

# Committee of Council Agenda

Tuesday, February 18, 2020

2:00 p.m.

Council Chambers

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

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Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

*That the Tuesday, February 18, 2020, Committee of Council Meeting Agenda be adopted as circulated.*

3. CONFIRMATION OF MINUTES

None.

4. REPORTS

4.1 Purchasing Division Update (verbal report)

Recommendation:

None.

4.2 2020 Financial Plan Follow Up

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Recommendation:

*To hire one professional videographer to live stream the 2020 Remembrance Day ceremony, funded within existing budgets, and report back on the pilot project.*

4.3 Kingsway Avenue Design

11

Recommendation:

That Committee of Council:

- Endorse the preliminary design concepts for Kingsway Avenue as outlined in the staff report titled Kingsway Avenue Design dated February 18, 2020;

- Direct staff to proceed with detailed design; and
- Consider a new north/south connection from Kingsway Avenue to McLean Avenue as part of future OCP revisions.

#### 4.4 P1 Zone Amendments - City Recreation Facilities

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Recommendation:

*That Committee of Council recommend to Council that the Zoning Bylaw be amended to allow for additional commercial uses at City recreation, arts and culture facilities.*

#### 5. COUNCILLORS' UPDATE

#### 6. MAYOR'S UPDATE

#### 7. CAO UPDATE

#### 8. RESOLUTION TO CLOSE

##### 8.1 Resolution to Close

Recommendation:

*That the Committee of Council Meeting of Tuesday, February 18, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*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 5.2

*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.*

Item 5.3

*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.*

#### 9. ADJOURNMENT

##### 9.1 Adjournment of the Meeting

## February 18, 2020 - Committee of Council Agenda

### Recommendation:

*That the Tuesday, February 18, 2020, Committee of Council Meeting be adjourned.*

## 10. MEETING NOTES

### **RECOMMENDATION:**

*To hire one professional videographer to live stream the 2020 Remembrance Day ceremony, funded within existing budgets, and report back on the pilot project.*

### **PREVIOUS COUNCIL/COMMITTEE ACTION**

At the January 7, 2020 Committee of Council meeting the following motion was passed:

*That Committee of Council:*

- 1. Approve the corporate work plan for 2020; and*
- 2. Authorize staff to issue the draft operating budget for public consultation.*

### **REPORT SUMMARY**

Committee requested follow up information on a number of items on the 2020 Operating budget. This report contains the requested information, or outlines the actions that will be taken as a result.

### **BACKGROUND**

During the discussions on January 7, Committee requested further information which is provided in this report and will assist in Committee's deliberations on the 2020 Operating budget.

### **DISCUSSION**

#### Employee Count

In addition to the employee count of full-time and part-time employees and casual hours, Committee requested a breakdown of the numbers by Management, CUPE and IAFF. It was also requested that the casual employee count be provided. The preliminary budget document provided the total casual employee hours. This information is provided in Attachment 1. Of note, the casual hours have been decreasing, however the number of employees who are working these casual hours is increasing. Inactive employees have recently been reviewed (those not working in the past 12 months) resulting in a reduction in casual employees on the City's books.

In addition, a comparison of Metro Vancouver municipalities' part-time and casual hours as a percent of total hours is provided in Attachment 2, including a brief analysis.



### Corporate Work Plan

Attached is a revised work plan including more details where applicable, and identifying the lead for each of the items. (Attachment 3)

### New Workplan Requests

The following new workplan requests were made by Committee:

- A review of the City's bonus density policy and social housing/amenity contributions is not included in the current workplans, but will be recorded on the followup tracker, and scheduled if time permits. Alternatively, Committee would need to consider an adjustment to the workplans, and other items may need to be adjusted accordingly.
- A specific Climate Change Development Cost Charge is not permitted within the legislation, as DCC's are limited to growth related projects only. However, as staff review and update the Development Cost Charges, climate adaptation projects will be considered and included where possible.

### Further Information to be provided in Q3:

Committee also considered a decision package to animate the public spaces in Leigh Square and Lions Park. As directed, staff are researching alternative options for new elements to draw more participants to the Christmas in Leigh Square two day event to support the artisans and local businesses, as well as the possibility of adding activities through December, and will report back to Committee separate from this report.

### Further Information to be provided prior to drafting the 2021 budgets:

- Utility rate review and analysis
  - on water meter rates throughout Metro Vancouver;
  - on overhead and administration distribution between taxes and utilities.
- A discussion and options on the property taxation equity between residential and business classes.
- Decision package for an additional recycle pickup through the holidays.
- Decision package for a spring cleaning/bulky item pickup.

### Remembrance Day Live Stream

Committee considered a decision package which included live streaming the Remembrance Day Cenotaph Ceremony at an annual ongoing cost of \$7,500 which included the videographer, web camera and link to live broadcast on the city website. In order to first assess the value of providing this service, staff was asked to provide alternative options for a one-time pilot project, such as streaming on facebook Live (which has been used by other cities) for the 2020 ceremony.

## 2020 Financial Plan Follow Up

Staff has prepared four options for Committee's consideration as follows:

Option	Pros	Cons
1. Staff with basic equipment films and live streams via a social media channel	Low Cost, can assess viewership to determine need/value of future investment in professional quality services	Potential for poor video/audio quality depending on staff experience. Depending on channel selected (Facebook/Instagram Live, or Twitter Periscope) – access will be limited to subscribers to those channels
2. Staff with basic equipment films and live stream via You Tube	Low Cost, can assess viewership to determine need/value of future investment in professional quality services. Provides greater access to broader audience.	Potential of poor video/audio quality depending on staff experience.
3. Hire Tri-Cities TV to live stream via You Tube	Better quality video vs inexperienced staff. City receives footage for future event promotion, posting on website.	Quality varies and availability may be limited as service is run by volunteers. May require approximately \$500 honourarium, which could be funded from existing budgets for the pilot project.
4. Hire one professional videographer and live stream via You Tube –  <i>Recommended</i>	Professional quality video with possibility of more dynamic footage taken by skilled videographer vs City staff. City receives footage for future event promotion, posting on website.	Requires approximately \$1,000 and could be funded from existing budgets for the pilot project.


Staff recommend Option 4, hiring one professional videographer.

### **FINANCIAL IMPLICATIONS**

None. The estimated cost of \$1,000 for the one-time pilot project can be funded from existing budgets.

## 2020 Financial Plan Follow Up

### **OPTIONS** (✓ = Staff Recommendation)

	#	Description
	1	That one professional videographer be hired to live stream the 2020 Remembrance Day ceremony.
	2	That further options for Remembrance Day Live Streaming be considered.

### **ATTACHMENTS**

Attachment #1: Employee Stats

Attachment #2: Casual Hours Comparison

Attachment #3: Corporate Work Plan

**Lead authors:** Karen Grommada, Farouk Zaba, Lori Bowie

**Contributing authors:** Carrie Nimmo, Pardeep Purewal

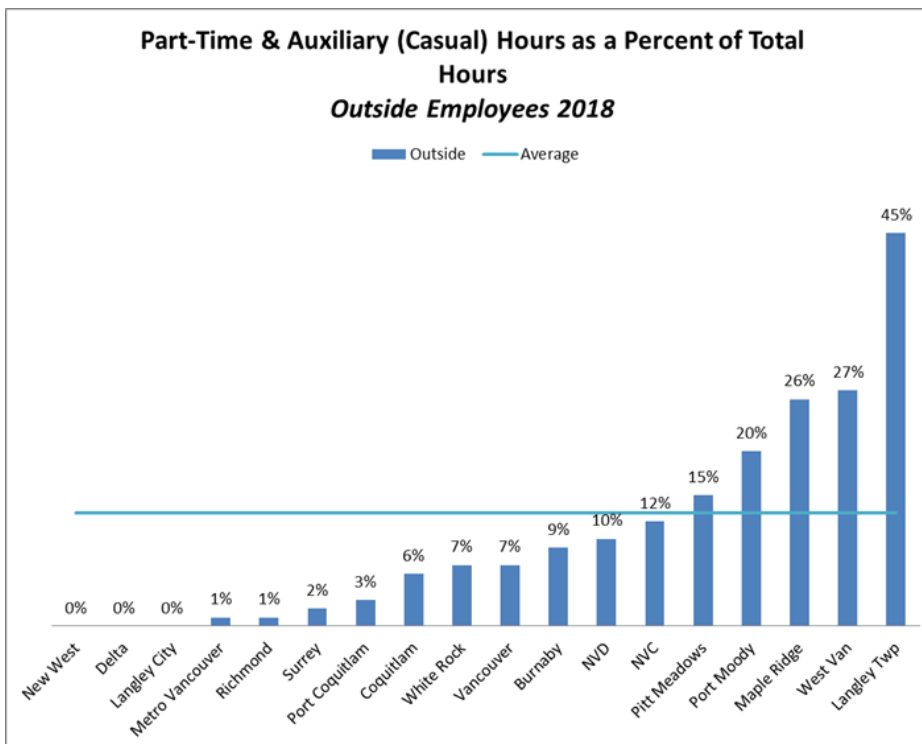
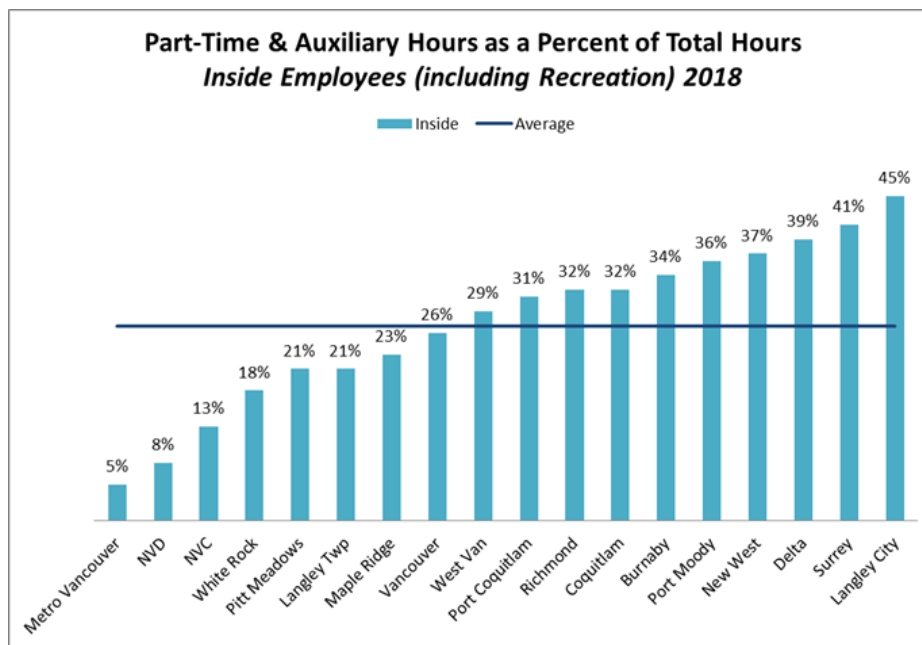
## Attachment #1: Employee Stats

