWG to review and evaluate the cost implications for the Eglinton West LRT using the identified list of potential design alternatives from Meeting 2.

CWG Input:

- Identification of community considerations for budget allocations

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Funding, Finance, Costs and Budgeting	City/Metrolinx and TTC	tbd
Presentation: Intergovernmental Relations	City	tbd
Meeting Minutes	City	tbd

Resources:

- [Transit Network Plan Update and Financial Strategy – EX19.1 Attachment 1](#)

Meeting

TBD

Meeting Focus: Traffic Optimization, Diversion and Impacts

Objectives:

- To demonstrate how traffic modelling works and informs analysis.
- To build capacity in the CWG to consider traffic impacts.
- To identify what traffic issues are most important to CWG members.

Description: This meeting will provide an overview of how traffic impacts are forecast and assessed. This will include a discussion on roadway geometry, traffic diversion, signal timing and left turn configurations.

The second portion of the meeting will be an interactive discussion to review and provide input on the current traffic model network for the project.

CWG Input:

- Identification of further network connections to include in the traffic model, such as impacted local roads.
- Identification of preferences for left-turn treatments, for staff consideration.

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Traffic Optimization, Diversion and Impacts	City/Metrolinx	tbd
Roadway network considerations for traffic model	CWG	tbd
Meeting Minutes	City	tbd

Resources:

- To be determined

Meeting

TBD

Meeting Focus: CWG Evaluation of LRT Design Options

Objectives:

- To review and evaluate project concepts against evaluation criteria.
- To identify community values and how they should be considered in technical analysis of options.

Description: The meeting will start with a short introduction to the RTEF and be followed by working session to help create sub-criteria for community benefits and impacts that can be used in the evaluation of the long list of design options developed in Meeting 2.

This meeting will be an interactive discussion, using all of the information and analysis from previous CWG sessions, to determine a potential option that can be reviewed and analyzed in more detail by City Staff, as part of a Business Case update.

This session will also include an opportunity for discussion of questions or concerns from the CWG that had not been addressed in previous sessions.

CWG Input:

- Identify evaluation sub-criteria that can be used as part of the evaluation framework for the CWG.
- Identification of costs, benefits and impacts of various design alternatives for Eglinton West LRT using local knowledge and community input.

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Rapid Transit Evaluation Criteria	City	tbd
CWG Preferred LRT design option for further analysis by Project Team	CWG	tbd
Meeting Minutes	City	tbd

Resources:

- [Feeling Congested Presentation – 2013](#)
- [Feeling Congested Update Report – Nov 2013](#)
- [Feeling Congested OP Amendment – July 2014](#)
- [EXAMPLE: Criteria used in Relief Line South evaluation](#)

Final Meeting
TBD (Fall 2018)

Meeting Focus: Presentation of City's Preliminary Analysis of CWG Options

Objectives:

- CWG to provide feedback to City Staff on the preliminary analysis of CWG options.

Description: The meeting will be an opportunity for CWG members to hear staff's preliminary assessment, ask questions about, and comment on the City's analysis of the options identified by the CWG members.

CWG Input:

- Feedback and comments to the City on the City's analysis of CWG options

Deliverables:

Deliverable	Responsibility	Due date
Presentation: Evaluation of CWG Options	City	tbd
Meeting Minutes	City	tbd

Resources:

- tbd

Appendix 1

Table 1: Themes identified for discussion by CWG at Meeting 1

Meeting Theme	Discussion Topics put forward by CWG Members
Business Cases	<p>Current Business Case that includes all inputs, assumptions, impacts and benefits. This should include benchmark comparisons to the established and existing cases in other urban areas. We need comprehensive information on all inputs to the business case, including modelling, evaluation methods and control, and much more.</p> <p>The whole business model, including all benefits, impacts and assumptions to the local communities.</p>
Strategic Fit & Transit Experience	Local surface routes, how they integrate with the Bloor subway and the Eglinton West LRT and how they will connect local residents to their local communities.
	The transit user experience: predictability of travel times, comfort, time, integration, effect on north/south transit.
	Metrolinx with respect to the St. Clair LRT.
	The positive and negative impacts to the neighbourhoods involved, including environmental and health and safety.
	Local residents concerns with the current LRT proposal.
	Why an underground system is not being considered / below-grade stations versus tunneling from Mount Dennis to Martin Grove
	Providing the best solution for all users of the Eglinton corridor, not just transit.
	Let's get information about the character of Eglinton in Scarborough versus Etobicoke and discuss the appropriateness of at-grade LRT's for each segment (Eglinton East LRT and Eglinton West LRT).
	Build Toronto forging ahead selling lands to developers without finalized plan in place.
	Overall design of the Eglinton corridor./ Character of corridor.
Intergovernmental relations	Role and impact of the airport on ridership and funding of the Eglinton West LRT extension.
Project Funding, Finance, Costs and Budgeting	Partnerships (i.e., federal and provincial government, other municipalities, developers, etc.).
	Implications of interfaces with Mississauga BRT and airport area extensions.
	The rationale behind the grade separation finances being based on individual stations and not the line as a whole.
Traffic Considerations	The trickle-down effect of traffic on the local communities that will be the result of an above-grade LRT.
	Impact of proposed airport mega hub (Regional Transit Centre) on traffic, demand, assignment, distribution in wider study area.
	School children pedestrian safety at Islington/Eglinton and Martin Grove/Eglinton intersections.

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