

Royal Heights Elementary PAC Minutes

Wednesday October 18th, 2017

Call to Order: 6:22pm

Attendance – Cindy Packer, Renuka Ragoonath, Jennifer Turner, Catherine Hanna, Stephanie Prasad, Jennifer Beaverstock, Kimberly Fletcher

1. Adoption of Agenda: 1st Stephanie Prasad, 2nd Kimberly Fletcher – Carried.
2. Adoption of Previous Minutes: 1st Jennifer Turner, 2nd Stephanie Prasad – Carried.
3. Reports:

Principal's Report – See Attached

***Jen Turner volunteer hours donation for lego wall – donations welcome**

***Response from City of Surrey for road safety – will do a calm traffic program assessment, see attached for communication**

Treasurer's Report - See Attached

***New fiscal started October 1st**

***Gaming grant \$3440 (172 kids)**

***Artstart 4 events approved –we can pay for them**

***Sports/activities need to be decided on –**

MOTION – book Bollywood – 1st Jennifer Turner, 2nd Cindy Packer – Carried.

4. New Business:

- a. Fundraising

*Save Around books – Isabel in charge of reminders to return unsold books – Jen Beaverstock will look into distribution of free books
Boston pizza – Jennifer

*Beaverstock – families eat and get a portion back for the school

*Fall Carnival Monday October 30th 3pm-6:30pm – need 8 volunteers – donate cake or cupcakes – preorder concession and carnival tickets

*all on one form – Jennifer Beaverstock – carnival ticket, concession ticket and pumpkin carving, volunteer

*Pumpkin carving – who's picking up the pumpkins Renuka will organize - \$3 for pumpkin carving

b. Hot Lunches

*October cancelled – lunch lady not available

*November 17th – PAC hot lunch – Renuka responsible with parry, pizza – forms back in by Nov 9th, forms out Nov 2nd

*Renuka will look into Boston Pizza hot lunch offering

c. Earthquake Kits

*Cindy Packer will organize again this year

*Kits to be returned by Thursday, October 12th

*Additional kits will be donated again this year

d. Pancake Breakfast

*December 22nd

e. Road Safety 117th Street

*Sodhi Khangura brought a concern for students safety crossing 117th Street, Catherine Hanna will write a letter to the City of Surrey on behalf of the school

f. December Food Drive

*Can we do it earlier

*Turkey dinner, hampers, support a family, stockings for the elderly, swap families with another elementary school

*Revisit November PAC meeting

5. Next Meeting: Wednesday, November 15th, 6pm

6. Adjournment: 7:38pm

PAC Meeting October 18 2017

Principal's Report

Lego Wall – work order is in for plywood backing. Lisa Baer will be purchasing the plates to attach to the plywood. Notice in newsletter regarding Lego donation request.

Letter to City of Surrey/response –conduct a pedestrian crossing assessment 97 Ave. and 117 B street.

Technology Inquiry Grant – 20 iPad Air arrive week of October 23.

CSL

Interim reports focus on SEL will go home –Thursday, November 2
FG posts opening in the next while.

Awaiting a number of permission forms in some classes.

Parent Information evening planned for **November 7, 5:30 - 6:30 pm**

Indigenous Sport, Physical Activity & Recreation Council (ISPARC).

www.isparc.ca

ISPARC will provide the NCCP certified coach for each camp, and the equipment - at no cost - Royal Heights - Lacrosse

The Host School must provide the location (gym or field) and a couple of champion teachers who want to be involved in this amazing program:

Lise Tilden and Charlie Buhler

The host school's Indigenous youth will take priority - and the remaining spots will be filled with youth from surrounding schools with a maximum of 20 youth participants. The camp will start at 2pm and finish at 4pm

Grade 7 Camp

Tentative dates - May 9-11

Camp Squeah – Hope Charlie Buhler, Monika Stahlstrom

Winter Concert

December 12 an afternoon and evening performance

"I Need a Winter Vacation"

Breakfast Program

We will begin through donations Fire Fighter Program and Lions Club. Our childcare worker, Sarah Williams, will be sending invitation forms to families. We expect to begin by December.

