

# Council Information Memo

To: Mayor and Members of Council  
From: Selena Campbell, Director  
Municipal Enforcement Services  
Date: November 14, 2024  
Subject: Elementary School Traffic Management - Monclair Public School

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## Background

This memo has been prepared to provide information on the Elementary School Traffic Management and Enforcement processes in Oakville, specifically pertaining to Montclair Public School with information of the enforcement conducted on January 9<sup>th</sup>, 2024.

## Comments

Municipal Enforcement Services (MES) provides proactive and reactive enforcement of the Traffic By-law and Fire Route By-law in school zones during drop-off and pick-up times to promote public safety.

Student drop-offs and pick-ups in school areas can lead to traffic congestion, and illegally stopped or parked cars pose a safety risk by obstructing visibility, especially for drivers looking out for crossing pedestrians, particularly children, or blocking emergency access to the school.

The Town of Oakville is home to 58 public and Catholic schools, along with 21 private schools. Currently, 53 schools are included in MES's rotational enforcement schedule. Schools are selected based on criteria including complaint volume, the number of infractions, and the presence of parking restrictions and appropriate signage. Enforcement is conducted on a rotating basis to ensure equitable coverage across the town.

Information regarding parking and enforcement in school zones is available on the Town's website and shared via social media. Each school year, educational materials are also provided to school boards to remind schools and families of critical safety measures within school zones. This information includes guidance on:

- Not to stop in No Stopping areas

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- Not to park in No Parking areas
- Not to obstruct sidewalks, crosswalks, driveways or fire routes

MES employs methods such as mailed-out penalty notices to provide safe and efficient enforcement while minimizing traffic congestion.

On January 9<sup>th</sup>, 2024 MES staff were conducting routine school zone enforcement on Montclair Drive. Their findings resulted in 22 administrative penalties being issued for observed infractions, through the mail-out penalty process. 7 penalties were issued for violations of vehicles parked in designated fire routes and 15 penalties were issued for vehicles stopped in an area signed “no stopping”.

Following this school zone patrol, staff heard concerns from the public and worked in coordination with the Fire Department to re-review the fire route signage installed at the location to ensure signage on the property was in compliance with applicable legislation. All fire route tickets issued on this date were in for violations of the Fire Route By-law where signage was on display. Further, staff reached out to the school to provide additional information on the school zone enforcement program conducted by MES and to provide suggestions to encourage compliance from the public.

To date, MES has issued 71 penalty notices for various violations relating to school zone enforcement on Montclair Drive and on the school property.

### *Transportation and Engineering Review*

Transportation and Engineering staff conducted observations at Montclair Drive at the school start and dismissal times and observed that parents are frequently parking in the White Oak Pool parking lot, walk across Montclair Drive to take their children to Montclair Public School. Montclair Drive has rural cross section, which has ditches, not a curb and gutter system. The pathway on east side of Montclair Drive does not align with any connection that connects to the sidewalk on the west side of Montclair Drive. Therefore, staff are unable to provide any controlled crossing at the school frontage at this time.

Staff recognize that the College Park study conducted in 2016 recommended to shift the crossing guard to the front of the school but with the current road cross section, staff are unable to accomplish it due to the presence of ditches between the sidewalks and the roadway. As Montclair Drive is being urbanized, staff have incorporated the requirement to provide a sidewalk connection to the pathway in the design process and requested funds in 2025 budget. Once the design exercise is completed, construction is expected to start in 2027. As part of the construction, Transportation and Engineering will provide a controlled crossing at the school frontage to mitigate the resident concerns.