

Committee of Council Regular Agenda

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

Tuesday, February 26, 2019

Time: 2:00p.m.

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the February 26, 2019, Regular Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *February 5, 2019, Regular Committee of Council Meeting.*

4. DELEGATIONS

4.1 Marwest Development Corporation

4.2 Quantum Properties

5. RESOLUTION TO CLOSE

5.1 Resolution to Close the February 26, 2019, Regular Committee of Council Meeting to the Public

Recommendation:

That the Regular Committee of Council Meeting of February 26, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 4.1

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

Item 4.2

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

Item 4.3

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

6. REPORTS

6.1 School Zone Signage

Recommendation:

None.

7. COUNCILLORS' UPDATE

8. MAYOR'S UPDATE

9. CAO UPDATE

10. ADJOURNMENT

10.1 Adjournment of the Meeting

Recommendation:

That the February 26, 2019, Regular Committee of Council Meeting be adjourned.

Present:

Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Pollock
Councillor Washington

Absent:

Councillor Penner

1. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the February 5, 2019, Regular Committee of Council Meeting Agenda be adopted as circulated.

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Moved - Seconded:

That the minutes of the following Committee of Council Meetings be adopted:

- *January 15, 2019, Regular Committee of Council Meeting*
- *January 22, 2019, Regular Committee of Council Meeting.*

Carried

4. DELEGATIONS

4.1 Coquitlam River Watershed Roundtable

Ms. Dwyer, Roundtable Coordinator, gave an overview of the request for consideration of a sustainable funding partnership and answered questions of Committee.

Moved - Seconded:

That Committee direct staff to consider an annual \$15,000 contribution for three years to the Coquitlam River Watershed Roundtable program as part of the 2019 budget discussions.

Carried

5. REPORTS

5.1 Donation Bins

Staff gave an update of current donation bin voluntary removal and answered questions of Committee.

5.2 Opioid Substitution Therapy Clinics and Dispensaries

Moved - Seconded:

That Committee of Council direct staff to prepare a draft amendment to the Zoning Bylaw that would restrict methadone clinics as a permitted use and provide that methadone clinics may be approved on a site-specific basis for Council consideration.

Carried

Opposed: Councillor Dupont

Councillor Darling left the meeting at 2:38 p.m. and returned at 2:41 p.m.

5.3 Business Licence Review (3200 Westwood Street)

Moved - Seconded:

That no action be taken on the business licence review until a new staff report is received, including information from BC Housing, Fraser Health and the RCMP.

Carried

Councillor Pollock left the meeting at 3:17 p.m. and returned at 3:18 p.m.

Councillor McCurrach left the meeting at 3:25 p.m.

5.4 Taylight Brewing - Licensed Establishment & Development Variance Permit Applications

Moved - Seconded:

1. *That Committee of Council authorize staff to provide notice of application DVP00062, which would vary parking requirements at 402-1485 Coast Meridian Road (Taylight Brewing).*
2. *That Committee of Council recommend to Council:*
 - a. *That Development Variance Permit DVP00062 be approved.*
 - b. *That the Liquor & Cannabis Regulation Branch be advised as follows:*
 - (i) *The City of Port Coquitlam supports a lounge endorsement amendment on Taylight Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.*
 - (ii) *The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment LE000018 and Development Variance Permit DVP00062 Applications - 402-1485 Coast Meridian Road.*
 - (iii) *The views of residents were solicited through Council consideration of DVP00062. No concerns from residents were brought to the City's attention.*

Carried

5.5 Tinhouse Brewing - Licensed Establishment Amendment & Development Variance Permit Applications

Moved - Seconded:

1. *That Committee of Council authorize staff to provide notice of application DVP00063, which would vary parking requirements at 2140-550 Sherling Place (Tinhouse Brewing).*
2. *That Committee of Council recommend to Council:*
 - a. *That Development Variance Permit DVP00063 be approved.*
 - b. *That the Liquor & Cannabis Regulation Branch be advised as follows:*
 - (i) *The City of Port Coquitlam supports a lounge endorsement amendment on Tinhouse Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.*
 - (ii) *The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000019 and Development Variance Permit DVP00063 Applications - 2140-550 Sherling Place.*

- (iii) The views of residents were solicited through Council consideration of DVP00063. No concerns from residents were brought to the City's attention.

