

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY:

Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: September 17, 2018

SUBJECT: Amendments to AO 2015-004-OP, Respecting Traffic Calming

SUPPLEMENTARY REPORT

ORIGIN

Item 14.1.1 of the May 8, 2018 Session of Halifax Regional Council:

MOVED by Councillor Cleary, seconded by Councillor Zurawski; THAT Halifax Regional Council request a supplementary staff report regarding Administrative Order 2015-004-OP, Respecting Traffic Calming, for staff to consider the following additional amendments:

- Reduce length of the streets owned by the Municipality to 100 metres that are eligible for traffic calming;
- Reduce 85th percentile speed to 30 km/h during arrival & dismissal times;
- Reduce 85th percentile speed to 40 km/hr for residential streets; and
- Publicly post on the HRM website all of the traffic calming reviews that have taken place over the past 5 years.

MOTION PUT AND PASSED UNANIMOUSLY.

LEGISLATIVE AUTHORITY

Part XII, Section 321 (8), "The traffic authority for the Municipality has, with respect to highways in the Municipality, excluding those for which the Provincial Traffic Authority has authority, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act".

Part XII, Section 322 (1), "Street Related Powers" of the HRM Charter: "The Council may design, lay out, open, expand, construct, maintain, improve, alter, repair, light, water, clean, and clear streets in the Municipality".

RECOMMENDATION

With respect to the Administrative Order 2015-004-OP, it is recommended that Halifax Regional Council:

1. Maintain the requirement that a street be greater than 150m in length to be eligible for traffic calming;
2. Maintain the 85th percentile speed criteria of 35 km/h during school arrival and dismissal times;
3. Maintain the 85th percentile speed criteria of 45 km/h for residential streets; and
4. Direct the Chief Administrative Officer to proceed with publicly posting on the HRM website all of the traffic calming reviews that have taken place over the past 5 years.

BACKGROUND

At the October 17, 2017 session of Regional Council, staff were directed to remove the requirement for resident polling from the Traffic Calming Administrative Order. A recommendation report was subsequently submitted to Regional Council for the requested amendments, along with additional proposed changes from staff. During the May 8, 2018 session of Regional Council, further questions arose during the meeting and a supplementary report was requested to address those items.

DISCUSSION

The following information is provided to address the four new proposed amendments:

1. Reduce length of the streets owned by the Municipality to 100 metres that are eligible for traffic calming.

Evidence from existing data that has been collected on streets that are 100-150 metres in length results in 85th percentile speeds \leq 40 km/h. By limiting traffic calming assessments to streets greater than 150 metres in length, resources can be more appropriately assigned to those locations that have the potential to meet the criteria within the initial assessment.

2. Reduce 85th percentile speed to 30 km/h during school arrival & dismissal times.

School zone legislation requires a reduced speed of 30 km/h when children are present within 30m of the centreline of the roadway. This can be difficult to enforce and presents an unknown when reviewing traffic data. Therefore, hourly data is analyzed during school arrival and dismissal times but it is unknown if/when any children are present during that time. The suggested threshold of 35 km/h was chosen as it provides a balance between the school zone legislation and what is reasonable to consider for the residential area.

Three out of four school zone locations analyzed to date indicated an 85th percentile speed $>$ 35 km/h during school arrival and dismissal times. The fourth location that was below this school zone threshold had an 85th percentile speed of only 38 km/h overall.

3. Reduce 85th percentile speed to 40 km/h for residential streets.

From the existing data that has been collected, approximately 50 locations have an 85th percentile speed between 41-45 km/h. Adding these locations to the current project ranking list would increase the list by 30%, resulting in 150 locations in total. The new locations with speeds between 41-45 km/h would all likely fall to the bottom of the ranked list and priorities would not be shifted. Leaving the threshold at 45 km/h would help manage resident expectations with respect to implementation timelines. If at some point in the future all items on the ranked list have been completed, an amendment

to the Administrative Order to lower the 85th percentile speed to 40 km/h could be considered at that time.

4. Publicly post on the HRM website all of the traffic calming reviews that have taken place over the past 5 years.

The HRM website will be updated on a semi-annual basis to note the locations that HRM Traffic Management has conducted a traffic calming assessment. Information will be included to note the current stage of the assessment, and the placement of the request on the ranked project list (if applicable). It will be important to convey to the public that the rankings shown are not final. As new requests come in on a daily basis, there is potential for priorities to shift.

FINANCIAL IMPLICATIONS

There are no new financial implications associated with this report. All activities are anticipated to be carried out as part of existing capital and operating budgets.

RISK CONSIDERATION

There are no significant risks associated with the recommendations in this report. The risks considered rate low.

COMMUNITY ENGAGEMENT

Community engagement was not undertaken following the direction of Council to remove the requirement for resident polling from the original Administrative Order.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

ALTERNATIVES

Regional Council could adopt amendments to Administrative Order 2015-004-OP:

1. Amend section 3(g) to reduce the length of the streets owned by the Municipality that are eligible for traffic calming to 100 meters;
2. Amend section 10A(a) and (b) to reduce the 85th percentile speed criteria to 30km/h during school arrival and dismissal times; or
3. Amend sub-section 10(1), and section 11 to reduce the 85th percentile speed criteria to 40 km/h for residential streets.

If Council directs amendments to the 85th percentile speed criteria, it is recommended that the matter be deferred for staff to return to Council with the proposed amendments and the consequential amendments that will be required throughout the Administrative Order for project ranking.

ATTACHMENTS

Attachment #1 – Administrative Order 2015-004-OP Respecting Traffic Calming
Attachment #2 – Staff recommendation report dated March 28, 2018

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Sam Trask, P.Eng., Transportation and Road Safety Engineer, 902.490.5525

**ADMINISTRATIVE ORDER NUMBER 2015-004-OP
RESPECTING TRAFFIC CALMING**

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the *Halifax Regional Municipality* under the authority of the *Halifax Regional Municipality Charter* and the *Motor Vehicle Act*, as follows:

Short Title

1. This Administrative Order may be cited as the “*Traffic Calming Administrative Order*”.

Purpose

2. The purpose of this Administrative Order is to:
 - (a) establish the process for residents to make requests to have a street assessed for installation of traffic calming measures;
 - (b) provide clear and concise criteria and method for assessing Municipal streets in order to determine the need and suitability of implementing traffic calming measures; and
 - (c) provide information to the Traffic Authority for consideration when assessing applications for the installation of traffic calming measures.

