



**Community
Advisory Committee
Meeting Agenda**

**Thursday, May 2, 2019
7 p.m.**

**Holland Room
Aurora Town Hall**

Public Release
April 26, 2019



Town of Aurora
Community Advisory Committee
Meeting Agenda

Date: Thursday, May 2, 2019

Time and Location: 7 p.m., Holland Room, Aurora Town Hall

Appointment of Committee Chair and Vice-Chair

Recommended:

That a Committee member be appointed as Chair of the Community Advisory Committee; and

That a Committee member be appointed as Vice Chair of the Community Advisory Committee.

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

4. Delegations

- (a) Michael de Rond, Town Clerk**
Re: Advisory Committee Orientation

5. Consideration of Items

1. CAC19-001 – Community Engagement Policy Report

Recommended:

1. That Report No. CAC19-001 be received; and
2. That the Community Advisory Committee provide staff with comments on attached Community Engagement Policy to be incorporated into a report to General Committee.

2. PDS19-043 – Kitimat Crescent and Aurora Heights Public School Alternative Solutions

Recommended:

1. That Report No. PDS19-043 be received; and
2. That the Committee provide comments and input on the following recommendations:
 - a. That pedestrian connection between Aurora Heights Public School and Aurora Community Centre not be implemented; and
 - b. That layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented; and
 - c. That removing the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented; and
 - d. That Parking By-law No. 4574-04.T be amended to prohibit parking at any time on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of curb return to a point nine metres east of the end of curb return adjacent to house # 25.

3. PDS19-044 – Stop Control Removal at Corbett Cres and Cossar Dr

Recommended:

1. That Report No. PDS19-044 be received; and
2. That the Committee provide comments and input on the following recommendations:
 - a. That potential for removal of the stop sign and stop line on Corbett Crescent at Cossar Drive be considered; and
 - b. That the existing crosswalk lines on Corbett Crescent at Cossar Drive be maintained and install additional warning signage.

6. Informational Items

7. Adjournment



Town of Aurora
Community Advisory Committee Report No. CAC19-001

Subject: Community Engagement Policy Report
Prepared by: Cindy Shaver, Communications and Community Engagement Specialist
Department: Office of the Chief Administrative Officer
Date: May 2, 2019

Recommendation

1. That Report No. CAC19-001 be received; and
2. That the Community Advisory Committee provide staff with comments on the attached Community Engagement Policy to be incorporated into a report to General Committee.

Executive Summary

This report seeks to provide information about the proposed Community Engagement Policy and the framework and guidelines it provides for Town communications and community engagement efforts.

- The Community Engagement Policy follows the International Association of Public Participation guidelines which are widely used by governments to engage citizens.
- The policy will provide a consistent approach to public communications and community engagement.
- The Community Engagement Policy will provide Council and the community with clear expectations of how the Town will engage the community in decision-making processes.

Background

In 2018 Council endorsed the 2018-2021 Communications and Community Engagement Strategy prepared by Corporate Communications. Within this strategy was a commitment by Town Staff to prepare a Community Engagement Policy, establishing guidelines and best practices for engaging with our community.

Analysis

The Community Engagement Policy follows the International Association of Public Participation guidelines which are widely used by government to engage citizens.

The Community Engagement Policy is based on internationally recognized best practices and utilizes the International Association of Public Participation (IAP2) Spectrum. This spectrum is widely used by other municipalities including The Town of Newmarket and the Region of York, and outlines a spectrum of engagement that details how and when residents, the broader community and stakeholders will be engaged in the Town's decision-making process. In the Spectrum, there are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are Informing, Consulting, Involving, Collaborating and Empowering.

This policy will provide a consistent approach to public communications and community engagement

The Town of Aurora is committed to providing an inclusive community engagement process to better inform and engage residents in decisions and projects that reflect their interests and concerns. To do so, we need a consistent approach across departments that determines when and how to engage residents. This policy provides a clear framework for engagement and ensures that communications and engagement considerations are addressed at the beginning of each project.

On each report to Council there is a Communications Considerations section. With the policy in place, that section will include the level of community engagement recommended and include a list of tools and platforms to be used. These recommendations will be made in consultation with the report owner. The levels of participation will be consistent with the International Association of Public Participation (IAP2) Spectrum. The Spectrum shows that differing levels of participation are legitimate depending on the goals, time frames, resources and levels of concern in the decision to be made. However, and most importantly, the Spectrum sets out the promise being made to the public at each participation level.