Carried

5.6 Northpaw Brewing Company - Licensed Establishment Amendment & Development Variance Permit Applications

Moved - Seconded:

1. That Committee of Council authorize staff to provide notice of application DVP00064, which would vary parking requirements at 2150-570 Sherling Place (Northpaw Brewing Company).
2. That Committee of Council recommend to Council:
 - a. That Development Variance Permit DVP00064 be approved.
 - b. That the Liquor & Cannabis Regulation Branch be advised as follows:
 - (i) The City of Port Coquitlam supports a lounge endorsement amendment on Northpaw Brewing Company's liquor manufacturing licence to increase the lounge capacity to 50 patrons.
 - (ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000020 and Development Variance Permit DVP00064 Applications - 2150-570 Sherling Place.
 - (iii) The views of residents were solicited through Council consideration of DVP00064. No concerns from residents were brought to the City's attention.

Carried

Councillor McCurrach returned to the meeting at 3:27 p.m.

5.7 Accessory Liquor Sales at Farmer and Artisan Markets

Moved - Seconded:

That Committee of Council recommend to Council that the Zoning Bylaw be amended to increase the number of vendors permitted to sell packaged liquor products at farmer and artisan markets.

Carried

5.8 Boston Pizza (300-2325 Ottawa Street) – Hours Extension

Moved - Seconded:

That the Committee of Council advise the Liquor and Cannabis Regulation Branch of the following:

- a. That the City of Port Coquitlam supports an extension to service of liquor to 2:00 a.m. seven days a week on Boston Pizza Restaurant & Sports Bar's food primary licence.
- b. The City of Port Coquitlam's comments on the prescribed considerations are as described in the staff report titled, Licensed Establishment Application LE000017 – 300-2325 Ottawa Street.
- c. The views of residents were solicited through a Committee of Council meeting. No concerns from residents were brought to the City's attention.

Carried

5.9 2338 Kelly Avenue - Development Permit Amendment

Moved - Seconded:

That Committee of Council approve Development Permit DP000203 Amendment 1 to extend the date of expiry until October 13, 2019.

Carried

Opposed: Councillor Washington

5.10 Cannabis Production Facility (1840 Broadway Street) - Rezoning & Development Variance Permit Applications

Moved - Seconded:

That Committee of Council:

1. *Not authorize notification of Development Variance Permit DVP00059.*

Moved - Seconded:

That Committee of Council postpone the motion on the floor until receipt of a staff report outlining specific requirements that would need to be met to comply with the City's regulations.

Carried

5.11 Development Variance Permit Application - 1244/1248 Pitt River Road

Moved - Seconded:

That the Committee of Council:

- 1) *Authorize staff to provide notice of an application to vary underground servicing requirements for a proposed 4-lot subdivision at 1244-1248 Pitt River Road, and*
- 2) *Advise Council that it supports approval of Development Variance Permit DVP00060.*

Carried

Moved - Seconded:

That Committee of Council recess at 4:05 p.m.

Carried

Moved - Seconded:

That Committee of Council reconvene at 4:14 p.m.

Carried

6. COUNCILLORS' UPDATE

Council provided updates on City business.

7. MAYOR'S UPDATE

Mayor West provided an update on City business.

8. CAO UPDATE

None.

9. RESOLUTION TO CLOSE

9.1 Resolution to Close the February 5, 2019, Regular Committee of Council Meeting to the Public

Moved - Seconded:

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Item 4.1

- e) *the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

Carried

Certified Correct,

Mayor

Corporate Officer

School Zone Signage

RECOMMENDATION:

None.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the June 21, 2017 Transportation Solutions and Public Works Committee meeting, the issue of School Zone sign removal on Prairie at Toronto was discussed. Staff informed Committee that a work order had been issued to remove the school zone signs with 30km/hr, Monday to Friday, speed reduction signs (tabs).

Since June of 2017, school zone signage at six schools has been revised to align with national guidelines. Staff have received subsequent complaints on sign revisions at the following sites requesting the original signage be re-instated:

- Cedar Drive Elementary
- Central Elementary
- École Westwood Elementary School

REPORT SUMMARY

This report presents information on signage in school zones including, the importance of consistency, the standard criteria used to establish reduced speed school zones and the additional safety measures available to enhance student safety. Consideration of reduced speed school zones is typically met with strong emotions both for and against implementation. Accordingly, staff use a fair and consistent technical assessment process. The Transportation Association of Canada's Guidelines for School and Playground Zones and Areas is the most appropriate document to guide the decision process.

BACKGROUND

Requests for school and park zone signage are reviewed by staff for consistency in applying regulatory signage throughout the City. Improperly placed signage can confuse drivers and reduce the effectiveness of signage in other locations. Since June 2017, staff have reviewed and amended signage at the following locations in an effort to improve consistency.

