



City of
Peterborough

To: Members of the General Committee

From: Blair Nelson, Commissioner, Infrastructure, Planning and Growth Management

Meeting Date: November 18, 2024

Report: Traffic Calming Program Implementation, Report IPGENG24-025

Subject

A report to provide an update on the Traffic Calming Program and recommend approval for the development of an annual City-wide Traffic Calming Program.

Recommendations

That Council approve the recommendations outlined in Report IPGENG24-025, dated November 18, 2024, of the Commissioner of Infrastructure, Planning and Growth Management as follows:

- a) That staff be directed to proceed with the implementation of an annual City-wide Traffic Calming Program as described in Report IPGENG24-025; and
- b) That funding from tax supported debt in the amount of \$1,100,000 be included in the 2025 Budget for the Traffic Calming Program – Questica #21-093.

Executive Summary

- The current draft 2025 Budget does not include funding for the Traffic Calming Program and the program will continue to be suspended throughout 2025.
- Since the approval of the City-wide Traffic Calming Policy, there has been a substantial increase in community interest with traffic calming initiatives. As a result, since the commencement of the project in July 2021, staff has received a

total of 130 requests from various neighbourhoods, indicating a strong desire for further calming studies to be conducted in those areas. In order to undertake these reviews, an annual traffic calming program is being recommended that includes processing new requests, collecting data to support new studies, evaluation of trial installations, completing new neighbourhood Traffic Calming Studies, monitoring temporary installations, and finalizing the design and installation of permanent Traffic Calming measures in compliance with the City's approved Traffic Calming Policy.

- City Council at its meeting of November 2023 decided not to approve Report IPGENG23-002 Traffic Calming Program Implementation, resulting in the suspension of the Traffic Calming Program in 2024.
- In February 2024, Council approved Report IPGENG24-002 Traffic Calming Permanent Installations, recommending that permanent traffic calming measures be implemented in three (3) of the five (5) traffic calming pilot neighbourhoods and that a request for funding be included in the draft 2025 Capital Budget request for consideration.
- Due to pressures and competing priorities for the 2025 Capital and Operating Budgets no monies have been allocated for the Traffic Calming Program for 2025. The Traffic Calming Program will remain suspended for 2025 unless additional budget monies are approved for the Capital Budget. The request for traffic calming is \$1,100,000 of which an estimated \$240,000 would be used to fund two (2) new positions, \$600,000 to fund the approved implementation of permanent traffic calming measures (Report IPGENG24-002), and the remaining \$260,000 will be available to fund temporary traffic calming infrastructure, a traffic data collection program, advertising, promotion, a consultation program, a neighbourhood ambassador program, supplies, and equipment.
- An estimated annual operating budget of \$350,000 per year is needed to support this program. This includes one (1) new Traffic Services Project Manager staff position and one (1) new Traffic Engineering Technologist position in the Traffic and Parking Services Section to manage the program and co-ordinate future studies, design activities, traffic data collection, advertising, promotion, implementation works, and public consultation. Consulting resources would be utilized, primarily to assist with public consultation activities, and it is recommended that the City continue with the Neighbourhood Ambassador Program to assist with outreach activities.

Background

A Neighbourhood Traffic Calming Program is one component of the City's overarching Road Safety Strategy as recommended in the City's Transportation Master Plan. Traffic Calming is intended to improve safety, especially for more vulnerable road users like

pedestrians and cyclists and reduce aggressive driving behaviour in local neighbourhoods to improve liveability. Traffic calming utilizes physical infrastructure/devices along with education and enforcement to reduce vehicle speed and cut-through traffic. These physical traffic calming measures are not suitable for use on the arterial road network to manage vehicle speed and these concerns need to be addressed through other road safety initiatives.

City Council at its meeting of May 25, 2021, approved Report IPSTR21-007 which established a City-wide Traffic Calming Policy and approved five (5) Pilot Neighbourhood Traffic Calming Plans to be implemented in various neighbourhoods across the City; with one in each ward. Recommendation I) of the above noted report recommended “That staff report on the potential for an annual Traffic Calming Program, as part of the 2022 budget review.” A request for additional staff to support a traffic calming program was included as a “Below the Line” item submitted as part of the draft 2022 and 2023 budgets; however, it was not approved.

