

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 23, 2013

Item 8, Report No. 14, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on April 23, 2013.

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**SCHOOL CROSSING GUARD
ANNUAL REVIEW
ALL WARDS**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Engineering and Public Works, and the Commissioner of Strategic and Corporate Services, dated April 9, 2013:

Recommendation

The Commissioner of Engineering and Public Works, and the Commissioner of Strategic and Corporate Services, recommend:

1. That the Annual Review of the School Crossing Guard Program be deferred until spring 2015;
2. That staff promote the Active Routes are the Way to Go program targeted at creating safer, healthier conditions for students, staff and families, and reducing traffic congestion near schools; and
3. That staff be authorized to administer the Council approved School Crossing Guard Policy and Procedure.

Contribution to Sustainability

Not Applicable.

Economic Impact

There is no economic impact as a result of this report at this time.

The current annualized cost of the school crossing guard program is approximately \$1,000,000, while the annual cost of one crossing guard is approximately \$9,000. There are 93 guards, including 1 temporary guard assigned to approved locations, within the budget complement for the 2013 School Crossing Guard Program.

Communications Plan

Not Applicable.

Purpose

To seek approval to modify the School Crossing Guard Annual Review Program, and refocus staff efforts on the promotion of the Active Routes are the Way to Go program.

Background – Analysis and Options

In 2005, Council directed that staff review a minimum of 25 locations each year in order to optimize the return on Council's allocation of staff resources by ensuring that crossing guards continue to be deployed at locations where the criteria are met.

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The City of Vaughan provides funding and crossing guard services at locations throughout the City, where the Council approved criteria for unassisted crossings of City and Regional roads are met. This service is provided to assist with the safe crossing of children at intersection throughout the City, and to promote pedestrian activity.

At its meeting on June 27, 2005, Council approved:

“That an annual program be established to conduct a review of 25 pre-selected school crossing guard locations in the field to determine the appropriateness of the crossing location for the subsequent school year.”

On this basis, recommendations are made to remove crossing guards at locations that do not meet warrant. However, consideration is given to redeploying the crossing guard at a new school (that is opening) or an additional approved location request. Locations where the warrant is not met are confirmed by more than one study, carried out in the spring and fall.

At the commencement of the 2011/ 2012 school year, the City discontinued providing crossing guards at 10 locations where the warrant was not met, while 10 new locations were added. Since then, staff has conducted follow-up pedestrian studies at two locations, where the crossing guard was removed. The warrant criteria were not met during the follow-up studies at these locations.

In 2012, Council directed staff to promote children walking to and from school, as a healthy alternative

The 2012 School Crossing Guard Annual Review Report recommended the removal of 15 crossing guards, and the addition of one temporary guard at a new school.

At its meeting on May 29, 2012, Council deferred approval of staff's recommendations to remove any crossing guards. Instead, Council directed staff to promote children walking to and from school, as a healthy alternative to their being driven. Refer to Attachment No. 1.

The Active Routes are the Way to Go program can be used to promote pedestrian activity and increase the number of children walking to and from school

The Active Routes are the Way to Go program was established to encourage more children to walk to school. This program encourages physical activity by teaching students the skills to walk safely and how to identify safe routes to school. Other benefits of this Program include:

- Reduced traffic congestion;
- Improved traffic operations along adjacent roadways;
- Increased physical activity levels; and
- Environmental benefits such as reduced greenhouse gas emissions.

The program is a collaborative effort by many including various City Departments, the York Catholic District School Board, York Region Planning, and Community Services, Green Communities Canada, the Heart and Stroke Foundation, and York Regional Police.

On October 10, 2012, the City of Vaughan launched its first “active route focused” school. St. Michael the Archangel Catholic School, located at 161 Via Campanile in Woodbridge, has been designated an “active route focused” school because of the implementation of the Active and Safe Routes to School comprehensive action plan which overcomes barriers to children's active school travel by mobilizing children and families one step at a time.

At its meeting on March 19, 2013, Council approved the Active Travel Charter for Canadian Children and Youth. The Active Routes are the Way to Go program supports this Charter.

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In spring 2013, schools will be invited to participate in the 2013-14 Active Routes are the Way to Go program

Building on the success of St. Michael the Archangel, in collaboration with the York Catholic District School Board and York Region District School Board, the City of Vaughan will be asking schools to submit an application in the spring of 2013, to solicit interest and readiness to participate in the Active Routes are the Way to Go program. All schools will be able to access an online toolkit to get started, including checklists, samples, and resource materials.

