

Tuesday, October 15, 2019, 2:00 p.m.

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the Tuesday, October 15, 2019, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

None.

4. REPORTS

4.1 Community Safety Update (verbal report)

Recommendation:

None.

4.2 Fraser Health Update (verbal report)

Recommendation:

None.

4.3 Festival Update (verbal report)

Recommendation:

None.

4.4 Traffic Management Review - BC Christian Academy & Ecole Irvine Elementary School

Recommendation:

None.

4.5 Sports Alliance Update (verbal report)

Recommendation:

None.

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. RESOLUTION TO CLOSE

Recommendation:

That the Committee of Council Meeting of Tuesday, October 15, 2019, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 4.1

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

Item 4.2

c. labour relations or other employee relations.

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, October 15, 2019, Committee of Council Meeting be adjourned.

Traffic Management Review - BC Christian Academy & École Irvine Elementary School

RECOMMENDATION:

None.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report summarizes traffic pattern concerns brought forward by members of the public related to the BC Christian Academy and École Irvine Elementary School, and advises Committee of work being completed in consultation with the school administrations to implement improvements to address these concerns. The report is also an opportunity to re-introduce the “safe routes to school” program and includes a sample two-page traffic management plan (prepared in conjunction with the schools) which will be developed and implemented for all elementary and middle schools in Port Coquitlam on a priority basis.

BACKGROUND

Over the years, various concerns have been raised regarding traffic safety in and around schools. In response, the City developed a Safe Routes to School program in 2009. The program was developed to assess the walking environment adjacent to elementary and middle schools across Port Coquitlam. A safe route is developed through collaboration with the school, collecting and analyzing location specific data, identifying site specific issues, implementing programs or corrective actions and long term monitoring. This was a co-operative effort between the City (Transportation, Bylaws & Community Policing), the school, RCMP, ICBC and the parents. The end result was that physical and attitudinal barriers to walking, cycling and other environmentally friendly modes of travel are addressed through actions undertaken by the stakeholders.

Over a period of 5 years (2009 to 2014), 16 of 19 schools participated in this program. Recognizing traffic patterns have likely changed over the past five years coupled with the intent to revise the Transportation Master Plan in 2020, staff intend on re-instating this program to refresh safe route to school materials across Port Coquitlam.

Again, issues in and around school zones have increased, most prominently at BC Christian Academy, and École Irvine Elementary School. While Irvine had previously participated in the safe route to school program, BC Christian Academy had not. Responding to these concerns, staff have reinstated the safe routes to school program for these two locations, and will be proceeding with a number of operational and informational changes noted in the report.

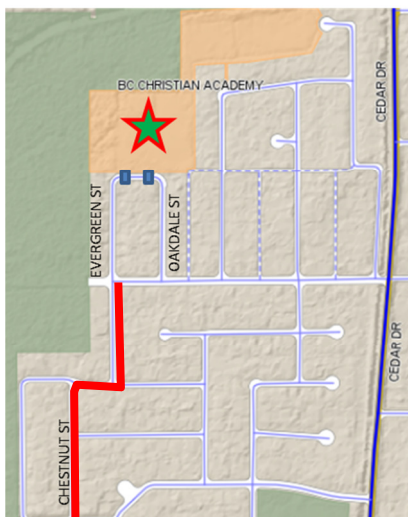
Traffic Management Review - BC Christian Academy & École Irvine Elementary School

DISCUSSION

BC Christian Academy

The BC Christian Academy is located at 1019 Fernwood Ave as shown in Figure 1. The school is situated in a residential neighbourhood and only accessible by local roads. The nearest collector road is Cedar Dr. approximately 400m to the east and the closest arterial road is Prairie Ave, approximately 1km to the South. Pedestrian access is provided by sidewalks on the east side of Oakdale St., and on the south side of Lincoln Ave. The School is currently contemplating reconstruction and have confirmed that pick-up/drop-off zones will be included onsite if/when redevelopment occurs.

Figure 1



Staff received a traffic calming application regarding cut-through traffic timed with school pick-up/drop off hours leading to increased volumes and speeds on Evergreen St. and Chestnut St. (identified in red on Figure 1). In addition, there is drop-off/pick-up congestion along the school frontage.