Community Engagement Framework:

	Inform	Consult	Collaborate	Empower
GOAL	To provide information and generate awareness	To obtain feedback on analysis, issues,	Partner with stakeholders in	Final decision making is placed

	to the public.	alternatives and decisions that will inform the final outcome.	all steps of the process, including the development of strategies and recommendations and the identification of preferred solutions.	in the hands of the public.
PROMISE	We will keep you informed by providing you with timely, accurate and accessible information.	We will listen and acknowledge your concerns and seek to listen to diverse perspectives.	We will look to you for advice and innovation and incorporate this in decisions as much as possible.	We will implement what you decide.
CONDITIONS FOR ENGAGEMENT	<ul style="list-style-type: none"> - Decision has already been made - Not looking for feedback - Town has control to make the decision and implement it 	The Town has control to make the decision and implement it, but wants some feedback before making a final decision	<ul style="list-style-type: none"> - The Town cannot make and implement a decision by itself - Shared decision making with other partners 	<ul style="list-style-type: none"> - Public makes the decision - Town staff may facilitate or support implementation

Below are examples of what each level of community engagement might include:

	Inform	Consult	Collaborate	Empower
TOOLS	<ul style="list-style-type: none"> - Town Noticeboard - E-Newsletter - Website (News & Notices) - Media Release - Social Media - Fact Sheets 	<ul style="list-style-type: none"> - Online Consultations - Focus Groups - Public Meetings - Surveys - Polls 	<ul style="list-style-type: none"> - Advisory Committees - Consensus Building - Participatory Decision-Making 	<ul style="list-style-type: none"> - Ballots - Delegated Decisions

The Community Engagement Policy will provide Council and the community with clear expectations of how the Town will engage the community in decision-making processes.

The Town of Aurora is committed to engaging our community in decision-making processes and keeping them informed of Town projects, services, programs and activities. The level of community engagement on any given project or event will depend on several different factors including project time frames, resources and levels of concern in the decision to be made. Any project that has a significant impact on the community and requires considerable deliberation, should be planned with community engagement considerations at the forefront. By utilizing the Community Engagement Framework (outlined in the policy), staff will be able to provide timely and relevant communications

that will manage resident expectations and provide opportunities for engagement where applicable.

By outlining engagement plans in reports to Council, there will be a clear expectation at the beginning of a project or program of who will be engaged and how. This will foster a culture of transparency and accountability with regards to decision-making processes.

Legal Considerations

None

Financial Implications

None

Communications Considerations

The Community Engagement Policy will be shared with the public via the Town website, social media, the Notice Board and media release.

Link to Strategic Plan

This policy supports Aurora's Strategic Plan objective of "Strengthening the Fabric of our Community" and supports the 2018-2021 Communications and Community Engagement Strategy endorsed by Council.

Alternative(s) to the Recommendation

N/A.

Conclusions

The implementation of the Community Engagement Policy and guidelines for engagement will allow staff to be more proactive and transparent in their communication and community outreach. The guidelines will clearly define the level of community involvement needed and will ensure that residents are being engaged in a timely manner on initiatives that may affect them or their community.

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Report No. CAC19-001

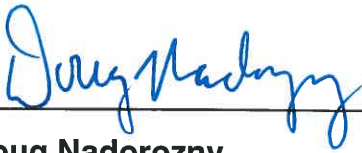
Attachments

Attachment 1 – Policy No. CORP XX - Community Engagement Policy

Previous Reports

None

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



Administrative Policies & Procedures

Policy No. CORP-XX – Community Engagement Policy

Topic:	Community Engagement Policy	Affects:	All Staff
Section:	Insert section based on numbering system	Replaces:	N/A
Original Policy Date:	March 1, 2019	Revision Date:	N/A
Effective Date:	March 1, 2019	Proposed Revision Date:	March 1, 2021
Prepared By:	Corporate Communications	Approval Authority:	Council

1.0 Policy Statement

This policy supports the Town of Aurora’s mission, vision and values by providing a framework and guidelines for communications that puts our community first.

2.0 Purpose

The Town of Aurora is committed to providing an inclusive community engagement process to better inform and engage residents in decisions and projects that reflect their interests and concerns.

We are dedicated to utilizing the most effective and efficient communication tools, techniques and best practices to improve relationships with our community and make appropriate engagement opportunities available to them.

This policy will act as a guide internally, with framework informing the level of community engagement to be employed in projects, providing opportunities for meaningful, two-way communication and cultivating a culture where public participation in local government is valued and encouraged.

3.0 Scope

This policy applies to all projects and events taking place across the organization, informing the level of community engagement to be employed.

4.0 Definitions

Policy No. CORP-XX – Community Engagement Policy

Community Engagement is the process of engaging the public in meaningful discussion about matters that impact the community. The community engagement process will be transparent, responsive, inclusive and empowering and is based on realistic expectations, mutual respect and trust.

5.0 Responsibilities

Employees:

- Contact Corporate Communications at the beginning of a project to discuss the appropriate level of community engagement and the best tools to accomplish the goals.

Management:

- Ensure all employees are aware of and adhere to the policy.

6.0 Procedure

On each report to Council there will be a Communications Considerations section. Within that section, the level of community engagement recommended will be included. The levels will be consistent with the International Association of Public Participation (IAP2) Spectrum.

IAP2’s Spectrum is designed to assist with the selection of the level of participation that defines the public’s role in any community engagement program. The Spectrum shows that differing levels of participation are legitimate depending on the goals, time frames, resources and levels of concern in the decision to be made. However, and most importantly, the Spectrum sets out the promise being made to the public at each participation level. The Spectrum is widely used and is quoted in most community engagement manuals.

