

TMP RACI IMPLEMENTATION PLAN										
#	TMP Reference	Project	Responsible	Accountable	Consult	Inform	Timing	2023 Actions	Cost Est.	Comments/Questions
1	8-1	Speed limit Bylaw Update and Consolidation, signage implementation	*Transportation Coordinator/New FTE, Manager of Roads and Drainage	Legal Services, Operations	OPP, Planning & Development Services	General Public	2023-2025	<ul style="list-style-type: none"><li>• compile existing speed limit by-laws and develop a detailed list of roads with proposed speed limit changes</li><li>• quantify signage needs for speed limit areas and road-specific locations</li><li>•Develop a draft by-law and present it to Council</li><li>•develop a budget for 2024 to implement signage</li></ul>	Staff time, \$1k/sign	
2	5-1	Transportation Data Sharing Policy	*Transportation Coordinator/New FTE, Operations Staff, Finance & IT	Operations, Finance & IT Services	Planning & Development Services	Development community, municipal partners	2023	<ul style="list-style-type: none"><li>• assess merits of various approaches to data sharing that align with Town objectives</li><li>• develop recommendations and report to Council</li></ul>	Staff time	
3	11-2	Traffic Calming Policy Development	*Transportation Coordinator/New FTE, Manager of Roads and Drainage	Operations	OPP, Planning & Development Services, Community Services	General Public	2022-2023	<ul style="list-style-type: none"><li>•continue reviewing other municipality examples</li><li>•review the TAC Canadian Guide to Traffic Calming, Second edition</li><li>•Develop a Draft policy and report to Council in Q1 2023</li><li>• use pre-qualified list of consultants to get a 3rd party review of the draft policy</li></ul>	Staff time, \$1k/sign	
4	8-8	Parking Optimization Plan for Thornbury/Clarksburg, implementation	*Transportation Coordinator/New FTE, Manager of Roads and Drainage, Community Services	Operations, Community Services, By-law, Legal Services	Planning & Development Services, Finance & IT Thornbury/Clarksburg business community, Grey County	Thornbury/Clarksburg business community, General Public	2023-2024	<ul style="list-style-type: none"><li>•define study area and consolidate on-street and off-street parking rules</li><li>•visualize existing parking options</li><li>•identify gaps</li><li>•consult with stakeholders</li><li>•develop a discussion paper/parking optimization proposal for Council consideration in Q1 2023</li></ul>	Optimization: Staff time implementation: \$25k-\$75k	
5	11-5	Wayfinding and Signage Plan & signage implementation	*Transportation Coordinator/New FTE, Manager of Communications and Economic Development	Operations, Communications and Economic Development	Community Services, Planning & Development Services, Grey County	General Public,	2023-2025	<ul style="list-style-type: none"><li>•develop a scope of work</li><li>•determine what can reasonably be completed in-house and</li><li>•report to Council for to provide an update</li><li>•develop a budget</li></ul>	Plan: ~50k Implementation: \$200k-\$400k	
6	Section 5.3.3	TMP Update	New FTE, Planning an Development Services	Operations	Planning & Development Services, Community Services, Finance & IT, General Public, transportation stakeholders	General Public, Transportation Stakeholders	2025-2027	<ul style="list-style-type: none"><li>•monitor identified gaps from TMP to inform future update</li></ul>	~\$100k	
7	All where applica	Official Plan integration	*Transportation Coordinator/New FTE, Senior Planner	Planning and Development Services	Stakeholders in the Official Plan Update process	General Public	2022-2023	<ul style="list-style-type: none"><li>•support Planning staff with integrating the TMP policies and recommendations into the Official Plan Update</li></ul>	staff time	
8	11-6	Completion of the Traffic Impact Assessment Guide	*Transportation Coordinator/New FTE,	Operations, Planning and Development Services	Planning & Development Services	General Public	2022-2023	<ul style="list-style-type: none"><li>•present draft to Council in Q1 2023</li></ul>	TMP study minor scope change from 2021 covers cost	
9	12-3	Public Education Program supporting Town transportation initiatives	*Transportation Coordinator/New FTE, Manager of Communications and Economic Development	Operations, Communications and Economic Development	special interest groups, Town committees, business community,	General Public	2023 and ongoing	<ul style="list-style-type: none"><li>• assess education options and resources</li><li>•consider development of a Town webpage for transportation resources and FAQ</li></ul>	staff time, additional costs to be identified through program development	
10	Section 8.7.1	EA continuation: Highway 26 from Grey Road 19 to Grey Road 21	*Transportation Coordinator/New FTE, Manager of Roads and Drainage, Community Services	Operations	Impacted neighbourhoods, MTO, Development Community, Conservation Authorities, Grey County, area stakeholders	General Public	2023-2024	<ul style="list-style-type: none"><li>•engage project consultants to demine remaining work to finish EA,</li><li>•plan contingencies for budget needs</li><li>• Report to Council for further direction</li><li>•consult with MTO</li></ul>	remaining budget +/- \$100k	
		Ongoing responsibilities								
	8-11	Traffic Counter management and deployment	*Transportation Coordinator/New FTE	Operations	Planning & Development Services, OPP, roads staff	source of request/complaint	Ongoing	<ul style="list-style-type: none"><li>•monitor traffic count sampling needs, deploy as necessary</li><li>•monitor operations of permanent and mobile counter connections to web portal</li></ul>	Staff time, additional roads staff resourcing implications if deployment needs increase	
	5-1, 8-11	Traffic Counter data management	*Transportation Coordinator/New FTE	Operations	Finance & IT	N/A	Ongoing	<ul style="list-style-type: none"><li>• respond to requests for traffic data following the Town data sharing policy or an interim plan</li><li>•annual reporting to Council on traffic patterns</li><li>•use data to inform traffic studies</li></ul>	Data management: staff time Annual data portal and LTE costs: potential to be recouped through the sale of traffic data.	
	All where applica	Development Review for TMP implementation	*Transportation Coordinator/New FTE, Planner	Planning and Development Services	manager of roads & drainage, Community Services	N/A	Ongoing	<ul style="list-style-type: none"><li>•participate in development reviews to fulfill TMP objectives through development</li></ul>	staff time	
	11-6	Traffic Impact Assessment review	*Transportation Coordinator/New FTE	Planning and Development Services	manager of roads & drainage	N/A		<ul style="list-style-type: none"><li>•guide studies using Town traffic data and TMP</li><li>•review submitted draft studies</li></ul>	staff time, potential third party review cost at the expense of proponent	