Royal Heights Elementary

Annual Financial Statement as of May 31, 2017

Gaming Account

Expenses	- Art Programs	\$-1363.48
	- Sports/Physical Activity	<u>\$-1127.50</u>
		\$-2490.98 unused funds from \$5000.00 budget

General Account

Revenue	Total as of May 31st	Budget	Over/Short
Fundraising	3940.95	5150.00	-1209.05
GIC interest/bank interest	183.34	150.00	33.34
Lion's Society	35.75	500.00	-464.25
Petty Cash	200.00	<u>200.00</u>	<u>-200.00</u>
		6,000.00	\$-1692.96
 Expenses			
Fundraising	1847.16	2,525.00	-677.84
School Special Events	730.85	900.00	-169.15
Grade 7 Year End	0.00	400.00	-400.00
Teacher's supplies	1050.00	1,050.00	0.00
Field trip funds	1360.00	1,360.00	0.00
Hospitality	0.00	50.00	-50.00
Stationary	0.00	20.00	-20.00
Petty cash	0.00	200.00	-200.00
Lion's Society	35.75	500.00	-464.25
Computers	12,544.00	<u>12,532.00</u>	<u>12.00</u>
		19,537.00	\$-1969.24

Reconciled bank account balances as of May 31/17

General Account: \$1,714.85
 Gaming Account: \$3,245.91
 GIC's: \$5,917.65

Isabel Rodriguez

From: Isabel Rodriguez
Sent: October-11-17 3:31 PM
To: 'transportation@surrey.ca'
Cc: Catherine Hanna
Subject: Traffic Safety - Crosswalk Requirement at Royal Heights Elementary
Attachments: Crosswalk Request for Royal Heights Elementary.pdf

Importance: High

To Whom it May Concern,

Please see attached a letter from our Principal Ms. Catherine Hanna, as well as a Petition for Traffic Calming from our school community requesting a crosswalk at our school.

Please feel free to call us if you have any further questions.

Thank you

Isabel Rodriguez
Head Secretary

Royal Heights Elementary
Courier #077
Tel: 604-581-7622 / Fax: 604-581-5946
Email: Rodriguez_i@surreyschools.ca



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Royal Heights Elementary School

11665 – 97 Avenue, Surrey, B.C. V3V 2B9
Telephone: 604-581-7622 * Fax: 604-581-5946
Web page: [www.surreyschools.ca/royal heights/](http://www.surreyschools.ca/royal%20heights/)
Twitter: @RoyalHeightsBC

October 10th, 2017

City of Surrey
13450 – 104 Avenue
Surrey, BC V3T 1V8

To Whom It May Concern:

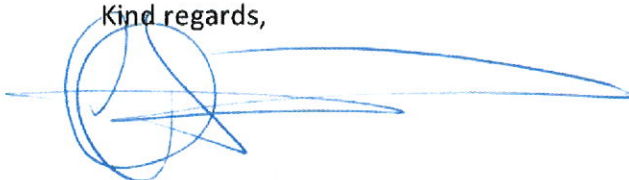
Re: Traffic Safety & Crosswalk Requirement at Royal Heights Elementary

As the Principal of Royal Heights Elementary I am writing to request a crosswalk on 97th Ave and 117 B Ave. Currently this is a very unsafe area for our students. There are speed bumps on 116th Street and the traffic currently seems to divert to 117 B Street as a short cut to avoid the speed bumps. The cars are often travelling at high speeds. Many of our students walk to school and they are crossing this road without the aid of a crosswalk.

I have been approached by a number of concerned parents. I am asking the City of Surrey to support our need for greater traffic safety at the crossroad of our school to ensure that our students can arrive to school safely.

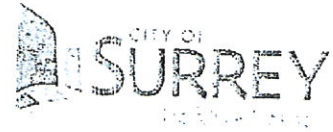
If I can provide further information please let me know. I look forward to hearing from someone soon.

Kind regards,



Ms. Catherine Hanna
Principal
Royal Heights Elementary
(604) 581-7622

Date Submitted: July 19 2017



City of Surrey - Engineering Department
Transportation Planning Section
13450 104 Avenue
Surrey, BC V3T 1V6
Tel: 604-591-4580 Fax: 604-591-0393
E-mail: transportation@surrey.ca

Petition for Traffic Calming - Local Road

Section of Street of Concern (e.g. 77 Ave (164-168 St)):

117 B St - (97A - 96 Ave) crosswalk on 97 Ave

Description of Concern:

vehicles speeding on 117 B St, short cutting
due to bumps on 116 St. For the safety of
the pedestrians and crosswalk on 97 Ave and
117 B Street is very crucial similar to the
west side of the school on 116 Street and 97
Ave

Petitioner Organization Information:

Name: SEEMA KRANGURA

Daytime Telephone #: 604-551-7534

E-Mail: seema.krangura@gmail.com

Address: 7534 117 B STREET

We, the undersigned, as residents hereby request the evaluation of the traffic calming request listed on the back page of this petition. One signature per household.