- | | |
|---|---|
| • Birchland Elementary (2017-06-19) | • BC Christian Academy (2019-01-04) |
| • École Kilmer Elementary School (2017-09-25) | • École Westwood Elementary School (2019-01-30) |
| • Central Elementary (2018-10-30) | • Cedar Drive Elementary (2018-10-12) |

School Zone Signage

The current location of school signage is illustrated in attachment 1. The blue signage designating reduced speed school zones and the red signage depicting school areas (ie. no 30km/hr restriction). It should be noted the maps have been highlighted with additional signage revisions recommended to fully align with the TAC standards. Staff have held off making any further sign revisions knowing a report to Council was imminent.

DISCUSSION

School zones should be used sparingly, and in accordance to national guidelines. They are recommended for roadways adjacent to elementary and middle schools, where there is a possibility of children entering the roadway. They are generally discouraged along “walk to school routes” away from the school vicinity, and on roadways where any of the following conditions exist:

- School is located on an arterial road or expressway / freeway
- School grounds are fully fenced
- School is located an appreciable distance from the roadway
- The roadway does not have a school entrance
- The length of the school frontage is minimal (e.g. less than 50 metres)

School zones are not intended as a safety measure for road crossings; other devices have been developed and should be applied for such a purpose.

In regards to legislation, the BC Motor Vehicle Act Section 147 states:

A person driving a vehicle on a regular school day and on a highway where signs are displayed stating a speed limit of 30 km/h, or on which the numerals "30" are prominently shown, must drive at a rate of speed not exceeding 30 km/h while approaching or passing the school building and school grounds to which the signs relate, between 8 a.m. and 5 p.m., or subject to subsection (1.1), between any extended times that are stated on the signs.

This suggests that school zone signage must be installed directly adjacent to the school building or school grounds, however it does not speak to when a 30 km/hr tab is required.

The Transportation Association of Canada (TAC), responsible for setting transportation design standards across Canada, provides rationale as to when school area reduced speed zones may be necessary within the Municipal Uniform Traffic Control Devices for Canada:

Where a school abuts a road, it may be necessary to designate a speed limit, particularly where the school grounds are not fenced. In this case, the Maximum Speed sign should be used. The sign must be mounted with and immediately below the School Area sign so that it may be clearly understood that the maximum speed limit is in effect only for the hours

School Zone Signage

covered by general regulations for speed zones in the vicinity of schools (8AM to 5PM in BC).

Within the TAC design criteria, the local road authority retains jurisdiction on school zone identification, however, TAC provides warrant criteria to guide decision making. This criteria considers the following factors:

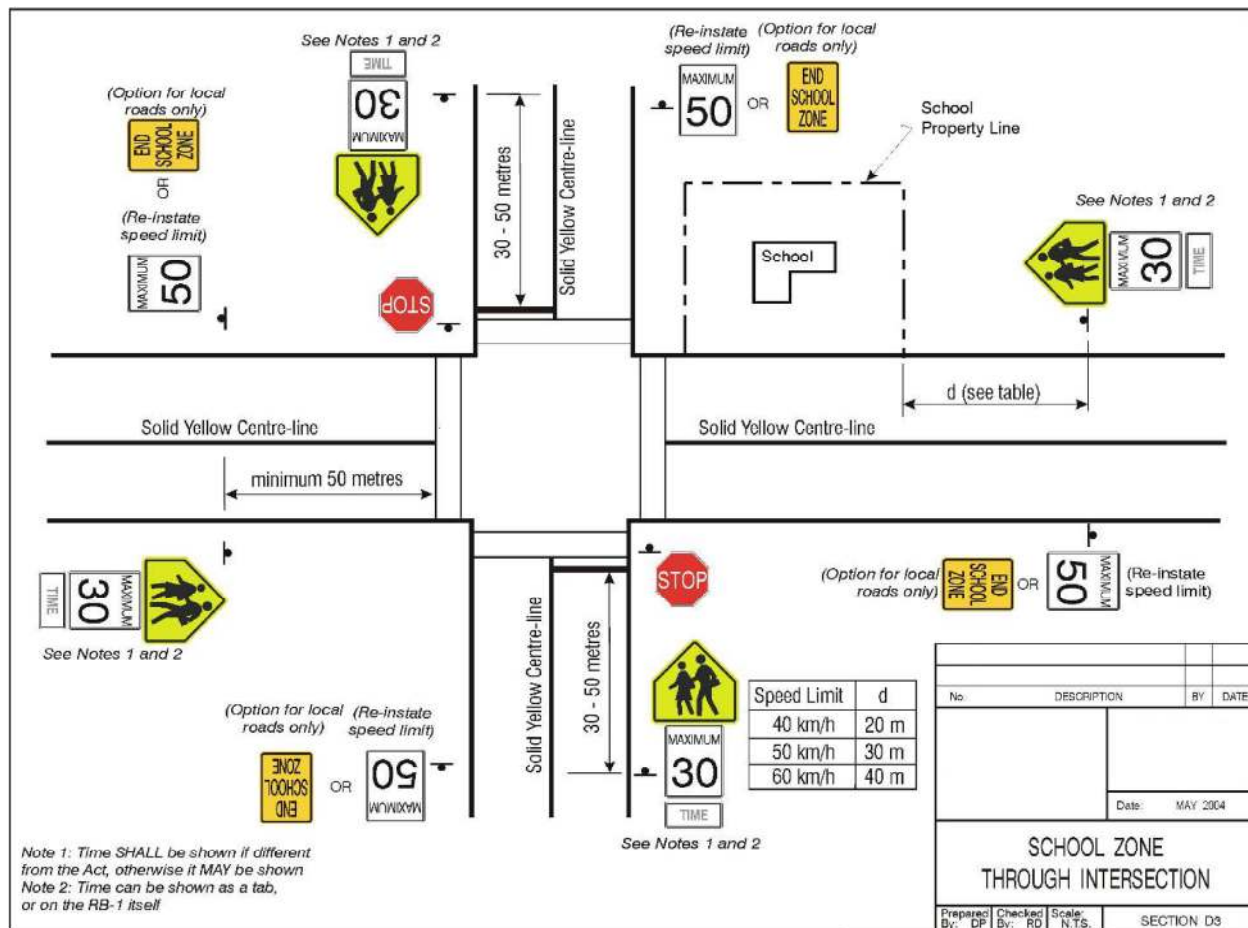
- School type
- Fencing
- Road Classification
- Property Line Separation
- School Entrance
- Sidewalks