Staff will focus on promoting the Active Routes are the Way to Go program, initially targeting the 15 schools where crossing guards were recommended for removal in 2012 (Refer to Attachment No. 1). It is unknown at this time how many schools will participate in the program. Notwithstanding, in collaboration with York Region Transportation & Community Planning, York Region Public Health, and York Regional Police staff will promote the Active Routes are the Way to Go program with the intent to increase the number of children walking to and from school, which may increase the total number of students that benefit from the School Crossing Guard Program.

Staff propose to develop measures to evaluate the effectiveness of promoting the Active Routes are the Way to Go program and to report back in spring 2015

In reflection of Council's 2012 direction, staff will develop measures to evaluate the effectiveness of refocusing staff resources to promote the Active Routes are the Way to Go program. Staff will report the findings back to Council in spring 2015. This will ensure sufficient time is allocated to implement the Active Routes are the Way to Go program, measure the effectiveness, and synthesize the study results.

Staff will also review and compare the City's crossing guard service to other services within the Greater Toronto Area for future consideration.

New crossing guard requests are proposed to be administered by the Commissioner of Strategic and Corporate Services, as part of the annual budget process

At its meeting on June 28, 2011 Council approved the following revision to the City's School Crossing Guard Policy and Procedure:

"That all new schools since September 2010 are provided a temporary crossing guard for a period of one school year. A study will be carried out during the school year to determine if the warrant is met. If the warrant is not met, the crossing guard will be removed at the end of the school year."

As a simplification to the existing approval process and until the proposed 2015 review is completed and reported to Council, it is recommended that staff be authorized to administer the Council approved School Crossing Guard Policy and Procedure. A crossing guard will be provided at new locations where the Council approved criteria for unassisted crossings are met. However, any additional funding requirements will continue to be submitted as an Additional Resource Request for Council's consideration, through the Budget deliberation process.

Relationship to Vaughan Vision 2020/Strategic Plan

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist to:

- Promote Community Safety, Health & Wellness; and
- Lead & Promote Environmental Sustainability.

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This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Based on preliminary analysis, a temporary refocusing of staff resources from administering the Annual Review of the School Crossing Guard Program until 2015, to promoting the Active Routes are the Way to Go program, may assist in promoting more children walking to and from school.

Attachments

1. Extract from Council Meeting Minutes of May 29, 2012, Item 13, Report No. 21 of the Committee of the Whole
2. School Crossing Guard Policy and Procedure

Report prepared by:

Lisa Lavery, P.Eng., Manager, Traffic Engineering, ext. 8143

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

COMMITTEE OF THE WHOLE – APRIL 9, 2013

SCHOOL CROSSING GUARD ANNUAL REVIEW ALL WARDS

Recommendation

The Commissioner of Engineering and Public Works, and the Commissioner of Strategic and Corporate Services, recommend:

1. That the Annual Review of the School Crossing Guard Program be deferred until spring 2015;
2. That staff promote the Active Routes are the Way to Go program targeted at creating safer, healthier conditions for students, staff and families, and reducing traffic congestion near schools; and
3. That staff be authorized to administer the Council approved School Crossing Guard Policy and Procedure.

Contribution to Sustainability

Not Applicable.

Economic Impact

There is no economic impact as a result of this report at this time.

The current annualized cost of the school crossing guard program is approximately \$1,000,000, while the annual cost of one crossing guard is approximately \$9,000. There are 93 guards, including 1 temporary guard assigned to approved locations, within the budget complement for the 2013 School Crossing Guard Program.

Communications Plan

Not Applicable.

Purpose

To seek approval to modify the School Crossing Guard Annual Review Program, and refocus staff efforts on the promotion of the Active Routes are the Way to Go program.

Background – Analysis and Options

In 2005, Council directed that staff review a minimum of 25 locations each year in order to optimize the return on Council's allocation of staff resources by ensuring that crossing guards continue to be deployed at locations where the criteria are met

The City of Vaughan provides funding and crossing guard services at locations throughout the City, where the Council approved criteria for unassisted crossings of City and Regional roads are met. This service is provided to assist with the safe crossing of children at intersection throughout the City, and to promote pedestrian activity.

