

# Memo

**To:** Mayor Burton and Members of Council

**From:** Paul Cripps, Director, Transportation and Engineering  
Sam Inchasi, Director, Roads and Works Operations

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

**Date:** June 23, 2025

**Subject:** **2025 Annual School Crossing Guard Program**

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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 2024.
- The Halton District School Board (HDSB) has advised that there will be one (1) new school opening in September 2025.
  - Two (2) new crossing guard locations are recommended to support children walking to this new school.
  - 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 2025/26 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:

- 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

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- 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 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.

## **Crossing Guard Program Assessment Summary**

The Town of Oakville currently has 102 approved crossing guard locations. Staff conduct assessments for the new prospective crossing guard locations and reviews existing crossing guard locations to ensure they continue to meet warrant compliance during the school year. Existing crossing guard locations are removed if they fail to meet the minimum warrant compliance within the same school year 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).

During 2024-2025, staff undertook annual warrant compliance assessments for a total of nine (9) existing and two (2) prospective new crossing guard locations. All of the nine (9) existing crossings guard locations reviewed in 2024/25 will remain in place; however, three (3) of the nine (9) existing crossing guard locations will require supplementary review as their compliance level is below 30%.

As a result of assessments at two new prospective locations, one (1) new crossing guard location is recommended. In addition, two (2) crossing guard locations are recommended following consultation with the Halton District School Board (HDSB) to support a new school opening in September 2025. The details are summarized as follows.

### **New Crossing Guard Locations for Harvest Oak Public School – (Subject to Budget Approval)**

- Wheat Boom Drive and Meadowridge Drive.
- Wheat Boom Drive and John Mckay Boulevard.

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## Prospective Locations Reviewed – Warranted

- Bronte Road and Rebecca Street.

## Prospective Locations Reviewed - Not Warranted

- Elmwood Road and Maurice Drive.

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

- Heritage Way and Kings College Drive.
- Morrison Road and Linbrook Road.
- North Ridge Trail/Grand Boulevard and Glenashton Drive/Bayshire Drive.
- Grand Boulevard and Grosvenor Street.
- Wheat Boom Drive and Postridge Drive.
- Postridge Drive at Pedestrian Crossover (PXO).

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

- Bronte Road and Lakeshore Road West.
- Bridge Road and Stanfield Drive.
- Monks Passage and Monastery Drive.

## **Operational and Budgetary 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. Any locations identified for Supplementary Review 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 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.