		2015	2016	2017	2018	2019
CUPE	Full Time	167	169	179	177	175
	Part Time	79	74	71	72	79
	Casual	183	194	223	264	262
	TOTAL	429	437	473	513	516
IAFF	Full Time	70	71	74	76	81
	Part Time	-	-	-	-	-
	Casual	-	-	-	-	-
	TOTAL	70	71	74	76	81
Exempt	Full Time	48	49	46	49	51
	Part Time	-	-	-	-	-
	Casual	1	1	2	2	1
	TOTAL	49	50	48	51	52
ALL	GRAND TOTAL	548	554	595	640	649

## **Attachment #2: Casual Hours Comparison**

The tables below do not include fire or exempt staff. Data is provided by member municipalities and these municipalities may not use the same categories for reporting, and may offer different services that would heavily influence the numbers. For example, municipality's that contract out services like janitorial or operation of outdoor pools would have lower numbers relative to Port Coquitlam who provide the service by City staff.

However, these graphs do provide a general sense of how Port Coquitlam relates to other Metro Vancouver municipalities' use of casual (auxiliary) and part-time workers. For inside employees, Port Coquitlam's casual and part-time employee hours is at the median and for outside employees, we are lower than other municipalities. The data includes part-time and auxiliary hours; auxiliary (casual) hours is not broken out.



# WORKPLAN

This section highlights the planned major activities, above and beyond day-to-day operations, to be undertaken by the organization in the year.

## COUNCIL PRIORITIES

In 2019, Council set three strategic priorities to focus discretionary resources in order to more quickly advance those objectives. Clarity around priorities and commitment to them allow staff and Council to focus on these items and screen out requests that might divert energy and resources from the “plan”. These three priorities are:

- Improving customer service
- Investing in our infrastructure
- Enhancing community safety

## COUNCIL’S ACTION PLAN

In addition, Council adopted an Action Plan, which clearly sets out specific actions they wish to achieve from 2020-2022 (the remainder of the term). These items are categorized in to six key focus areas as follows:

- Managing City Finances and Assets Responsibly
- Planning for the Future
- Creating a Vibrant Downtown
- Focusing on Safety
- Improving Transportation and Mobility
- Enhancing our Environment

Each of the specific projects in these focus areas has been operationalized and will be brought forward to Council, as follows:

Managing City Finances and Assets Responsibly	Start	Finish	Dept. Lead
▪ Complete annual review of core service levels as part of operating budget	Q2 2020	Annually	EPW
▪ Create neighborhood road rehabilitation standards	Q1 2020	Q2 2020	EPW
▪ Complete asset management plans	Q2 2019	Q4 2020	EPW
▪ Develop 10-year capital and financial plans	Q3 2020	Q4 2020	EPW/Finance
▪ Update servicing regulations <ul style="list-style-type: none"> <li>○ Confirmation of design guidelines</li> <li>○ Workshop on subdivision procedure and requirements</li> <li>○ Revised Bylaw</li> </ul>	Q1 2020 Q2 2020 Q3 2020	Q1 2020 Q3 2020 Q4 2020	EPW
▪ Review development cost charges <ul style="list-style-type: none"> <li>○ Project launch</li> <li>○ Review of growth projections and related infrastructure projects</li> <li>○ Consideration of Bylaw</li> </ul>	Q3 2020 Q1 2021 Q3 2021	Q3 2020 Q1 2021 Q3 2021	EPW

<ul style="list-style-type: none"> <li>Minister approval</li> <li>Adoption of the Bylaw</li> </ul>	Q4 2021 Q2 2022	Q1 2022 Q2 2022	
<ul style="list-style-type: none"> <li>Land management           <ul style="list-style-type: none"> <li>Report to Council on current and future inventory, and ownership/management models Review existing inventory and centralize management</li> <li>Council workshop to determine areas or key parcels to monitor for future acquisition</li> </ul> </li> </ul>	Q2 2020 Q2 2020	Q2 2020 Q2 2020	CAO
<ul style="list-style-type: none"> <li>Evaluate management of cash, investments, debts, land and use of reserves           <ul style="list-style-type: none"> <li>Report to Committee on current practices and options</li> <li>Implementation plan for any changes to current practices</li> </ul> </li> </ul>	Q3 2020 Q4 2020	Q3 2020 Q4 2020	Finance

Planning for the Future	Start	Finish	Dept. Lead
<ul style="list-style-type: none"> <li>Complete the Port Coquitlam Community Centre           <ul style="list-style-type: none"> <li>Aquatic Area update (procurement, staffing, operational systems, marketing &amp; promotion)</li> <li>RFP Leased spaces (sports/rehab clinic and lobby café)</li> <li>Phase 2 amenity update (procurement, staffing, operational systems, marketing &amp; promotion)</li> </ul> </li> </ul>	Q1 2020 Q3 2020 Q1 2021	Q2 2020 Q4 2020 Q4 2021	Recreation
<ul style="list-style-type: none"> <li>Invest in parks, field, trail and playground improvements           <ul style="list-style-type: none"> <li>2020 Capital Projects (Fortress &amp; Settlers Park playground improvements)</li> <li>2021 Capital Projects (Chelsea, Elks, Imperial, Pinemont &amp; Wellington playground improvements)</li> </ul> </li> </ul>	Q2 2020 Q2 2021	Q3 2020 Q3 2021	EPW
<ul style="list-style-type: none"> <li>Update the Official Community Plan           <ul style="list-style-type: none"> <li>Scoping Report will identify the focus areas to be updated, engagement and timelines.</li> <li>Engagement feedback and workshops – staff will present the results of engagement as it relates to specific topic areas in the OCP update and will conduct workshops with Council on potential policy direction.</li> <li>Official Community Plan Amendment Bylaws is the legislative process to incorporate changes into the OCP. This will include a public hearing and Bylaw readings.</li> </ul> </li> </ul>	Q2 2020 Q3 2020 Q1 2021	Q2 2020 Q4 2021 Q4 2022	DS
<ul style="list-style-type: none"> <li>Improve development application turnaround times           <ul style="list-style-type: none"> <li>Report of findings and recommendations on current application wait times, on customer service review, and status of the Province's review on streamlining development applications.</li> </ul> </li> </ul>	Q4 2020	Q4 2020	DS

Creating a Vibrant Downtown	Start	Finish	Dept. Lead
<ul style="list-style-type: none"> <li>Implement actions in the Downtown Concept Plan           <ul style="list-style-type: none"> <li>Evaluate and support land development applications as proposed by the Land and Development Facilitator</li> </ul> </li> </ul>	Q1 2020	Q4 2022	CAO
<ul style="list-style-type: none"> <li><del>Increase</del> Enhance the delivery of arts and culture activities and festivals</li> </ul>			Recreation

<ul style="list-style-type: none"> <li>○ Council workshop regarding City's role in event delivery</li> <li>○ Update on work being done in collaboration with the PoCo Events Society to create a three year event calendar and deliver a variety of community events and festivals 2020-2022</li> <li>○ Establish clear guidelines for the various City funding opportunities for community groups which includes application criteria and requirements for final reports</li> </ul>	Q1 2020 Q1 2020 Q1 2020	Q2 2020 Q2 2022 Q1 2020	
<ul style="list-style-type: none"> <li>▪ Construct supporting infrastructure (road, streetscape and pedestrian improvements)               <ul style="list-style-type: none"> <li>○ Review Donald Street Pathway Extension design</li> <li>○ Donald Street Pathway Extension Construction</li> <li>○ Review McAllister Avenue Traffic Analysis</li> <li>○ Review McAllister Avenue Conceptual Design</li> <li>○ McAllister Avenue Construction</li> <li>○ Review Veterans Park re-design</li> <li>○ Veterans Park rehabilitation construction</li> </ul> </li> </ul>	Q1 2020 Q2 2021 Q1 2020 Q1 2020 Q2 2021 Q2 2020 Q2 2021	Q1 2020 Q4 2021 Q1 2020 Q1 2020 Q4 2021 Q4 2020 Q4 2021	EPW

Focusing on Safety	Start	Finish	Dept. Lead
<ul style="list-style-type: none"> <li>▪ Address speeding and school zone safety               <ul style="list-style-type: none"> <li>○ 2020 Capital Projects</li> <li>○ 2021 Capital Projects</li> </ul> </li> </ul>	Q2 2020 Q2 2021	Q3 2020 Q3 2021	EPW
<ul style="list-style-type: none"> <li>▪ Invest in pedestrian and cycling safety               <ul style="list-style-type: none"> <li>○ 2020 Capital Projects</li> <li>○ 2021 Capital Projects</li> </ul> </li> </ul>	Q2 2020 Q2 2021	Q3 2020 Q3 2021	EPW
<ul style="list-style-type: none"> <li>▪ Review options for delivery of police services               <ul style="list-style-type: none"> <li>○ Approve Scope of study</li> <li>○ Council Workshop</li> <li>○ Consider Draft Report</li> <li>○ Approve Final Report</li> </ul> </li> </ul>	Q1 2020 Q3 2020 Q4 2020 Q4 2020	Q1 2020 Q3 2020 Q4 2020 Q4 2020	CAO
<ul style="list-style-type: none"> <li>▪ Evaluate regulations and service levels for bylaw enforcement</li> </ul>	Q4 2019	Q2 2021	Corp Support