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At the commencement of the 2011/ 2012 school year, the City discontinued providing crossing guards at 10 locations where the warrant was not met, while 10 new locations were added. Since then, staff has conducted follow-up pedestrian studies at two locations, where the crossing guard was removed. The warrant criteria were not met during the follow-up studies at these locations.

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The 2012 School Crossing Guard Annual Review Report recommended the removal of 15 crossing guards, and the addition of one temporary guard at a new school.

At its meeting on May 29, 2012, Council deferred approval of staff's recommendations to remove any crossing guards. Instead, Council directed staff to promote children walking to and from school, as a healthy alternative to their being driven. Refer to Attachment No. 1.

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- Reduced traffic congestion;
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The program is a collaborative effort by many including various City Departments, the York Catholic District School Board, York Region Planning, and Community Services, Green Communities Canada, the Heart and Stroke Foundation, and York Regional Police.

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At its meeting on March 19, 2013, Council approved the Active Travel Charter for Canadian Children and Youth. The Active Routes are the Way to Go program supports this Charter.

In spring 2013, schools will be invited to participate in the 2013-14 Active Routes are the Way to Go program

Building on the success of St. Michael the Archangel, in collaboration with the York Catholic District School Board and York Region District School Board, the City of Vaughan will be asking schools to submit an application in the spring of 2013, to solicit interest and readiness to participate in the Active Routes are the Way to Go program. All schools will be able to access an online toolkit to get started, including checklists, samples, and resource materials.

Staff will focus on promoting the Active Routes are the Way to Go program, initially targeting the 15 schools where crossing guards were recommended for removal in 2012 (Refer to Attachment No. 1). It is unknown at this time how many schools will participate in the program. Notwithstanding, in collaboration with York Region Transportation & Community Planning, York Region Public Health, and York Regional Police staff will promote the Active Routes are the Way to Go program with the intent to increase the number of children walking to and from school, which may increase the total number of students that benefit from the School Crossing Guard Program.

Staff propose to develop measures to evaluate the effectiveness of promoting the Active Routes are the Way to Go program and to report back in spring 2015

In reflection of Council's 2012 direction, staff will develop measures to evaluate the effectiveness of refocusing staff resources to promote the Active Routes are the Way to Go program. Staff will report the findings back to Council in spring 2015. This will ensure sufficient time is allocated to implement the Active Routes are the Way to Go program, measure the effectiveness, and synthesize the study results.

Staff will also review and compare the City's crossing guard service to other services within the Greater Toronto Area for future consideration.

New crossing guard requests are proposed to be administered by the Commissioner of Strategic and Corporate Services, as part of the annual budget process

At its meeting on June 28, 2011 Council approved the following revision to the City's School Crossing Guard Policy and Procedure:

"That all new schools since September 2010 are provided a temporary crossing guard for a period of one school year. A study will be carried out during the school year to determine if the warrant is met. If the warrant is not met, the crossing guard will be removed at the end of the school year."

As a simplification to the existing approval process and until the proposed 2015 review is completed and reported to Council, it is recommended that staff be authorized to administer the Council approved School Crossing Guard Policy and Procedure. A crossing guard will be provided at new locations where the Council approved criteria for unassisted crossings are met. However, any additional funding requirements will continue to be submitted as an Additional Resource Request for Council's consideration, through the Budget deliberation process.

Relationship to Vaughan Vision 2020/Strategic Plan

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist to:

- Promote Community Safety, Health & Wellness; and
- Lead & Promote Environmental Sustainability.

This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Based on preliminary analysis, a temporary refocusing of staff resources from administering the Annual Review of the School Crossing Guard Program until 2015, to promoting the Active Routes are the Way to Go program, may assist in promoting more children walking to and from school.

Attachments

1. Extract from Council Meeting Minutes of May 29, 2012, Item 13, Report No. 21 of the Committee of the Whole
2. School Crossing Guard Policy and Procedure

Report prepared by:

Lisa Lavery, P.Eng., Manager, Traffic Engineering, ext. 8143

Respectfully submitted,

Paul Jankowski, P. Eng.
Commissioner of Engineering and Public Works

Jack Graziosi, P. Eng.
Director of Engineering Services

Joseph Pittari
Commissioner of Strategic and Corporate Services

Demetre Rigakos
Director of Human Resources

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ATTACHMENT 1

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 29, 2012

Item 13, Report No. 21, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on May 29, 2012, as follows:

By approving the following in accordance with Communication C17, from the City Clerk, dated May 29, 2012:

"That the attached Terms of Reference be approved in order to facilitate the establishment of the School Crossing Guard Task Force."