Application

3. This Administrative Order applies only to streets owned by the Municipality that meet the following conditions:
 - (a) are within residential areas;
 - (b) are classified as “local streets” or “minor collector streets”;
 - (c) are not multi-lane roads;
 - (d) have a posted speed limit not greater than 50 kilometres per hour;
 - (e) Repealed;
 - (f) Repealed;
 - (g) are greater than 150 metres in length; and
 - (h) do not provide direct access to an emergency services building.

Interpretation

4. In this Administrative Order,

(a) “85th percentile speed” means the speed at, or below which, 85 percent of vehicles on a roadway are travelling;

(b) “applicant” means a person requesting that a traffic calming assessment be carried out on a particular street;

(ba) “emergency services building” means any fire station, police station, ambulance depot, or hospital;

(c) “Engineer” means the Engineer as defined in section 3(ac) of the *Halifax Regional Municipality Charter, S.N.S. 2008, c. 39*;

(d) “local street” means a street, as classified by the Municipality, in a primarily residential area, designed and constructed with the primary purpose of providing access to properties directly fronting the street;

(e) Repealed;

(f) “minor collector street” means a street, as classified by the Municipality, in a primarily residential area, designed and constructed with the intended purpose of providing traffic movement into and out of an area, as well as providing access to properties directly fronting the street;

(fa) “multi-lane road” means a street having more than one lane of travel per direction;

(g) “Municipality” means the Halifax Regional Municipality;

(h) Repealed;

(ha) “school zone” means a school area as designated pursuant to the *Motor Vehicle Act*;

(i) “staff” means the staff of the Municipality;

(j) “street” means a public street as defined in section 3(bu) of the *Halifax Regional Municipality Charter, S.N.S. 2008, c. 39*;

(k) “Traffic Authority” means the Traffic Authority of the Municipality appointed by the Council pursuant to the *Halifax Regional Municipality Charter* and the *Motor Vehicle Act*;

(ka) “traffic calming” means a combination of primarily physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour, and improve conditions for all street users;

(l) Repealed; and

(m) “vpd” means vehicles per day.

Initiation of Traffic Calming Assessments on Municipal Streets

5. Requests to initiate a traffic calming assessment for a street may be made by:

(a) residents who live on the street, or section thereof, for which traffic calming measures are being requested; or

(b) Councillor(s), on behalf of a resident or residents who reside on a particular street, or section thereof, for which traffic calming measures are being requested.

6. Upon initiation, the time frame to complete a full project assessment will depend on the timing of the request, availability of staff resources, complexity of the subject street(s) and project area, measures identified for implementation and available funding.

Process for Undertaking Traffic Calming Assessments on Municipal Streets

Screening

7. Upon receipt of a request, staff shall undertake a screening process in order to determine if the requested street would be eligible for consideration of traffic calming measures based on the conditions identified in Section 3, Application, of this Administrative Order.

8. (1) If, based on the screening process, it is determined that the street is not eligible for traffic calming measures, staff shall provide notification to the requestor and the process is complete.

(2) Staff may contact Police to discuss potential enforcement alternatives if deemed appropriate by staff.

Initial Assessment

9. If the request passes the screening process, an initial assessment shall be conducted by staff and shall include:

(a) identification of appropriate project limits based on the surrounding and connecting roadway network; and

(b) a review of speed and volume data. If there is no recent data on file that meets the needs of the request, data collection equipment shall be installed at locations within the identified project limits such that the resulting data will provide a representative indication of typical traffic conditions and shall be left in place to collect a minimum of seven (7) days of continuous data.

10. (1) If the 85th percentile speed identified as part of the initial assessment on the project street is equal to or below 45 km/hr, the project street does not qualify for further consideration of traffic calming measures. Notification of the results shall be provided to the requestor and the process is complete.

(2) Repealed.

10A. Notwithstanding section 10, where a project street is within a school zone, and the 85th percentile speed identified as part of the data review on the project street is equal to or below 45km/hr, data captured during school arrival and dismissal times will be further evaluated as follows:

(a) if the 85th percentile speed during the school arrival and dismissal times is equal to or below 35km/hr, the project street does not qualify for further consideration of traffic calming measures; or

(b) if the 85th percentile speed during the school arrival and dismissal times is greater than 35km/hr, the project street will be carried forward for project ranking.

11. If the 85th percentile speed identified as part of the initial assessment on the project street is above 45 km/hr, the request shall be carried forward for project ranking.

11A. Requests to reassess a project street that did not pass the initial assessment will not be considered until:

(a) a minimum of 5 years from the date that determination was made; or

(b) staff determines there have been significant changes to the street characteristics.

12. Repealed.

13. Repealed.

14. Repealed.

15. Repealed.

Process for Acceptance of Traffic Calming Measures

16. Repealed.

17. Repealed.

- 18. Repealed.
- 19. Repealed.
- 20. Repealed.
- 21. Repealed.
- 22. Repealed.