Community Engagement Framework

	Inform	Consult	Collaborate	Empower
GOAL	To provide information and generate awareness to the public.	To obtain feedback on analysis, issues, alternatives and	Partner with stakeholders in all steps of the	Final decision making is placed in the hands of

Policy No. CORP-XX – Community Engagement Policy

		decisions that will inform the final outcome.	process, including the development of strategies and recommendations and the identification of preferred solutions.	the public.
PROMISE	We will keep you informed by providing you with timely, accurate and accessible information.	We will listen and acknowledge your concerns and seek to listen to diverse perspectives.	We will look to you for advice and innovation and incorporate this in decisions as much as possible.	We will implement what you decide.
CONDITIONS FOR ENGAGEMENT	<ul style="list-style-type: none"> - Decision has already been made - Not looking for feedback - Town has control to make the decision and implement it 	The Town has control to make the decision and implement it, but wants some feedback before making a final decision	<ul style="list-style-type: none"> - The Town cannot make and implement a decision by itself - Shared decision making with other partners 	<ul style="list-style-type: none"> - Public makes the decision – Town staff may facilitate or support implementation

7.0 Regulatory/References/Codes/Standards

N/A

Policy No. CORP-XX – Community Engagement Policy

Appendix A:

Community Engagement Tools across the IAP2 Spectrum

Below are examples of what each level of community engagement might include:

	Inform	Consult	Collaborate	Empower
TOOLS	<ul style="list-style-type: none"> - Town Noticeboard - E-Newsletter - Website (News & Notices) - Media Release - Social Media - Fact Sheets 	<ul style="list-style-type: none"> - Online Consultations - Focus Groups - Public Meetings - Surveys - Polls 	<ul style="list-style-type: none"> - Advisory Committees - Consensus Building - Participatory Decision-Making 	<ul style="list-style-type: none"> - Ballots - Delegated Decisions



Town of Aurora
Community Advisory Committee No. PDS19-043

Subject: Kitimat Crescent and Aurora Heights Public School Alternative Solutions

Prepared by: Michael Bat, Traffic/Transportation Analyst

Department: Planning and Development Services

Date: May 2, 2019

Recommendation

- 1. That Report No. PDS19-043 be received;**
- 2. That the Committee provide comments and input on the following recommendations:**
 - a. That pedestrian connection between Aurora Heights Public School and Aurora Community Centre not be implemented;**
 - b. That layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented;**
 - c. That removing the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented; and,**
 - d. That Parking By-law No. 4574-04.T be amended to prohibit parking at any time on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of curb return to a point nine metres east of the end of curb return adjacent to house # 25.**

Executive Summary

As directed by Council at its meeting on March 26, 2019, staff reviewed various options intended to enhance pedestrian safety on Kitimat Crescent and pick-up / drop-off activities for Aurora Heights Public School.

The report can be summarized as follows:

- Existing road conditions of Kitimat Crescent and Tecumseh Drive;

- Staff does not recommend a pedestrian connection between Aurora Heights Public School and Aurora Community Centre;
- Staff does not recommend layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School;
- Staff does not recommend the removal of the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School; and,
- Staff recommends implementing parking restrictions on Kitimat Crescent at the angle bend.

Background

On March 26, 2019, Council considered Staff Report No. PDS19-001 – Sidewalk Construction on Kitimat Crescent and passed the following resolutions:

1. That Report No. PDS19-001 be received; and,
2. That staff report back on alternative solutions to safety concerns around the Kitimat Crescent area and identify alternative pick-up and drop-off zones for Aurora Heights Public School.

A meeting initiated by staff was held on April 1, 2019 with the Principal of Aurora Heights Public School (the school) to discuss the possible alternative solutions related to traffic concerns and pick-up and drop-off activities for the school.

In addition, staff have discussed and received feedback related to the various options from Operations and By-law Services Divisions.

The subject location is illustrated in Figure 1.

Analysis

Existing road conditions of Kitimat Crescent and Tecumseh Drive

Kitimat Crescent: is a two-lane local road (single lane per travel direction) with a 20 metres ROW width. It has an urban cross-section with curbs on both sides of the road but no sidewalks. The existing pavement is measured 8.0 metres wide and the posted speed limit is 40 km/h within the study area.

Tecumseh Drive: is a two-lane local road (single lane per travel direction) with a 20 metres ROW width. It has an urban cross-section with curbs on both sides of the road and sidewalks provided on the south-east side of the road. The existing pavement is measured 8.0 metres wide and the posted speed limit is 40 km/h.

Staff does not recommend a pedestrian connection between Aurora Heights Public School and Aurora Community Centre

Town staff do not recommend implementing pedestrian connection between Aurora Heights Public School and Aurora Community Centre based on the following analysis:

- Considerable difference in elevations between the school (south-east limit of property) and Aurora Community Centre (south-west limit of property) resulting in steep slope (illustrated in Figure 2);
- Staff have explored various design options including switchback layout however it is challenging to comply with the maximum slope requirement of 1:20 (or 5%) for external paths of travel as outlined in the Accessibility for Ontarians with Disabilities Act (AODA); and,
- All trails are not groomed or maintained during the winter months by the Town. In addition, the school expressed it has no operating budget to undertake any winter maintenance for trails or pathways located within the school's property.
- The school has expressed concern that the proposed pedestrian connection located at the rear of the property will ultimately direct students and parents/guardians to the highly utilized parking area with frequent maneuvering activities (including school buses) resulting in unsafe crossing conditions.

