



Transportation and Public Works Committee Agenda

Tuesday, April 12, 2022, 5:30 PM

Council Chambers & Electronic Meeting

Due to COVID-19 Council Chambers is Open for limited attendance. Please see the City of Langford website for details.

Dial In: 1-855-703-8985 (Canada Toll Free) or 1-778-907-2071 **Conference ID: 899 9325 9321**

To Participate: During the public participation period, press **Star (*) 9** to "raise your hand".

Participants will be unmuted one by one when it is their turn to speak.

When called upon, you will have to press *6 to unmute the phone from your side as well.

We may experience a delay in opening the meeting due to technical difficulties. In the event that the meeting does not start as scheduled please be patient and stay on the line, we will get started as quickly as possible.

Public Dial-In Details are also posted at www.langford.ca

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Transportation and Public Works Committee Minutes

February 8, 2022, 5:30 PM
Electronic Meeting

PRESENT: Councillor R. Wade
Councillor N. Stewart
L. Bjola
N. Johal
C. Lervold

ABSENT: B. Sifert

ATTENDING: M. Mahovlich, Director of Engineering and Public Works
M. Dillabaugh, Director of Finance
B. Agland, System Administrator
H. Mount, Engineering Assistant

Due to COVID-19 Council Chambers is Closed
Meeting by Teleconference

1. TERRITORIAL ACKNOWLEDGEMENT

2. CALL TO ORDER

The Chair called the meeting to order at 5:55 pm.

3. APPROVAL OF THE AGENDA

MOVED BY: BJOLA
SECONDED: JOHAL

That the Committee approve the agenda as presented.

Motion CARRIED.

4. ADOPTION OF THE MINUTES

4.1 Transportation and Public Works Committee Minutes - September 14, 2021

MOVED BY: LERVOLD
SECONDED: BJOLA

That the Committee approve the minutes of the Transportation and Public Works Committee meeting from September 14, 2021.

Motion CARRIED.

5. REPORTS

5.1 Engineering Capital and Operating Budget 2022 to 2026

MOVED BY: LERVOLD
SECONDED: JOHAL

THAT the Transportation and Public Works Committee approve in principle the Engineering Department Capital and Maintenance & Operations budgets as attached and refer them to the Director of Finance for consideration and inclusion in the 2022-2026 Five Year Financial Plan.

Motion CARRIED.

5.2 Contract Extension – Streetlights and Signal Lights

MOVED BY: BJOLA
SECONDED: LERVOLD

THAT the Transportation and Public Works Committee recommend that Council extend the contract with Raylec Power LP through to December 31, 2026 leaving the current rate structure in place for 2022, but increasing the rate structure beginning in 2023.

Motion CARRIED.

5.3 Contract Extension – Traffic Engineering Services

MOVED BY: BJOLA
SECONDED: JOHAL

THAT the Transportation and Public Works Committee recommend that Council authorize Director of Engineering and Public Works, to enter into an *As and When* contract to a maximum of \$15,000/annum with WATT Consulting for traffic engineering services for 2022 and 2023 funded through the Engineering Departments *Engineering for Future Capital Works* budget;

Motion CARRIED.

5.4 Street Calming

MOVED BY: LERVOLD
SECONDED: JOHAL

THAT the Transportation and Public Works Committee recommend that Council direct staff to continue drafting a Neighbourhood Traffic Calming Policy per the following directions:

The proposed policy will be TAC-Based, and will operate as a Pilot Program, and should be implemented for existing neighbourhoods only.

Motion CARRIED.

6. ADJOURNMENT

MOVED BY: LERVOLD

SECONDED: BJOLA

The Chair adjourned the meeting at 6:32 pm.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer



Staff Report to the Transportation and Public Works Committee

DATE: Tuesday, April 12, 2022
DEPARTMENT: Engineering
SUBJECT: Request for Designated Parking Use

BACKGROUND:

The City has received a request for a designated parking stall by the Court family whose seven year old son has Spastic Cerebral Palsy. Landon Court uses a wheelchair and is picked up on the street by a HandyDART bus or school bus for special needs children.

The purpose of this report is to seek a resolution from the Transportation and Public Works (TPW) Committee to provide a recommendation to Council regarding the designated parking space request.

COMMENTARY:

The Court family resides at 508 Langvista Drive.



The driveway to 508 Langvista Drive is a steep winding driveway with no turnaround for the HandyDART (28 feet long) or for the school bus for special needs kids (40 feet long). Either of these two assistance vehicles have to stop on the street, blocking driveways and traffic.

Designating an on-street stopping area for the assistance vehicles would allow the bus unimpeded access to pull over in front of the house as needed, without blocking the roadway, and without blocking neighbours. Getting Landon on and off these buses takes quite a bit of time, and therefore the designated stopping area will ensure that the neighbours are not inconvenienced.