Improving Transportation and Mobility	Start	Finish	Dept. Lead
<ul style="list-style-type: none"> <li>▪ Invest in neighbourhood rehabilitation               <ul style="list-style-type: none"> <li>○ 2020 Capital Projects</li> <li>○ 2021 Capital Projects</li> </ul> </li> </ul>	Q2 2020 Q2 2021	Q3 2020 Q3 2021	EPW
<ul style="list-style-type: none"> <li>▪ Advocate and plan for SkyTrain               <ul style="list-style-type: none"> <li>○ Approve scope of RFP</li> <li>○ Council workshop</li> <li>○ Consider Draft Report</li> <li>○ Approve Final Report</li> </ul> </li> </ul>	Q1 2020 Q2 2020 Q3 2020 Q4 2020	Q1 2020 Q2 2020 Q3 2020 Q4 2020	DS



▪ Support railway separation projects on Kingsway/Westwood and Pitt River Road	Q1 2020	Ongoing	EPW
▪ Update the Master Transportation Plan			
○ Council workshop	Q2 2020	Q2 2020	
○ Consider Draft Report	Q4 2020	Q4 2020	
○ Approve Final Report	Q2 2021	Q2 2021	

Enhancing our Environment	Start	Finish	Dept. Lead
▪ Create a climate change mitigation/adaptation plan			EPW
○ Approve scope of RFP	Q3 2020	Q4 2020	
○ Council workshop	Q1 2021	Q1 2021	
○ Consider Draft Report	Q3 2021	Q3 2021	
○ Approve Final Report	Q4 2021	Q4 2021	
▪ Develop a forest management plan and tree canopy target and strategy			EPW
○ Council workshop	Q1 2021	Q1 2021	
○ Consider Draft Report	Q3 2021	Q3 2021	
○ Approve Final Report	Q4 2021	Q4 2021	
▪ Assess and improve watercourse health			EPW
○ Council workshop	Q1 2021	Q1 2021	
○ Consider Draft Report	Q3 2021	Q3 2021	
○ Approve Final Report	Q4 2021	Q4 2021	
▪ Update greenhouse gas targets; reduce emissions			DS & EPW
○ Council workshop	Q2 2020	Q3 2020	
○ Consider Draft Report	Q4 2020	Q4 2020	
○ OCP Update	Q1 2021	Q1 2021	

## RECOMMENDATION:

*That Committee of Council*

- *Endorse the preliminary design concepts for Kingsway Avenue as outlined in the staff report titled Kingsway Avenue Design dated February 18, 2020;*
- *Direct staff to proceed with detailed design; and*
- *Consider a new north/south connection from Kingsway Avenue to McLean Avenue as part of future OCP revisions.*

## **PREVIOUS COUNCIL/COMMITTEE ACTION**

At the September 17, 2018 Finance & Budget Committee meeting, the following motions were passed:

*That \$50,000 be approved in 2019 for the Kingsway Avenue Conceptual Design; and  
That \$100,000 be approved in 2020 for Kingsway Avenue – Detailed Design.*

## **REPORT SUMMARY**

The objective of the Kingsway Avenue Conceptual Design assignment was to assess existing, and future traffic performance and determine preferred design criteria for the interim and future horizons. This report summarizes the traffic study which was carried out along Kingsway Avenue between Tyner Street and the Mary Hill Bypass (MHB), and the corresponding transportation planning which informed the proposed concept design. These extents were selected recognizing the extensive truck traffic and redevelopment of industrial sites which will result in increased turning movements and interruption to traffic flow along the corridor. The report further discusses the proposed multiuse path (MUP) which is recommended to extend to Kebet Way in order to complete the connection to the Traboulay PoCo trail along the dyke.

## **BACKGROUND**

Kingsway Avenue is classified as a major road network (MRN) which supports efficient movement of large volumes of people and goods and connecting provincial highways to municipal road networks. Currently, Kingsway has one travel lane in each direction for the majority of the corridor with parking permitted on both sides of the road. It is surrounded primarily by industrial and commercial developments and is a designated truck route. There are six key intersections located along the corridor, namely:

## Kingsway Avenue Design

Street Name	Current Traffic Control Type
Tyner Street	Stop controlled
McLean Avenue	Signalized
Broadway Street / Coast Meridian Overpass (CMO)	Signalized
Langan Avenue	Stop controlled
Coast Meridian Road	Stop controlled
MHB	Signalized (operated by Ministry of Transportation and Infrastructure (MoTI))

Several key challenges exist and are anticipated to exacerbate with development and growth along Kingsway Avenue. The solutions proposed attempt to address these challenges in addition to planning for growth and development alone:

- Increasing truck traffic and left hand turning movements (access to sites) which causes queuing behind the turning vehicles waiting for gaps in oncoming traffic;
- Egress from lots waiting for gaps in both directions of traffic;
- Parking availability for businesses' staff;
- Lack of active transportation facilities (sidewalk or path);
- Challenges related to weaving and queuing of vehicles making right hand turns off of McLean Avenue or the Coast Meridian Overpass; and
- Development opportunities (finalizing this design will allow the City to give developers clear direction of their required offsite requirements so that they can construct portions of the work, or contribute the appropriate amount of cash-in-lieu).

Recent traffic counts conducted by the City at each of these intersections were used to inform the traffic study to determine how each of the intersections is currently performing in their existing conditions. Using modelling software which is based on current analysis standards, measures of effectiveness were determined at each of the intersections, which results in a level of service (LOS) ranging from A to F, with A being the best case scenario and F being the worst case. For capacity analysis in a typical urban area, an LOS of D or better is generally considered as acceptable. LOS is defined by how many seconds a vehicle is delayed as follows:

Traffic Control Type	LOS	A	B	C	D	E	F
Signalized	Delay (Sec / Veh)	0-10	10-20	20-35	35-55	55-80	>80
Unsignalized		0-10	10-15	15-25	25-35	35-80	>80

In addition to intersection performance, overall traffic demands are compared to corridor capacity and a volume over capacity (v/c) ratio determined. A low ratio indicates a road which is operating under capacity but as v/c approaches or exceeds a value of 1.0, the road is considered to be at or over capacity (a value of 1.0 means volume equals capacity). Typically, road improvements should be considered as a v/c ratio approaches 0.9.

In its existing condition, all of the intersections are operating with acceptable LOS with the exception of the MHB (operated by MoTI) which is the main constraining factor at the east end of the corridor. Only the intersection at Broadway Street / CMO operates at a LOS of D whilst the remaining intersections are operating at an A or B. Furthermore, there are no current concerns with volume as compared to capacity throughout the corridor; the existing two travel lanes are adequate to convey existing traffic volumes.

It is also important to note that the scope of this Kingsway Avenue conceptual design ties in directly to the Port Coquitlam Community Center (PCCC) offsite design. The PCCC offsite requirements include full width asphalt rehabilitation for all adjacent roads, construction of sidewalks on all frontages, and the continuation of the Kelly Ave Greenway extending through the Kelly Ave Plaza. The PCCC scope also includes the conversion of Kingsway/Kelly and Kingsway/Tyner intersections from stop controlled to roundabouts; the latter is reviewed further within the discussion of this report.

### **DISCUSSION**

The objective of the Kingsway Avenue Conceptual Design assignment was to assess existing, and future traffic performances and determine preferred design criteria for the interim and future horizons. Recommended design criteria have been justified for a 10 year horizon (2029) and a 25 year future (2044) condition and is based on results from modelling these scenarios and comparing volume to capacity. In order to determine future traffic volumes, the numerous major developments throughout the corridor were analyzed as they will contribute significantly to future traffic generation. Furthermore, a linear growth factor was applied to the 2019 traffic volumes to estimate the future horizon years.

#### **Interim Condition**

##### Lanes

By the year 2029, traffic volumes are not anticipated to increase by an amount which warrants additional travel lanes. The v/c ratios throughout the corridor remain under 0.9 and capacity increase is therefore not justified. However, with only two lanes of traffic and considering the significant percentage of trucks throughout the corridor, a conflict which currently exists and which will worsen with increased volume is through traffic queuing behind heavy trucks and other vehicles turning left into businesses. Therefore a shared left hand turn lane, similar to on

Broadway Street, throughout the majority of the corridor is proposed to accommodate these turning movements and eliminate the conflict with through traffic. This will furthermore improve left turn egress from the businesses as vehicles can turn and stage within the shared lane and not have to wait for a full gap in traffic coming from both directions.

### Parking

West of Broadway Street / CMO, it is evident that the various businesses' staff are utilizing Kingsway Avenue for parking as the existing sites are unable to accommodate the amount of onsite parking required. Businesses are required to provide parking onsite for staff as development occurs, however, some of the older developments along Kingsway are not providing or are using parking space for storage and street parking on both sides of the street is heavily utilized west of Broadway / CMO. It is proposed to retain the existing parking lane on the south side of Kingsway and to install parking pockets on the north side rather than a full parking lane which would otherwise require significant relocations of existing overhead utilities. It is estimated that 15 stalls would be removed as a result, however, given that a number of lots on the north side are currently being redeveloped and will accommodate onsite parking this impact will be largely mitigated. East of Broadway / CMO, parking demand is not nearly as significant as new developments provide sufficient parking onsite for their staff and it is proposed to retain just one lane of parking on the south side of Kingsway, which limits the amount of road widening and overhead utility relocations. At the front end of detailed design, staff will consult with business owners to better understand their current and future parking requirements and determine an appropriate strategy which accommodates the owners and minimizes project costs.