Staff does not recommend layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School

Town staff do not recommend implementing layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School based on the following analysis:

- Operations Division has expressed concerns regarding winter maintenance, particularly related to snow storage between the layby parking and the adjacent sidewalk; and,
- Construction of layby parking will require shifting the existing sidewalk easterly (towards the school's property), however given the existing slope (illustrated in

Figure 3) a retaining wall will be required and it is not a preferred option due to the ongoing maintenance cost for the Town.

Staff does not recommend the removal of the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School

Town staff do not recommend to removing the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School given the following:

- By-law Services Division has expressed concerns if the existing parking restrictions on Tecumseh Drive along the school's frontage were removed, it will create insufficient travel width to accommodate two-way traffic and emergency vehicles.

Staff recommends implementing parking restrictions on Kitimat Crescent at the angle bend

Generally, when vehicle(s) parked along the inside corner radius of an angle bend it will causes sightline obstruction for all road users.

As a result, staff recommends that the Parking By-law be amended to prohibit parking at any time on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of curb return to a point nine metres east of the end of curb return adjacent to house # 25 (illustrated in Figure 4).

This will ensure sight distance will not be impeded for all road users when navigating around the angle bend on the subject section of Kitimat Crescent.

Advisory Committee Review

Not applicable.

Legal Considerations

Not applicable.

Financial Implications

The estimated cost is \$400.00 for the installation of two “No Parking” signs and the necessary funds are available from the Town’s Operations Department Operating Budget.

Communications Considerations

The affected residents will be notified of the new on-street parking restrictions being proposed on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of curb return to a point nine metres east of the end of curb return adjacent to house # 25.

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All by examining traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community.

Alternative to the Recommendation

None.

Conclusions

As directed by Council, staff have reviewed various possible options to enhance safety on Kitimat Crescent during the school pick-up / drop-off periods. Staff have engaged discussion with the Principal for Aurora Heights Public School and received feedback from Operations and By-law Services Divisions.

Based on the information presented in this report, the following are recommended:

- Staff does not recommend a pedestrian connection between Aurora Heights Public School and Aurora Community Centre;
- Staff does not recommend layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School;

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Report No. PDS19-043

- Staff does not recommend the removal of the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School; and,
- Staff recommend implementing parking restrictions on Kitimat Crescent at the angle bend as illustrated in Figure 4.

Nonetheless, the alternative options presented in this report will not address the concerns of pedestrian safety without the presence of a sidewalk and therefore, staff continues to recommend a sidewalk be constructed fronting the north-west side of Kitimat Crescent (illustrated in Figure 5).

Attachments

Figure 1: Subject Location Map

Figure 2: Existing Elevations between Aurora Heights Public School and Aurora Community Centre

Figure 3: Existing Sidewalk on Tecumseh Drive

Figure 4: Proposed Parking Restrictions on Kitimat Crescent

Figure 5: Location of Proposed Sidewalk at Kitimat Crescent

Previous Reports

General Committee Report No. PDS19-001, dated March 19, 2019.

Pre-submission Review

Reviewed by the Director of Planning and Development Services and Town Clerk.

