

# Port Coquitlam/Coquitlam Intermunicipal Maintenance Agreement

## **RECOMMENDATION:**

That Committee of Council recommend to Council to:

1. Authorize the Mayor and Clerk to execute on behalf of the City of Port Coquitlam an agreement with the City of Coquitlam for the maintenance of municipal boundary locations described in the attached document titled "Coquitlam/Port Coquitlam Infrastructure Maintenance and Cost Sharing Agreement;" and
2. Pursuant to Section 13 of the Community Charter, SBC 2003, C26, consent to the City of Coquitlam providing maintenance services in Port Coquitlam as described in the agreement.

## **PREVIOUS COUNCIL/COMMITTEE ACTION**

This item was included in the 2019 corporate work plan.

## **REPORT SUMMARY**

The purpose of this report is to seek Council's authorization to execute an agreement with the City of Coquitlam to share duties and costs related to the operation and maintenance of municipal assets along municipal boundaries.

## **BACKGROUND**

The Cities of Coquitlam and Port Coquitlam share extensive municipal boundaries, with the most recognized section being Westwood Street. Although Westwood Street is a relatively straight forward municipal boundary, there are many other sections of the municipal boundary that are more complex.

Although there is an existing intermunicipal agreement between the cities that was executed in 1976 the considerable growth and increased infrastructure that has been installed in the past 44 years has left the agreement somewhat outdated.

Having an updated agreement is important for several reasons, including:

- Increasing efficiencies and effectiveness of crews performing work by eliminating crews performing similar work in the same locations
- Ensuring that no assets (surface and subsurface) are being overlooked for required maintenance activities
- Reducing potential liabilities on both cities by having clearly defined responsibilities.
- Fairness and equity of associated costs

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## **DISCUSSION**

The intermunicipal agreement has a 5 year term with a 6 month termination clause for either party, and addresses all jurisdictional boundaries. The agreement covers all assets along these boundaries, with the most complex boundary being Westwood Street.

### **Westwood Street:**

Westwood Street is comprised of a number of assets including roads, sidewalks, medians, traffic signals, etc. Some of these assets, such as medians and traffic signals, are shared assets as they are located on both sides of the municipal boundary (which for the most part goes down the centre of Westwood Street), and in the case of traffic signals, work in conjunction on both sides of the boundary. Other assets such as road surfaces and sidewalks are non-shared assets and are clearly delineated as to which municipality is responsible for the maintenance.

For consistency and optimization of signal timing, Coquitlam will assume responsibility for the operation and maintenance of all the traffic signals on Westwood Street, with the exception of the signal at Kingsway Avenue, which will be shared responsibility due to the railway crossing in Port Coquitlam. With respect to maintaining the centre median islands, Coquitlam will provide maintenance North of Lougheed Highway and Port Coquitlam will provide maintenance South of Lougheed Highway. All costs are balanced between the two, except for the operation and maintenance of signals. Therefore Coquitlam will invoice Port Coquitlam for these services as outlined in Schedule B of the agreement (see attachment 1).

### **Other boundaries:**

The remainder of the proposed agreement covers details of assets along the remaining municipal boundaries, along with delegation of maintenance responsibilities. These assets are not only surface assets, but also utility assets which in several cases serve one of the cities, but ultimately exist or terminate in the other city. In some of these cases, it has been determined that it is more cost effective to have responsibility for maintenance of the assets completed by the city that is served by the asset, which results in crews from that city working in the other city.

As another example, there are several areas where due to road configurations; it is more efficient for crews from one city to perform snow clearing operations on short road segments in the other city (ex. the dead end of Devon Road which is in Coquitlam, but only accessible through Port Coquitlam). All of these specific details are outlined in Schedule A of the agreement.

In addition, the level of service for each class of infrastructure is included in Schedule C of the Agreement. While Port Coquitlam and Coquitlam's service levels are very closely aligned, it was determined that adoption of one municipality's service level would be most appropriate to ensure consistency along corridors.


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It should be noted that Coquitlam Council has approved the City of Port Coquitlam providing maintenance services in Coquitlam as outlined in the agreement.

### **FINANCIAL IMPLICATIONS**

The proposed agreement is not anticipated to have any significant changes to Port Coquitlam's current costs and largely aligns with current practices. Costs of maintaining the intermunicipal assets as outlined in the proposed agreement will be borne by the city designated as being responsible for them.

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

	#	Description
	1	Authorize the Mayor and Clerk to execute on behalf of the City of Port Coquitlam an agreement with the City of Coquitlam for the maintenance of assets on Westwood Street and other municipal boundary locations described in the attached document titled "Coquitlam/Port Coquitlam Infrastructure Maintenance and Cost Sharing Agreement"
	2	Defer back to staff to incorporate changes as identified by Committee of Council
	3	Other

### **ATTACHMENTS**

Att#1: Coquitlam/Port Coquitlam Infrastructure Maintenance Agreement

**Lead author(s):** Dave Kidd