Project Ranking

23. (1) If a request passes the initial assessment, staff shall rank the project based on the criteria outlined in Table 1:

Table 1 – Priority Points for Ranking Traffic Calming Projects			
Criteria	Measure	Point Allocation	
Speed	85 th Percentile Speed	All streets <ul style="list-style-type: none"> • 1 point for each km/h that the 85th percentile speed exceeds 45 km/h, up to 10 points. • 2 points for each km/h that the 85th percentile speed exceeds 55 km/h. Streets within a school zone <ul style="list-style-type: none"> • 1 point for each km/h that the 85th percentile speed exceeds 35 km/h during arrival and dismissal times, up to 10 points. • 2 points for each km/h that the 85th percentile speed exceeds 45 km/h during arrival and dismissal times. 	
Volume	Daily Traffic Volume	<ul style="list-style-type: none"> • 1 point for each 200 vpd that the daily traffic volume exceeds 3000 vpd on a local street. • 1 point for each 200 vpd that the daily traffic volume exceeds 5000 vpd on a minor collector street. 	
Collisions	Number of Collisions	<ul style="list-style-type: none"> • 1 point for each reported collision that occurred in the previous 3 year period preceding the request. • 1 additional point for each injury collision. 	
Road Alignment	Stopping Sight Distance	1 point for each alignment element (horizontal or vertical) that reduces stopping sight distance below 50 m.	
Infrastructure	Curb & Sidewalk	Local Street	1 point for each that are not present to a maximum of 2 points. (standard is sidewalk on one side)
		Minor Collector Street	1 point for each that are not present to a maximum of 3 points.

			(standard is sidewalk on both sides)
Pedestrians	Nearby Facilities	1 point for each walkable pedestrian generator within a 500 m radius of the project area (schools, playgrounds, parks, senior's facilities, community centres, etc.)	
Repealed			

(2) The ranking score shall be the sum of the number of points awarded under each criteria.

(3) Regardless of whether a request is forwarded for project ranking in accordance with section 10A(b) or 11, if the project street is within a school zone, staff shall also review the 85th percentile speed during the school arrival and dismissal times, and shall calculate the number of points awarded under the criteria for “speed” for both “all streets” and “within a school zone”, and shall use the greater of the two numbers in calculating the ranking score.

23A. (1) If the total number of points from the ranking score is less than 10, the street will be removed from the ranked list.

(2) Requests to reassess a street that was removed from the ranked list will not be considered until:

- (a) a minimum of 5 years from the date that determination was made; or
- (b) staff determines there have been significant changes to the street characteristics.

24. (1) If the total number of points from the ranking score is equal to or greater than 10, the street shall be included on a prioritized list, based on their ranking score, for implementation as part of the annual Capital Works Program to be approved by Council.

(2) Where there is an integration opportunity with another scheduled street recapitalization project with a design component under the Capital Works Program, that street will take priority, regardless of its position on the ranked list.

(3) Where possible, streets within close proximity to each other in a neighbourhood will be implemented together.

25. The number and timing of projects implemented shall be subject to capital budgets.

Traffic Calming Plan Development

25A. Upon approval of the Municipality's annual capital budget, staff shall create a proposed implementation list and identify potential traffic calming measures to be considered for installation.

25B. (1) Staff shall prepare a traffic calming plan for each street on the annual proposed implementation list, and shall consider the physical characteristics of each street.

(2) In developing a traffic calming plan, staff shall consult with Fire Services, Police, Road Operations & Construction, Project Planning & Design, Emergency Health Services and Halifax Transit in order to gather input and identify any specific concerns based on their operational requirements, and shall work to modify the design as necessary to address those concerns.

(3) Where specific concerns cannot be addressed to the satisfaction of all parties consulted, no further action will be taken, and the street shall be removed from the implementation list.

25C. (1) Staff shall submit the traffic calming plan for approval by the Traffic Authority.

(2) If the Traffic Authority approves the traffic calming plan, staff shall move the traffic calming plan forward for implementation.

(3) If the Traffic Authority does not approve the traffic calming plan, no further action will be taken, and the street shall be removed from the implementation list.

Installation and Monitoring

25D. Installations of traffic calming measures approved by the Traffic Authority shall proceed under the Capital Works Program.

26. Beginning no earlier than one month following the installation of traffic calming measures on a project street, staff shall collect additional traffic data in order to determine their effectiveness.

27. If data collection results indicate a vehicle speed reduction has been achieved, no further action is required and the process is completed.

28. If data collection results indicate a vehicle speed reduction was not achieved, staff may consider additional measures to be added. If there are no appropriate measures identified, staff may contact Police to discuss potential enforcement alternatives if deemed appropriate, and the process is complete.

Removal of Traffic Calming Measures

29. The Traffic Authority or the Engineer may order the removal of any traffic calming measures if, in their opinion, the installation of such measures resulted in an unforeseen

operational or safety issue not identified through the development of the traffic calming plan carried out as part of this Administrative Order.

30. If a request is received to remove traffic calming measures installed on a street as a result of a completed project carried out under this Administrative Order, removal shall be considered only:

(a) after receipt of a petition containing support for removal by a minimum of 75 percent of civic addresses within the original study area; and

(b) if there is a capital works project being undertaken by the Municipality on the street where the traffic calming features are installed.

31. If traffic calming measures are removed from a street in accordance with section 30, subsequent traffic calming requests shall not be considered for the particular street for a period not less than ten years.

Transition

32. Requests to initiate traffic calming that have passed the initial assessment but have not completed the secondary assessment prior to May 8, 2018 shall be ranked in accordance with section 23 and continue through the process as amended.

Done and passed in Council this 23rd day of February, 2016.

Mayor

Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on May 8, 2018.

Kevin Arjoon, Municipal Clerk

Notice of Motion:
Approval:

October 6, 2015
February 25, 2016

Amendment # 1
Notice of Motion:
Approval:
Effective Date:

April 24, 2018
May 8, 2018
N/A



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 14.1.1
Halifax Regional Council
May 8, 2018

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed by

A handwritten signature in blue ink, consisting of a stylized 'B' followed by a circular flourish.

SUBMITTED BY:

Bruce Zvaniga, Acting Chief Administrative Officer

DATE: March 28, 2018

SUBJECT: Amendments to Admin Order 2015-004-OP Traffic Calming

ORIGIN

Item 14.2.1 of the October 17, 2017 session of Halifax Regional Council:

MOVED by Councillor Outhit, seconded by Councillor Whitman; THAT Halifax Regional Council direct the Chief Administrative Officer (CAO) to return to Council for approval of the necessary amendments to Administrative Order #2015-004-OP, Respecting Traffic Calming to effect the following:

- No Polling: The requirement for resident polling be removed from the Administrative Order.