Name (please print)	Address	Signature	Phone Number
SODHI KHANDURA	2030 - 12th St	[Signature]	604-551-7634
HARKAMAL SINGH THANDI	8130 - 12th St	[Signature]	604-607-5219
PRADIP MOH	1215 Cedar St	[Signature]	604 725-7573
Cliff White	11779 - 56th St	[Signature]	604 862-0384
George Song	11778 - 56th St	[Signature]	604 210 5257
SANJAY SINGH	11886 - 56th St	[Signature]	778-263-4097
John David	1176 - 12th St	[Signature]	778 636 7512
JAGDISH KATANA	815 - 12th St	[Signature]	604 951 3119
KIRANDEEP SINGH	8130 - 12th St	[Signature]	604-513-9730
AL Mulla	1122 - 12th St	[Signature]	604 728 1579
BARBER S KILL	913 - 12th St	[Signature]	604-552-0375
Gurpreet Singh	1122 - 12th St	[Signature]	604-440-2602
Indeep Singh	1122 - 12th St	[Signature]	604-932-4575
Chander	1122 - 12th St	[Signature]	604-589-9252
CP Dr. Tri & Son	1122 - 12th St	[Signature]	604 916 9688
BINDRA SINGH	913 - 12th St	[Signature]	604 723 4657
Sudhakar Singh	1122 - 12th St	[Signature]	604-761-9594

Isabel Rodriguez

From: Chan, Marcus <Marcus.Chan@surrey.ca>
Sent: October-13-17 8:58 AM
To: Isabel Rodriguez
Subject: RE: Crosswalk at 97 Ave and 117B St and Traffic Calming on 117B St (97A Ave to 96 Ave)
Attachments: Guide to Traffic Calming - July 2017.pdf

Dear Ms. Catherine Hanna:

Thank you for your email regarding crosswalks at the intersection 97 Ave and 117B St, and traffic calming on 117B St. We understand the community's concerns for student safety and will work our best to improve road safety in this neighbourhood.

Our staff will be conducting a pedestrian crossing assessment at 97 Ave and 117B St. This may take several weeks or longer as it will require the collection of a variety of data, including daily traffic volumes, daily pedestrian volumes, sightline distances, roadway measurements, and etc. With this information, we can determine the best course of action to provide the necessary pedestrian crossing treatment.

The City has recently evaluated 117B St for our Traffic Calming program in July, and the roadway did not meet the vehicle speeds requirement to warrant for traffic calming. However, we will review the traffic speeds on 117B St again via a radar study, since traffic in October should be more representative of the daily conditions that students, parents and teachers encounter during the school year. This study will also take a few weeks to complete.

Once the aforementioned studies are completed, we will be in contact with the school to discuss our results. I have attached a brochure with information on the City's Traffic Calming program that the school can share with parents and students. In the meantime, feel free to contact me if you have any other question.

Sincerely,

Marcus Chan, EIT | Engineering Assistant

CITY OF SURREY

Engineering Department – Traffic Operation
13450 104th Ave, Surrey, BC, Canada V3T 1V8
T 604.591.4800 www.surrey.ca

The City of Surrey's Guide to Neighbourhood Traffic Calming

This guide describes the City of Surrey's approach to determining the need for neighbourhood traffic calming, as well as funding and implementation policies.

Introduction to Neighbourhood Traffic Calming

Traffic calming involves a toolkit of different methods and measures primarily intended to influence and manage traffic speeds. It is a traffic management strategy that combines traffic law enforcement, driver education and training, and engineered devices. These traffic calming elements are promoted individually or collectively to achieve safe driving speeds on local streets. Traffic calming measures are designed to allow vehicles to travel at appropriate speeds, usually 50 km/h.