### Intersections

The existing stop controlled intersection at Tyner Street currently functions with a high LOS, however by 2029, it is anticipated that the intersection in its current configuration would function at a failed LOS. Three potential configuration options (signalization, roundabout and right in right out (RIRO)) were assessed, taking into account the future one lane roundabout planned for Kelly Avenue.

The analysis determined that spillbacks from both intersections (Tyner and Kelly) would occur during peak periods of both horizon years, limiting available movements at roundabouts, whereby a signal will improve the overall intersection performance significantly in comparison (LOS of C or better as compared to F with a roundabout). Restricting left turns with the RIRO configuration resulted in the best overall LOS, performing at an A in both horizon years. Furthermore, restricting permissive left turns eliminates the conflict zone with oncoming traffic, improving the overall safety of the intersection. Westbound traffic would be redistributed at McLean and northbound traffic at Mary Hill Road; the performance of the McLean Avenue intersection is not impacted by the additional traffic being rerouted. Because the RIRO configuration will result in the highest performing LOS and with added safety benefits, a RIRO configuration is proposed at this time,

however, can be monitored and assessed in the future. As this is a departure from the previous plans, if the concept design is endorsed, staff will consult with impacted business owners along Tyner regarding the proposed change.

Due to the short spacing between McLean Avenue and Broadway Street / CMO and high traffic demands in all directions, these intersections were analyzed as one entity to minimize vehicle spillback and weaving. These intersections will operate with LOS of F by the 2029 horizon year and improvements to increase capacity are proposed as follows:

- At McLean Avenue
  - Add an additional dedicated westbound left turn lane; and
  - Add an additional northbound right turn lane and convert from yield controlled to signalized.
- At Broadway Street / CMO
  - Add an additional eastbound through lane from McLean to approximately 100m past Broadway / CMO;
  - Add an additional westbound through lane west of Langan; and
  - Add an additional southbound right turn lane and convert from yield controlled to signalized.

The additional through lanes resolve capacity issues at these intersections which have been identified in the horizon year, and the signalized dual right turns minimize issues with heavy traffic merging and weaving, one of the major challenges identified along the corridor. The signalized dual rights are dedicated movements and allow traffic to flow through without conflicting with other movements such as through traffic heading east at McLean or west at Broadway and would require no right turn on red light restrictions. The preceding improvements result in these intersections operating at acceptable LOS for both horizon years.

The intersection at Langan Avenue currently operates with a LOS of A and will continue to do so for both horizon years without any improvements. The intersection at Coast Meridian Road will function at an acceptable level in the 2029 horizon year, however, at a failed level by 2044. No improvements are proposed at this time but this intersection should be monitored and a signal considered in the future, closer to the 25 year horizon.

Signal timing for the intersection at MHB is governed by the dominant traffic flows travelling east / west along MHB which is needed to convey significant volumes of traffic. The traffic entering and departing Port Coquitlam is comparatively much less which results in shorter green light phases for Kingsway Avenue. MoTI has previously made operational improvements and optimized signal timing to reduce delays and queuing while still meeting traffic demands along the MHB. Given the signal timing limitations, the City is currently working on a design for improvements at Shaughnessy Street and Broadway Street to facilitate Port Coquitlam traffic movement. Both

projects are considering acceleration lanes for vehicles turning right onto the MHB as well as adding more left turn queuing capacity for vehicles turning off of the MHB onto Shaughnessy and Broadway. The intent is to use the design to seek funding from MoTI and ICBC to support construction of the project. At Kingsway, there is a lower demand for right turn movements and adequate gaps for them to be made during the signal cycle; therefore, an acceleration lane was not considered at this location at this time.

### Multiuse Path

In addition to the proposed road improvements, a separated MUP is proposed on the north side of Kingsway within the BC Hydro owned land, providing a safe facility for active transportation along this busy corridor and providing connection from downtown to the Traboulay PoCo Trail along the dyke east of MHB. Although there is no formal agreement between the City and BC Hydro at this time to locate the MUP within their property, BC Hydro has previously acknowledged and generally supported the project in the past, indicating that once the MUP design was finalized and any necessary pole or guy wire relocations identified that they would prepare designs to do so. Staff will be engaging BC Hydro early in the detailed design process to determine the requirements and work toward a formal agreement.

A MUP linking downtown Port Coquitlam and the PoCo Traboulay Trail was originally initiated as a capital project in 2012 which in addition to the path, included landscaping and planting beds and seating nodes. Council did not support the project at that time due to the significant cost associated with the pathway and other proposed improvements. Subsequently, a revised more basic design was brought forward in 2017. The cost estimate for the revised design was significantly less than the original, however, with the various redevelopment projects occurring along the corridor, Council directed staff to prepare a strategy for the path that would maximize the development contributions as part of a more comprehensive plan for the Kingsway corridor.

The MUP is now being proposed to be constructed in conjunction with the road works, at an incremental cost to the larger road works project, taking advantage of economies of scale. The simplified design has also been retained to minimize costs. In addition, and as summarized under Financial Implications, the City is anticipating significant contributions from TransLink and fronting developers.

### **Future Condition**

With the exception of installing a signal at the Coast Meridian Road intersection, all of the intersection improvements necessary for the future condition are being proposed in the interim solution. By 2044 and particularly during the PM peak hour, v/c ratios reach their threshold at locations throughout the corridor. In order to increase capacity along the corridor to keep up with the increased volumes, the main difference between the 2029 and 2044 (future) horizon is the conversion from a three lane cross section with parking to a four lane cross section with some

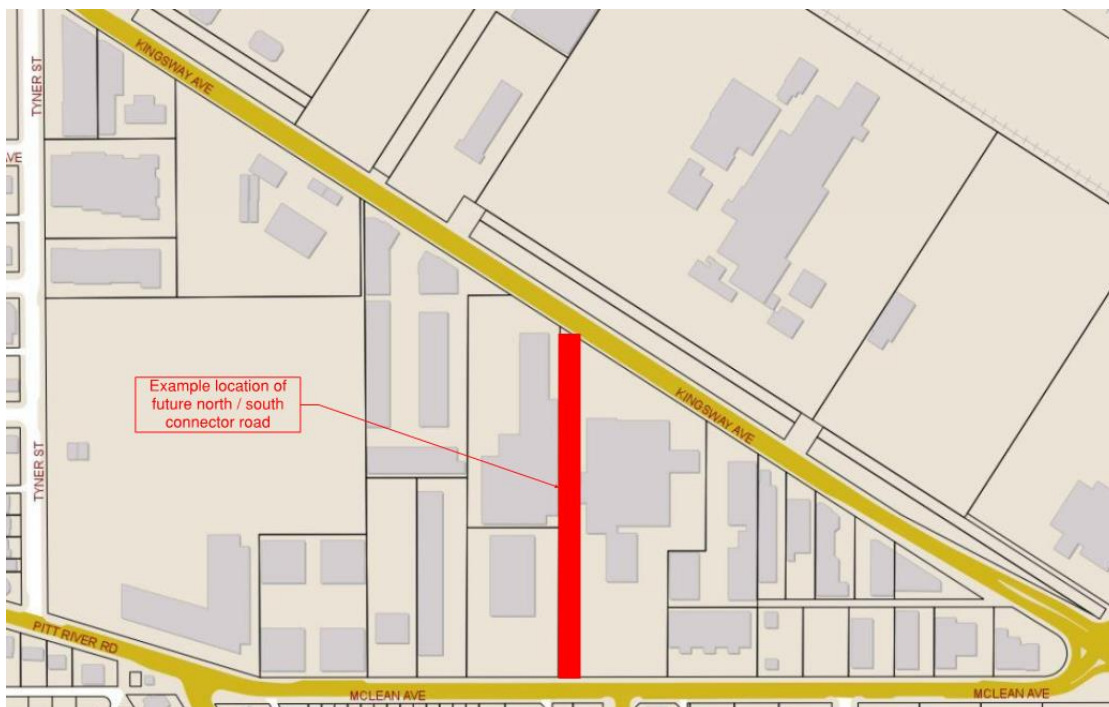


## Kingsway Avenue Design

parking retained on the north side of Kingsway, west of Broadway / CMO. Road widening required for the 2029 horizon year will provide adequate width to implement the future four lane road with minimal additional construction (predominantly eradicating and repainting the road markings). A four lane cross section would preclude on street parking east of Broadway / CMO and reduce from two parking lanes to one west of Broadway / CMO, however, it is anticipated that with development west of Broadway / CMO over the next 25 years that developers would be required to provide onsite parking for their staff and that removal of street parking would not be a major impact.

### Future North / South Connector

The distance between Tyner Avenue and McLean Avenue is approximately 980m, the equivalent of about five City blocks. Between these two intersections, there are no north / south routes linking Kingsway to McLean. Motorists trying to access businesses along Kingsway Avenue from the south, west of Broadway / CMO are forced to use Tyner or McLean and then back track to their destination point. Consideration should be given to a future new road between Kingsway and McLean, effectively creating a new north / south connector, improving access for businesses along Kingsway. This could be a potential requirement as part of land development in the future to dedicate land for road allowance. Providing this alternative north / south route would allow for the implementation of turning restrictions at Tyner and McLean intersections, both of which present challenges given their proximity to adjacent intersections. This alignment should be considered in future OCP revisions and is illustrated in the figure below.





## **FINANCIAL IMPLICATIONS**

The cost of the interim project is estimated at \$5.5 Million which includes a 25% contingency and is currently scheduled for the 2022 (west of Broadway / CMO) and 2023 (east of Broadway / CMO) construction years. It should be noted that these are class C estimates which are prepared with limited site information and are based on some assumed site conditions (typically +/- 25 - 40% of actual project costs). Class C estimates are used for project planning and following approval to proceed with detailed design further investigations and more accurate estimates are prepared.

The City is applying to Translink for funding contributions toward this project and anticipates 50% grant funding. TransLink allocates limited funding to municipalities for improvements made to the road, and cycling and pedestrian facilities along MRN roads, provided the projects meet the criteria for funding. The Kingsway concept meets the current criteria for funding and it is anticipated that the City will be successful in securing this funding for construction of the works.

