

Memo

To: Mayor Burton and Members of Council

From: Jill Stephen, Director, Transportation and Engineering
Sam Inchasi, Director, Roads and Works Operations

Copy: Jane Clohecy, CAO
Phoebe Fu, Commissioner, Community Infrastructure

Date: June 4, 2024

Subject: **2024 Annual School Crossing Guard Program**

This memo provides an update on the School Crossing Guard Program. The key points are:

- The procedure outlining the process for implementing and discontinuing school crossing guard locations was established in 2012, as part of the Municipal Roads Policy MS-CDV-002 and was last modified in 2019.
- The Halton Catholic District School Board (HCDSB) has advised that there will be one (1) new elementary school opening in September 2024.
 - Two new crossing guard locations are recommended to support children walking to this new school.
 - The exact locations will be identified based on expected walking routes, in coordination with the Halton Catholic District School Board over the summer.
 - These locations will be monitored throughout the first school year and adjusted, if necessary, to reflect actual observed pedestrian routes to the school.
 - Following the first school year, crossing guard locations will be confirmed and the regular review and evaluation process for existing crossing guard locations will be followed.
- At this time, one (1) additional new crossing guard location is recommended for the 2024/25 school year as a result of staff analysis undertaken based on requests from stakeholders.
- At this time, no existing crossing guard locations are recommended for removal.

Background

The purpose of the memo is to:

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- present the results of ongoing crossing guard location monitoring,
- identify any locations where warrant compliance values support the removal of existing school guard locations, and
- advise of any new locations supported by warrant assessment.

The Town's Identification of School Crossing Guard Locations Procedure (MS-CDV-002-002) outlines the process for implementing and discontinuing school crossing guard locations. This procedure was established in 2012 as part of the Municipal Roads Policy MS-CDV-002 and is regularly reviewed and updated. The Procedure was last updated in 2019, and the next review is planned for late 2024.

Regular review and monitoring of the existing approved crossing guard locations ensures data is reflective of any changes in school programming and/or walking boundaries. Staff review locations periodically and annually per the Council approved procedure. Locations that fall below the warrant threshold will be removed following the issuance of notice to identified stakeholders per the Council approved procedure.

Review

The Town of Oakville currently has 99 approved crossing guard locations.

During 2023-2024, staff undertook annual warrant compliance assessments for a total of ten (10) existing and five (5) prospective new crossing guard locations. Based on the results of this assessment, one (1) of the prospective new guard locations meets the warrant compliance and thus be supported in the 2024-25 school year. Nine (9) out of the ten (10) existing crossing guard locations will not require annual monitoring as the compliance level is above the threshold between 31% and 50%. One (1) of the ten (10) existing crossing guard location will require supplementary review for two consecutive school years as the compliance level is below 30%. All of these ten (10) existing crossings guard locations reviewed in 2023/24 will remain in place.

Existing crossing guard locations are removed when they have failed to meet the minimum warrant compliance for two consecutive school years and/or are no longer eligible as per the Town of Oakville Crossing Guard Policy (i.e., posted speed limit on roadway changed to 60 km/h). No existing crossing guard locations reviewed will be removed.

New Crossing Guard Locations – HCDSB New Elementary School (Subject to Budget Approval)

- Two (2) locations (specific locations to be confirmed in consultation with HCDSB)

Prospective Locations Reviewed – Warranted (Subject to Budget Approval)

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- North Park Boulevard and George Savage Avenue

Prospective Locations Reviewed - Not Warranted

- Bridge Road and Valley Drive (Re-evaluated)
- Grovehill Road and Ambleside Drive
- Post Road and Fowley Drive
- Ernest Appelbe Boulevard and Threshing Mill Boulevard

Existing Crossing Guards Locations - Annual Warrant Compliance Assessments – No Changes Required

- Oxford Avenue and McCraney Street
- Sewell Drive and Queen's Avenue
- Glenashton Drive and Millbank Drive/Parkhaven Boulevard
- Lakeshore Road East and Balsam Drive
- Bartos Drive and Oakwood School
- Bridge Road and Warminster Drive
- Devon Road and Maple Grove Drive
- Glenashton Drive and Caldwell Drive
- Bridge Road and Lees Lane

Existing Crossing Guard Locations - Supplementary Review Required (Compliance falls below 30%)

- Bridge Road and Stanfield Drive

Impacts

As the town grows and new schools are opened, additional crossing guard locations will require increases to the crossing guard complement at an average cost of \$15,000 per year per guard. In order to ensure fiscal sustainability, and as confirmed by Council adopted policy and procedure, it is prudent to review compliance regularly.

Three (3) new crossing guard locations are recommended for the 2024/25 school year.

Any locations identified for Supplementary Review are kept in place for the upcoming school year and are monitored through additional assessments in the spring and fall to determine if the crossing guard location continues to be warranted.

The Transportation and Engineering Department will continue to provide technical field reviews and computation of the warrant criteria to determine locations where crossing guards are warranted. The Roads and Works Operations Department works to resource approved locations with trained crossing guards. Both departments work closely with the

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local School Boards in an effort to ensure the School Crossing Guard Program remains optimal and effective.

The provision of crossing guards supports the Town's Climate Action Plan by encouraging and supporting non-automobile trips to and from school.