

Considered at October 13, 2020 Regular Council Meeting

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Memorandum

Date: September 29, 2020
Submitted by: Engineering and Operations Department – Project Delivery Services Division
Subject: Proposed Development Cost Charges Expenditure Bylaw – Elgin-Clarke
Pedestrian Signal

At the September 15, 2020 Special Council meeting, Council considered a report dated August 26, 2020 from the Engineering and Operations Department – Project Delivery Services Division regarding Funding Request – Installation of Pedestrian-Controlled Signal at Elgin and Clarke (**Attachment 1**) and passed the following resolution:

FC20/042 (RC20/354)

THAT \$90,557 be allocated from the MTP Reserve and \$236,285 be allocated from the DCC Reserve to fund the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street as recommended in the report dated August 26, 2020 from the Engineering and Operations Department – Project Delivery Services Division regarding Funding Request – Installation of Pedestrian-Controlled Signal at Elgin and Clarke.

Pursuant to section 566 of the *Local Government Act (LGA)*, a Development Cost Charge (DCC) paid to a local government must be deposited in a separate special DCC reserve fund established for each purpose for which the local government imposes the DCC. This DCC reserve fund was established by the City through Bylaw No. 1595, 1983. The *LGA* also states that funds collected in the DCC reserves can be only used on projects identified in the City's DCC program, and municipalities must authorize this expenditure through a bylaw.

The Clarke and Elgin Pedestrian Signal project is included in the City's DCC program that was approved by the Province in 2019. Draft City of Port Moody Development Cost Charge Reserve Fund Expenditure Bylaw, 2020, No. 3276 (Elgin-Clarke Pedestrian Signal) (**Attachment 2**)—a Bylaw to appropriate for expenditure from the Development Cost Charge Reserve Fund for the purpose of paying the capital costs of the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street—is attached for Council's consideration of first, second, and third readings. The recommended resolution is:

THAT City of Port Moody Development Cost Charges Reserve Fund Expenditure Bylaw, 2020, No. 3276 (Elgin-Clarke Pedestrian Signal) be read a first, second, and third time as recommended in the memo dated September 29, 2020 from the Engineering and Operations Department – Project Delivery Services regarding Proposed Development Cost Charges Expenditure Bylaw – Elgin-Clarke Pedestrian Signal.

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Attachments:

1. Report considered at September 15, 2020 Special Council meeting regarding Funding Request – Installation of Pedestrian-Controlled Signal at Elgin and Clarke.
2. Draft City of Port Moody Development Cost Charge Reserve Fund Expenditure Bylaw, 2020, No. 3276 (Elgin-Clarke Pedestrian Signal).

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Report Approval Details

Document Title:	Proposed Development Cost Charges Expenditure Bylaw – Clarke and Elgin Pedestrian Signal.docx
Attachments:	- Attachment 1 - Report considered at 2020 09 15 Special Council meeting re Pedestrian-Controlled Signal at Elgin and Clarke.pdf - Attachment 2 - Draft Development Cost Charge Reserve Fund Expenditure Bylaw, 2020, No. 3276 (Elgin-Clarke Pedestrian Signal).pdf
Final Approval Date:	Oct 2, 2020

This report and all of its attachments were approved and signed as outlined below:

Stephen Judd for Jeff Moi, General Manager of Engineering and Operations - Sep 30, 2020 - 3:48 PM

Dorothy Shermer, Corporate Officer - Sep 30, 2020 - 4:33 PM

Rosemary Lodge, Manager of Communications and Engagement - Sep 30, 2020 - 6:17 PM

Paul Rockwood, General Manager of Finance and Technology - Oct 1, 2020 - 9:18 AM

Tim Savoie, City Manager - Oct 2, 2020 - 11:02 AM

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City of Port Moody Report to Finance Committee

Date: August 26, 2020
Submitted by: Engineering and Operations Department – Project Delivery Services Division
Subject: Funding Request – Installation of Pedestrian-Controlled Signal at Elgin and Clarke

Purpose

The purpose of this report is to seek funding for the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street.

Recommended Resolution(s)

THAT \$90,557 be allocated from the MTP Reserve and \$236,285 be allocated from the DCC Reserve to fund the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street as recommended in the report dated August 26, 2020 from the Engineering and Operations Department – Project Delivery Services Division regarding Funding Request – Installation of Pedestrian-Controlled Signal at Elgin and Clarke.