Staff reviewed this traffic calming request using the warrants established in the Traffic Calming Policy, and while the warrants were not met, staff understood the challenges the neighborhood were facing due to the operation of the school and set out to develop a “safe route to school”, which includes a traffic management plan, and roadway operational improvements in consultation with the school administration. The detailed analysis of the traffic calming request is included as Attachment 1.

Proposed Solution

Staff will be implementing the following measures to mitigate current traffic operation issues:

City of Port Coquitlam Implement Parking Restrictions on Fernwood Ave

Install “No Stopping Anytime – School Days - 8am to 5pm” on the south side of Fernwood Ave to improve traffic flow across the school frontage and eliminate children crossing this section between parked cars without a designated crosswalk. This restriction will be in effect during school days, eliminating 4 parking spots. The location of parking restrictions is highlighted on Figure 2 below:

Additional drop-off parking locations on Oakdale St. can be considered during school hours if needed.

Figure 2



BC Christian Academy adopt a “Walk a Block” program

Parents who drive children to school should be encouraged to park their vehicles a block or two away, and finish on foot to the school grounds. This provides an opportunity for parents and children to exercise together, improve their knowledge of the local streets in the neighbourhood, and to discuss road safety, while alleviating the vehicle demand on Fernwood Dr. This will be included in the School Traffic Management Plan.

BC Christian Academy adopt a “Walking School Bus” program

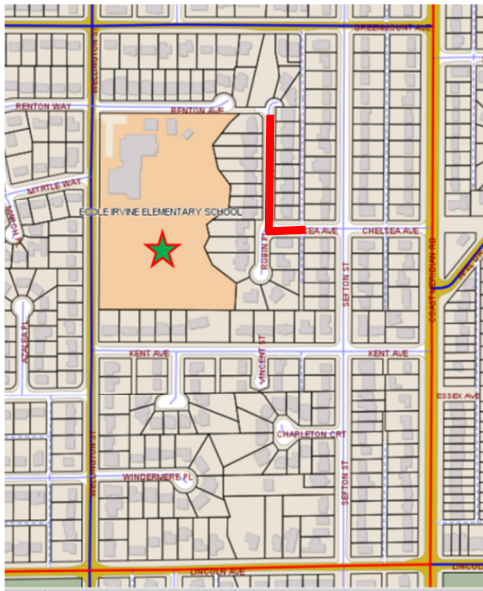
The School should be encouraged to implement a “Walking School Bus” program, where children walk to school together under adult supervision. This can be combined with the Walk a Block program if the majority of the students come from outside of the local catchment and will be arriving by car. This will be included in the School Traffic Management Plan.

École Irvine Elementary School

École Irvine Elementary School is located at 3862 Wellington St. as shown in Figure 3. The school is situated in a residential neighbourhood and sited on a collector roadway. The nearest arterial roadway is Lincoln Ave, approximately 400m to the south. Pedestrian access is provided by sidewalks on Wellington St. and Renton Ave. There is also a footbridge connecting Renton Ave with Robin Pl. Robin Pl is a no-thru road without pedestrian infrastructure. The current school structure is slated for reconstruction in 2020. Student pick-up/drop-off zones will be provided on site.

Traffic Management Review - BC Christian Academy & École Irvine Elementary School

Figure 3



Staff received a concern from residents on Robin Pl. regarding the use of this local no-thru road for school pick-up and drop-off activities. Residents' concerns focused on congestion and speed (areas identified in red on the figure above). Staff have not received a traffic calming application for this location, however, proceeded with initial data collection as part of the school safety analysis.

Staff reviewed resident concerns using the warrants established in the Traffic Calming Policy, and while the warrants were not met, staff recognized an opportunity to improve the pick-up/drop-off operations of the School and set out to develop roadway operational improvements in consultation with the school administration. Staff anticipates these improvements will alleviate the impacts along Robin Pl. Additionally, staff intend to work with the

school to ensure there is an interim traffic management plan (during construction) and a corresponding plan in place for the grand opening. The detailed traffic calming analysis is included as Attachment 2.

Proposed Solution

Staff will be implementing temporary improvements on Renton Ave in order to facilitate pick-up/drop-off operations. In order to mitigate the safety concerns of pedestrians impeded by illegal stopped vehicles (the reason the parking was prohibited in the first place), the City will install temporary parking curbs (Figure 4) on the south side of Renton to prevent vehicle mount onto existing rollover curb. The curb will be placed horizontally near the gutter pan and will be spaced to maintain drainage.