13 SCHOOL CROSSING GUARD ANNUAL REVIEW ALL WARDS

The Committee of the Whole recommends:

- 1) That approval of clauses 1 and 2 be deferred pending discussions by the local Councillors (and other Members of Council should they wish to join in) with the principals, staff, trustees and parent councils of all schools on how to promote an increase in the number of children walking to and from school, as a healthy alternative to their being driven to and from school;
- 2) That the services of the Vaughan Community Health Centre be accepted, at no charge, in the development of an audio-visual presentation promoting walking to and from school, for circulation to the principals, staff, trustees and parent councils of all schools;
- 3) That the Ward 2 Councillor chair an Ad Hoc Committee of Council to discuss these matters including any policy concerns;
- 4) That clause 3 in the following report of the Commissioner of Engineering and Public Works, dated May 15, 2012, be approved;
- 5) That the following deputations be received:
 1. Ms. Maria Furlano, 199 Belview Avenue, Vaughan, L4L 5N9, on behalf of St. John Bosco Catholic School Council;
 2. Ms. Lucy Mazzonna, 21 Mullen Drive, Thornhill, L4J 2T6, on behalf of the Holy Family Catholic School Parent Council;
 3. Ms. Mary Padula, 5840 Humber Bridge Trail, Vaughan, L4L 1A7, on behalf of the St. Angela Merici Catholic School Parent Council; and
 4. Mr. Peter Vecchiarelli, on behalf of St. Clements Catholic Elementary School; and
- 6) That the following Communications be received:

C7 and C11.	Ms. Cathy Ferlisi, Trustee, - Vaughan -- Concord/Thornhill, Area 5, Ward 4 & 5, York Catholic District School Board, 320 Bloomington Road West, Aurora, L4G 3G8, dated May 9 and 11, 2012;
C8.	Ms. Maria Carnovale, YCDSB Trustee, Area 3, Ward 3, dated May 7, 2012;
C13.	Ms. Diana Rizzo;
C14.	Mr. Dom Heavy;
C17.	L. Piccoli, Principal, St. Angela Merici Catholic Elementary School, dated May 11, 2012;
C19.	Victor & Nadia Ruso, dated May 14, 2012;
C20.	Ms. Lina Tracitto, dated May 14, 2012;
C21.	Ms. Pina Sisto;
C22.	Mr. Paul Bava, 52 Kaiser Drive, Woodbridge, L4L 3V4, dated May 14, 2012;
C23.	Ms. Josie Pontieri, Chair, St. Angela Merici Catholic School Council, 8881 Martin Grove Road, Woodbridge, L4H 1C3, dated May 14, 2012;

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- C24. Ms. Barbara Pigliacelli, dated May 15, 2012;
C25. Ms. Rita Landry, 114 North Ridge Road, Woodbridge, L4L 2G8, dated May 15, 2012;
C26. Ms. Diane Ly-Grech, 91 Dunstan Crescent, Vaughan, L4L3W5, dated May 15, 2012; and
C29. J. Ferlisi, Principal, Our Lady of Fatima School, 191 Crofters Road, Woodbridge, L4L 7G3.

Recommendation

The Commissioner of Engineering and Public Works in consultation with the Director of Engineering Services and the Director of Human Resources recommends:

1. That school crossing guards be removed from the following 12 locations as the warrant criteria are not met;
 - Melville Avenue and Springside Road (south side) - Blessed Trinity Catholic Elementary School
 - Drummond Drive and Monteith Crescent/ Logwood Crescent (west side) - Holy Jubilee Catholic Elementary School
 - Killian Road and Sterling Crescent/ Lamar Street (west side) - St. David Catholic Elementary School
 - Crofters Road and Woburn Road (south side) - Our Lady of Fatima Catholic Elementary School
 - Clarence Street and Woburn Drive/ Thomson Creek Boulevard (south side) - Our Lady of Fatima Catholic Elementary School
 - Martin Grove Road in front of St. Angela Merici Catholic Elementary School - St. Angela Merici Catholic Elementary School
 - Forest Drive and Bainbridge Avenue (north side) - St. Clement Catholic Elementary School
 - Kipling Avenue and Burwick Avenue (north side) - Woodbridge Public School
 - Kipling Avenue and Highway 7 (east side) - Woodbridge Public School
 - Fossil Hill Road and Villa Royale Avenue (north side) - Fossil Hill Public School
 - Clark Avenue and York Hill Boulevard (east side) - Eitz Chaim Elementary School
 - Clark Avenue and Hilda Avenue (west side) - York Hill Elementary School
2. That school crossing guards be removed from the following 3 temporary locations as the warrant criteria are not met; and
 - Ravineview Drive and Peak Point Boulevard/ Beaverbrook Crescent (south side) - St. Raphael the Archangel Catholic Elementary School
 - Vellore Park Avenue and Highmark Drive/ Stark Crescent (north side) - Glenn Gould Public School
 - Vellore Park Avenue and Lormel Gate (east side) - St. Mary of the Angels Catholic Elementary School
3. That a temporary school crossing guard be provided, at a location in the vicinity of 161 Via Campanile, for a new unnamed school, for the 2012/ 2013 school year.