It is further recommended, wherever possible, mitigation measures be explored that would reduce the warrant score so that marginal school zones can be avoided. The complete warrant analysis with supporting documentation is included as Attachment 2.

Moreover, school zones are to be used sparingly, and should not be provided in an attempt to increase the safety of crossing the roadway; other devices have been developed and should be applied for such a purpose.

In regards to placement, the TAC's guidelines recommend the following:

School Zone Signage



For completeness, it should be noted that speed zone management requires a multi-pronged approach. Simply setting a school area reduced speed zones is not likely to produce the entire desired speed reduction on its own. Tools which may assist in reducing vehicle speeds in school zones include:

- Enforcement (conventional radar, automated speed cameras and double fines),
- Education (City, ICBC and School District)
- Engineering countermeasures (traffic calming, curb bulges, enhanced sightlines)

Applying a combination of additional safety measures in conjunction with a reduced speed limit is more likely to increase road safety for all users. Furthermore, in many cases, school area reduced speed zones are requested in response to an underlying concern such as a lack of a safe crossing, inadequate sidewalks, stop sign compliance or speeding. These concerns would be better addressed through traffic calming, sidewalk infrastructure or pedestrian safety improvements, for each of which, the City has established specific infrastructure improvement programs. In addition, the City has four speed reader boards which can be rotated through school zones (provided poles

School Zone Signage


and electricity are available) as required to measure and evaluate speeding concerns and provide real time feedback to motorists in the area.

FINANCIAL IMPLICATIONS

No financial implications anticipated.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	None. Staff are currently utilizing the TAC guidelines for establishing school zones and areas.
2	Direct staff to reinstate school zone signage at locations where complaints have been received.

ATTACHMENTS

Attachment #1: Current school zone sign locations.

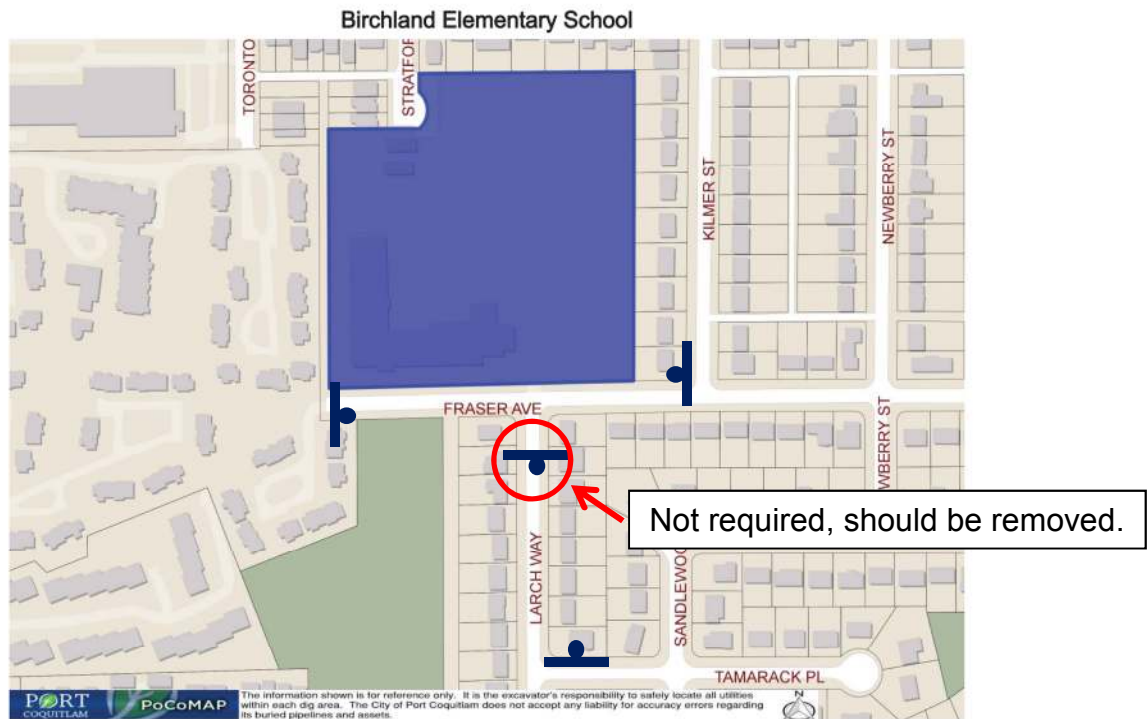
Attachment #2: TAC Guidelines for School and Playground Zones and Areas – Reduced Speed School Zone Warrant.