Figure 4



Traffic Management Review - BC Christian Academy & École Irvine Elementary School

This operational solution has no long term impact and can easily be removed once the school is reconstructed. In order to facilitate a pick-up/drop-off zone on Renton Ave the no stopping zone must be relocated from the south side of the street to the north side of Renton Ave. This will impact the amount of available parking for residents along Renton Ave during school hours.

In regards to Robin Pl, no further improvements are recommended as the road is currently operating within its intended design criteria.

NEXT STEPS

Staff will implement the solutions identified and will coordinate this work with school administration and reinstate the Safe Route to school program. A product of the Safe Route to Schools program will include a simple two page Traffic Management Plan, which:

- identifies the specific traffic management concerns for the school
- instructs the parents of authorized pick-up/drop-off locations
- identifies the safe walking routes to schools
- promotes the walking school bus program and walk a block program
- reminds parents of pick-up/drop-off etiquette
- promotes pedestrian safety

A draft of this Traffic Management Plan is provided as Attachment 3.

FINANCIAL IMPLICATIONS

None.

ATTACHMENTS

Att#1: BC Christian Academy - Traffic Management Analysis

Att#2: École Irvine Elementary School - Traffic Management Analysis

Att#3: Draft School Traffic Management Plan

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Contributing author(s): Ross Maki, Melony Burton, Forrest Smith

Attachment 1

BC Christian Academy - Traffic Management Analysis

Volume and Speed

In order to measure the level of impact of neighbourhood infiltration, traffic speeds and counts were completed on Evergreen St (south of Lincoln Ave) and Chestnut St. The average speed and volume data is summarized in the table below:

Evergreen - Lincoln to Spruce	
85% Speed	40 km/hr
Daily Volume	249 veh/day

Chestnut - Spruce to Sitka	
85% Speed	36 km/hr
Daily Volume	309 veh/day

Both Evergreen St and Chestnut St are local roads with a design speed limit of 50 km/hr and volume capacity of 1,000 vehicles per day. The data collected indicates both roads are functioning within designed capacity and speed thresholds and infiltration which is occurring as a result of school operations does not appear to be impacting the roadway capacity or safety performance. Considering BC Christian Academy is only accessible by the local road network, it is not possible to redirect this traffic to a collector or arterial road, therefore, traffic calming measures will not be effective to redirect volume and not warranted for speeding.

Drop-off/Pick-up

In regards to drop-off/pick-up concerns, the City has been advised that there is general congestion during peak school hours on Fernwood Ave. Fernwood Ave is a local road of approximately 8.5 m in width and 50m in length. There are school driveways on each end of Fernwood on the north side, and 3 single family homes on the south side of the road.

The north side of Fernwood is signed as a drop-off zone during school hours 8am to 9am & 2pm to 4pm (approximately 5 cars). On street parking is permitted on the south side of Fernwood (approximately 4 cars). There is also a “No Stopping” restriction applied to the corners of Fernwood to preserve sightlines.

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Additionally, BC Christian Academy has restricted school site access to kindergarten and its Kids Club Childcare parents only. The consequence of this restriction is a limited drop-off zone on Fernwood Ave (40m or 6 vehicles) for all remaining school drop off. Given the limited supply of drop-off spaces on the north side of Fernwood significant queuing occurs and the permitted parking zone on the south side of Fernwood has become a drop-off zone by virtue of its unrestricted parking nature. This effectively loads Fernwood with intermittent stopped cars on both sides of the road with two-way traffic demands, however, unimpeded two-way traffic cannot be maintained given that Fernwood Ave is limited to 8.5m wide. This leads to congestion on Fernwood Ave during pick-up and drop-off times.