The City of Surrey's road network is organized in a hierarchical system according to its intended functions. Each class of road serves unique functions to facilitate efficient traffic flow within the City's transportation network:

- *Highways and arterial roads* are intended primarily for through and intra-regional traffic and are responsible for carrying some of the higher traffic flows within the City.
- *Collector roads* allow circulation within town centres and large neighbourhood communities, and collect and disperse traffic between local and arterial roads.
- *Local roads* provide traffic flow within smaller neighbourhood communities and provide access to local properties.

Traffic calming is not permitted on arterial and collector roads in Surrey. Therefore, the City's traffic calming program only applies to local roads with the exception of collector roads fronting elementary schools. Here are a few key reasons why traffic calming is not considered on arterial or collector roads:

- *Delay in emergency services response times:* Arterial and collector roads are important routes for emergency services. Every measure increases emergency services' response time and makes it difficult to achieve the response times required of them.
- *Impact on transit services:* Transit vehicles may travel on the same route many times a day. If a transit route has been traffic-calmed using vertical deflection devices, continually traversing these measures will cause increased wear to the transit vehicles and discomfort to the driver on a recurring basis. Also, passengers may feel discomfort and have an increased risk of falling.
- *Increase in shortcutting vehicles:* The inconvenience and discomfort of the traffic calming features on arterial and collector roads may encourage drivers to use alternatives and displace traffic to neighbouring local roads.
- *Reduced road capacity:* Vehicles must slow to 30 to 35 km/h for traffic calming measures which significantly reduces the volume of cars that can travel along the road during a given time period. This would be very problematic for higher volume collector roads.

Types of Traffic Calming Measures

There are two types of engineering traffic calming devices that alter driving patterns and drivers' behaviour on neighbourhood streets. Devices that provide vertical deflection are typically more successful at reducing speeds, whereas devices that provide horizontal deflection tend to have additional benefits such as improved pedestrian safety and crossing ability, clearly delineating parking bays, and opportunities for enhanced landscaping and aesthetic appeal.

Vertical Deflection

Speed Hump	A rounded raised area of a road, which is intended to slow traffic. Most motorists slow to about 30-35 km/h to traverse a speed hump.
Speed Table	A flattened raised area of a road, which is intended to slow traffic. Speed tables are larger than speed humps and have a flat top. They have the same effect on small vehicle traffic as speed humps, but have less impact on large vehicles such as fire trucks and buses.
Raised Crosswalk	A speed table which is placed at a pedestrian crossing location and marked as a crosswalk. In addition to reducing vehicle speeds, it provides a more visible crossing for pedestrians.
Raised Intersection	An intersection, including crosswalks, which has been raised above the surrounding road elevation, and is intended to slow traffic.

Horizontal Deflection

Traffic Circle	A raised island located in the centre of an intersection, which requires vehicles to travel through the intersection in a counter-clockwise direction around the island. Vehicles from all approaches must yield to traffic circling the raised island.
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Examples of Traffic Calming Devices



Speed Hump



Raised Crosswalk



Speed Table



Raised Intersection



Traffic Circle

Traffic Calming Evaluation Process

If you are experiencing problems with traffic speed on your lane, school zone or local residential road, you can request an evaluation by contacting the City's Traffic Calming group.

Lanes

To initiate an evaluation for speed humps in a lane, a petition showing the location of the lane, names, addresses, and signatures of at least two thirds (67%) of the properties that abut the lane must be forwarded to the City. The name, address and contact information of the petition organizer are also necessary so that City staff may follow up with you on your request. This petition process is necessary because the City needs to be confident that there is adequate neighbourhood support for the initiative.

After a brief evaluation of the lane, the City will then begin the design process, allocate funding for the project and engage a contractor to install the traffic calming measures, including signage and pavement markings. The City will fund 100% of the traffic calming installation and will manage all aspects of the project. Construction usually takes place 6 to 12 months after the petition is received, and is subject to weather, complexity of the construction, number of other projects, priority among other projects and funding availability.

School Zones

To initiate an evaluation for traffic calming within a 30 km/h elementary school zone on either a local or collector road, the City requires a letter from the school requesting traffic calming. A petition is not necessary.