Lead author(s): Forrest Smith

Contributing author(s): Ross Maki

Attachment 1

Birchland Elementary (2017-06-19):



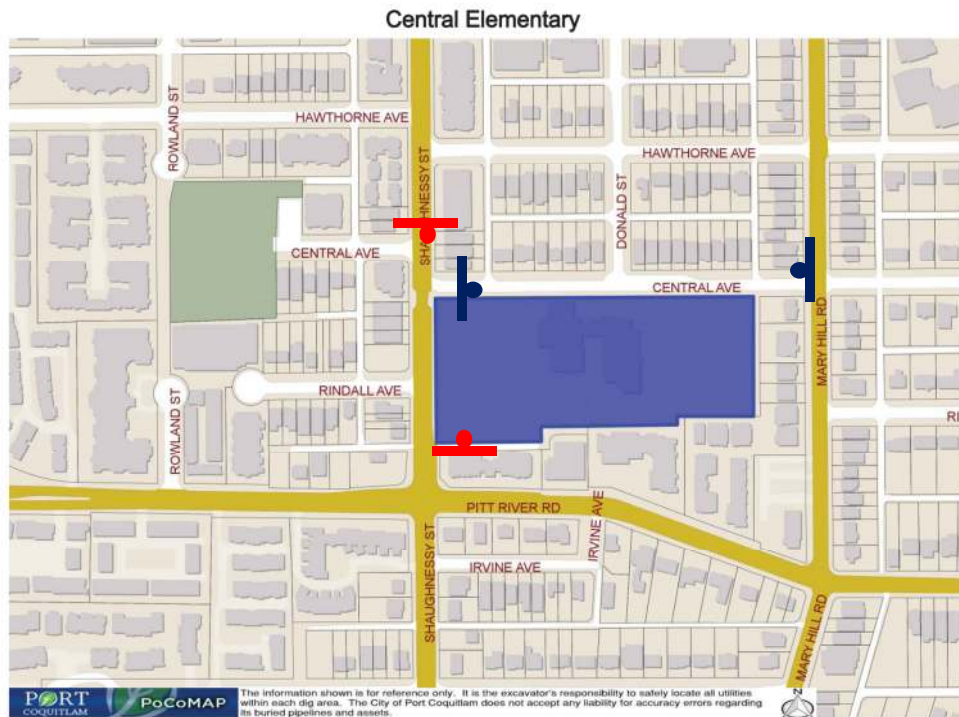
École Kilmer Elementary School (2017-09-25):



