



PLANNING A GREAT CITY
TOGETHER

Relief Line Project Assessment Terms of Reference & Consultation Plan

Presentation - Staff Report to
May 29 2014 Meeting of
Planning and Growth Management Committee

Transportation Planning Section
City Planning Division

Background

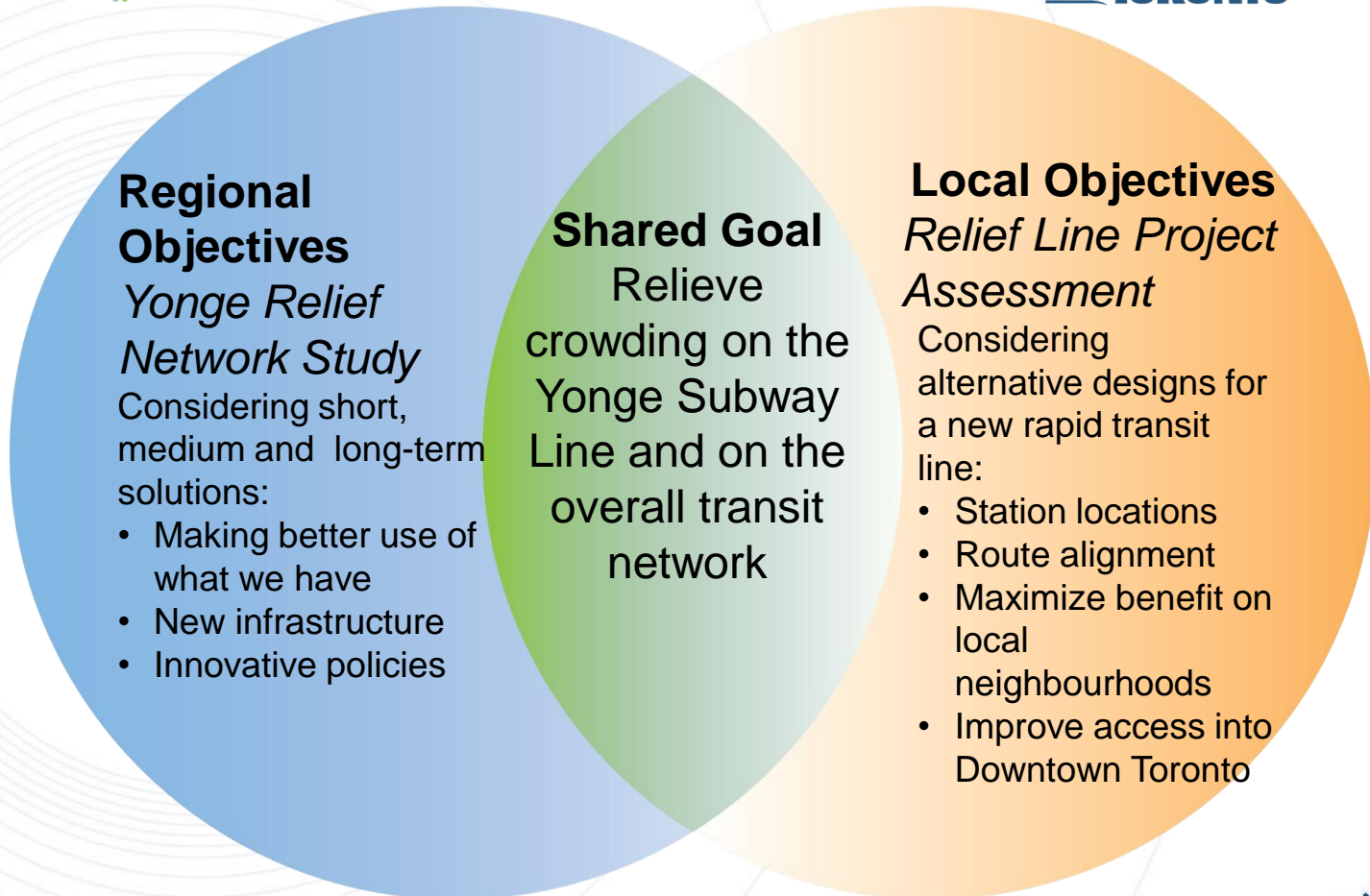
- The Planning and Growth Management Committee at its meeting of December 4, 2013, in considering a presentation by City Planning staff on the "Proposed Approach to Study the Relief Line Initiative" (PG29.7) adopted the following motions that requested the Chief Planner and Executive Director, City Planning, in consultation with appropriate officials, to:
 - Undertake public consultation on the Relief Line draft Terms of Reference and a draft Public Consultation Plan, with technical support provided by Toronto Transit Commission (TTC) staff, and report back to the Planning and Growth Management Committee seeking approval of these documents in early 2014; and,
 - Undertake a process to rename the Downtown Relief Line to better reflect residents being served by the investment, and that the process include a contest to select an appropriate name for the project, as part of the consultation on the Terms of Reference.