Current Traffic Management Initiatives

The staff from BC Christian Academy have taken the following measures to address traffic safety concerns:

- Staff allocate traffic monitors to assist in traffic flow in the Drop-off/Pick-up Zone
- Staff issue tickets to vehicles in the Drop-off/Pick-up Zone parked too long or left unattended requiring the driver to attend the office to discuss the violation
- Staff have established a 15-minute window for drop-off/pick-up (8:15am to 8:30am); if anyone drops off after that time, they are considered late and are required to attend the office to provide an explanation
- Staff have implemented a crossing guard program for the marked crosswalk on Lincoln at Oakdale
- The School regularly sends out traffic information in their school newsletters
- School staff participate with City Bylaw Enforcement Officers to encourage voluntary compliance from parents and welcome increased enforcement
- Staff encourage a “kiss and go” drop-off procedure

Attachment 2

École Irvine Elementary School - Traffic Management Analysis

Volume and Speed

Traffic speed and volume counts were conducted on Robin Pl to quantify the neighbourhood impacts and perform a warrant analysis. These are summarized in the table below:

Robin Pl - Chelsea to Cul-de-sac	
2-way AVG 85% Speed	30.7 km/hr
2-way AVG Daily Volume	86 veh/day

Based on industry guidelines, the Transportation Association of Canada considers Robin Pl be a local road with a design speed limit of 50 km/hr and a daily traffic volume capacity of 1,000 vehicles per day. The table above indicates Robin Pl to be functioning well within designed capacity and speed threshold.

Drop-off/Pick-up

Renton Ave

Renton is a local road with a width of 8.5 m. There is a no stopping during school days 8am to 9am & 2pm to 4pm restriction on the south side of the road, extending into and around the cul-de-sac on the east end.

In response to a previous Parent Advisory Committee request, no stopping anytime restrictions are posted on Renton Ave east of Wellington. Renton Ave is constructed with rollover curbs in place of barrier curbs and consequently, parents observed a number of vehicles pulling up onto the curb to park. Accordingly, no-parking restrictions were implemented to alleviate pedestrians from sharing the sidewalk with vehicles. This displaced pick-up and drop-off to peripheral streets such as Robin Pl.

Robin Pl

In response to the increase of pick-up/drop-off activities on Robin Pl, staff have received requests for installation of school zone signage on Robin Pl. However, staff follow the Transportation Association of Canada's guidelines to site school and park zone signage, and Robin Pl does not meet the national requirements, namely the road is not immediately adjacent to a school site.

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Additionally, staff suggested that Robin PI be considered within the sidewalk program in order to separate pedestrians from vehicle traffic, however understand sidewalks are not supported by the majority of residents.

Regardless, understanding that Irvine Elementary is scheduled for replacement, staff reached out the principal of Irvine Elementary, to discuss any temporary access improvements which could be made at the school site to offset the need for pick-up and drop-off on Robin PI.

Current Traffic Management Initiatives

The staff from École Irvine Elementary School have taken the following measures to address traffic safety concerns:

- School Principal and Parent Advisory Committee monitor the south side of Renton Ave which is posted as no stopping, 8:00am to 9:00am and 2:00pm to 4:00pm, School Days
- Staff regularly send out traffic information in their school newsletters
- School staff participate with City Bylaw Enforcement Officers to encourage voluntary compliance from parents and welcome increased enforcement

Attachment 3 – Draft School Traffic Management Plan - Page 2

CITY OF PORT COQUITLAM

WHEN PICKING UP OR DROPPING OFF, PLEASE:



Be a safe and courteous driver, make eye contact and obey rules and signs



Watch for pedestrians and cyclists



Yield to pedestrians at crosswalks



Respect the school's neighbours

Want to improve your school commute? Try the following:



WALKING OR CYCLING

Enjoy some exercise while helping to reduce traffic and air pollution.



WALKING A BLOCK

Avoid the busy school zone – arrange a pick-up and drop-off spot nearby where parking is permitted.



ARRIVING EARLY

Give yourself enough time to avoid being rushed and stressed.

HOW TO BE A SAFE PEDESTRIAN

For more pedestrian safety tips from ICBC, go to icbc.com/road-safety.



LISTEN AND BE AWARE

Put down devices and ear buds so you can be aware of your surroundings and hear vehicles.



FOLLOW THE RULES

Obey signals, use crosswalks if present, or cross at corners rather than mid-block.



LOOK BEFORE CROSSING

Before crossing the road, make sure all vehicles are stopped. Make eye contact with drivers.



BE SEEN

Wear bright or reflective gear when walking or cycling, especially in poor weather and at night.



BE ALERT NEAR PARKED CARS

Parked cars may be occupied. Watch for movement and opening doors.



MAP YOUR ROUTE

Plan your child's walking route in advance and practise it with them.

PDF version and online map: portcoquitlam.ca/saferoutes