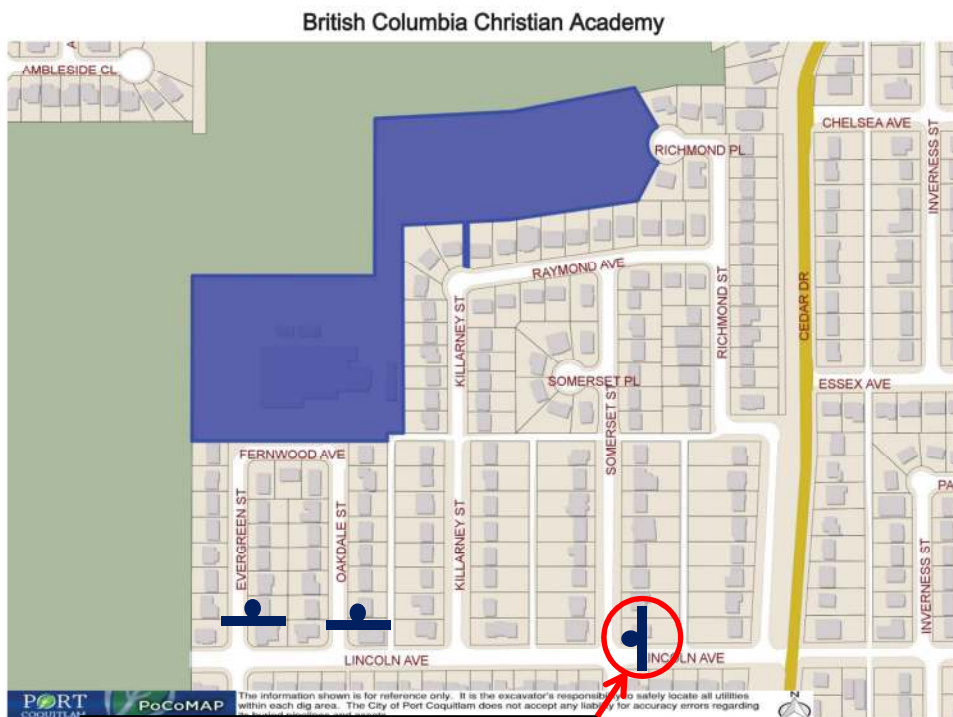
Legend:

The blue signage designates reduced speed school zones while red signage designates school areas (ie. no 30km/hr restriction).

Central Elementary (2018-10-30):



BC Christian Academy (2019-01-04):

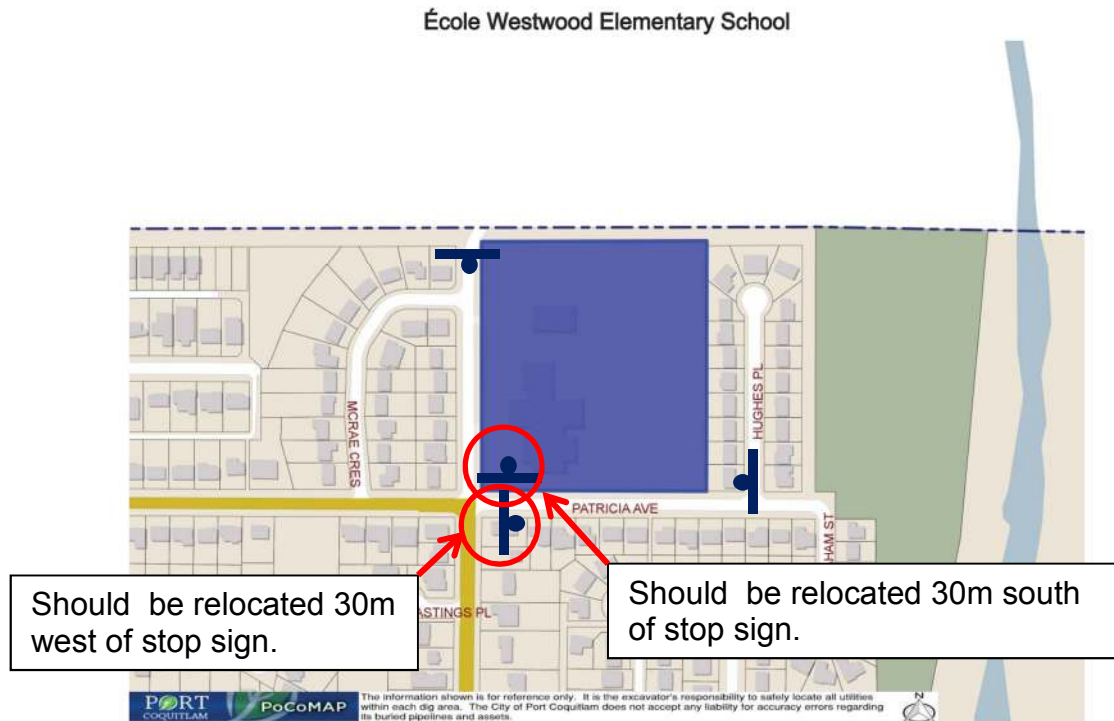


Not required, should be removed.

Legend:

The blue signage designates reduced speed school zones while red signage designates school areas (ie. no 30km/hr restriction).

École Westwood Elementary School (2019-01-30):



Cedar Drive Elementary (2018-10-12):



Legend:

The blue signage designates reduced speed school zones while red signage designates school areas (ie. no 30km/hr restriction).

The procedure is applicable for both residential and non-residential areas.