Background

Clarke Street at Elgin Street is a T-intersection located on a major east-west corridor in the City. Elgin Street is stop controlled with one travel lane in each direction, while Clarke Street consists of two parking lanes, one eastbound travel lane and two westbound travel lanes. Clarke Street is classified as part of the Major Road Network (MRN) by TransLink with a posted speed limit of 50km/hr.

In 2016, the City retained ISL Engineering to conduct a pedestrian crosswalk warrant analysis at the Clarke Street and Elgin Street intersection. After conducting pedestrian counts over an afternoon peak-hour period and 24-hour vehicular counts over two weeks, ISL Engineering concluded that a special crosswalk is warranted under Transportation Association of Canada's (TAC) guidelines. A special crosswalk is an Overhead Flashing (OF) Beacon system. OF Beacon systems are normally used at mid-block crosswalks and can be activated by pedestrians manually by push button. However, the City recognizes that due to the location of the intersection, and the volume of traffic during peak hours, a pedestrian-controlled traffic signal is more suitable. A pedestrian-controlled traffic signal, also known as a half signal, will stop the traffic on the major east-west corridor once activated by a pedestrian. The signal will normally flash green.

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A pedestrian-controlled signal and crosswalk at the intersection of Elgin Street and Clarke Street was included in the Master Transportation Plan (2016) as a long-term project to be funded and constructed by a developer. This project was also included in the 2020 Development Cost Charges (DCC) program as a project to be completed in 2026 that would be partially funded from DCCs. However, due to recent safety concerns at this location, Council directed staff to advance the installation of the crosswalk and signal to 2020 via the following resolution, passed on January 21, 2020.

RC20/046

THAT staff update the Master Transportation Plan Implementation Plan to accelerate the high-priority pedestrian-activated signal improvements for the intersections of Elgin at Clarke, Queens at St. Johns, and Clarke at Seaview, with construction of the Clarke Street at Elgin Street pedestrian signal targeted for completion in 2020.

This report provides Council information on the proposed design and the estimated capital cost, and seeks endorsement of funding for the project. As this project was not part of the 2020 Financial Plan, there is currently no budget allocated for this project.

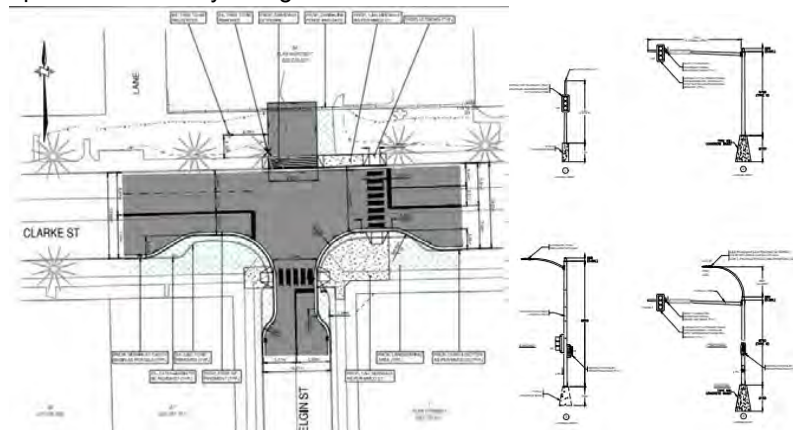
Discussion

Proposed Design

City staff retained a consultant to complete the civil portion of the design in July 2020. It is important to note that there are ongoing construction works currently occurring at 80 Elgin Street (southeast corner of the intersection) for a townhouse development. City staff are coordinating with the developer's electrical engineer to complete the design. Preliminary designs have been completed for the project, which includes the installation of a pedestrian-controlled signal and associated conduits, intersection lighting, sidewalk letdowns, intersection paving, and crosswalk markings.

To accommodate the proposed design, the driveway letdown to Rayburn Erector's Ltd., located on the north side of Clarke Street will be relocated further to the west. One street tree will also need to be removed to accommodate this change. City staff are coordinating with the business throughout the design process.

Figure 1: Proposed Preliminary Design



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Funding Requirement

Currently, design costs are funded through the 2019 Bike and Pedestrian Improvement Program. However, this project does not have sufficient funding for the construction portion of this project. As noted above, funding has not been allocated for the construction of this project in the 2020 Financial Plan.

Preliminary cost estimates indicate this project to cost approximately \$350,000, based on pre-tender estimates. Table 1 shows a breakdown of the costs.

