

MEMO / NOTE DE SERVICE

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TO :	Transportation Committee	
DESTINATAIRE :	Comité des transports	
FROM :	Larry O'Keefe General Manager Public Works Department	Contact : Kevin Wylie – Manager, Roads and Traffic Operations and Maintenance/ gestionnaire, Entretien des routes et Circulation routière 613-580-2400, Ext./poste 19013 Kevin.Wylie@ottawa.ca
EXPÉDITEUR :	Larry O'Keefe Directeur générale Service des Travaux publics	Personne ressource : Philippe Landry– Manager, Traffic Management and Operational Support/ gestionnaire, Gestion de la circulation et Soutien opérationnel 613-580-2400, Ext./poste 23185 Philippe.Landry@ottawa.ca
DATE :	March 27, 2013 27 mars 2013	
REF N ^o :	ACS2013-COS-PWS-0010	
SUBJECT :	REPORT ON USE OF DELEGATED AUTHORITY DURING 2012 BY PUBLIC WORKS AS SET OUT IN SCHEDULE 'B' CITY OPERATIONS PORTFOLIO OF BY-LAW 2012-109	
OBJET :	RAPPORT SUR L'UTILISATION DE LA DÉLÉGATION DE POUVOIRS EN 2012 PAR TRAVAUX PUBLICS, COMME IT EST INDIQUÉ À L'ANNEXE B DU PORTEFEUILLE DES OPÉRATIONS MUNICIPALES, DU RÈGLEMENT 2012-109	

By-Law No. 2012-109 provides delegated authority to officers within the Public Works Department and requires that use of delegated authority be reported to the appropriate standing committee at least once per year.

PURPOSE

The purpose of this IPD Memo is to report to the Transportation Committee on the use of delegated authority for 2012 under Schedule 'B' – City Operations Portfolio of By-Law No. 2012-109 by the Roads and Traffic Operations and Maintenance and Traffic Management and Operational Support Branches of the Public Works Department specific to the following sections:

- B 26 (1) – Erection of Signs and Signals; and,
- B 27 (1) – Temporary Traffic and Parking Control.

Schedule 'B' – City Operations Portfolio of By-Law No. 2012-109 also delegates authority to the appropriate officers within the Public Works Department for the following sections, however, this authority was not used in 2012:

- B 24 (1) – Maintenance and Liability Agreements
- B 25 (1) – Intersection and Road Modifications
- B 28 (1) – Controlled Access Roads

Uses of the following sections of Schedule 'B' – City Operations Portfolio By-Law No. 2012-109 will be reported to the Transportation Committee as part of the 2012 Parking Operations, Maintenance and Development Annual Report:

- B 29 (1) – Traffic and Parking By-Law
- B 30 (1) and (2) – Municipally-Managed Parking Rates – Off-Street
- B 31 (1) – Municipally-Managed Parking Rates – On-Street

BACKGROUND

The Roads and Traffic Operations and Maintenance Branch of the Public Works Department provides integrated, safe and efficient management and maintenance of the City's road right of way and transportation system network, including 5,650 km of paved roads, 640 km of gravel roads, 2,095 km of sidewalks and 225 km of Transitway and Highway 174. The Branch is committed to the operational integrity of the road network for all road users through regular monitoring and maintenance programs and the application of traffic control devices including 1,112 signalized intersections, of which 58% are equipped with audible signals, 15 red light cameras rotated through 33 sites across the City, 187 traffic cameras, and 65,000 street lights.

Roads and Traffic Operations and Maintenance functions as a one-stop shop for proactive operations and maintenance of the City's street, sidewalk, pathway, and trail system and includes the following four Divisions:

- Roads Operations and Maintenance (Areas East, West, Core and South);
- Roads Special Operations;
- Traffic Operations and Maintenance; and,
- Street Lighting.

The mandate of the Traffic Operations and Maintenance Division is to manage, operate and maintain all City traffic systems and traffic control devices, including the erection of signs and signals to ensure the safe, efficient movement of people and goods within the community.

The Traffic Management and Operational Support Branch provides operations, engineering, and technical support to the Department. The Branch reviews 15 high collision locations per year under the Safety Improvement Program, assesses over 235 Traffic Management Plans and 700 construction detour plans. The branch processes 100,000 service requests annually and develops, tracks and reports on the maintenance plan for the City's road network.

The Branch includes the following five Divisions:

- Training, Health and Safety
- Business Support and Performance Management
- Operational Research
- Operational Support Services
- Traffic, Safety and Mobility.

Part of the mandate of the Traffic, Engineering and Technical Services Division is to provide engineering technical services; support traffic management for unplanned traffic problems to assist with continued mobility across the City during any incident such as motor vehicle accidents, water main breaks and/or road infrastructure failure; and support planned events on the transportation network such as parades, demonstrations, marathons, etc.

Section B 26 (1) – Erection of Signs and Signals:

Specific to signs and signals, Section B 26 (1) – Erection of Signs and Signals delegates individual authority to the Deputy City Manager – City Operations, the General Manager – Public Works Department and the Manager – Roads and Traffic Operations and Maintenance Branch to erect and maintain such signs, traffic controls signals and other traffic control devices as may be required to regulate and direct pedestrian and vehicular traffic for the safety and convenience of the public.