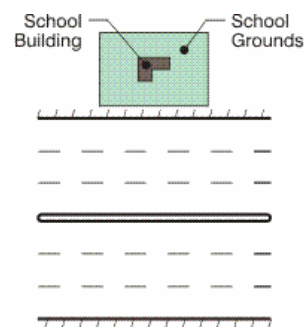
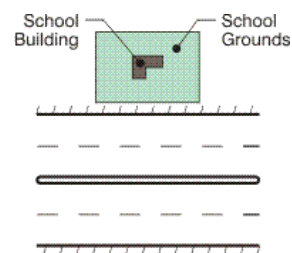
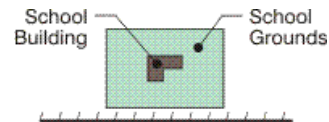
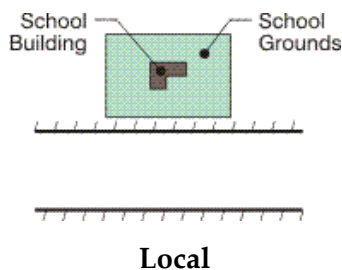
FIGURE 2.3 SCHOOL CRITERIA DESCRIPTIONS

1. School Type



Children of Elementary school age, when without parental supervision, are typically considered to be the most vulnerable due to their limited abilities to understand and anticipate vehicular traffic movements and their tendency to accidentally enter the roadway. Children of high school age are typically better able to understand traffic and to control their own movements. School Zones or Areas are unnecessary at post-secondary institutions.

2. Road Classification



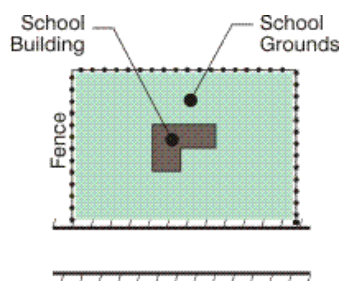
The design classification system used in the Geometric Design Guide for Canadian Roads (TAC 1999) separates roads on the basis of differences in land service and traffic service. The terms “rural” and “urban” refer to the predominant characteristics of the adjacent land use and not only to jurisdictional boundaries or features of typical cross sections. The road

classification criteria for the evaluation procedure that follows are consistent with the design classification system described in the Geometric Design Guide for Canadian Roads.

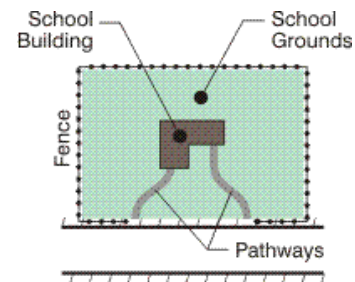
Arterial roads and expressways / freeways are typically multi-lane roads that carry high volumes of traffic, including trucks, and have posted speed limits of 50 km/h or greater. Collector roads are usually narrower and lower in traffic volumes, and provide direct frontage to developments including schools. Local roads are often still narrower, and are designed for lower speeds.

School Zones should be avoided on expressways / freeways and arterial roads. They can appear to motorists as contradicting the roadway function, and hence may be unexpected and disrespected. School Zones can sometimes appear to provide children and parents a false sense of security on a potentially hazardous roadway.

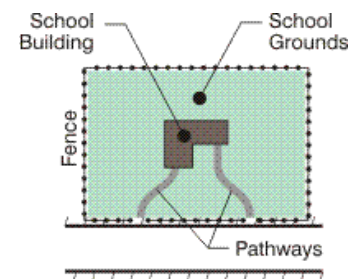
3. Fencing



Fully Traversable



Partially Traversable



Non-Traversable

Fencing can significantly reduce the need for a School Zone, acting as a physical barrier that can prevent errant movements onto the roadway.

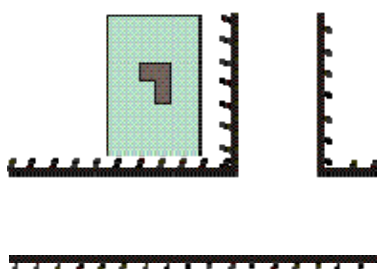
The effectiveness of fencing depends on its traversability, i.e. how easily it can be bypassed or traversed.

The traversability of fencing is governed by: extent of fencing between the roadway and the school, the effectiveness of the school's internal pathway system in guiding children to a safe opening in the fence, and the height and type of fencing. Post and cable type fencing or other low-height fencing, and fencing that contains openings or is easily damaged or mounted is more traversable.

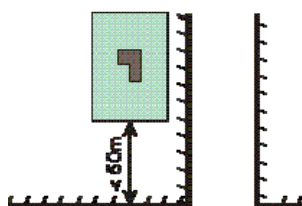
Fully traversable describes fencing that is absent or easily traversed. Partially traversable can describe fencing that is low-mounted or has several openings (or, for example, widely spaced trees). Non-traversable describes high-mounted fencing with limited openings at defined points.