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	Various	Town coordination of Town/County/MTO and other agency transportation projects	*Transportation Coordinator/New FTE	Operations	N/A	N/A	Ongoing	<ul style="list-style-type: none"> <li>participate in development reviews to fulfill TMP objectives through development</li> <li>advance Town interests as warranted</li> </ul>	staff time	
	Various	Staff representative for potential committees (cycling groups, TMP implementation committee, public transit working groups. Etc.)	*Transportation Coordinator/New FTE	Operations	N/A	N/A	Ongoing	<ul style="list-style-type: none"> <li>staff representation where appropriate</li> </ul>	staff time	
	N/A	Annual TMP Reporting to Council	*Transportation Coordinator/New FTE	Operations	Planning & Development Services, Community Services, Finance & IT, Operations	General Public	Ongoing	<ul style="list-style-type: none"> <li>reports as appropriate</li> </ul>	staff time	
	N/A	Annual Traffic Data reporting to Council	*Transportation Coordinator/New FTE	Operations	Planning & Development Services, Community Services, Finance & IT, Operations	General Public	Ongoing	<ul style="list-style-type: none"> <li>reports as appropriate</li> </ul>	staff time	
	11-2	Traffic Calming policy implementation	*Transportation Coordinator/New FTE	Operations	Impacted neighbourhood	Impacted neighbourhood, General Public	Ongoing	<ul style="list-style-type: none"> <li>after approval of Traffic Calming Policy, manage requests from the public and triage issues as guided by the policy.</li> <li>Follow up with Council as needed</li> </ul>	staff time, potential costs for issues warranting interventions	
	8-5	Public Transit Planning	*Transportation Coordinator/New FTE, Community Services	Community Services	Planning & Development Services, Community Services, Finance & IT, Operations, Business Community, Development Community	N/A	Ongoing	<ul style="list-style-type: none"> <li>continue working with Grey County and Town of Collingwood to assess transit service performance and future service options</li> <li>develop cost estimates to fulfill TMP transit recommendations</li> </ul>	staff time, potential for substantial budget considerations in fulfilling public transit goals	
	Various	Transportation-related grant applications	*Transportation Coordinator/New FTE	Finance & IT	Planning & Development Services, Community Services, Finance & IT, Operations	N/A	Ongoing	<ul style="list-style-type: none"> <li>monitor transportation-related grant opportunities and assess eligibility</li> <li>consult with appropriate Town staff and apply to grants where applicable.</li> </ul>	staff time, successful grant applications can offset project costs or make some projects fiscally viable for the Town to undertake	

\* Transportation Coordinator contract ends April, 2023