Background

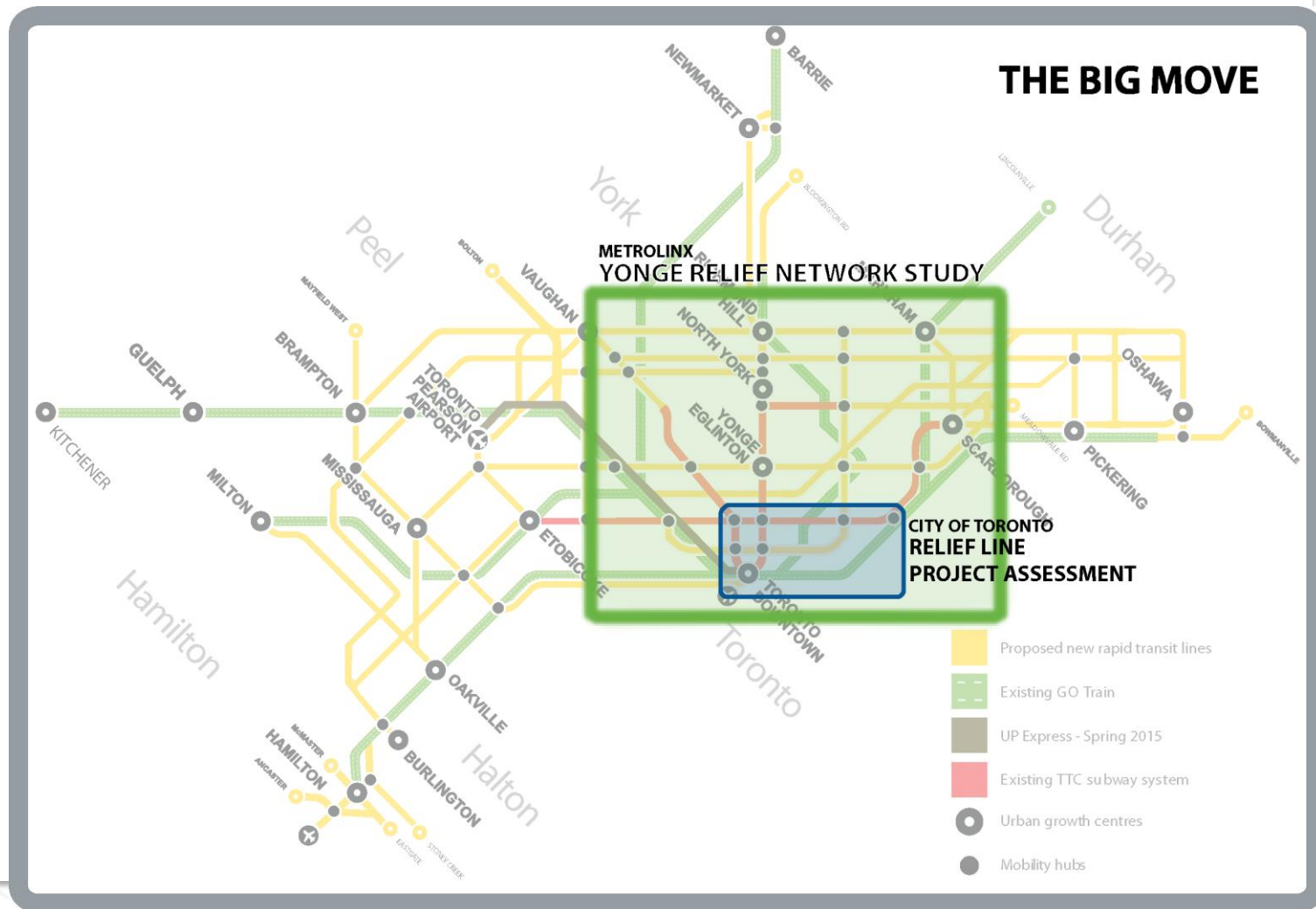
This staff report provides:

- Summary of activities undertaken in March and April 2014 to consult on the proposed Terms of Reference and Public Consultation Plan for the Relief Line Project Assessment
- Summary of comments received on process, scope and consultation for the subsequent phases of the Relief Line Project Assessment
- A recommendation that City Council approve the final Terms of Reference and Public Consultation Plan presented in Appendix A and Appendix B, to guide the next phases (Phases 1B to 4) of the Relief Line Project Assessment. With this approval the City and TTC will jointly proceed with the Relief Line Project Assessment.

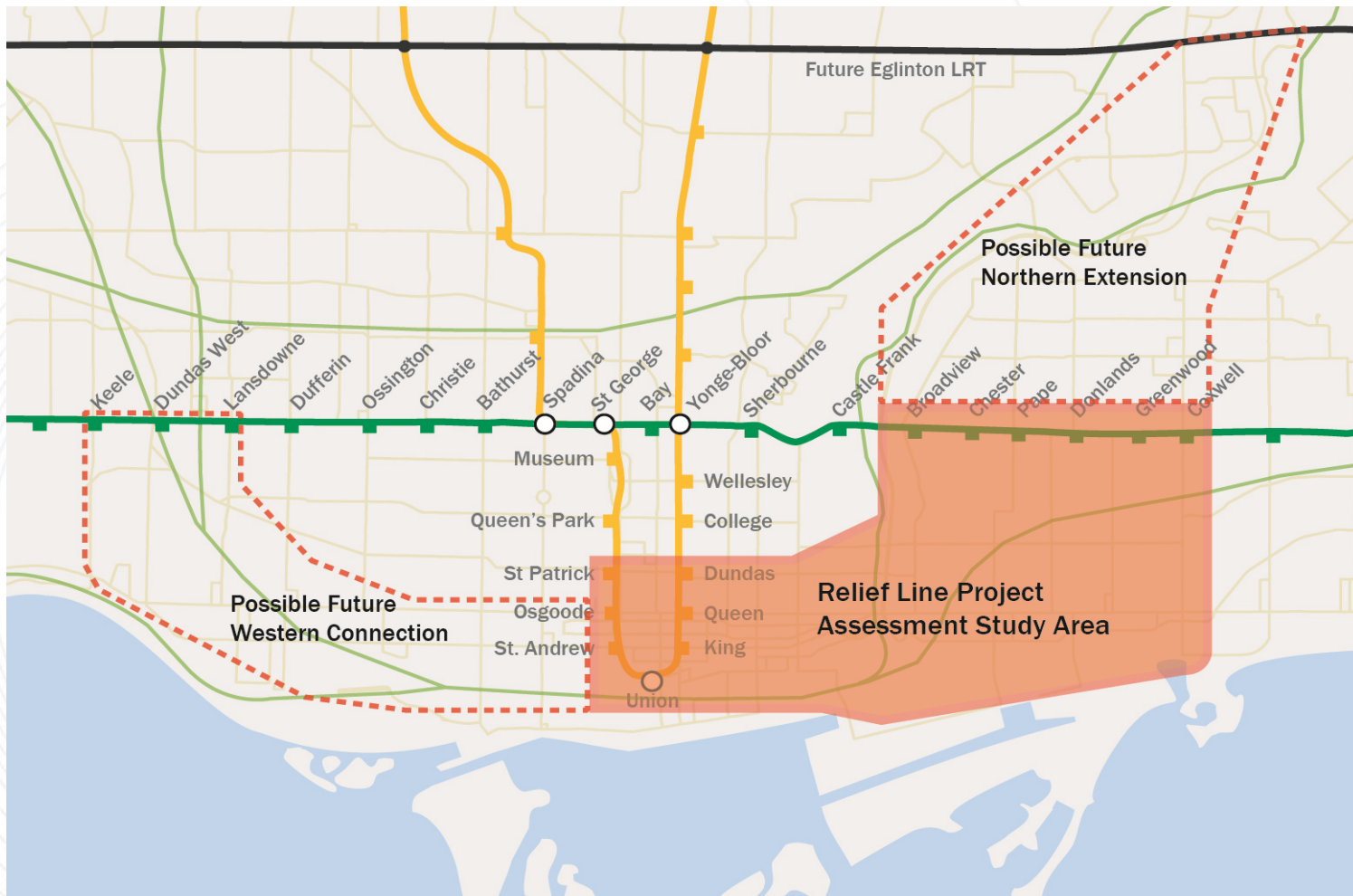
Metrolinx and City/TTC collaboration:



Metrolinx and City/TTC areas of study



Relief Line Primary Study Area

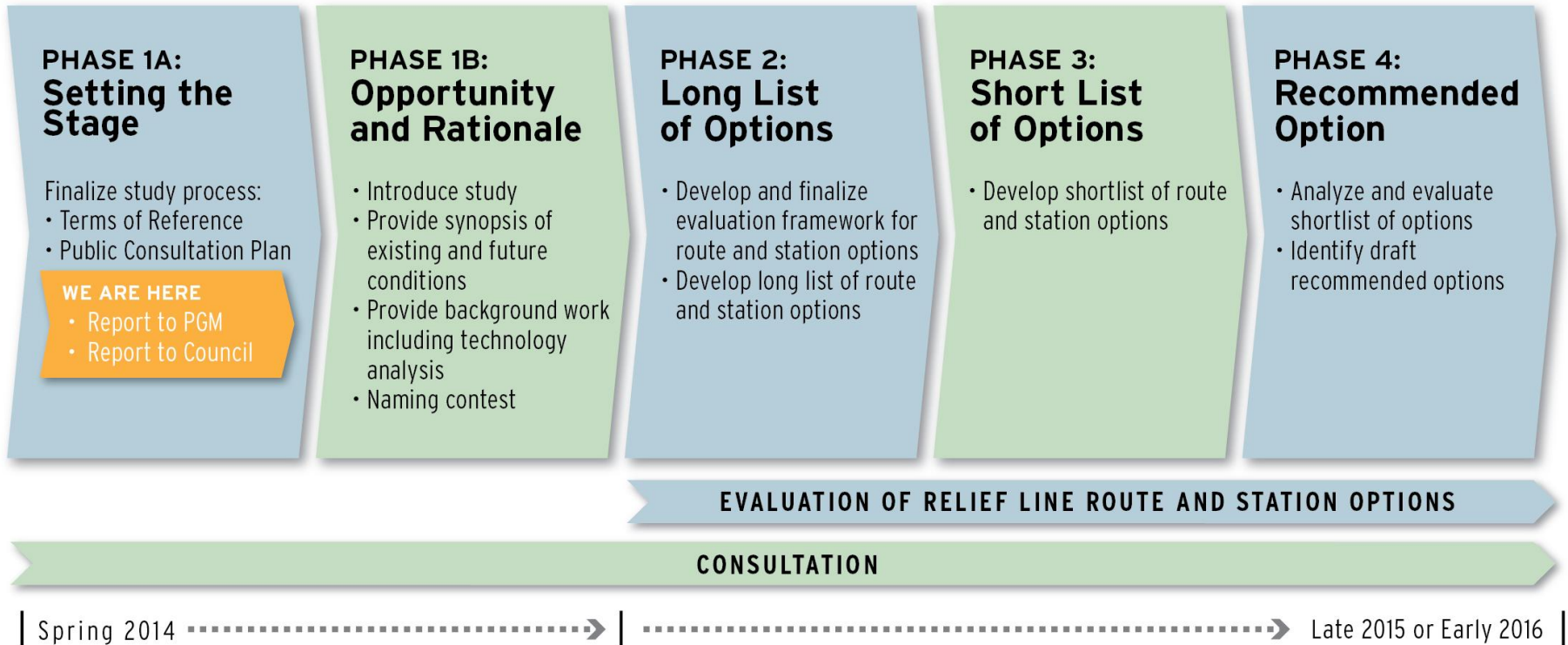


The Study Process

Apply an approach that is appropriate for a project of this size and complexity:

- Develop a Terms of Reference (scope of work) setting out:
 - The tasks that will be undertaken to determine the recommended Relief Line station locations and alignment; and,
 - Timing and deliverables for each phase of the study
- Develop a robust public consultation program with public input which consists of:
 - Objectives for each phase;
 - Opportunities for public participation for each phase; and,
 - Feedback methods for each round of consultation
- The Terms of Reference & Consultation Plan will provide direction for the study.

Relief Line Project Assessment: work plan



Highlights of feedback on the study process, and scope:

- Include an urban planning **visioning process** in the project
- Invite **international experts** to assist with the project and present at a public symposia.
- **Continue collaboration** with Metrolinx, and other agencies/initiatives
- Liaise on **opportunities of mutual benefit** with Toronto Hydro and other utilities
- Incorporate **sustainable transportation in decision-making**
- Include **a cost-benefit analysis** for each of the shortlisted alignments
- Include areas north and west for **planning context** when considering routing options
- Examine **comparable projects** in other countries
- Proceed with the Relief Line **naming contest** as soon as possible

Highlights of feedback on the consultation:

- Spread project meetings out to a **broader City geography**
- Use social media tools (**Reddit or Twitter**) with a dedicated hashtag
- **Translate all materials** and consultation documents into other languages
- Develop guidelines and a **guide for messaging**
- Explore **online mapping** and **interactive tools**