Appendix A illustrates some examples of fencing related to schools.

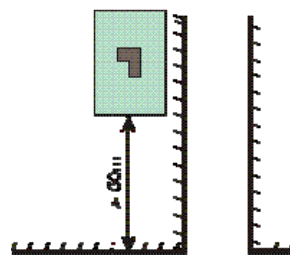
4. Property Line Separation



Abuts Road



Less than 50 metres



Greater than 50 metres

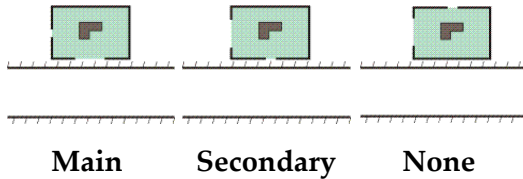
A school typically abuts at least one roadway. If the school is located near an intersection, it may also be located close to an intersecting roadway.

When the need for a school zone on the intersecting roadway is assessed, the separation between the property line of the school and the roadway should be considered. The separation influences the likelihood of children entering the roadway, particularly if it is unfenced.

A roadway that is separated from the school grounds by only a sidewalk or fence is said to abut the roadway. A school that is separated from the intersecting roadway may or may not be within 50 metres.

If it is located within 50 metres, there is a greater likelihood that children may enter the roadway. The school property line represents the most objective indication of the point where school activity involving children begins. If it is known that the property line is located well before the activity begins, then the latter can be used.

5. School Entrance



A school entrance can be a driveway to the school, the closest point along the road to the school's main door, or a designated on-street pick-up and drop-off area. The school entrance becomes a focal point of congestion and pedestrian activity, including vehicle turning movements at the driveway, manoeuvres within the parking lot, stoppages on the roadway and children crossing the road, particularly during pick-up and drop-off times. Where a school has multiple access points from the road, the activity is typically concentrated at one entrance, referred to as the main entrance. A secondary entrance, if it exists, typically has far less activity than the main entrance.

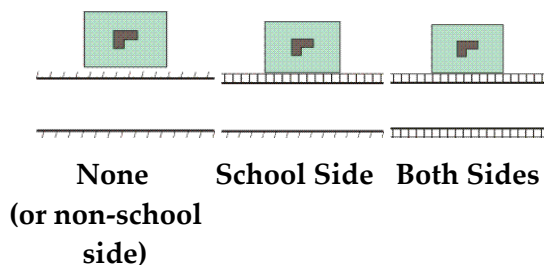
school grounds or opening in the fence and a defined crossing point on the roadway, or to provide a link to the surrounding sidewalk network further from the school grounds. If sidewalks are provided between the school and the roadway, children are less likely to walk in the roadway. In rural areas, while raised curb sidewalks are rarely provided, wide shoulders or unpaved pathways or walkways are assumed to serve the same function as a sidewalk (although shoulders are not provided for this purpose).

A procedure was developed to systematically consider these six criteria, in order to establish the need for a School Zone or School Area. The procedure assigns a Maximum Point Value (MPV) to each criterion, reflecting its relative importance. It also assigns a weighting factor (WF) to each selection, with the higher values indicating a greater need for an Area or Zone. The result of the scoring is a total score, out of 100.

The worksheet to be completed is shown in TABLE 2.1. The procedure is as follows:

1. For each criterion, select the description that best represents the conditions of the subject roadway. Multiply the associated weighting factor by the maximum point value and enter the product in the far right column.
2. Add up the scores entered for each criterion. Enter the sum at the bottom of the far right column.
3. Using the Worksheet Results Matrix (TABLE 2.2), identify the need for a School Zone, a School Area or neither. Borderline cases should be carefully reviewed. In all

6. Location of Sidewalks



The purpose of sidewalks is to provide safe conveyance of children between the

cases, engineering judgment, local conditions and community input should be considered.

4. Review the feasibility of providing new facilities or improving existing ones to reduce the need for a zone.
5. Identify, review and implement the signing and marking plan associated with the result.

TABLE 2.2 SCHOOL ZONE RESULTS MATRIX

TOTAL SCORE	AREA OR ZONE?
0 – 40	Nothing
41 - 64	SCHOOL AREA
65 - 80	SCHOOL AREA or SCHOOL ZONE*
81 – 100	SCHOOL ZONE

*Local conditions must be considered in detail in order to determine the appropriate treatment. Wherever possible, mitigation measures should be explored that would reduce the score so that marginal school zones can be avoided. The reasons for the final decision should always be documented.