MOTION PUT AND PASSED UNANIMOUSLY.

LEGISLATIVE AUTHORITY

Part XII, Section 321 (8), "The traffic authority for the Municipality has, with respect to highways in the Municipality, excluding those for which the Provincial Traffic Authority has authority, the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act".

Part XII, Section 322 (1), "Street Related Powers" of the HRM Charter: "The Council may design, lay out, open, expand, construct, maintain, improve, alter, repair, light, water, clean, and clear streets in the Municipality".

RECOMMENDATION

It is recommended that Halifax Regional Council adopt the proposed amendments to Administrative Order 2015-004-OP Respecting Traffic Calming, as set out in Attachment 1 of this report.

BACKGROUND

At the October 17, 2017 session of Regional Council, staff were directed to remove the requirement for resident polling from the Traffic Calming Administrative Order (the "AO"). With these directed amendments to the AO, staff have taken this opportunity to propose additional changes. Since the AO was approved in 2016, staff have been actively using the policy to assess requests for traffic calming; however, it has become apparent that changes are required to improve the process, clarify expectations, and include additional criteria.

DISCUSSION

In addition to the removal of resident polling, the following provides a summary of the key proposed changes.

Application

The application requirement for a street to not be part of a transit route was removed. The intent with this change is to complete a full traffic calming assessment for transit routes, so that a determination can be made if there is a speeding issue, and if there are other measures that could be implemented aside from vertical deflections. Some horizontal deflections may be acceptable for use on transit routes that would have minimal to no effect on operations and safety. An additional clause was included in the Traffic Calming Plan Development section to note that a review with Halifax Transit may determine that any form of traffic calming measures are not feasible.

Similar to transit route criteria, the primary emergency response route criteria has been revised. Throughout this process, it was identified that this terminology is not standardized throughout our organization. Therefore we have changed the application criteria to streets that "do not provide direct access to an emergency services building". Further limitations would be identified through agency consultation in the traffic calming plan development.

The final change to the application criteria is the addition of the requirement for streets to be "greater than 150 metres in length". This requirement will help better allocate resources as it is unlikely that streets less than this length would permit vehicles to reach and maintain high speeds.

Initial Assessment

New criteria for school zones was added to the initial assessment. Through a review of other jurisdictional traffic calming policies, it was found that most do not have a detailed approach to traffic calming in school zones. Most policies only reference school zones in their points scheme for proximity to the study location. The criteria proposed is more specific to speeds within and around the school zone.

Timelines were added for reassessment requests for those streets that do not pass the 85th percentile speed requirements in the initial assessment.

Following the initial assessment, the process flow has significantly changed in the proposed AO. Through application of the original AO, it was found that the order of steps was not practical. The proposed layout will provide efficiencies and clarity for users of the AO, without having an impact on the outcome of the requests.

Project Ranking

As of March 2018, there are about 100 locations for which staff has done a provisional ranking for potential implementation. Approximately 40% of these locations fall below a total number of ten points on the ranking list. These streets have low speeds, low volumes and limited or no collision history. Because of the large amount of locations for potential implementation, it is proposed to remove all streets with a total number of points below ten from the ranking list. This will include both existing and new requests and will clarify expectations for implementation as it is unlikely that they will become a priority for a sole traffic calming installation. A transition provision has been added to clarify that those requests that have passed the initial

assessment but have not completed the secondary assessment prior to these amendments being considered by Council will be ranked in accordance with the new process and continue through the process as amended.

For those streets that have been removed from the ranking list, there is still potential for street upgrades if there is an integration opportunity within the Capital Works Program. Two conditions exist, based on the planned revisions to the HRM Design Guidelines (Red Book) which intend to incorporate a “complete streets” vision that will have a similar effect to the installation of traffic calming measures:

1. Until the new HRM Design Guidelines are complete, staff will monitor the Capital Works Program for any locations that received less than ten points from the traffic calming assessment, and review for potential integration opportunities.
2. Once the new HRM Design Guidelines are complete, all streets scheduled for a recapitalization will be reviewed with a “complete street lens”, which will include those locations removed from the traffic calming ranking list.

For those streets on the ranked list above ten points, integration opportunities within the Capital Works Program will be considered for all streets, regardless of the position on the priority list. Note that it must be a street recapitalization project with a design component. The priority points allocation for planned construction activity was removed due to this new criteria.

Further information on implementation priorities was added to include a note that project streets within close proximity to each other (within a neighbourhood), will be completed together when possible.

Traffic Calming Plan Development

Information was added to this section to caution expectations for those streets meeting all other requirements for traffic calming implementations. Through the plan development, it may be found that there are no options to install physical traffic calming measures due to site specific constraints, or operational requirements from other stakeholders.

FINANCIAL IMPLICATIONS

There are no new financial implications associated with this report. All activities are anticipated to be carried out as part of existing capital and operating budgets.

RISK CONSIDERATION

There are no significant risks associated with the recommendations in this report. The risks considered rate Low.

COMMUNITY ENGAGEMENT

Community engagement was not undertaken following the direction of Council to remove the requirement for resident polling from the original Administrative Order.

ENVIRONMENTAL IMPLICATIONS

Environmental implications not identified.

ALTERNATIVES

1. Regional Council could request additional amendments to the Administrative Order.
2. Regional Council could recommend no change to the original Administrative Order.