In March 2022, Council approved Report IPSTR22-003 – Transportation Master Plan Phase 4 – Approval of Infrastructure and Policy Recommendations. The Transportation Master Plan (TMP) identified several key infrastructure policy initiatives such as Complete Streets, Goods Movement, Road Safety, and Emerging Technologies. The Road Safety Strategy included in the TMP outlines a road safety program that adopts a safe systems approach for the design of new infrastructure and includes five key areas of emphasis, including Safe School Zones, Safety for Vulnerable Users, Safe Neighbourhoods, Safe Corridors, and Safe Intersections. Each road safety initiative is approached using a combination of Engineering measures, targeted Education and Enforcement.

A key recommendation outlined under Safe Neighbourhood initiatives is to establish funding to support annual traffic calming program including staff resources to complete neighbourhood studies, plus annual capital funding to implement plans.

Traffic calming measures are usually applied in neighbourhoods experiencing excessive vehicle speed and/or high volumes of shortcutting traffic. Shortcutting traffic is traffic which is travelling through a neighbourhood to bypass congestion on the arterial road network, or to make use of a more direct or faster route. Traffic calming plans seek to alter the street or modify driver behaviour in such a way as to reduce vehicle speeds, discourage shortcutting, minimize conflicts between street users, and improve the neighbourhood environment.

City Council at its meeting of November 2023 decided not to approve Report IPGENG23-002 Traffic Calming Program Implementation, resulting in the suspension of the Traffic Calming Program in 2024.

In February 2024, Council approved Report IPGENG24-002 Traffic Calming Permanent Installations recommending that permanent traffic calming measures be implemented in three (3) of the five (5) Phase 1 traffic calming pilot neighbourhoods and that a request for funding be included in the draft 2025 Capital Budget request for consideration.

Following approval of the Traffic Calming Policy and the five (5) Pilot Neighbourhood Traffic Calming Plans, staff have been working to implement and install the trial Traffic Calming Plans developed in each of the initial five neighbourhoods:

- Franklin Drive;
- Auburn Street and Dunlop Street;
- Sherburne Street and Morrow Street Area
- Westridge Boulevard and Cherryhill Road; and
- Romaine Street

The Consulting Team also completed work on three (3) further Traffic Calming Studies that were identified for Phase 2 of the original project, which include the neighbourhood consultation process and the development of recommended Traffic Calming Plans for the following areas:

- High Street;
- Whitefield Drive, Golfview Road and Silverdale Road; and
- Highland Road.

Recommendations for Traffic Calming measures in each of these Phase 2 study areas was presented and approved by Council report IPSTR22-013 – Approval of Neighbourhood Traffic Calming Studies Phase 2.

Staff have also developed a website (<https://www.connectptbo.ca/trafficcalming>) where residents can fill in an online form (or download and print a form) to request that their neighbourhood be considered for Traffic Calming measures. The website includes a map to show areas where Traffic Calming requests have been made, where ongoing studies are underway, and provides updates on the status of new requests that have been made.

Since the launch of the new website and process in 2021, staff have received requests for new Traffic Calming Studies on 130 different streets across the City. The demand for new studies far exceeds available staff resources and budget available to undertake these studies and implement approved plans.

Currently, staff are tasked with completing the following:

- Stage 5 – Plan Development: Monitoring and evaluation of trial installation for three (3) remaining Phase 2 study areas;
- Stage 2 and Stage 3 – Initial Screening and Technical Assessment of 130 new traffic calming requests and;
- Support the implementation of permanent traffic calming measures in three (3) of the initial traffic calming trial neighbourhoods.

There is currently insufficient capital budget and staff resources to meet the demand of these tasks.

Strategic Plan

Strategic Pillar: Community & Well-being

Strategic Initiative: Promote and enforce traffic safety of city roads.

The implementation of a Traffic Calming Program aligns with the strategic pillar for Community and Well-being by promoting and enforcing traffic safety in residential neighbourhoods.

Engagement and Consultation

Community engagement is an important aspect of this approved Traffic Calming Policy and Study process.