A review of the homes/lots in the immediate vicinity of 508 Langvista Drive indicates that the lots are relatively large with more than sufficient onsite parking to accommodate residents, and that onstreet parking should not be a challenge in this area.

There is precedent in the City to establish a designated stall for a special needs child who also had mobility challenges. In that case a stall was established and a sign installed for loading and unloading at that particular home (2641 Selywn Falls Drive). This matter was also considered at a TPW Committee meeting, and a resolution was made by Council at the March 16, 2009 Council meeting to paint out a designated parking area for loading and unloading from a lift-equipped van.

Staff recommend designating the area to the north of the home located at 508 Langvista Drive for the requested use of loading and unloading Landon Court. Staff recommend that this be accomplished by signing the location designated to 508 Langvista Drive with the provision that this be reviewed in the next 5 years or if Landon Court were to no longer reside at this location.

FINANCIAL IMPLICATIONS:

The cost to install one new sign with a new telspar (sign post) is less than \$250.

LEGAL IMPLICATIONS:

None noted.

OPTIONS:

Option 1

THAT the Transportation and Public Works Committee recommend that Council direct staff to designate the area located immediately north of the residence at 508 Langvista Drive for mobility assisted vehicle loading and unloading for the next 5 years or for the duration of Landon Court's stay, whichever comes first, and fund the sign installation from the Engineering Department's annual signs budget.

OR Option 2

THAT the Transportation and Public Works Committee recommend that Council not approve any designated onstreet parking for the residents of 508 Langvista Drive.

SUBMITTED BY: Michelle Mahovich, P.Eng., P.Geo. Director of Engineering and Public Works

Concurrence: Donna Petrie, Manager of Business Development and Events

Concurrence: Will Ying-udomrat, Manager of Legislative Services

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

Concurrence: Marie Watmough, Acting Director of Corporate Services

Concurrence: Darren Kiedyk, Chief Administrative Officer



Staff Report to the Transportation and Public Works Committee

DATE: Tuesday, April 12, 2022

DEPARTMENT: Engineering

SUBJECT: Designated Parking on Goldstream Avenue at Spencer Middle School

BACKGROUND:

In January 2008 the City was awarded a Local Motion Program grant in the amount of \$1,020,295 to construct bike lanes and parking on Goldstream Avenue at Spencer Middle School. The project was completed in the Fall of 2009.

Photos below depict the finished product in 2009:

View looking east across the front of Spencer Middle School showing improved pedestrian cross walk, pedestrian refuge island, designated parking stalls and sidewalk safely separated from the parking/travel lanes in front of the school.





View looking west across the front of Spencer Middle School showing bicycle lane, sidewalk winding behind the parking, and properly marked turning lanes.

The purpose of this report is to seek direction on how best to manage the parking stalls in front of Spencer Middle School moving forward.

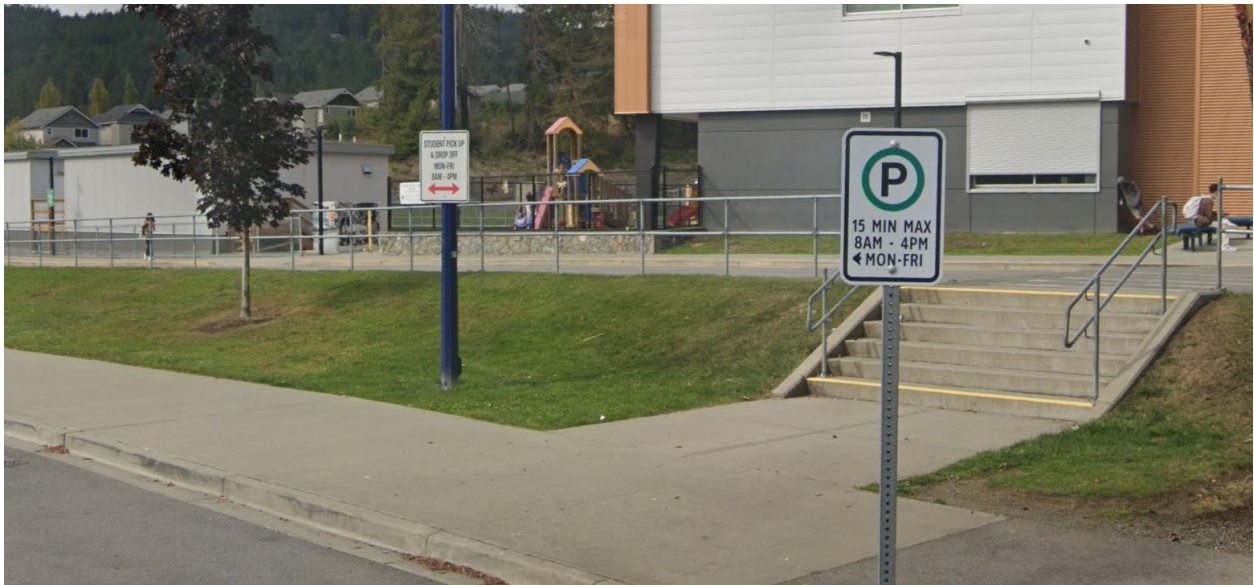
COMMENTARY:

At the time of completion, the parking stalls on Goldstream Avenue were not signed for any specific use. The parking stalls have been used on a first come first serve basis for pick up and drop off at school, and at night and weekends by others in the area as required (Centennial Park is on Carlow Avenue and often hosts large events that use this parking).

As the City has continued to build out in accordance with the Official Community Plan (OCP) there are several newer multi-family dwellings in the immediate vicinity of the school. This has created some unintended consequences that vehicles are taking up the on-street parking stalls that were originally intended to be for school pick up and drop off.

In addition, as the school has grown in population since its inception circa 1977, staffing numbers have also increased. Where the school had originally been designed with all onsite staff parking, there is now a need to have additional stalls where all onsite needs could not be met.

The school principal has written to the City requesting that the parking stalls on Goldstream Avenue located in the Spencer Middle School frontage be formally signed as School Zone parking (see attached letter). This would be like the parking design for Belmont High School along the Glen Lake Road frontage of that school as shown below:

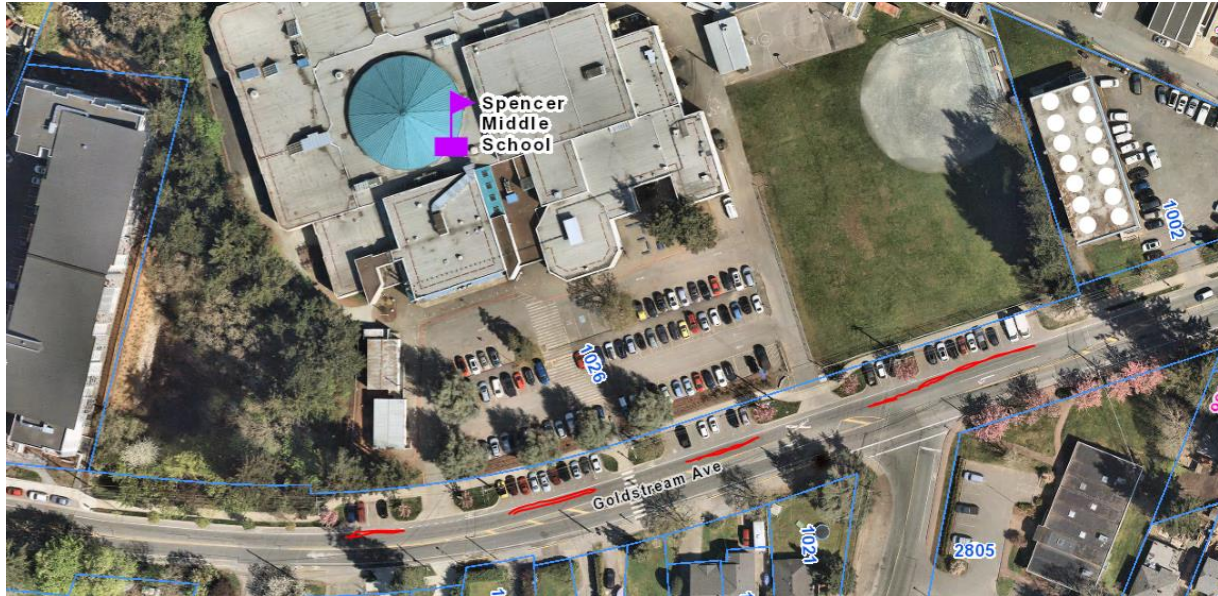


Staff are in support of this initiative. Staff are suggesting that, subject to Council approval, the signs would be installed this Spring (early May). Ahead of installation, staff would place flyers on vehicles that frequent the area giving plenty of warning that the area will be designated as a student pick up and drop off zone on school days. Prior to school re-opening in September, staff would do the same initiative as a reminder to anyone parking in this area.

Following the snowfall this past year, the School District has agreed to maintain these stalls during snowfall so that they are usable for school pick up and drop off.

There are four (4) general parking areas in the school frontage. The area at the far east end, nearest to Spencer Road is the longest. Staff feel that one to two signs per area with dual arrows should be sufficient signage to illustrate this area as a school pick up and drop off zone.

There is a chainlink fence along the main frontage area that parking signs can be attached to. The far west area would require a designated post to mount a sign.