Section B 27 (1) – Temporary Traffic and Parking Control:

With regard to traffic and parking control, Section B 27 (1) – Temporary Traffic and Parking Control delegates individual authority to the Deputy City Manager – City Operations, the General Manager – Public Works Department and the Manager – Traffic Management and Operational Support to prohibit and regulate the movement, parking or stopping of vehicles for a temporary period, including the temporary closing of a City street during such times and days as deemed proper and necessary for the safe operation of the street and the safe performance of a vital City function and to erect appropriate signs to provide reasonable notice thereof.

Sections B 26 (1) – Erection of Signs and Signals and B 27 (1) – Temporary Traffic and Parking Control identifies that the use of delegated authority under these sections be reported to the Transportation Committee at least once per year.

DISCUSSION

Due to the integrated approach to traffic management and operations taken by the Roads and Traffic Operations and Maintenance and Traffic Management and Operational Support Branches specific to intersection and road modifications, signs and signals and temporary traffic and parking control, the uses of delegated authority under the sections referenced above is provided in a consolidated listing attached as Document 1.

The following summary for the use of delegated authority under Sections B 26 (1) – Erection of Signs and Signals and B 27 (1) – Temporary Traffic and Parking Control as described above is provided.

Section B 26 (1) – Erection of Signs and Signals:

In 2012, Section B 26 (1) – Erection of Signs and Signals was used to install, operate and maintain the following:

- 20,000 signs;
- 1,112 signalized intersections, of which 58% were equipped with audible signals;
- 15 red light cameras rotated through 33 sites across the City; and
- 187 traffic cameras.

As described in Document 1 attached, the work noted above totaled \$3,443,671.70 for sign installation and maintenance and \$4,262,430.07 for signals production and maintenance.

Section B 27 (1) – Temporary Traffic and Parking Control:

In 2012, Section B 27 (1) – Temporary Traffic and Parking Control was used to respond and manage the following:

- Over 210 traffic accidents managed;
- 584 Special Event Permits, which include demonstrations, festivals, parades, etc
- 195 temporary road closures
- 5 Road Modifications
 - Bridgestone/Steeple Chase at Stonehaven (all-way stop to roundabout)
 - Jeanne d’Arc at Montcerf (side street stop to full traffic control signal and roadway modifications)
 - Mulkins/Wintergreen at Stittsville Main Street (side street stop to full traffic control signal)
 - Den Haag at 400 Den Haag/La Cite Collegiale (mid block pedestrian signal addition)
 - Booth at EB Eddy (removal of signals)

As described in Document 1 attached, the work noted above totaled \$110,562.27 for temporary traffic and parking control.

Original signed by

Larry O’Keefe, P.Eng
General Manager, Public Works Department

cc: Deputy City Manager, City Operations
Coordinator, Transportation Committee
Manager, Roads and Traffic Operations and Maintenance
Manager, Traffic Management and Operational Support

SUPPORTING DOCUMENTATION:

Document 1- Section B 26 (1) – 2012 Erection of Signs and Signals
Section B 27 (1) – 2012 Temporary Traffic and Parking Control

Delegated Authority for 2011 Under Schedule 'B' – City Operations Portfolio of By-Law No. 2012-109

Section B 26 (1) – Erection of Signs and Signals:

Sign/Signal Work for Others	\$2,026,486.00
<ul style="list-style-type: none"> • 911 Signage • Work for others (internal) <ul style="list-style-type: none"> ➤ Internal Signals ➤ Internal Signs ➤ Internal Maintenance-Utility Services/OC Transpo • Work of others (external) <ul style="list-style-type: none"> ➤ External Subdivisions ➤ External Service Requests ➤ External Maintenance for Developers ➤ External Developers ➤ External House Moves • Subdivision Signs and Securities • Directional Farm Signs 	\$37,627.97 \$5,963.00 \$65,096.09 \$165,122.62 \$110,402.23 \$376,143.37 \$118,255.08 \$1,142,617.20 \$5,149.00 \$109.52
Signs Maintenance/Production	\$3,443,671.70
<ul style="list-style-type: none"> • Maintenance <ul style="list-style-type: none"> ➤ Signs – Central ➤ Signs – East ➤ Signs – West ➤ Safety Studies Signs (Central) ➤ Safety Studies Signs (East) ➤ Safety Studies Signs (West) • Sign Production 	\$3,483,330.06 \$1,126,037.73 \$982,755.82 \$927,946.32 \$229,528.42 \$101,093.20 \$115,968.57 -\$39,658.30
Signals Maintenance/Production	\$4,262,430.07
<ul style="list-style-type: none"> • Maintenance • Production 	\$4,212,912.67 \$49,518.13

Section B 27 (1) – Temporary Traffic and Parking Control

Special Events and Temporary Road Closures	\$110,562.27
Traffic and parking control work related to special events including demonstrations, festivals, parades and temporary road closures/emergency events.	