Departmental Approval



David Waters, MCIP, RPP, PLE
Director
Planning and Development Services

Approved for Agenda



Michael de Rond
Town Clerk

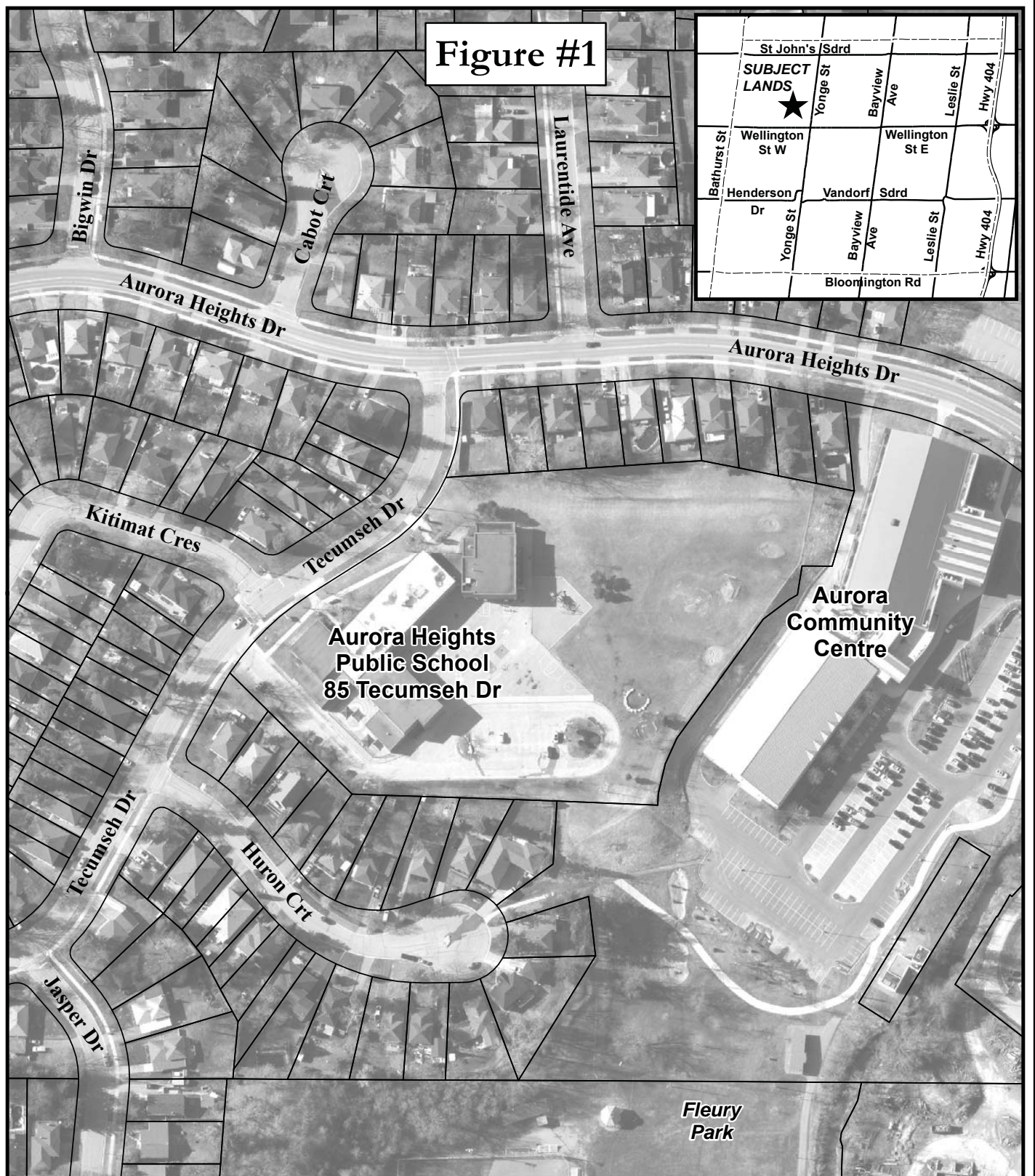
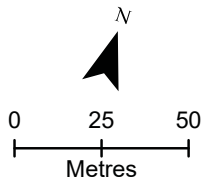


Figure #1



**SUBJECT LOCATION
MAP**



PDS19-043

Map created by the Town of Aurora Planning and Development Services Department, Engineering and Capital Delivery Division, April 24th, 2019. Base data provided by York Region and Aurora - GIS.



FIGURE 2
EXISTING ELEVATIONS BETWEEN AURORA HEIGHTS PUBLIC SCHOOL AND AURORA COMMUNITY CENTRE



PDS19-043

Map created by the Town of Aurora Planning and Development Services Department, February 1st, 2018. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



FIGURE 3
EXISTING SIDEWALK ON TECUMSEH DRIVE



PDS19-043

Map created by the Town of Aurora Planning and Development Services Department, February 1st, 2018. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



FIGURE 4
PROPOSED PARKING RESTRICTIONS ON
KITIMAT CRESCENT



PDS19-043

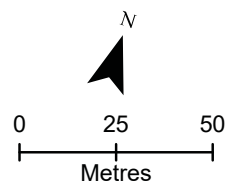
Map created by the Town of Aurora Planning and Development Services Department, February 1st, 2018. Base data provided by York Region and Aurora - GIS. This is not a legal survey.

Figure #5



Legend

- Kitimat Proposed Sidewalk
- Existing Sidewalk
- Parcel Fabric



KEY PLAN
LOCATION OF PROPOSED SIDEWALK
KITIMAT CRESCENT



PDS19-043

Map created by the Town of Aurora Planning and Development Services Department, Engineering and Capital Delivery Division, January 16th, 2019. Base data provided by York Region and Aurora - GIS.



Town of Aurora
Community Advisory Committee No. PDS19-044

Subject: Stop Control Removal at Corbett Cres and Cossar Dr
Prepared by: Michael Bat, Traffic/Transportation Analyst
Department: Planning and Development Services
Date: May 2, 2019

Recommendation

- 1. That Report No. PDS19-044 be received;**
- 2. That the Committee provide comments and input on the following recommendations:**
 - a. That potential for removal of the stop sign and stop line on Corbett Crescent at Cossar Drive be considered; and,**
 - b. That the existing crosswalk lines on Corbett Crescent at Cossar Drive be maintained and install additional warning signage.**

Executive Summary

As directed by Council at its meeting on March 26, 2019, this report is intended to provide additional information to consider the removal of the existing stop sign and stop line on Corbett Crescent at Cossar Drive in order to eliminate the discrepancy on right-of-way expectation between pedestrian crossing Corbett Crescent and vehicle travelling in westbound-to-southbound direction.

The report can be summarized as follows:

- Existing road conditions of Corbett Crescent and Cossar Drive;
- Definition of crosswalk as defined by the Highway Traffic Act and Ontario Traffic Manual;
- Existing geometric design for Corbett Crescent at Cossar Drive;
- Staff recommends the potential removal of the existing traffic control on Corbett Crescent at Cossar Drive; and,
- Additional traffic data and observation on Corbett Crescent and Cossar Drive will be scheduled and collected.