FINANCIAL IMPLICATIONS:

The cost to produce up to 8 signs that the City can install ourselves onto the chainlink fence would be less than \$500. The sign cost would come out of our existing annual Signs budget.

LEGAL IMPLICATIONS:

None noted.

OPTIONS:

Option 1

THAT the Transportation and Public Works committee recommend that Council:

Approve installation of school pick up and drop off signs for the parking spaces on Goldstream Avenue from the east to west end of the Spencer Middle School frontage and fund the cost from the Signs budget.

OR Option 2

THAT the Transportation and Public Works committee recommend that Council:

Do nothing at this time with respect to the parking stalls on Goldstream Avenue at the Spencer Middle School frontage.

SUBMITTED BY: Michelle Mahovlich, P.Eng., P.Geo. Director of Engineering & Public Works

Concurrence: Donna Petrie, Manager of Business Development and Events
Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision
Concurrence: Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering and Public Works
Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence: Marie Watmough, Acting Director of Corporate Services
Concurrence: Darren Kiedyk, Chief Administrative Officer

Attachment: Letter from Spencer Middle School



SPENCER MIDDLE SCHOOL

"At Spencer we value empathy, honesty, kindness and respect"

Principal: Ms. Jen Nixon Vice-Principals: Ms. L. Lancaster and Mr. R. McAllister
1026 Goldstream Avenue, Victoria, B.C., V9B 2Y5
Tel: 250-474-1291 Fax: 250-474-2132 website: www.spencer.sd62.bc.ca

February 14, 2022

Re: Request for School Zone Parking

Michelle Mahovlich
Director of Engineering and Public Works
City of Langford
mmahovlich@langford.ca

Dear Michelle,

With this letter I would like to formally request that the parking spaces directly in front of Spencer Middle School be allocated for 'School Zone Parking Monday to Friday 8 am- 5 pm.'

Thank you for helping to support find positive solutions to the parking concerns at Spencer.

Sincerely,

A handwritten signature in purple ink, appearing to read "Jen Nixon", is written over a light blue horizontal line.

Jen Nixon
Principal



Staff Report to the Transportation and Public Works Committee

DATE: Tuesday, April 12, 2022
DEPARTMENT: Engineering
SUBJECT: Permit Parking at Marlisa Place

BACKGROUND:

In 2021, the City approved the rezoning of 2631 and 2672 Millstream Road. These side by side lots front onto Millstream Road but are very close to Marlisa Place, a cul-de-sac. During the rezoning, residents of Marlisa Place and the residents at 2623 Millstream Road raised concerns about overflow parking onto Marlisa Place when the properties are redeveloped.

During the rezoning process, staff indicated that Marlisa Place would likely qualify as residential permit parking only. The purpose of this report is to formalize the residential permit parking only for Marlisa Place and for 2623 Millstream Road, the property on the corner of Marlisa and Millstream roads.

COMMENTARY:

Council Policy POL-0004-ENG addresses Permit Parking. The policy requires that more than 75% of residents in the proposed permit parking only zone be in favour of the establishment of the zone.

Staff are in receipt of a petition from the residents on Marlisa Place and 2623 Millstream Road that has 15 of 16 residents signing the petition.

The Permit Parking Policy allows for three permits to be sent to a single-family residence or duplex. In this case there will be a total of 48 permits. The permits can be produced in-house at City Hall and mailed to the residents.

One street sign should be sufficient at the beginning of Marlisa Place that indicates that Marlisa Place is a "Resident Parking Permit Only Road". Any vehicles parked on Marlisa Place would have to display a valid parking permit to park on Marlisa Place.



FINANCIAL IMPLICATIONS:

Parking permits can be produced in-house at City Hall. The costs to produce the permits, mail them out and to install one new Resident Parking Permit Only sign is estimated at less than \$500 and would be funded from the Engineering department annual sign budget.

LEGAL IMPLICATIONS:

None noted.

OPTIONS:

Option 1

THAT the Transportation and Public Works Committee recommend that Council direct staff to install a Resident Permit Parking only sign on Marlisa Place and issue the necessary parking permits to all residents on Marlisa Place and the residents located at 2623 Millstream Road and fund this from the Engineering Department Signs budget.

OR Option 2

THAT the Transportation and Public Works Committee recommend to Council that staff not enable Resident Permit Parking on Marlisa Place at this time.

SUBMITTED BY: Michelle Mahovlich, P.Eng., P.Geo.

Concurrence: Donna Petrie, Manager of Business Development and Events

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision

Concurrence: Kevin Bowbyes, ASCT., Deputy Director of Engineering and Public Works

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

Concurrence: Marie Watmough, Acting Director of Corporate Services

Concurrence: Darren Kiedyk, Chief Administrative Officer