ATTACHMENTS

Attachment #1 – Amending Administrative Order #2015-004-OP Respecting Traffic Calming

Attachment #2 – Showing Proposed Changes, Administrative Order #2015-004-OP Respecting Traffic Calming

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Sam Trask, P.Eng., Transportation & Road Safety Engineer, 902.490.5525

**Attachment 1
(Amending Administrative Order)**

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER NUMBER 2015-004-OP
RESPECTING TRAFFIC CALMING**

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality that Administrative Order 2015-004-OP, Respecting Traffic Calming, is amended as follows:

1. section 3 is amended as follows:

(a) clause (c) is amended by striking out the words “two lane” following the word “are” and before the word “roads” and adding the words “not multi-lane” following the word “are” and before the word “roads”;

(b) clause (e) is repealed;

(c) clause (f) is repealed;

(d) clauses (g) and (h) are added immediately after the newly repealed clause (f) and before the header “Interpretation” as follows:

(g) are greater than 150 metres in length; and

(h) do not provide direct access to an emergency services building.

2. section 4 is amended as follows:

(a) clause (ba) is added immediately after clause (b) and before clause (c) as follows:

(ba) “emergency services building” means any fire station, police station, ambulance depot, or hospital;

(b) clause (e) is repealed;

(c) clause (fa) is added immediately after clause (f) and before clause (g) as follows:

(fa) “multi-lane road” means a street having more than one lane of travel per direction;

(d) clause (h) is repealed;

(e) clause (ha) is added immediately after the newly repealed clause (h) and before clause (i) as follows:

(ha) “school zone” means a school area as designated pursuant to the *Motor Vehicle Act*;

- (f) clause (ka) is added immediately after clause (k) and before clause (l) as follows:
 - (ka) “traffic calming” means a combination of primarily physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour, and improve conditions for all street users;
- (g) clause (l) is repealed.
- 3. the header “Screening and Initial Assessment” is amended by striking out the words “and Initial Assessment” following the word “Screening”;
- 4. the header “Initial Assessment” is added immediately after subsection 8(2) and before section 9;
- 5. clause (b) of section 9 is amended by:
 - (a) striking out the words and punctuation “collection of vehicle volume and speed information. Data” at the beginning of the clause and before the word “collection”; and
 - (b) adding the words and punctuation “a review of speed and volume data. If there is no recent data on file that meets the needs of the request, data” at the beginning of the clause and before the word “collection”;
- 6. subsection 10(2) is repealed;
- 7. section 10A is added immediately after section 10 and before section 11 as follows:
 - 10A. Notwithstanding section 10, where a project street is within a school zone, and the 85th percentile speed identified as part of the data review on the project street is equal to or below 45km/hr, data captured during school arrival and dismissal times will be further evaluated as follows:
 - (a) if the 85th percentile speed during the school arrival and dismissal times is equal to or below 35km/hr, the project street does not qualify for further consideration of traffic calming measures; or
 - (b) if the 85th percentile speed during the school arrival and dismissal times is greater than 35km/hr, the project street will be carried forward for project ranking.
- 8. section 11 is amended by:
 - (a) striking out the words “a secondary assessment to be conducted by staff” after the word “for” and before the period at the end of the section; and
 - (b) adding the words “project ranking” after the word “for” and before the period at the end of the section.
- 9. section 11A is added immediately after section 11 and before section 12 as follows:

11A. Requests to reassess a project street that did not pass the initial assessment will not be considered until:

- (a) a minimum of 5 years from the date that determination was made; or
- (b) staff determines there have been significant changes to the street characteristics.

10. sections 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, and 22 are repealed;

11. the header "Project Ranking and Implementation" is amended by striking out the words "and Implementation" after the word "Ranking";

12. section 23 is amended by:

- (a) renumbering the existing section 23 as subsection 23(1);
- (b) adding the word "initial" after the word "the" and before the word "secondary";
- (c) striking out the word "secondary" after the newly added word "initial" and before the word "assessment";
- (d) striking out the words "and receives a successful ballot" after the word "assessment" and before the comma;
- (e) adding subsections 23(2) and 23(3) following Table 1 and before section 24, as follows:

(2) The ranking score shall be the sum of the number of points awarded under each criteria.

(3) Regardless of whether the request is forwarded for project ranking in accordance with section 10A(b) or 11, if the project street is within a school zone, staff shall also review the 85th percentile speed during the school arrival and dismissal times, and shall calculate the number of points awarded under the criteria for "speed" for both "all streets" and "within a school zone", and shall use the greater of the two numbers in calculating the ranking score.

13. Table 1 of section 23 is amended by:

(a) adding the words "All streets" above the bullet that begins "1 point" in the "point allocation" column in the "speed" row;

(b) adding the following words and bullets immediately following the second bullet in the "point allocation" column in the "speed" row:

Streets within a school zone

- 1 point for each km/h that the 85th percentile speed exceeds 35km/h during arrival and dismissal times, up to 10 points.

- 2 points for each km/h that the 85th percentile speed exceeds 45km/h during arrival and dismissal times.

(c) striking out the number and word “5 years” after the word “previous”, and adding the number and words “3 year period preceding the request” after the word “previous” in the “point allocation” column in the “collisions” row;

(d) striking out the word “missing” after the word “are” and before the word “to”, and adding the words “not present” after the word “are” and before the word “to” in the “point allocation” column in the “local street” row of the “infrastructure” row;

(e) striking out the word “missing” after the word “are” and before the word “to”, and adding the words “not present” after the word “are” and before the word “to” in the “point allocation” column in the “minor collector street” row of the “infrastructure” row;

(f) adding the word “walkable” after the word “each” and before the word “pedestrian” in the “point allocation” column in the “pedestrians” row; and

(g) repealing the “construction activity” row;

14. section 23A is added immediately following the newly added subsection 23(3) and before section 24 as follows:

23A. (1) If the total number of points from the ranking score is less than 10, the street will be removed from the ranked list.

(2) Requests to reassess a street that was removed from the ranked list will not be considered until:

(a) a minimum of 5 years from the date that determination was made; or

(b) staff determines there have been significant changes to the street characteristics.

15. section 24 is amended as follows:

(a) renumbering the existing section 24 as subsection 24(1);

(b) striking out the words “Ranked projects” at the beginning of the newly renumbered subsection (1) and before the word “shall”;

(c) adding the words “If the total number of points from the ranking score is equal to or greater than 10, the street” at the beginning of the newly renumbered subsection (1) and before the word “shall”; and

(d) adding subsections (2) and (3) immediately following the newly renumbered subsection (1) as follows:

(2) Where there is an integration opportunity with another scheduled street recapitalization project with a design component under the Capital Works Program, that street will take priority, regardless of its position on the ranked list.