Background

On March 26, 2019, Council considered Staff Report No. PDS19-004 – Stop Control Removal at Corbett Crescent and Cossar Drive and passed the following resolution:

1. That Report No. PDS19-004 – Stop Control Removal at Corbett Crescent and Cossar Drive, be referred back to staff.

Under the existing condition, a stop sign, stop line and crosswalk lines are installed on Corbett Crescent at Cossar Drive. The northbound-to-eastbound traffic is controlled by the stop sign and the westbound-to-southbound traffic is uncontrolled and operates as free-flow.

In accordance to the available engineering drawings, Corbett Crescent and Cossar Drive were constructed as part of the residential subdivision developed in the late 1970s to early 1980s and the stop sign was installed as per the approved drawings. Cossar Drive was initially planned to connect with Murray Drive creating a t-intersection at Corbett Crescent. Under such configuration (t-intersection), the stop sign on Corbett Crescent would be technically justified and required. However, the planned extension was not constructed and additional dwellings were built without removing the stop sign on Corbett Crescent.

The subject location is illustrated in Figure 1.

Analysis

Existing road conditions of Corbett Crescent and Cossar Drive

Corbett Crescent: is a two-lane local road (single lane per travel direction) with a 20 metres ROW width. It has an urban cross-section with curbs on both sides of the road and sidewalks provided on the west side of the road from Cossar Drive to the southern property limit of 30 Corbett Crescent. The existing pavement is measured 8.5 metres wide and in accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h within the study area.

Cossar Drive: is a two-lane local road (single lane per travel direction) with a 20 metres ROW width. It has an urban cross-section with curbs on both sides of the road and sidewalks provided on the south side of the road. The existing pavement is measured 8.0 metres wide

and in accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.

Definition of crosswalk as defined by the Highway Traffic Act and Ontario Traffic Manual

According to the Highway Traffic Act (HTA), Crosswalk means:

- a) “That part of a highway at an intersection that is included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or”
- b) “Any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.”

Based on Ontario Traffic Manual (OTM) Book 11, Crosswalk (or Pedestrian Crosswalk) is defined as:

- a) “Any portion of the Roadway, at an intersection or elsewhere, distinctly indicated for pedestrian crossing by appropriate pavement markings and/or signs, or by the projections of the lateral lines of the sidewalk on opposite sides of the road.”

Existing geometric design for Corbett Crescent at Cossar Drive

In accordance with the as-constructed engineering drawing and site visit undertaken by Town staff, the existing geometric design for Corbett Crescent at Cossar Drive is comparable to the requirements for a typical angel bend layout as illustrated in the Town Design Criteria Manual for Engineering Plans – Drawing No. R-206. Generally, traffic control is not required/installed under this configuration.

Under the existing condition, a stop sign, stop line and crosswalk lines are installed on Corbett Crescent at Cossar Drive. The northbound-to-eastbound traffic is controlled by the stop sign and the westbound-to-southbound traffic is uncontrolled and operates as free-flow.

The existing traffic operations is illustrated in Figure 2.

Staff recommends the potential removal of the existing traffic control on Corbett Crescent at Cossar Drive

Stop Sign and Stop Line:

As noted in OTM Book 15, the purpose of stop sign is to clearly assign and regulate right-of-way between vehicles approaching an intersection from different directions when there is potential for conflict. As described above, there is no conflicting vehicular movements within the subject location and therefore the existing stop sign and stop line are not required.

Crosswalk Lines:

As noted in OTM Book 15, crosswalk lines are not recommended at uncontrolled crossing:

“The presence of a marked pedestrian crossing may create a false sense of confidence on the part of pedestrians, particularly children, who may enter the crosswalk expecting that approaching drivers will see them and stop. A discrepancy may exist between pedestrians’ expectations and the expectations of approaching drivers who may not expect to find a pedestrian crossing at an uncontrolled location.”

In addition, under the HTA, crosswalk is defined without the distinction between controlled and uncontrolled crossing locations. In the absence of stop/yield signs, pedestrian crossover, or traffic control signals (half or full), pedestrians at an uncontrolled crossing location are required to wait for gaps in vehicular traffic before crossing.

The existing depressed curb can be maintained. According to OTM Book 15 depressed curbs are not intended to imply right-of-way for pedestrian, but rather to improve accessibility and safety where pedestrian activity has been demonstrated, or is anticipated.

Nonetheless, the existing crosswalk lines can be maintained (similar condition on Devins Drive adjacent to the pedestrian connection is illustrated in Figure 3) with the following additional signage:

- “Pedestrian Ahead” (Wc-7) signs; and,
- “Pedestrian Yield to Traffic” (Wc-36) signs.

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Report No. PDS19-044

Consultation:

Staff have consulted with York Regional Police and the Town's By-law Services and no concerns were identified/raised with the removal of stop sign and stop line at the subject location.

Additional traffic data and observation on Corbett Crescent and Cossar Drive will be scheduled and collected

Staff will arrange to set up multiple Automatic Traffic Recorder (ATR) on Corbett Crescent and Cossar Drive to collect existing traffic data including vehicular volumes and travel speeds. In addition, staff will schedule multiple site visit for observations and pedestrian crossing activities.

Advisory Committee Review

Not applicable.