Contribution to Sustainability

The implementation of crossing guards assists children to cross a City or Regional roadway in a safe manner. The City's School Crossing Guard Policy and Procedure assists staff to ensure the most appropriate location is identified and the guard is at a location where needed.

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Economic Impact

The current annualized cost of one crossing guard is approximately \$9,000. There are 92 guards, including 5 temporary guards assigned to approved crosswalk locations, within the budget complement for the 2012 School Crossing Guard Program.

There would be an initial savings in the Human Resources Department annual Operating Budget, to remove a crossing guard that does not meet the warrant criteria. The crossing guard signs and posts could be re-used at a later date.

Based on the findings of the 2011/2012 crossing guard studies, the reduction to the annual Operating Budget is \$135,000 (15 guards @ \$9,000 per guard). However, a temporary guard will be required at a new school, at a location in the vicinity of 161 Via Campanile. This guard will be redeployed from the 15 that are recommended for removal. Therefore, the overall economic impact will be a reduction of \$126,000.

Communications Plan

The Principals at each of the schools, the associated School Board Superintendent and Trustee, impacted by the potential removal of the crossing guard were notified and provided the opportunity to participate in the spring 2012 study.

The extract related to this report will be provided to both the York Region District School Board, and the York Catholic District School Board. Engineering Services staff will notify each of the Principals of any changes to the crossing guard location(s) near their school.

Staff will also advise the school Principal of the temporary crossing guard location. The anticipated start date for this guard will be the start of the new school year in September 2012.

Purpose

To provide the results of the annual review of 25 randomly selected crossing guard locations, and the 5 temporary crossing guard locations, in accordance with the School Crossing Guard Policy and Procedure.

Background - Analysis and Options

The criteria for the placement of school crossing guards as it exists today, was established and approved by Council in 2004, thereby superseding any previous guidelines.

Since then, the City of Vaughan has funded and provided crossing guard services at locations within the City, where the Council approved criteria for unassisted crossings of City and Regional roads are met. A list of locations meeting these criteria is typically approved by Council as part of the annual budget deliberations.

In 2005, Council directed that staff review a minimum of 25 locations each year in order to optimize the return on Council's allocation of staff resources by ensuring that crossing guards continue to be deployed at locations where the criteria are met. Please note that a detailed chronology of the school crossing guard program, from 2005 to 2011, can be found in Attachment No. 4.

At the commencement of the 2011/ 2012 school year, the City of Vaughan discontinued providing crossing guards at 10 locations, while 10 new locations were added. Since then, staff has conducted follow-up pedestrian studies at two locations, where the crossing guard was removed. It is noted that the warrant criteria was not met during the follow-up studies.

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Requests for crossing guards may be received from parents, parent council and/or school administrators. Upon receipt of a request, staff will conduct a pedestrian study. In fall 2012, staff will conduct follow-up pedestrian studies at 5 randomly selected locations, where the school crossing guards were previously discontinued.

In 2011 and 2012, in accordance with Council direction, City staff reviewed 25 existing crossing guard locations. Locations where criteria were not met were confirmed by 3 separate studies.

The current approved locations for school crossing guards are listed in Attachment No. 1.

2011/ 2012 Annual Review

Staff has undertaken reviews of 25 randomly selected crossing guard locations that may potentially be relocated/ eliminated and/or utilized to cross more than one leg of an intersection. The 2012 annual review consists of 3 studies that were carried out in spring 2011, fall 2011, and spring 2012.

As a result of feedback received from both School Boards, the 2012 annual review program was modified to incorporate additional notifications including, one following the fall 2011 pedestrian study, and another prior to the end of the current school year.

