
4.0 Executive Summary

This report provides City Council with information on recommendations to amend eight (8) existing Public Works policies that reflect changes made to the Ministry of Transportation's "(MTO)" Traffic Manuals, the Ontario Highway Traffic Act "(HTA)" and various housekeeping items. The policies are:

- Public Works – 008 Traffic Calming
- Public Works – 009 All-way Stop Control – Warrants
- Public Works – 010 Pedestrian Priority Signals
- Public Works – 011 Traffic Signals – Minimum Warrants for Installation
- Public Works – 017 Guidelines for Establishing Posted Speed Limits
- Public Works – 019 Speed Watch Program
- Public Works – 021 Amending On-street Parking Regulations
- Public Works – 023 – Right-of-Way Activity

Delegated Authority statements have been added to five Public Works policies to allow the General Manager of Public Works to present by-laws directly to Council for approval when warrant criteria outlined in the respective policy are met. This improves service levels and reduces staff time needed to prepare reports.

5.0 Purpose and Overview

The purpose of this report is to update eight (8) Public Works policies that reflect changes made to the MTO Traffic Manuals, the HTA and various housekeeping items.

6.0 Background

At its meeting held September 20, 2022, City Council approved report #2022-552 Public Works Policy Updates. The purpose of the report was to make required amendments and administrative updates to the language of the Public Works Commission's Corporate Policies to ensure they are up to date. At the City Council meeting, an amendment was made to Public Works-008 Traffic Calming to remove the following lines:

- Minimum length of the street or street segment under consideration for traffic calming shall not be less than 300 metres.
- Traffic calming will be considered only after other less intrusive measures have been implemented and found to be ineffective (i.e. public education, police enforcement, signing, etc.).

At its meeting held February 28, 2023, City Council approved report #2023-51 Repealing and Replacing The City of Brantford Municipal Code, Chapter 429 –

Building Code – Implementation. The purpose of the report was to approve the new Chapter 429 of the City of Brantford Municipal Code to regulate construction and enforcement of the Building Code Act and the Ontario Building Code. The changes included the transfer of “Hoarding Permits” and “Moving Permits” for the Operational Services department to administer. Hoarding Permits was included in the Public Works – 023 Right-of-Way Activity policy.

Staff took a further review of the Operational Services Policies under the jurisdiction of the Public Works Commission and found the need to update several of the policies to comply with new guidelines, legislation as well as general housekeeping items. The policies being updated are:

- Traffic Calming policy (Public Works – 008) was enacted in August 2007. The policy provides guidelines to determine when it is appropriate to undertake a traffic calming study and standardizes the procedure for the analysis of a street section to determine whether traffic issues can be addressed through the use of traffic calming measures.
- All-way Stop Control – Warrants policy (Public Works – 009) was enacted in February 1998. This policy provides a guideline of warrant studies to determine the need for the installation of all-way stop control.
- Pedestrian Priority Signals policy (Public Works – 010) was enacted in October 1999. The policy provides warrants to determine the need for pedestrian priority signals.
- Traffic Signals – Minimum Warrants for Installation policy (Public Works – 011) was enacted in November 1986. This policy provides criteria and factors to assist in determining the need for the installation of traffic control signals.
- Guidelines for Establishing Posted Speed Limits policy (Public Works – 017) was enacted in April, 2015. This policy provides guidelines for establishing and reviewing posted speed limits on streets in the municipality. The policy also outlines guidelines for determining the appropriate posted speed limit on street sections adjacent to schools and playgrounds.
- Speed Watch Program policy (Public Works – 019) was enacted August 2015. This policy outlines guidelines for the temporary installation of radar feedback signs to encourage driver compliance with the posted speed limit.
- Amending On-street Parking Regulations policy (Public Works – 021) was enacted in November 2019. This policy outlines a process for considering requests for on-street parking changes.
- Right-of-Way Activity policy (Public Works – 023) was enacted in April 2021 to regulate activity on the City’s right-of-way.

7.0 Corporate Policy Context

City of Brantford Council Priorities, 2020-2021, #3:

- A safe, efficient transportation system connects the community across neighbourhoods, with neighbouring communities and provincial transportation network

8.0 Input From Other Sources

No applicable.