Legal Considerations

Not applicable.

Financial Implications

The approximate cost to removal the stop sign, stop line and crosswalk lines is estimated at \$250.00 and the necessary funds are available from the Town's Operations Department Operating Budget.

Communications Considerations

The affected residents have been notified via mail dated March 7, 2019 of the proposed removal of the stop sign, stop line and crosswalk lines on Corbett Crescent at Cossar Drive.

A follow-up letter will be sent to the affected residents to notify them of Council's decision.

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All by examining traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community.

Alternative to the Recommendation

None.

Conclusions

Based on the information presented in this report, the existing stop sign, stop line and crosswalk lines installed on Corbett Crescent at Cossar Drive are not required and they may potentially causes discrepancy on right-of-way expectation between pedestrians and motorists. Given the above, staff is recommending for consideration of the CAC the removal of the existing traffic control and monitor the post-removal condition and install additional traffic signs including "Pedestrian Ahead" (Wc-7) and "Pedestrian Yield to Traffic" (Wc-36) signs if required.

Additional traffic data will be collected and site observations will be scheduled on Corbett Crescent and Cossar Drive.

Attachments

- Figure 1: Subject Location Map
- Figure 2: Existing Site Context
- Figure 3: Example of Similar Condition (Devins Drive)

Previous Reports

General Committee Report No. PDS19-004, dated March 19, 2019.

Pre-submission Review

Reviewed by the Director of Planning and Development Services and Town Clerk.

May 2, 2019

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Report No. PDS19-044

Departmental Approval



David Waters, MCIP, RPP, PLE
Director
Planning and Development Services

Approved for Agenda



Michael de Rond
Town Clerk

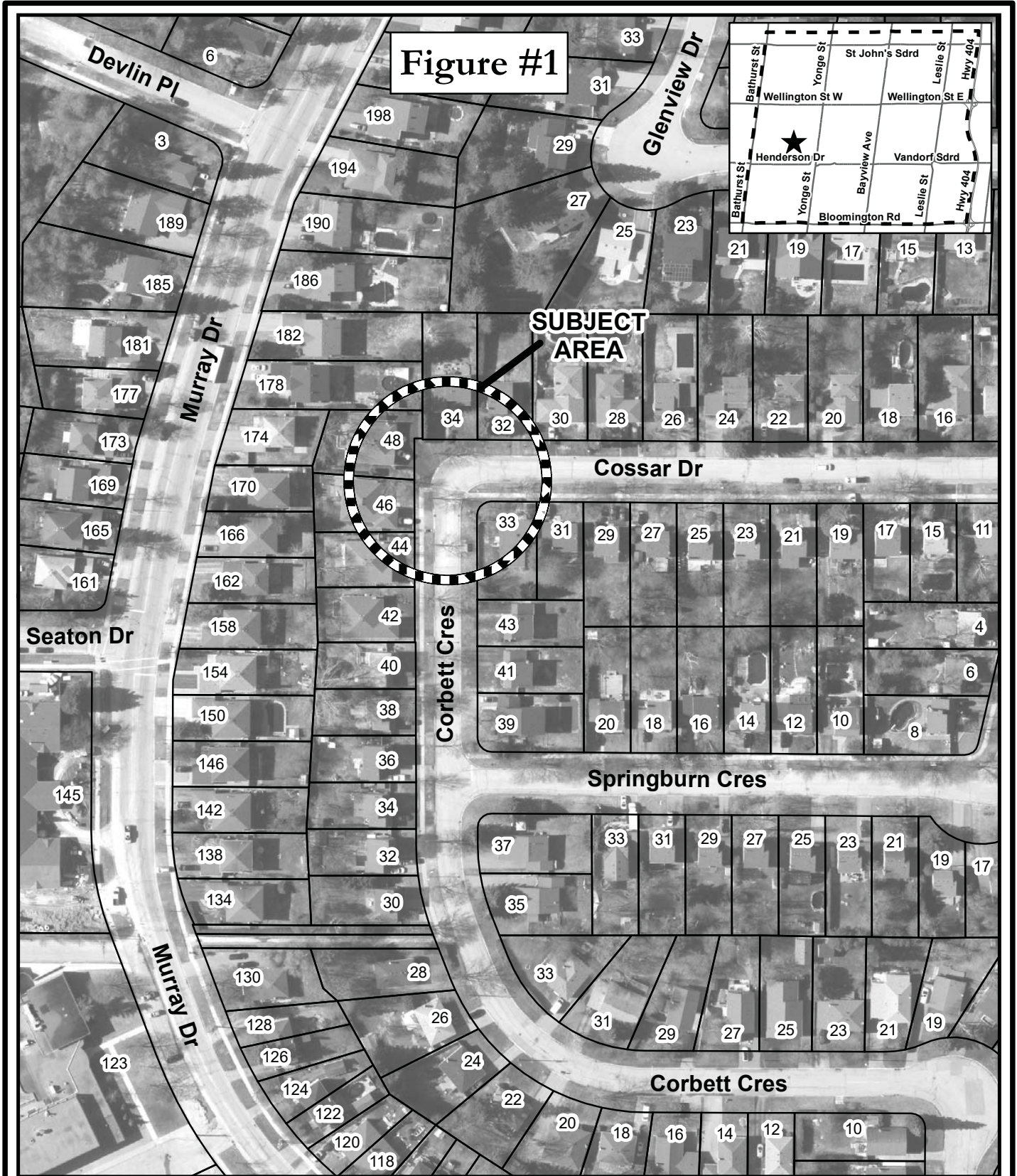
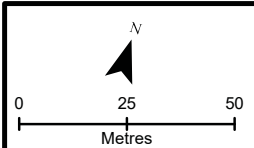