(3) Where possible, streets within close proximity to each other in a neighbourhood will be implemented together.

16. the header “Traffic Calming Plan Development” is added immediately following section 25;

17. sections 25A to 25C are added immediately following the new header “Traffic Calming Plan Development” and before the header “Installation and Monitoring” as follows:

25A. Upon approval of the Municipality’s annual capital budget, staff shall create a proposed implementation list and identify potential traffic calming measures to be considered for installation.

25B. (1) Staff shall prepare a traffic calming plan for each street on the annual proposed implementation list, and shall consider the physical characteristics of each street.

(2) In developing a traffic calming plan, staff shall consult with Fire Services, Police, Road Operations & Construction, Project Planning & Design, Emergency Health Services and Halifax Transit in order to gather input and identify any specific concerns based on their operational requirements, and shall work to modify the design as necessary to address those concerns.

(3) Where specific concerns cannot be addressed to the satisfaction of all parties consulted, no further action will be taken, and the street shall be removed from the implementation list.

25C. (1) Staff shall submit the traffic calming plan for approval by the Traffic Authority.

(2) If the Traffic Authority approves the traffic calming plan, staff shall move the traffic calming plan forward for implementation.

(3) If the Traffic Authority does not approve the traffic calming plan, no further action will be taken, and the street shall be removed from the implementation list.

18. section 25D is added immediately following the header “Installation and Monitoring” and before section 26 as follows:

25D. Installations of traffic calming measures approved by the Traffic Authority shall proceed under the Capital Works Program.

19. section 27 is amended by striking out the words “the desired” after the word “indicate” and before the word “vehicle” and adding the word “a” after the word “indicate” and before the word “vehicle”;

20. section 28 is amended by striking out the words “the desired” after the word “indicate” and before the word “vehicle” and adding the word “a” after the word “indicate” and before the word “vehicle”;

21. section 29 is amended by striking out the words “secondary assessment” after the word “the” and before the word “carried” and adding the words “development of the traffic calming plan” after the word “the” and before the word “carried”;

22. the header “Transition” is added immediately following section 31; and

23. section 31 is added immediately following the new header “Transition” as follows:

31. Requests to initiate traffic calming that have passed the initial assessment but have not completed the secondary assessment prior to XXXXXXXX shall be ranked in accordance with section 23 and continue through the process as amended.

Done and passed in Council this XXth day of April, A.D. 2018

Mayor

Municipal Clerk

Attachment 2
(Showing proposed changes)

ADMINISTRATIVE ORDER NUMBER 2015-004-OP
RESPECTING TRAFFIC CALMING

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the *Halifax Regional Municipality* under the authority of the *Halifax Regional Municipality Charter* and the *Motor Vehicle Act*, as follows:

Short Title

2. This Administrative Order may be cited as the “*Traffic Calming Administrative Order*”.

Purpose

3. The purpose of this Administrative Order is to:
- (a) establish the process for residents to make requests to have a street assessed for installation of traffic calming measures;
 - (b) provide clear and concise criteria and method for assessing Municipal streets in order to determine the need and suitability of implementing traffic calming measures; and
 - (c) provide information to the Traffic Authority for consideration when assessing applications for the installation of traffic calming measures.

Application

4. This Administrative Order applies only to streets owned by the Municipality that meet the following conditions:
- (a) are within residential areas;
 - (b) are classified as “local streets” or “minor collector streets”;
 - (c) are ~~two-lane~~ **not multi-lane** roads;
 - (d) have a posted speed limit not greater than 50 kilometres per hour;
 - (e) ~~are not part of a transit route; and~~ **Repeal**
 - (f) ~~are not part of a primary emergency response route.~~ **Repeal**
 - (g) are greater than 150 metres in length; and**

(h) do not provide direct access to an emergency services building.

Interpretation

5. In this Administrative Order,

(a) “85th percentile speed” means the speed at, or below which, 85 percent of vehicles on a roadway are travelling;

(b) “applicant” means a person requesting that a traffic calming assessment be carried out on a particular street;

(ba) “emergency services building” means any fire station, police station, ambulance depot, or hospital;

(c) “Engineer” means the Engineer as defined in section 3(ac) of the *Halifax Regional Municipality Charter, S.N.S. 2008, c. 39*;

(d) “local street” means a street, as classified by the Municipality, in a primarily residential area, designed and constructed with the primary purpose of providing access to properties directly fronting the street;

(e) ~~“majority” means the sum of fifty percent of the total number of ballots issued plus one ballot~~ **Repeal**;

(f) “minor collector street” means a street, as classified by the Municipality, in a primarily residential area, designed and constructed with the intended purpose of providing traffic movement into and out of an area, as well as providing access to properties directly fronting the street;

(fa) “multi-lane road” means a street having more than one lane of travel per direction;

(g) “Municipality” means the Halifax Regional Municipality;

(h) ~~“primary emergency response route” means a route identified by Fire Services staff as being the primary route used to access a particular area when responding to an emergency call~~ **Repeal**;

(ha) “school zone” means a school area as designated pursuant to the *Motor Vehicle Act*;

(i) “staff” means the staff of the Municipality;

(j) “street” means a public street as defined in section 3(bu) of the *Halifax Regional Municipality Charter, S.N.S. 2008, c. 39*;

(k) “Traffic Authority” means the Traffic Authority of the Municipality appointed by the Council pursuant to the *Halifax Regional Municipality Charter* and the *Motor Vehicle Act*;

(ka) “traffic calming” means a combination of primarily physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour, and improve conditions for all street users;

(l) ~~“transit route” means a route on which public transit busses are regularly operated as identified by Halifax Transit staff and also includes routes regularly used by school busses~~ **Repeal**; and

(m) “vpd” means vehicles per day.