The City also expects significant developer contributions from the redevelopment along the corridor, at an estimated value of \$1.2M. The most cost effective way to deliver this project is by constructing each phase of the project all at once, rather than smaller piecemeal sections by both the City and developers. Staff will work with developers to maximize the amount of cash in lieu for the work, recognizing these cost savings for the developer and the City, however, the decision to self-perform the work or provide cash in lieu for future works is ultimately the developer's decision.

The following table outlines the approximate funding sources for each phase of the project:

Year	Total Cost	Developer Contribution	Remaining	City Funding Required	TransLink Funding
2022	\$2,750,000	\$695,000	\$2,055,000	\$1,027,500	\$1,027,500
2023	\$2,750,000	\$550,000	\$2,200,000	\$990,000*	\$1,100,000*

\*Reduced by \$110,000 due to the cash in lieu previously secured

## **OPTIONS** (✓ = Staff Recommendation)

	#	Description
✓	1	Support the staff recommendation identified in the report
	2	Direct staff to consider alternate design considerations prior to proceeding to detailed design

## **ATTACHMENTS**

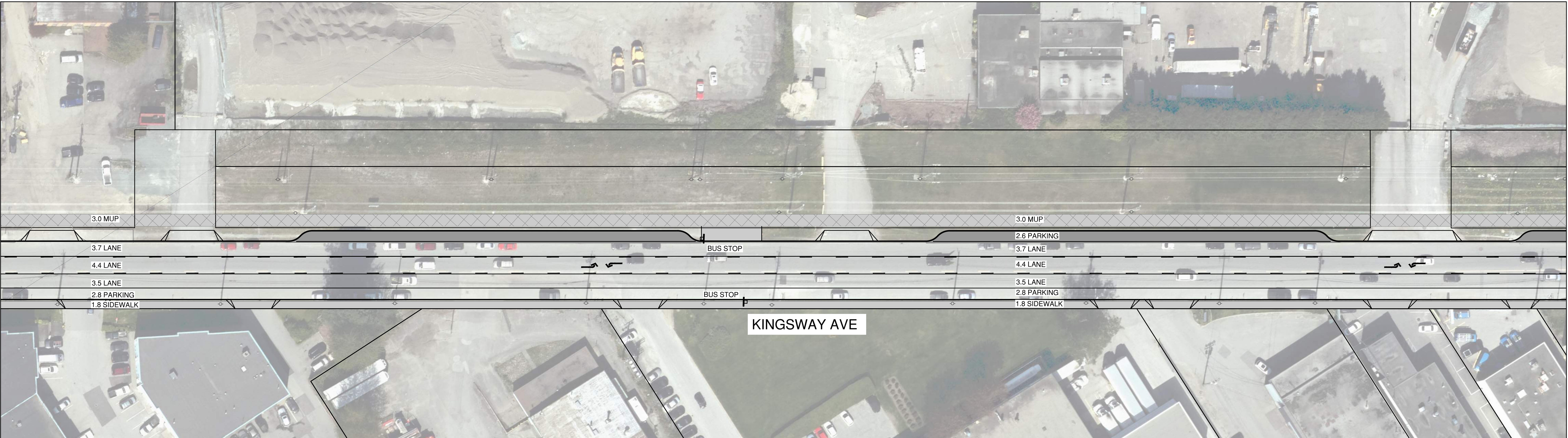
Att#1: Kingsway Interim Design Concept

Att#2: Kingsway Ultimate Design Concept

**Lead author(s):** Jason Daviduk



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100mm ASPHALT  
150mm ROAD BASE  
300mm SUB BASE

M.U.P.  
50mm ASPHALT  
100mm ROAD BASE  
150mm SUB BASE

SIDEWALK  
100mm CONCRETE  
200mm ROAD BASE

NEW SIGNAL

CONCEPTUAL – INTERIM DESIGN – ALTERNATE

PLOT DATE: February 13, 2020				
REV NO	REVISIONS	DATE	DRAWN	APPRD
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1	REVISED CONCEPT	19/11/12	CJB	CNB
2	REVISED CONCEPT	19/12/10	CJB	CNB
3	ALTERNATE CONCEPT - RIGHT-IN RIGHT-OUT	20/02/13	CJB	CNB



KINGSWAY AVENUE  
TYNER ST

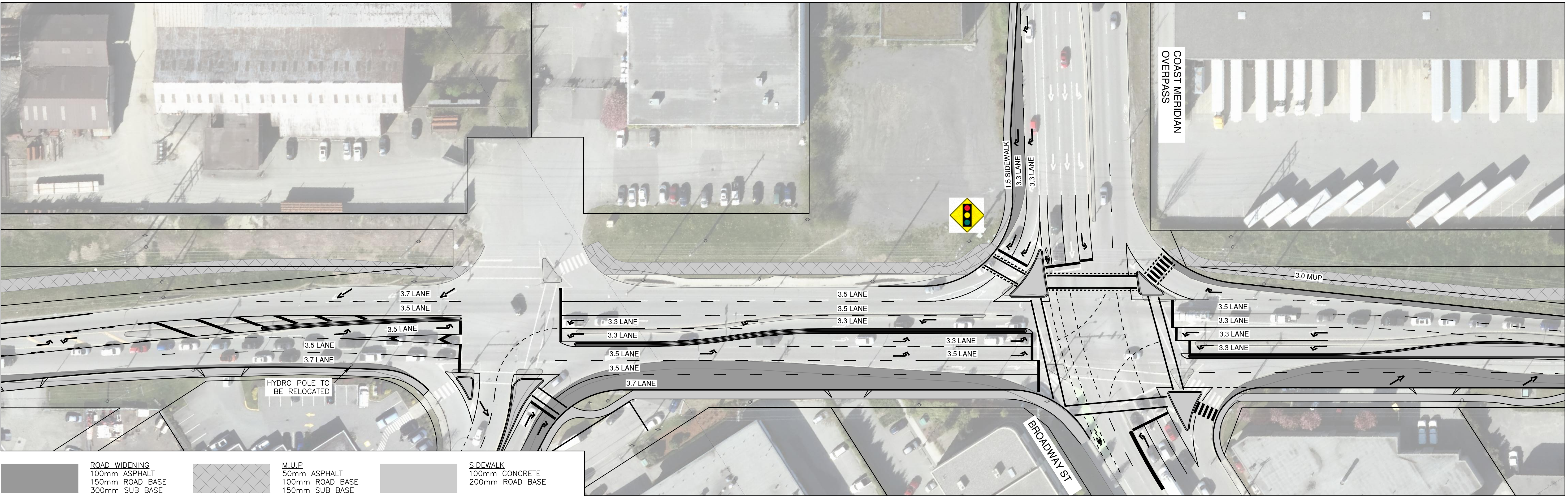
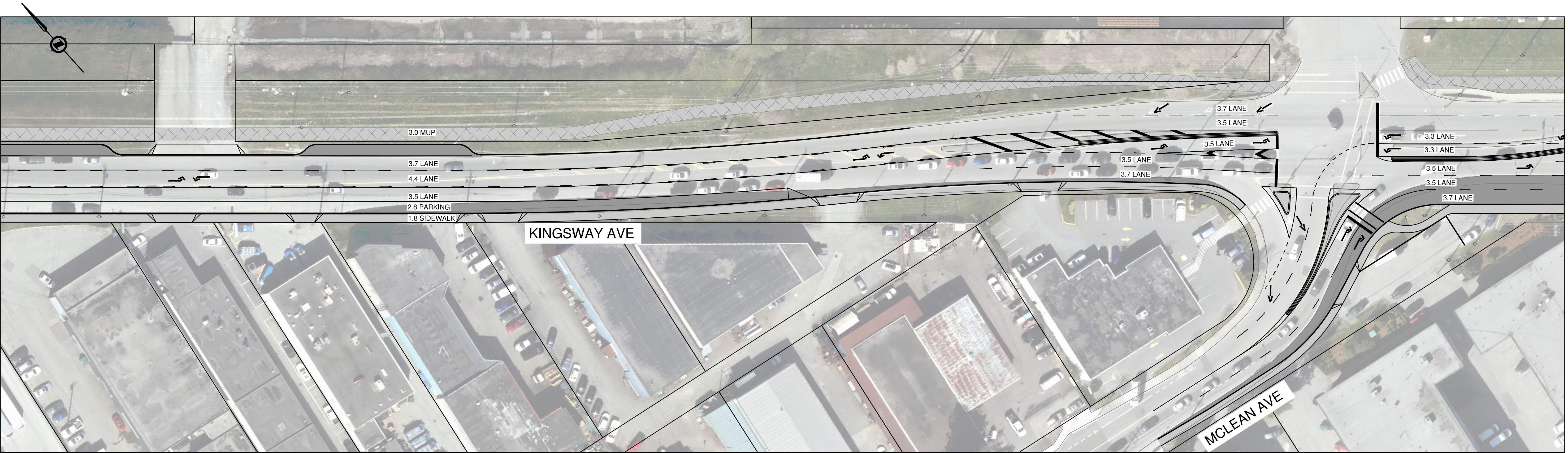


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KINGSWAY AVENUE  
McLEAN AND CMO