Figure #1

SUBJECT AREA



KEY PLAN
STOP CONTROL REMOVAL AT CORBETT
CRES AND COSSAR DR



PDS19-044

Map created by the Town of Aurora Planning and Development Services Department, January 9th, 2019.
Air photos taken Spring 2018 © First Base Solutions Inc., 2018 Orthophotography. Base data provided by York Region and Aurora - GIS. This is not a legal survey.

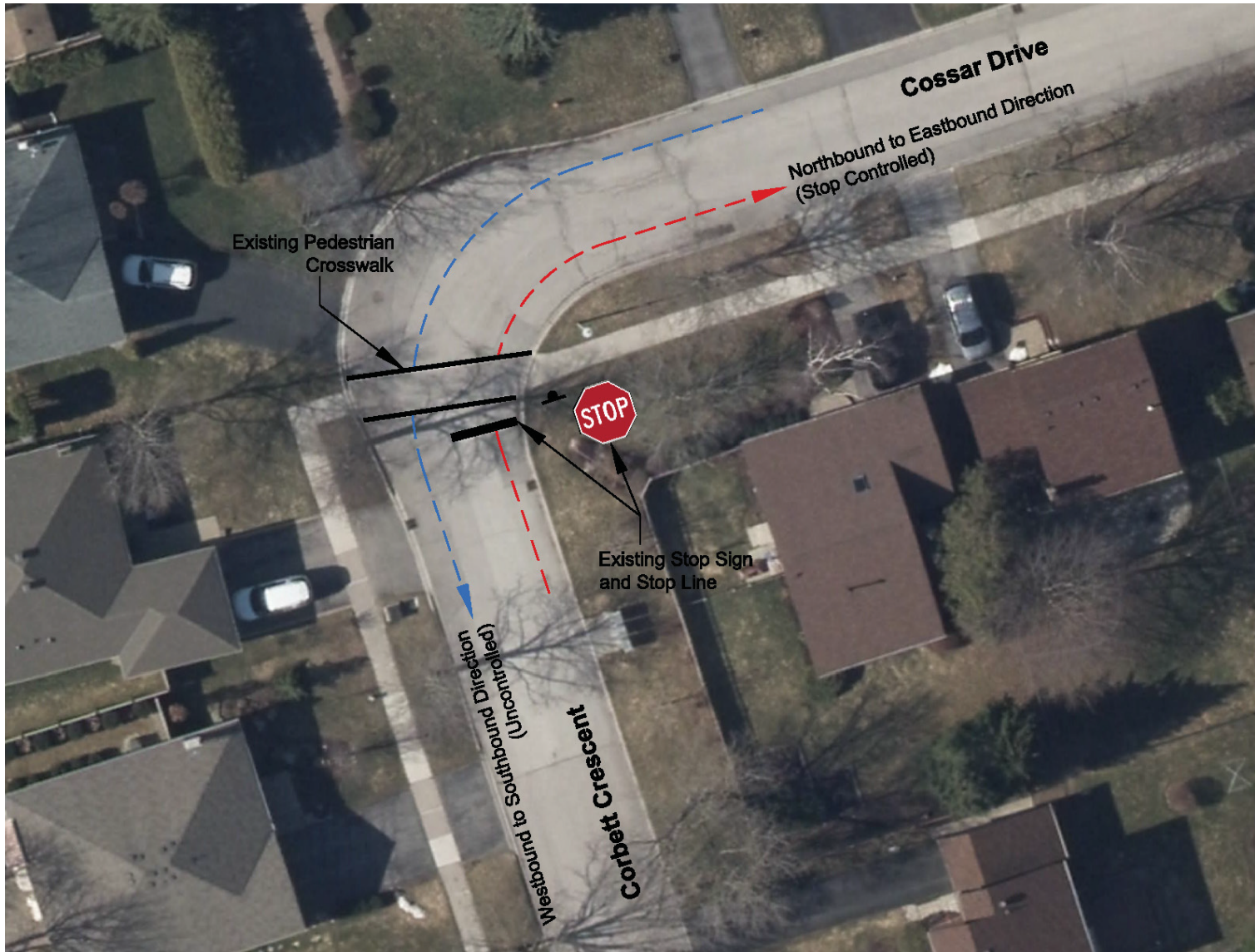


FIGURE 2
EXISTING SITE CONTEXT



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Map created by the Town of Aurora Planning and Development Services Department, February 1st, 2018. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



FIGURE 3
EXAMPLE OF SIMILAR CONDITION
(DEVINS DRIVE)



PDS19-044

Map created by the Town of Aurora Planning and Development Services Department, February 1st, 2018. Base data provided by York Region and Aurora - GIS. This is not a legal survey.