Initiation of Traffic Calming Assessments on Municipal Streets

6. Requests to initiate a traffic calming assessment for a street may be made by:

(a) residents who live on the street, or section thereof, for which traffic calming measures are being requested; or

(b) Councillor(s), on behalf of a resident or residents who reside on a particular street, or section thereof, for which traffic calming measures are being requested.

7. Upon initiation, the time frame to complete a full project assessment will depend on the timing of the request, availability of staff resources, complexity of the subject street(s) and project area, measures identified for implementation and available funding.

Process for Undertaking Traffic Calming Assessments on Municipal Streets

Screening and Initial Assessment

8. Upon receipt of a request, staff shall undertake a screening process in order to determine if the requested street would be eligible for consideration of traffic calming measures based on the conditions identified in Section 3, Application, of this Administrative Order.

9. (1) If, based on the screening process, it is determined that the street is not eligible for traffic calming measures, staff shall provide notification to the requestor and the process is complete.

(2) Staff may contact Police to discuss potential enforcement alternatives if deemed appropriate by staff.

Initial Assessment

10. If the request passes the screening process, an initial assessment shall be conducted by staff and shall include:

(a) identification of appropriate project limits based on the surrounding and connecting roadway network; and

(b) ~~collection of vehicle volume and speed information. Data~~ a review of speed and volume data. If there is no recent data on file that meets the needs of the request, data collection equipment shall be installed at locations within the identified project limits such that the resulting data will provide a representative indication of typical traffic conditions and shall be left in place to collect a minimum of seven (7) days of continuous data.

11. (1) If the 85th percentile speed identified as part of the initial assessment on the project street is equal to or below 45 km/hr, the project street does not qualify for further consideration of traffic calming measures. Notification of the results shall be provided to the requestor and the process is complete.

~~(2) Staff may contact Police to discuss potential enforcement alternatives if deemed appropriate by staff.~~ Repeal.

10A. Notwithstanding section 10, where a project street is within a school zone, and the 85th percentile speed identified as part of the data review on the project street is equal to or below 45km/hr, data captured during school arrival and dismissal times will be further evaluated as follows:

(a) if the 85th percentile speed during the school arrival and dismissal times is equal to or below 35km/hr, the project street does not qualify for further consideration of traffic calming measures; or

(b) if the 85th percentile speed during the school arrival and dismissal times is greater than 35km/hr, the project street will be carried forward for project ranking.

12. If the 85th percentile speed identified as part of the initial assessment on the project street is above 45 km/hr, the request shall be carried forward for ~~a secondary assessment to be conducted by staff~~ project ranking.

11A. Requests to reassess a project street that did not pass the initial assessment will not be considered until:

(a) a minimum of 5 years from the date that determination was made; or

(b) staff determines there have been significant changes to the street characteristics.

Secondary Assessment

13. If the request passes the initial assessment, staff shall undertake a secondary assessment that shall include:

(a) — consultation with staff from Traffic Management, Fire Services, Police, Road Operations & Construction, Project Planning & Design, Emergency Health Services and Halifax Transit in order to gather input and identify any specific concerns based on their operational requirements. The consultation shall provide input into traffic calming measures to be considered for implementation on the project street(s);

(b) — collection of collision history for the identified project street(s) for the five year period preceding the request for traffic calming; and

(c) — identification of existing conditions and infrastructure including:

(i) — presence or absence of sidewalk and curb;

(ii) — alignment characteristics and potential sight obstructions, such as steep grades, sharp curves; and

(iii) nearby and abutting pedestrian generators such as schools, playgrounds, parks, seniors' facilities, community centres **Repeal**.

14. In completing the secondary assessment, staff shall identify potential traffic calming measure(s) to be considered for implementation on the project street(s) and prepare a traffic calming plan for review and approval by the Traffic Authority **Repeal**.

15. If Traffic Authority approval is received:

(a) — staff may proceed with the process for resident acceptance of the proposed traffic calming plan; or,

(b) staff may recommend action to Council without polled support if there is a clear and demonstrated safety issue identified as a result of the completion of all assessments. Moderate speeding alone may not cause a significant safety risk under certain circumstances **Repeal**.

15. If Traffic Authority approval is not received, the process is complete **Repeal**.

Process for Acceptance of Traffic Calming Measures

16. Upon completion of the secondary assessment, staff shall prepare a letter outlining:

(a) — the request;

(b) — the results of all assessments; and

- (c) ~~the approved traffic calming plan~~ **Repeal**.
17. ~~The letter and a mail-out ballot shall be sent to residents of the street(s) being considered for implementation of traffic calming measures~~ **Repeal**.
18. ~~Each civic address is entitled to one vote~~ **Repeal**.
19. (1) ~~— If the number of ballots returned in favour of implementation of the proposed traffic calming measures is less than a majority, then the ballot is unsuccessful. The original requestor and all civic addresses included in the mail-out will be notified of the unsuccessful vote and the process is complete.~~
- (2) ~~Staff may contact Police to discuss potential enforcement alternatives if deemed appropriate by staff~~ **Repeal**.
20. ~~Where a project does not receive the required resident support to proceed with installation of traffic calming measures, subsequent requests for implementation of traffic calming measures shall not be considered for the project street(s) until:~~
- (a) ~~— a period of at least five years has passed; or~~
- (b) ~~a significant change has occurred in or near the project area that would result in a noticeable change to traffic characteristics~~ **Repeal**.
21. ~~If the number of ballots returned in favour of implementation of the proposed traffic calming measures is equal to or greater than a majority, then the ballot is successful. The original requestor and all civic addresses included in the mail-out will be notified of the successful vote~~ **Repeal**.
22. ~~Successful projects shall be carried forward for ranking and approval for implementation~~ **Repeal**.