CONCEPTUAL – INTERIM DESIGN

PLOT DATE: December 10, 2019

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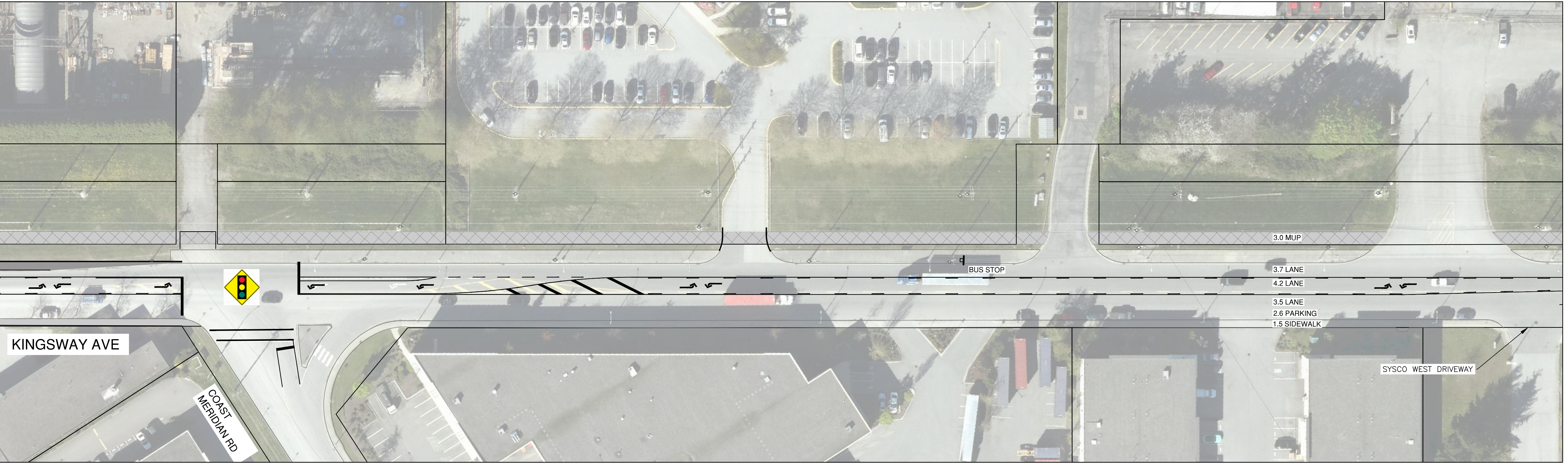
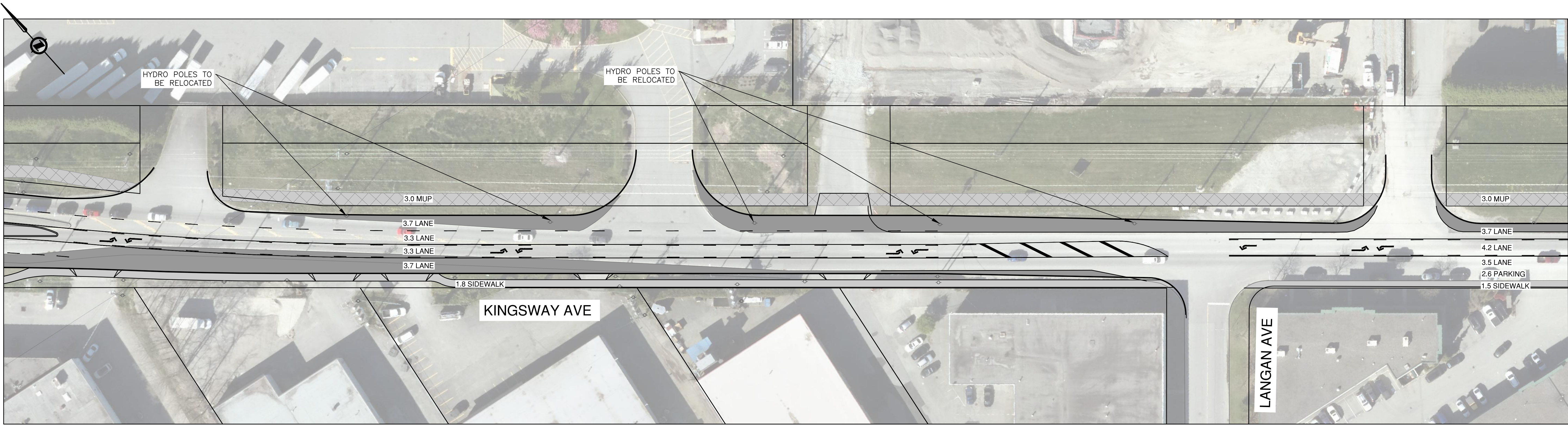


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150mm ROAD BASE  
300mm SUB BASE

M.U.P.  
50mm ASPHALT  
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150mm SUB BASE

SIDEWALK  
100mm CONCRETE  
200mm ROAD BASE

NEW SIGNAL

PLOT DATE: December 10, 2019

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KINGSWAY AVENUE  
LANGAN AND COAST MERIDIAN

CONCEPTUAL – INTERIM DESIGN



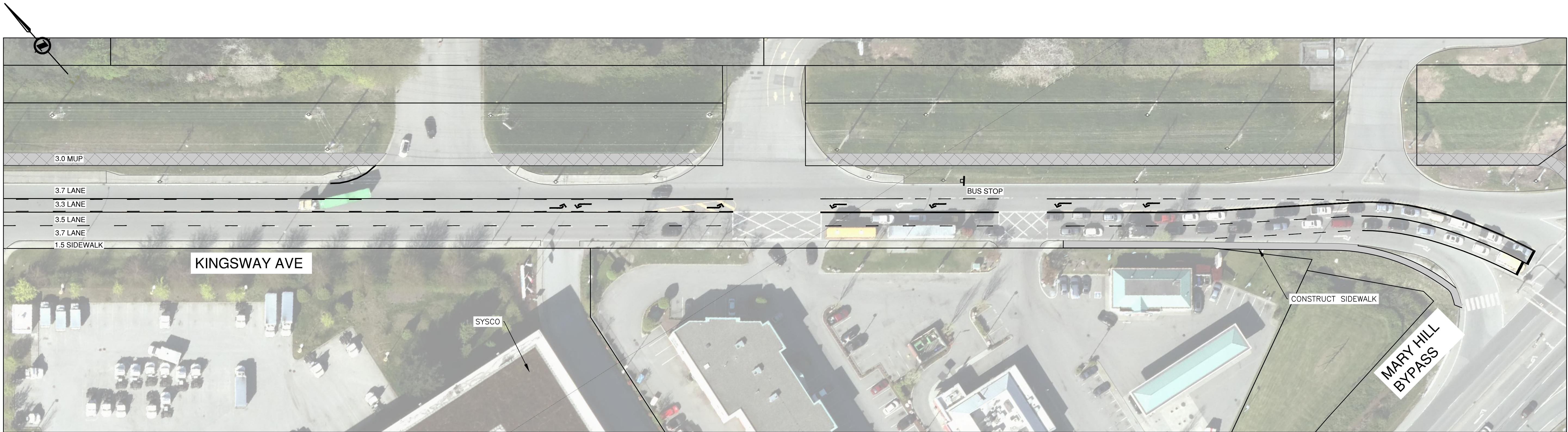
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300mm SUB BASE

M.U.P.  
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100mm ROAD BASE  
150mm SUB BASE

SIDEWALK  
100mm CONCRETE  
200mm ROAD BASE

KINGSWAY AVENUE  
McLEAN AND CMO

CONCEPTUAL – INTERIM DESIGN

PLOT DATE: December 10, 2019

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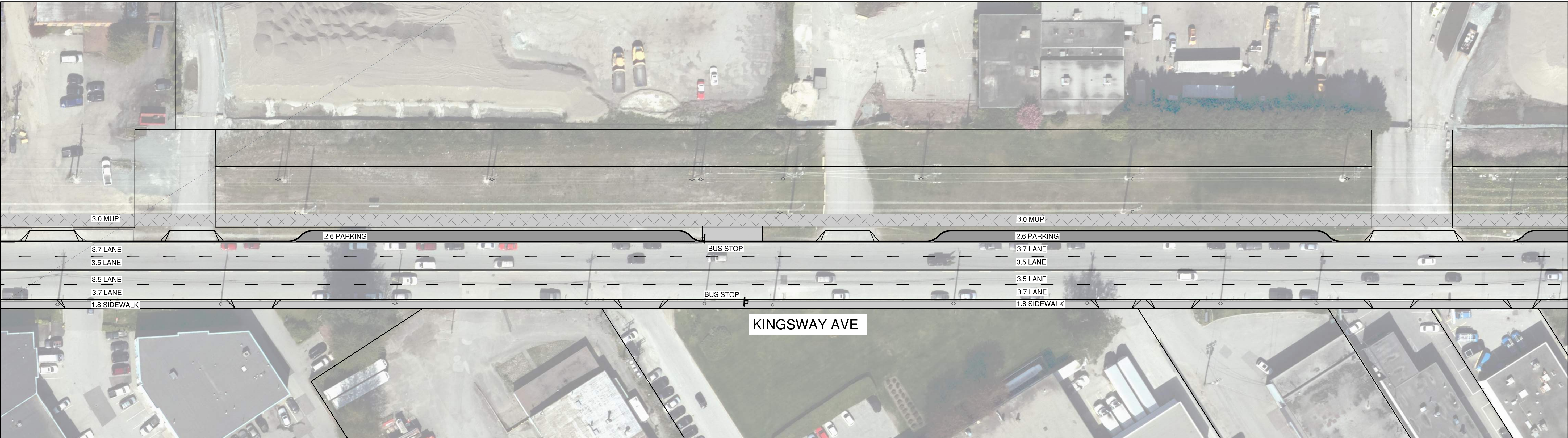
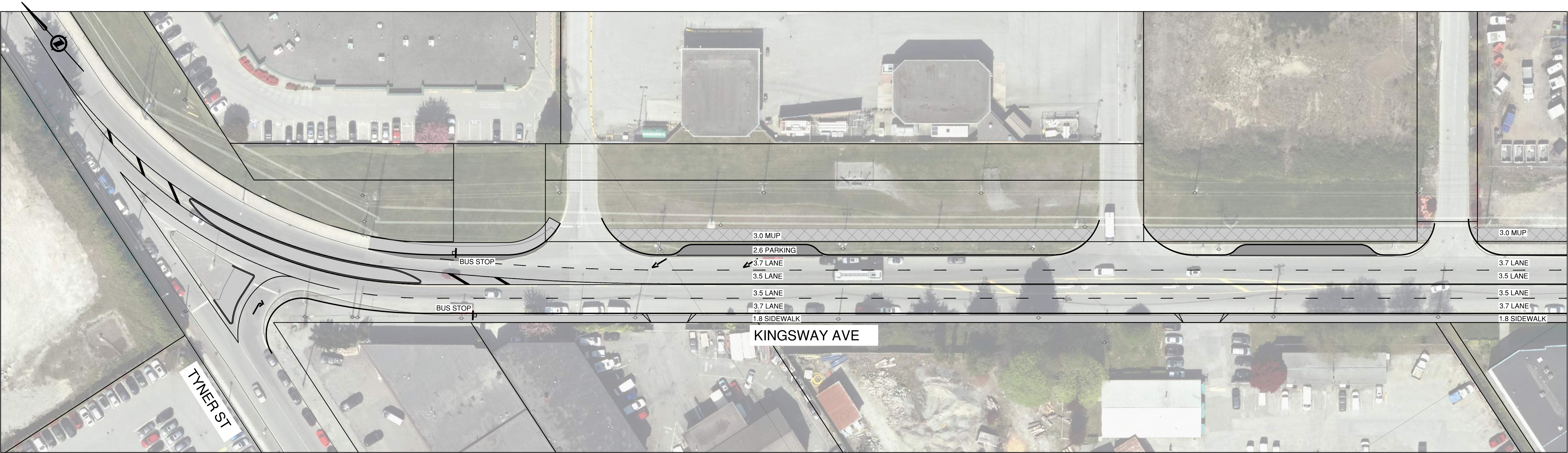
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300mm SUB BASE