To reach out to the maximum number of residents in the neighbourhood several engagement strategies were effectively used in the previous completed studies and will be used in new studies moving forward, including:

- Door-to-door mail drop: A Notice of Study Commencement, which includes a short project background and information about engagement opportunities and the project webpage will be distributed to all residents within new study areas.
- Online Engagement: The www.connectPtbo.ca engagement platform currently has a Calm Streets PTBO project page, which would be used as the main website for an annual Traffic Calming Program. The website will be used to provide information on the Traffic Calming Policy, the process, ongoing studies, upcoming consultation events, and the results of studies that have been completed, and contact information for the project team.
- Community Ambassador Program: The trial studies included the use of Community Ambassadors, who were hired by the consulting team to make connections with individuals and families in each of the neighbourhoods to share information and gather feedback about traffic calming concerns in the study area. Ambassadors also connected with individual residents and encouraged them to participate in the workshops and this aspect is recommended to be incorporated into future studies.
- Surveys: Surveys will be used to provide feedback regarding traffic concerns and potential solutions to mitigate traffic concerns in candidate neighbourhoods.

- **Community Workshops:** The Traffic Calming Study process typically includes two rounds of workshops with community members in each neighbourhood. The first workshop is typically used to allow residents to provide feedback on traffic issues in their neighbourhood and to contribute developing preliminary traffic calming concept plans. Preliminary concept plans developed during workshop 1 are further refined by the project team and preferred traffic calming plans are typically presented during the second round of workshops for discussion amongst residents in the neighbourhood, with the objective of gaining consensus on a plan to recommend to Council. Workshops can be online or in-person as appropriate.
- **Neighbourhood Survey:** The Traffic Calming Policy and study process requires the use of Neighbourhood Surveys to gather inputs from neighbourhood residents on whether there is a desire to undertake a study in the first place, and if there is sufficient support to implement the traffic calming proposal developed for the study area. Residents in the study area are mailed the proposed traffic calming plans for their respective neighbourhood along with a survey. Residents have the option to either use the prepaid return envelope provided or submit the survey online using City's engagement portal connectptbo.ca/trafficcalming.
- **Posting of Draft Reports and Materials:** A Draft of the proposed Traffic Calming Policy Report will typically be posted on the Connect PTBO website and residents will be invited to submit comments to the project team. This approach facilitates the review and provides an opportunity to receive comments from members of the neighbourhoods who were unable to participate in the workshops.

The multi-pronged Community Engagement process for future studies, is proposed to utilize a mix of staff resources for overall project coordination and technical assessment work, with the use of some specialized consulting resources to provide facilitation services to assist with workshops and meetings held during neighbourhood studies.

Annual Traffic Calming Program – “Calm Streets PTBO”

Through the completion of this original Traffic Calming project, a significant amount of community interest has been generated in traffic calming, and as noted earlier, since July 2021, staff have received a total of 130 requests to date to complete future calming studies in other neighbourhoods.

In order to undertake these reviews, an annual traffic calming program is being recommended that includes processing new requests, collecting data to support new studies and evaluation of trial installations, completing new neighbourhood Traffic Calming Studies, monitoring previous temporary installations, and finalizing the design and installation of permanent Traffic Calming measures.

At the outset of this study, the consulting team developed identifiers and an overall brand for the project – “Calm Streets PTBO”. In addition to the overall project brand, the

branding strategy and logos were created in a way to allow for customized logos and branding to be created at the neighbourhood level to generate local awareness and interest in the studies and encourage residents living within each of the neighbourhoods to participate.

The “Calm Streets PTBO” brand is recommended to become the overall brand for the recommended multi-year traffic calming program for the City.

The Traffic Calming program falls within the Traffic and Parking Services Section of the Engineering and Capital Works Division. In addition to the Traffic Calming Program, this group is responsible for completing operational reviews to address other traffic issues in the community, operating the traffic signal system, designing new signalized intersections, managing the annual traffic count program for the City, managing existing and new road signage on City streets and in new development areas, co-ordinating the annual pavement marking program, managing the Adult Crossing Guard Program, implementing a road safety program, managing the roadway permit application process for contractors and other groups wishing to undertake work on City roads or sidewalks, and delivery of various capital projects to support each area of responsibility.

To manage this new program and respond to future traffic calming requests from residents, additional staff resources and operating funding is required in the Traffic and Parking Services Section. An estimated annual operating budget of \$350,000 per year is needed to support this program, as summarized in Table 1. This includes one (1) new Traffic Services Project Manager staff position and one (1) new Traffic Engineering Technologist position in the Traffic and Parking Services Section to manage the program, co-ordinate future studies, design activities, traffic data collection, advertising, promotion, implementation works, and public consultation. Consulting resources would be utilized, primarily to assist with public consultation activities, and it is recommended that the city continue with the Neighbourhood Ambassador Program to assist with outreach activities.