Studies were carried out during the morning and afternoon arrival/departure times, typically 45 minutes in duration, and were undertaken during normal weather conditions. Pedestrian studies were not undertaken during heavy rain and snowfall. In addition, staff endeavoured to only carry out studies on Tuesdays, Wednesdays or Thursdays, and accounted for any known holidays.

During the investigations, staff observed and recorded the following details:

- Number of students using the crossing;
- Vehicular operations including parent drop off/pick-up activities;
- Crossing guard activities; and
- Type of traffic control, where applicable.

The results of the studies are summarized in Attachment No. 2.

Review of the 25 Pre-Selected Crossing Guard Locations

A brief summary is provided from the pedestrian studies:

1. During pedestrian studies, staff did not identify issues with vehicular operations, or crossing guard performance.
2. As identified in Attachment No. 2 and listed below are the 12 locations where the number of recorded crossings did not meet the minimum criteria of 50 crossings during the school time periods, in the studies conducted in 2011 and 2012.
 - Melville Avenue and Springside Road (south side) - Blessed Trinity Catholic Elementary School
 - Drummond Drive and Monteith Crescent/ Logwood Crescent (west side) - Holy Jubilee Catholic Elementary School
 - Killian Road and Sterling Crescent/ Lamar Street (west side) - St. David Catholic Elementary School
 - Crofters Road and Woburn Road (south side) - Our Lady of Fatima Catholic Elementary School

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- Clarence Street and Woburn Drive/ Thomson Creek Boulevard (south side) - Our Lady of Fatima Catholic Elementary School
- Martin Grove Road in front of St. Angela Merici Catholic Elementary School
- Forest Drive and Bainbridge Avenue (north side) - St. Clement Catholic Elementary School -
- Kipling Avenue and Burwick Avenue (north side) - Woodbridge Public School
- Kipling Avenue and Highway 7 (east side) - Woodbridge Public School
- Fossil Hill Road and Villa Royale Avenue (north side) - Fossil Hill Public School
- Clark Avenue and York Hill Boulevard (east side) - Eitz Chaim Elementary School
- Clark Avenue and Hilda Avenue (west side) - York Hill Elementary School

Only crossing guard locations where warrants are not met during all 3 studies are recommended for removal.

Review of the 5 Temporary Crossing Guard Locations

In 2011, to help promote pedestrian activity, Council approved that a temporary crossing guard be provided at a suitable location for all new schools. The crossing guard would remain in place for a period of one school year. A crossing guard study would be carried out during the school year to determine if the warrant is met. In the event that the warrant is not met, the crossing guard will be removed at the end of the school year.

Staff conducted up to 2 pedestrian studies at each of the temporary crossing guard locations, and the results are summarized in Attachment No. 3.

A brief summary is provided from the pedestrian studies:

1. During pedestrian studies, staff did not identify issues with vehicular operations, or crossing guard performance.
2. As indicated in Attachment No. 3 and listed below are the 3 locations where the number of recorded crossings did not meet the minimum criteria of 50 crossings during the school time periods, in the studies conducted in 2011 and 2012.
 - Ravineview Drive and Peak Point Boulevard/ Beaverbrook Crescent (south side) - St. Raphael the Archangel Catholic Elementary School
 - Vellore Park Avenue and Highmark Drive/ Stark Crescent (north side) - Glenn Gould Public School -
 - Vellore Park Avenue and Lormel Gate (east side) - St. Mary of the Angels Catholic Elementary School
3. The following 2 temporary school crossing guard locations should be added to the City's list of approved locations as the crossing guard warrant was met;
 - Via Romano Boulevard and Lady Valentina Avenue (north side) - Herbert H. Carnegie Public School
 - Peter Rupert Avenue and Golden Forest Road/ Carrier Crescent (west side) - St. Cecilia Catholic Elementary School

This report indicates that all temporary guards have been in place since September 2011, for a period of one school year, with the exception of Herbert H. Carnegie Public School, as it has had a temporary crossing guard in place since February 2011.

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Only temporary crossing guard locations where warrants are not met during the 2 studies are recommended for removal.

New Temporary School Crossing Guard Location

York Catholic District School Board staff has identified one new unnamed school, located at 161 Via Campanile, which is scheduled to open in September 2012. In accordance with the School Crossing Guard Policy and Procedure, a temporary crossing guard will be provided at a location in the vicinity of 161 Via Campanile for students attending this school, for the 2012/ 2013 school year.