M.U.P.  
50mm ASPHALT  
100mm ROAD BASE  
150mm SUB BASE

SIDEWALK  
100mm CONCRETE  
200mm ROAD BASE



NEW SIGNAL

KINGSWAY AVENUE  
TYNER ST

CONCEPTUAL – ULTIMATE DESIGN – ALTERNATE

PLOT DATE: February 13, 2020

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3	ALTERNATE CONCEPT - RIGHT-IN RIGHT-OUT	20/02/13	CJB	CNB



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DATE 2019-09-09

DESIGN BY CJB

APPROVED BY CNB

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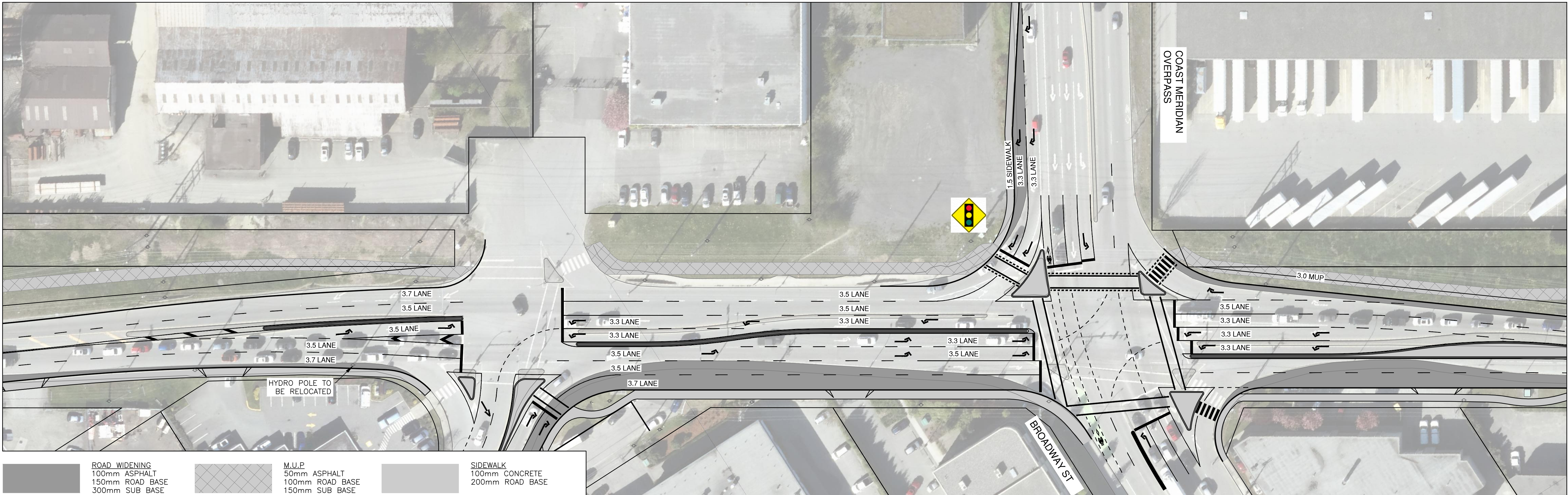
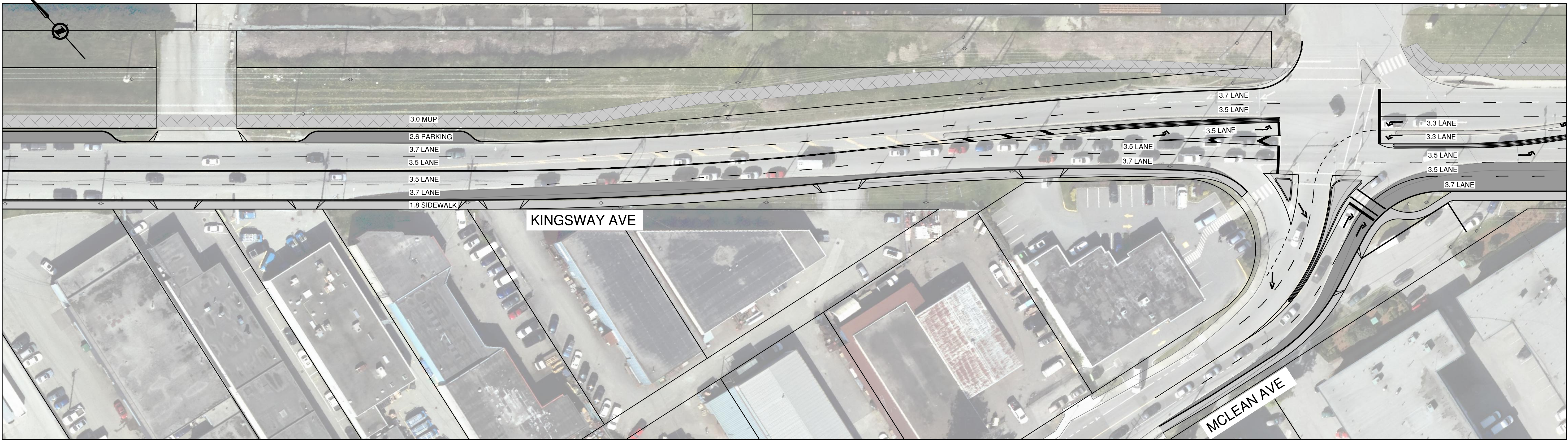
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KINGSWAY AVENUE  
McLEAN AND CMO



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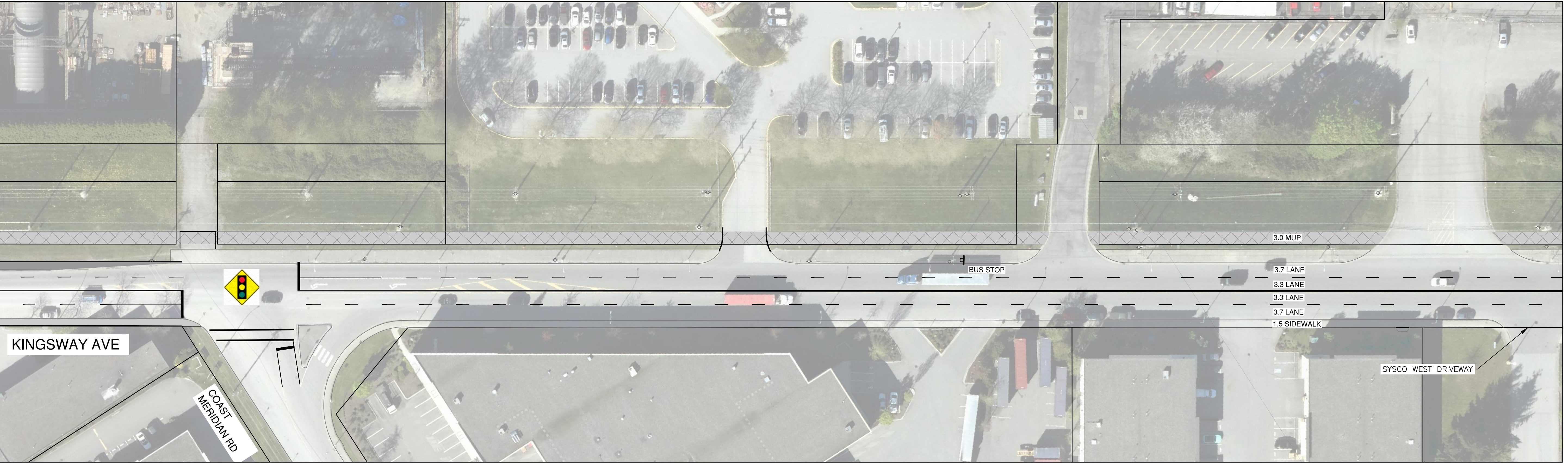
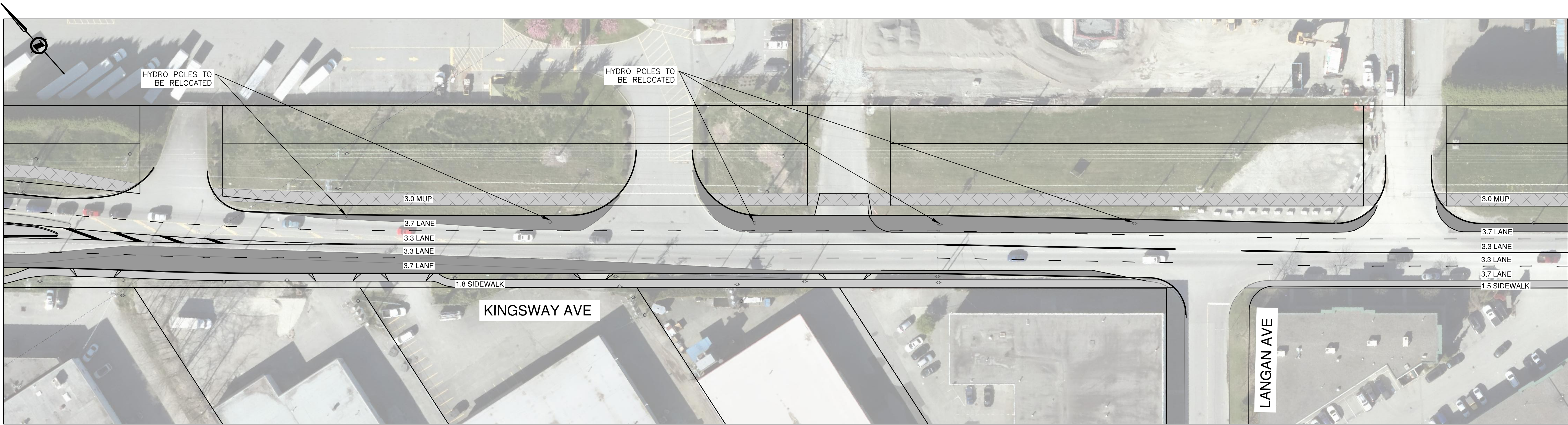
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M.U.P.  
50mm ASPHALT  
100mm ROAD BASE  
150mm SUB BASE