Table 1 – Summary of Project Costs for Construction Items	Amount	Approved Funding	Additional Funding Request
Staff Costs	\$7,000	\$7,000	
Design and Construction Support	\$14,200	14,200	
Signal Construction Cost	\$105,000		\$105,000
Civil Construction Cost	\$163,835		\$163,835
Subtotal	\$290,035		\$290,035
Contingency (20% of Construction)	\$58,007		\$58,007
Total	\$348,042	\$21,200	\$326,842

Staff have included a 20% contingency amount to account for unknown market conditions and risks during construction.

Staff are seeking Council approval to allocate \$90,557 from the MTP reserve fund and a \$236,285 from the DCC reserves for a total of \$326,842 to complete the construction of this project.

Timeline for completion

If funding is approved for construction of the project, staff plan to tender this project in early October and start construction in mid-November 2020. Some works such as paving will be required to be completed in the spring of 2021. Construction is expected to take up to five (5) weeks depending on supply availability and weather.

Other Option(s)

THAT the report dated August 26, 2020 from the Engineering and Operations Department – Project Delivery Division regarding Funding Request – Installation of a pedestrian controlled signal at Elgin and Clarke be received for information.

Financial Implications

The total required funding for this project is \$348,042. There is no approved budget available for construction of the project. \$326,842 is requested to complete construction, of which \$58,007 is to be used as contingency. Staff are recommending that \$90,557 be allocated from the MTP reserve and \$236,285 be allocated from the DCC reserve. In compliance with the *Local Government Act*, the funds to be taken from the DCC reserve for this project will be done through a DCC expenditure Bylaw, which will be brought to Council for consideration in the near future.

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Communications and Civic Engagement Initiatives

The proposed works would be carried out as part of the City's Capital Works Program, with appropriate communication issued to any affected residents and businesses in the area.

Council Strategic Plan Objectives

This project aligns with Council's Strategic Plan priorities of Service Excellence and Healthy City.

Report Author

Shashi Bandara, E.I.T.
Project Engineer

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Report Approval Details

Document Title:	Funding Request - Installation of a pedestrian controlled signal at Elgin and Clarke.docx
Attachments:	
Final Approval Date:	Sep 8, 2020

This report and all of its attachments were approved and signed as outlined below:

Jeff Moi, General Manager of Engineering and Operations - Sep 4, 2020 - 4:52 PM

Tracey Takahashi for Dorothy Shermer, Corporate Officer - Sep 4, 2020 - 6:26 PM

Rosemary Lodge, Manager of Communications and Engagement - Sep 7, 2020 - 2:57 PM

Paul Rockwood, General Manager of Finance and Technology - Sep 7, 2020 - 6:09 PM

Tim Savoie, City Manager - Sep 8, 2020 - 9:17 AM

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City of Port Moody

Bylaw No. 3276

A Bylaw to appropriate for expenditure from the Development Cost Charge Reserve Fund for the purpose of paying the capital costs of the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street.

WHEREAS the City's Development Cost Charge (DCC) Reserve Fund was established under the City of Port Moody Development Cost Charges Imposition By-law, 1983, No. 1595, ("Reserve Fund") to fund the capital costs of water, sewage, highway and drainage facilities, and public open spaces;

AND WHEREAS the amount of \$4,183,870, as of September 15, 2020, is unallocated and available in the Reserve Fund for the purpose of highway facilities;

AND WHEREAS the amount of \$236,285 is estimated to be the cost of financing the DCC eligible capital cost for the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street;

NOW THEREFORE, the Council of the City of Port Moody enacts as follows:

1. Citation

- 1.1 This Bylaw may be cited as "City of Port Moody Development Cost Charge Reserve Fund Expenditure Bylaw, 2020, No. 3276 (Elgin-Clarke Pedestrian Signal)".

2. Appropriation

- 2.1 The sum of \$236,285 is hereby appropriated for expenditure from the Reserve Fund for the purpose of paying the capital costs of providing, constructing, altering, or expanding facilities for the construction of a pedestrian-controlled signal at the intersection of Elgin Street and Clarke Street.
- 2.2 Any of the above amount that remains unexpended after the purpose of section 2.1 has been fulfilled will be returned to the credit of the Reserve Fund.

3. Severability

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

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Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Adopted this ____ day of _____, 20__.

R. Vagramov
Mayor

D. Shermer
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3276 of the City of Port Moody.

D. Shermer
Corporate Officer