- Share **information, data on the website**
- Develop a **“living” FAQ**, to submit questions & get answers via social media
- Continue the use of **crowdsourcing tools**, such as the wiki
- **Hold mini-fora** in various parts of the Study Area using street-teams
- Have **street teams** and/or **suggestion boxes/kiosks** on transit to allow non-internet users to contribute
- Target future **stakeholder meetings by sector**
- **Make sure the public understands** the consultation process.

How we will consult

Feedback Categories	Feedback Outcomes
Information	City/TTC staff will share key information and actions during each phase of the project through the project website, email list, social media and print material.
Online Consultation	City/TTC staff will solicit comments and feedback on key decisions through the website to engage a large number of people across the region.
Live Events	City/TTC staff will host open houses, public meetings and workshops at key points in the study. Participants will learn about the project and provide their input.
Community Outreach	City/TTC staff will pro-actively educate and solicit feedback from the community by engaging with existing resident, business and interest groups.
Stakeholder Advisory Group	City/TTC staff will engage community leaders, advocates and experts in the decision-making process throughout the study via a Stakeholder Advisory Group (SAG).

Next steps

1. Terms of Reference and Public Consultation Plan (Phase 1A) submitted to Council for approval.
2. The project team will proceed with Phases 1B-4 for the Relief Line Project Assessment according to Council direction.
3. At the end of Phase 4 a draft project report will be submitted to Council and the TTC Board.
4. The report will seek Council and TTC Board approval to proceed to final project review (TPAP) where the final project report is submitted to the Ministry of Environment.

Thank You