SIDEWALK  
100mm CONCRETE  
200mm ROAD BASE

NEW SIGNAL

PLOT DATE: December 10, 2019

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KINGSWAY AVENUE  
LANGAN AND COAST MERIDIAN



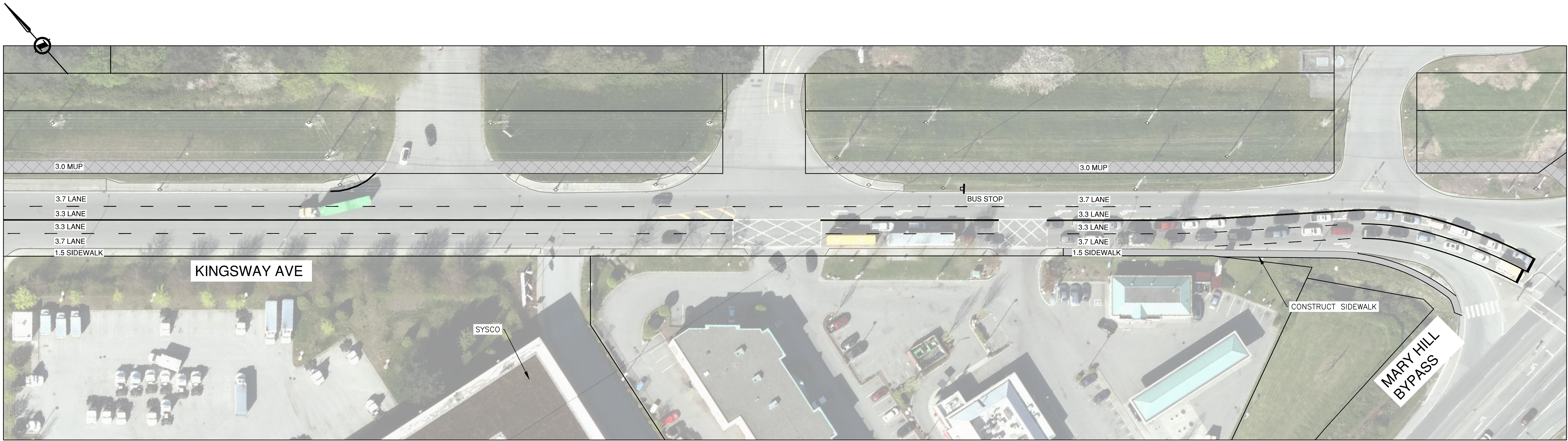
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DESIGN BY	CJB
APPROVED BY	CNB

DWG. NO.	9.11
REV.	2





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M.U.P.  
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150mm SUB BASE

SIDEWALK  
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200mm ROAD BASE

KINGSWAY AVENUE  
McLEAN AND CMO



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DESIGN NO. 32340  
DATE 2019-09-09  
DESIGN BY CJB  
APPROVED BY CNB

DWG. NO. 9.12  
REV. 2



## Amendments to the P1 zone for City recreation facilities

### **RECOMMENDATION:**

That Committee of Council recommend to Council that the Zoning Bylaw be amended to allow for additional commercial uses at City recreation, arts and culture facilities.

### **PREVIOUS COUNCIL/COMMITTEE ACTION**

None.

### **REPORT SUMMARY**

This report recommends Council introduce an amendment to the Zoning Bylaw that would allow for complementary commercial uses to be offered at the Port Coquitlam Community Recreation Center, the Hyde Creek Recreation Center, the Outlet and the Gathering Place.

### **BACKGROUND**

The Community Recreation Center, the Hyde Creek Recreation Center, the Outlet and the Gathering Place are community arts, culture and recreation facilities owned and operated by the City of Port Coquitlam and zoned P1 (Civic Institutional).

The P1 zone is generally intended to regulate public services uses, including municipal government facilities and schools through the provision of “civic use”. The P1 zone also allows for a limited number of additional uses such as child care facilities, offices for non-profit societies, and accessory commercial uses.

### **DISCUSSION**

The Community Recreation Center, the Hyde Creek Recreation Center, the Outlet and the Gathering Place deliver public recreation, arts and culture services to the community. These facilities also currently offer limited accessory commercial uses, such as concessions stands.

In keeping with community demand, the City has identified a future opportunity to house additional supportive and complementary uses at its facilities; these uses could include health related offices and personal services, retail sales of sporting or art supplies, restaurants and cafes. These uses could be delivered by the municipality as part of facility operations or space leased to a private operator as a stand-alone use.

The proposed amendment will clarify the full range of complementary uses that could be established at these facilities. The amendment would also allow the concession at the Community Recreation Center to serve alcoholic beverages to patrons watching sporting events (within


## Amendments to the P1 zone for City recreation facilities

designated areas) and includes several minor housekeeping changes that do not change the intent of the P1 provisions.

### **FINANCIAL IMPLICATIONS**

None

### **OPTIONS** (✓ = Staff Recommendation)

	#	Description
	1	Recommend that Council amend the Zoning Bylaw to allow for additional commercial uses at City recreation, arts and culture facilities.
	2	Request amendment of the draft bylaw amendments prior to their consideration.
	3	Determine that no changes will be made to existing regulations at this time.

Attachment 1: Proposed Bylaw Amendments

**Lead author(s):** Jennifer Little

## 1.1. PERMITTED USES

**Table 5.3: Institutional and Park Zones Permitted Uses**

Use	Zone				
	P1	P2	P3	P4	P5
Assembly uses		■ Note 2			
Cemeteries and mausoleums, chapels			■		
Child care facilities	■	■ Note 6			
Civic uses	■	■ Note 6			■
Community care		■ Note 6			
Detention facilities					■ Note 5
Farmers market	■		■		
<u>Retail sales</u>	<u>S Note 12</u>				
Office	■ Note 9, <u>S Note 12</u>				
Packaged liquor sales	■ Note 10		■ Note 10		
<u>Restaurant</u>	<u>S Note 12</u>				
Parks and playgrounds	■	■ Note 6	■	■	■
Parking lots and structures	■ Note 3		■ Note 3		
<u>Personal services</u>	<u>S Note 12</u>				
Residential	S Note 8				
Temporary Shelter	S Note 7				
<u>Theatres</u>	■				
Utilities	■ Note 4	■ Note 6		■	
Accessory caretaker	■	■ Note 6	■		■
Accessory <del>retail</del> commercial	■				
<u>Accessory liquor lounge</u>	<u>S Note 12</u>				
Accessory restaurant	■		■		
Accessory vending cart			■		
Golf Course			■		

### Notes to Table 5.3

- Note 1. The symbol ■ indicates that the use is permitted in the zone in question. The symbol S indicates that the use is permitted in the zone at a specified location.
- Note 2. Assembly uses are permitted only on sites with areas of at least 560m<sup>2</sup>.
- Note 3. Parking lots must not occupy more than 95% of the lot area.
- Note 4. Above ground utility uses in P1 zones must be within enclosed buildings not exceeding a height of 12m.
- Note 5. Detention facilities are limited to a capacity of 300 beds.
- Note 6. At Lot 1, Block 6, S.6, Range 1E, NWD, Plan BCP34023 (1141 Riverwood Gate),
- Uses are limited to child care facilities and accessory uses; and
  - The required off-street parking for a child care facility is eight parking spaces.

- Note 7. A temporary shelter is permitted at Lot 1, Section 6, NWD, Plan 69316 (1477 Lougheed Highway).
- Note 8. Residential use in the P1 zone is limited to the following location: Lot 187, Plan 27008, District Lot 289 and 290, New Westminster District, (2050 Mary Hill Road).
- Note 9. Office uses in the P1 zone are limited to offices for non-profit societies
- Note 10. Packaged liquor sales use in the P1 and P3 zones is limited to a maximum of 20% of the total number of vendors at one time at a farmers market or an artisan market.
- Note 11. An accessory liquor lounge in the P1 zone is permitted when combined with a restaurant use at Lot 1, District Lot 289, New West District, Plan EPP73859, Group 1 (2150 Wilson Avenue).
- Note 12. Retail sales, restaurant, offices, personal services in the P1 zone are permitted at the following locations:
- a. Lot 1, District Lot 289, New West District, Plan EPP73859, Group 1 (2150 Wilson Avenue).
  - b. Lot B, District Lot 379, New West District, Plan BCP20052, Group 1 (2248 McAllister Avenue).
  - c. Lot 156, Section 6, Township 40, New West District, Plan NWP46650 (1379 Laurier Avenue).