Project Ranking and Implementation

23. (1) If a request passes the **initial** secondary assessment and receives a successful ballot, staff shall rank the project based on the criteria outlined in Table 1:

Table 1 – Priority Points for Ranking Traffic Calming Projects		
Criteria	Measure	Point Allocation
Speed	85 th Percentile Speed	<p>All streets</p> <ul style="list-style-type: none"> 1 point for each km/h that the 85th percentile speed exceeds 45 km/h, up to 10 points. 2 points for each km/h that the 85th percentile speed exceeds 55 km/h. <p>Streets within a school zone</p> <ul style="list-style-type: none"> 1 point for each km/h that the 85th percentile speed exceeds 35 km/h during arrival and dismissal times, up to 10 points.

		<ul style="list-style-type: none"> 2 points for each km/h that the 85th percentile speed exceeds 45 km/h during arrival and dismissal times. 	
Volume	Daily Traffic Volume	<ul style="list-style-type: none"> 1 point for each 200 vpd that the daily traffic volume exceeds 3000 vpd on a local street. 1 point for each 200 vpd that the daily traffic volume exceeds 5000 vpd on a minor collector street. 	
Collisions	Number of Collisions	<ul style="list-style-type: none"> 1 point for each reported collision that occurred in the previous 5 years 3 year period preceding the request. 1 additional point for each injury collision. 	
Road Alignment	Stopping Sight Distance	1 point for each alignment element (horizontal or vertical) that reduces stopping sight distance below 50 m.	
Infrastructure	Curb & Sidewalk	Local Street	1 point for each that are missing not present to a maximum of 2 points. (standard is sidewalk on one side)
		Minor Collector Street	1 point for each that are missing not present to a maximum of 3 points. (standard is sidewalk on both sides)
Pedestrians	Nearby Facilities	1 point for each walkable pedestrian generator within a 500 m radius of the project area (schools, playgrounds, parks, senior's facilities, community centres, etc.)	
Construction Activity Repeal	Planned Capital Works Projects	5 points if the project area is within the limits of identified capital works approved to be undertaken within 1-2 years following successful completion of Part B of this Administrative Order.	

(2) The ranking score shall be the sum of the number of points awarded under each criteria.

(3) Regardless of whether a request is forwarded for project ranking in accordance with section 10A(b) or 11, if the project street is within a school zone, staff shall also review the 85th percentile speed during the school arrival and dismissal times, and shall calculate the number of points awarded under the criteria for "speed" for both "all streets" and "within a school zone", and shall use the greater of the two numbers in calculating the ranking score.

23A. (1) If the total number of points from the ranking score is less than 10, the street will be removed from the ranked list.

(2) Requests to reassess a street that was removed from the ranked list will not be considered until:

(c) a minimum of 5 years from the date that determination was made; or

(d) staff determines there have been significant changes to the street characteristics.

24. (1) If the total number of points from the ranking score is equal to or greater than 10, the street ~~Ranked projects~~ shall be included on a prioritized list, based on their ranking score, for implementation as part of the annual Capital Works Program to be approved by Council.

(2) Where there is an integration opportunity with another scheduled street recapitalization project with a design component under the Capital Works Program, that street will take priority, regardless of its position on the ranked list.

(3) Where possible, streets within close proximity to each other in a neighbourhood will be implemented together.

25. The number and timing of projects implemented shall be subject to capital budgets.

Traffic Calming Plan Development

25A. Upon approval of the Municipality's annual capital budget, staff shall create a proposed implementation list and identify potential traffic calming measures to be considered for installation.

25B. (1) Staff shall prepare a traffic calming plan for each street on the annual proposed implementation list, and shall consider the physical characteristics of each street.

(2) In developing a traffic calming plan, staff shall consult with Fire Services, Police, Road Operations & Construction, Project Planning & Design, Emergency Health Services and Halifax Transit in order to gather input and identify any specific concerns based on their operational requirements, and shall work to modify the design as necessary to address those concerns.

(3) Where specific concerns cannot be addressed to the satisfaction of all parties consulted, no further action will be taken, and the street shall be removed from the implementation list.

25C. (1) Staff shall submit the traffic calming plan for approval by the Traffic Authority.

(2) If the Traffic Authority approves the traffic calming plan, staff shall move the traffic calming plan forward for implementation.

(3) If the Traffic Authority does not approve the traffic calming plan, no further action will be taken, and the street shall be removed from the implementation list.

Installation and Monitoring

25D. Installations of traffic calming measures approved by the Traffic Authority shall proceed under the Capital Works Program.

26. Beginning no earlier than one month following the installation of traffic calming measures on a project street, staff shall collect additional traffic data in order to determine their effectiveness.

27. If data collection results indicate ~~a the desired~~ vehicle speed reduction has been achieved, no further action is required and the process is completed.

28. If data collection results indicate ~~a the desired~~ vehicle speed reduction was not achieved, staff may consider additional measures to be added. If there are no appropriate measures identified, staff may contact Police to discuss potential enforcement alternatives if deemed appropriate, and the process is complete.

Removal of Traffic Calming Measures

29. The Traffic Authority or the Engineer may order the removal of any traffic calming measures if, in their opinion, the installation of such measures resulted in an unforeseen operational or safety issue not identified through the ~~secondary assessment~~ **development of the traffic calming plan** carried out as part of this Administrative Order.

30. If a request is received to remove traffic calming measures installed on a street as a result of a completed project carried out under this Administrative Order, removal shall be considered only:

- (a) after receipt of a petition containing support for removal by a minimum of 75 percent of civic addresses within the original study area; and
- (b) if there is a capital works project being undertaken by the Municipality on the street where the traffic calming features are installed.

31. If traffic calming measures are removed from a street in accordance with section 30, subsequent traffic calming requests shall not be considered for the particular street for a period not less than ten years.

Transition

32. Requests to initiate traffic calming that have passed the initial assessment but have not completed the secondary assessment prior to XXXXXXXXXXXX shall be ranked in accordance with section 23 and continue through the process as amended.

Done and passed in Council this 23rd day of February, 2016.

Mayor

Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on February 23, 2016.

Kevin Arjoon, Municipal Clerk

Notion of Motion:
Approval:

October 6, 2015
February 23, 2016