It is noted that York Region District School Board staff has advised City staff that there are no new schools scheduled to open during the 2012/ 2013 school year.

Relationship to Vaughan Vision 2020/Strategic Plan

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in:

- Pursue Excellence in Service Delivery;
- Enhance and Ensure Community Safety, Health & Wellness; and

This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Engineering Services staff carried out the annual review of 25 randomly selected crossing guard locations as well as 5 temporary crossing guard locations in 2011/ 2012. 12 of 25 existing school crossing guard locations did not meet the minimum crossing guard criteria requirements. Similarly, 3 of 5 temporary crossing guard locations did not satisfy the same minimum requirements. In accordance with the School Crossing Guard Policy, these crossing guard locations are recommended to be discontinued as the criteria is not met, and where applicable, to be redeployed to meet other needs within the City. The remaining 2 temporary locations are to be added to the City's list of approved locations.

Attachments

1. City of Vaughan School Crossing Guard Program Current Approved Locations
2. City of Vaughan School Crossing Guard Program 2011 Annual Review Study Results
3. City of Vaughan School Crossing Guard Program Temporary Location Review Study Results
4. City of Vaughan School Crossing Guard Program Chronology, 2005-2011

Report prepared by:

Lisa Lavery, P. Eng., Manager of Traffic Engineering, ext. 8143

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(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

ATTACHMENT 2



SCHOOL CROSSING GUARD POLICY AND PROCEDURE

REVISED June 2011

APPLICABILITY

The School Crossing Guard Policy and Procedure applies to all School Crossing Locations in the City of Vaughan. Under this policy and procedure, Engineering Services Department staff in consultation with the Human Resources Department will conduct/review/develop/administer a School Crossing Guard Plan proposal.

PURPOSE

To determine criteria for the appropriate location of a School Crossing Guard Locations.

CRITERIA

1. At a location where there are 50 or more (unassisted) crossings during peak time periods, AND at least ONE of the following required traffic volume criteria is met:
 - a. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a local roadway exceeds 1,000 vehicles.
 - b. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a local/feeder roadway exceeds 3,000 vehicles.
 - c. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a collector roadway exceeds 8,000 vehicles.
 - d. At a side street only where the peak traffic volume rate exceeds 120 vehicles/hour.
 - e. At a location where the minimum sight distance is below 65 metres.
 - f. At an existing all-way stop controlled intersection where the total traffic volume exceeds 350 vehicles for local and feeder/primary intersections.
 - g. At an existing all-way stop controlled intersection where the total traffic volume exceeds 500 vehicles for collector roadways.



- h. At an existing traffic signalized intersection where the peak hour number of school children exceeds 50.
 - i. At a location where the operating speed for the street exceeds the existing speed limit by 10 km/h.
- 2. IF warrant one is met, AND during the school's designated lunch period a location has a minimum of ten unassisted crossings, THEN the location will warrant for a lunch period guard in addition to the before/after school guard.
- 3. IF the warrant is met on more than one leg of an intersection in an "L" type (adjacent) crossing configuration, THEN a school crossing guard will be allowed to cross children on both legs, only where required signage/pavement markings are in place, and the criteria is met.

PROCEDURE

Determining a location for a School Crossing Guard at a **NEW** school:

- 1. The City of Vaughan's Engineering Services Department and Human Resources Department must be advised in writing of any new school by the appropriate School Board.
- 2. Once confirmation is received, Engineering Services staff will respond in writing on the timeline for the required studies.
- 3. Engineering Services staff will request from the particular School Board the catchment area of the registered children for the subject school.
- 4. Once the catchment area of the registered children is received, an appropriate location for a temporary crossing guard will be determined by staff. The temporary guard location will be in place for a one-year term. To provide sufficient opportunity for the school, parents and students to get familiar with using the designated crossing location, and promote its use.
- 5. On all correspondences, the Local Councillor and Human Resources Department will be copied on the outcome of the study findings.

ANNUAL REVIEW

In addition, the following Guidelines shall be maintained in managing the School Crossing Guard Program:



1. That an annual review of 25 pre-selected school crossing guard locations in the field to determine the appropriateness of the crossing location for the subsequent school year.
2. That Engineering Services staff and Human Resources staff meet with the School Boards annually, in February of each year, to discuss school crossing guard matters.