Table 1 – Estimated Annual Traffic Calming Program Costs

Program Elements	Total Cost
1) Staffing – Salary + Benefits – 1 Traffic Service Project Manager	\$140,000
2) Staffing – Salary + Benefits – 1 Traffic Engineering Technologist	\$98,000
3) Traffic Data Collection Program	\$16,000
4) Advertising & Promotion (Lawn signs, fliers, newspaper ads, etc.)	\$14,000
5) Consulting Services (consultation program)	\$65,000
6) Neighbourhood Ambassador Program	\$12,000

7) Supplies & Equipment	\$5,000
Total Estimated Annual Cost	\$350,000

In addition to the estimated operating costs to manage the program, an annual capital budget allocation will be required to allow for the implementation of trial traffic calming installations each year and for construction of permanent measures following the monitoring period during the trial installation.

While the capital costs for traffic calming measures will vary by the size of each neighbourhood and the types of measures implemented, based on the five (5) pilot studies completed in 2021 the average cost to implement a typical traffic calming project has been estimated as summarized in Table 2.

Table 2 – Estimated Cost for a Typical Traffic Calming Installation

Description	Cost (CAD)
Trial traffic calming installations	\$65,000
Additional cost for implementing permanent installations after the trial period	\$135,000
Engineering and contract administration (15%)	\$30,000
Contingency (10%)	\$20,000
Typical project cost	\$250,000

Assuming the completion of 4-6 studies per year, it is estimated that 3-4 temporary installations and 3-4 permanent installations may be implemented each year once the program is up and running. This would require an estimated annual capital program of \$750,000 to \$1,000,000 on top of the staff funding requirement to sustain the program. This amount will vary depending on the actual number of requests received and studies completed each year; however, given the existing backlog of requests there is no shortage of community demand for this program. Capital funding to support the annual Traffic Calming Program will be incorporated into future capital budget requests.

Next Steps

Due to pressures and competing priorities for the 2025 Capital and Operating Budgets no monies have been allocated for the Traffic Calming Program for 2025. The Traffic Calming Program will remain suspended for 2025 unless additional budget monies are

approved for the Capital Budget. The request for traffic calming is \$1,100,000 of which an estimated \$240,000 would be used to fund two (2) new positions, \$600,000 to fund the approved implementation of permanent traffic calming measures (Report IPGENG24-002), and the remaining \$260,000 will be available to fund temporary traffic calming infrastructure, a traffic data collection program, advertising, promotion, a consultation program, a neighbourhood ambassador program, supplies, and equipment..

Implementation of the Traffic Calming Program would initially move Phase 1 and Phase 2 projects forward and allow staff to focus on the backlog of applications received since the launch of the new website and process developed in 2021. Given the number of requests received to date, staff will utilize the prioritization process outlined in the approved Traffic Calming Policy to determine which projects should move forward to begin Neighbourhood Traffic Calming Studies. To achieve this work program, it is recommended that no additional traffic calming requests be received until such time that the back log of applications have been duly processed and projects advanced to the point where staff resources become available.

Budget and Financial Implications

The draft 2025 Capital Budget request identifies a \$1,100,000 capital project funding in 2026 to support re-implementation of the Traffic Calming Program and installation of permanent traffic calming measures for previous pilot traffic calming areas (Report IPGENG24-002). Approval of the recommendations in this report will increase the 2025 Budget in the amount of \$1,100,000 funded from tax supported debt and there will be continued future capital and operating budget requests to maintain the Traffic Calming Program and its required staffing resources.

Conclusion

The approved Traffic Calming policy for the City outlines the process for submitting future traffic calming requests, technical criteria for determining if a street or neighbourhood is eligible for traffic calming, screening criteria to initiate and prioritize future studies, the approach to community engagement during a traffic calming study, and the approval and implementation process.

Following the approval of the new policy in July 2021, a substantial volume of 130 requests have been submitted for Traffic Calming Studies. To be able to respond to these and to future traffic calming requests from residents it is recommended that a multi-year Traffic Calming Program be established as outlined in this report.

Attachments

Appendix A: City of Peterborough Neighbourhood Traffic Calming Policy

Submitted by,

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