9.0 Analysis

The proposed amendments to each policy is outlined below:

9.1 Traffic Calming (Public Works – 008)

Amended the program criteria that requires the street to have a classification of local or two-lane collector (adding “two-lane”), and that a minimum of one (1) year must pass following a posted speed limit reduction before traffic calming will be considered.

The amended policy is attached as Appendix “A” to this report.

9.2 All-way Stop Control – Warrants (Public Works – 009)

The all-way stop warrants within the policy have been amended to be consistent with the latest version of MTO Ontario Traffic Manual Book 5 – Regulatory signs published in December, 2021.

The amended policy is attached as Appendix “B” to this report.

9.3 Traffic Signals – Minimum Warrants for Installation (Public Works – 011)

The policy has been amended to be consistent with the latest version of MTO Ontario Traffic Manual Book 12 – Traffic Signals published in March, 2012.

The amended policy is attached as Appendix “D” to this report.

9.4 Speed Watch Program (Public Works – 019)

Amendments were made throughout the policy to replace “Radar Feedback Sign” with “Speed Display Devices” to use a more general term as per the Transportation Association of Canada (TAC) rather than a manufacturer’s product description.

The amended policy is attached as Appendix “F” to this report.

9.5 Amending On-street Parking Regulations (Public Works – 021)

Minor formatting was done to change the order of the policy objectives, and separate the special provisions to “General” and “Accessible Parking” sections.

A table was added to the Special Provisions section that provides guidelines on the appropriate parking control in relation to the width of local residential streets. The purpose is to maximize on-street parking availability while maintaining a minimum of four (4) metres of clearance for vehicular travel, consistent with the general parking regulations provided in Parking By-law 144-88.

The amended policy is attached as Appendix “G” to this report.

9.6 Right-of-Way Activity (Public Works – 023)

Housekeeping changes were made to update language. Hoarding was added as a component of the Right-of-Way Activity permit. A statement was added on Stop Work Orders to enhance enforcement capabilities.

The amended policy is attached as Appendix “H” to this report.

Delegated Authority statements have also been added to the following five Public Works policies:

- Public Works – 009 All-way Stop Control – Warrants
- Public Works – 010 Pedestrian Priority Signals. The amended policy is attached as Appendix “C” to this report.
- Public Works – 011 Traffic Signals – Minimum Warrants for Installation
- Public Works – 017 Guidelines for Establishing Posted Speed Limits The amended policy is attached as Appendix “E” to this report.
- Public Works – 021 Amending On-street Parking Regulations

The statement allows staff to present by-laws directly to Council for approval when warrant criteria outlined in the respective policy are met. This improves service levels and reduces staff time needed to prepare reports.

Policy revisions are highlighted in yellow in each appendix for ease of reference.

10.0 Financial Implications

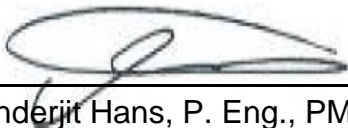
There are no financial implications resulting from the recommendations of this report.

11.0 Climate and Environmental Implications

The recommended policy amendments do not have any climate or environmental impacts. When recommending future traffic or parking control amendments, staff will quantify impacts where applicable in the respective report to Committee of the Whole – Operations.

12.0 Conclusion

The recommended updates to the eight (8) Public Works policies attached to this report are to reflect changes made to the MTO Traffic Manuals, the HTA and various housekeeping items.



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Attachments:

- Appendix “A” Public Works – 008 Traffic Calming
- Appendix “B” Public Works – 009 All-way Stop Control – Warrants
- Appendix “C” Public Works – 010 Pedestrian Priority Signals
- Appendix “D” Public Works – 011 Traffic Signals – Minimum Warrants for Installation
- Appendix “E” Public Works – 017 Guidelines for Establishing Posted Speed Limits
- Appendix “F” Public Works – 019 Speed Watch Program
- Appendix “G” Public Works – 021 Amending On-street Parking Regulations
- Appendix “H” Public Works – 023 Right-of-Way Activity

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council? yes no