The City will then review the site and begin the design process, allocate funding for the project and engage a contractor to install the traffic calming measures, including signage and pavement markings. The City will fund 100% of the traffic calming installation and will manage all aspects of the project. Construction usually takes place 12 to 18 months after the request is received, and is subject to weather, complexity of the construction, number of other projects, coordination with other projects in the area, and funding availability.

Local Roads

1. Organize a Petition

To initiate an evaluation for a local road, a petition showing the names, addresses and signatures of at least 10 separate households on the street of concern must be forwarded to the City.

The petition must include the location, the nature of the problem, the time of the day when problems are most significant, as well as any suspected contributing factors, such as congestion at nearby major intersections. The name, address and contact information of the petition organizer are also necessary so a City staff member can follow up on your request for traffic calming. The petition process is required, as the City needs to be confident that there is some neighbourhood support for the initiative.

Please note that highways, arterial roads and collector roads aren't eligible for traffic calming except for collector roads fronting elementary schools. Additionally, roads that are steeper than 6% grade are not eligible for traffic calming due to risk of vehicles losing control in wet and icy conditions.

The City's traffic calming program is intended to address long-term speeding issues. Therefore, traffic calming is not implemented where there is ongoing construction and changing traffic patterns. Please contact the City to request the initiation of the evaluation process if traffic concerns persist once traffic patterns have had the opportunity to stabilize.

Local Roads, Continued

2. Review of a Location

Our traffic calming program successfully addresses chronic, long-term situations where overall vehicle speeds are the highest. In order to warrant traffic calming on local roads, the following criterion is required to be met:

- The 85th percentile speed of daily traffic is 10 km/h higher than the posted speed limit (typically 50 km/h). The 85th percentile speed is the speed at which 85 percent of the traffic is travelling at or below.

Based on previous reviews of other local roads, experience has shown that the City is often unable to support the introduction of traffic calming because the above criteria have not been met. Streets that may not qualify for traffic calming often have one or more of the following features:

- Significant usage of on-street parking
- Narrow pavement widths
- Curves
- Roads less than 2 blocks long (including cul-de-sacs or crescent roads)

Prior to gathering signatures for a petition, please take these factors into consideration to help you determine the likelihood of your roadway meeting the warrants of a traffic study. Should you still decide to submit a petition, the City will conduct a traffic study to determine if traffic calming is warranted.

During the review process, City staff will survey traffic conditions in the neighbourhood and collect the necessary traffic data via a radar study in the morning and afternoon peak periods on a weekday that features typical weather and traffic patterns. Should the recorded speeds be close to the qualifying criteria, the City will undertake a more detailed review through a week-long traffic study. Typically, it takes two to four weeks for the City to complete the initial review and contact the petitioner. On completion of the review, the petition organizer will be contacted outlining the result and advised on the next steps.

If the above criteria for traffic calming are met, the applicable street or neighbourhood will be placed on a prioritized list for the development and funding of a traffic calming plan.

3. Develop a Plan

City staff will develop a cost-effective traffic calming plan for the street(s) to target neighbourhood concerns. This plan will include passive devices such as signage, and physical devices including vertical and/or horizontal deflection measures. This plan will form the basis of future consultation.

4. Seek Neighbourhood Input

The proposed traffic calming plan will be made available to the neighbourhood to allow each household in the affected area the opportunity to indicate support or opposition to the plan. Typically, the affected area includes the households that may have to travel through the potentially traffic calmed area on a daily basis. Generally, three weeks will be provided for responses to be submitted to the City. Staff will be able to answer any questions or concerns.

The City will consider implementation of the proposed traffic calming plan if at least 40% of the affected households respond to the survey for traffic calming, and at least 67% or more of those responding are in favour. This approach helps determine the majority opinion of the neighbourhood. If a household does not respond within the timeframe specified by the City, it is assumed that the household will accept the choice made by their neighbours.

Local Roads, Continued

5. Design, Funding and Construction

If there is sufficient support for the traffic calming plan, the City will then arrange for any detailed design work to be undertaken, allocate funding for the project and engage a contractor to install the traffic calming devices, including signage, pavement markings, and landscaping. The City will fund 100% of the traffic calming installation and will manage all aspects of the project. The schedule for this process varies, but usually takes place approximately 6 to 12 months after the completion of the neighbourhood survey, subject to weather, complexity of the construction, coordination with other projects in the area, number of other projects, priority among other projects, and funding availability.

Other Resources for Neighbourhood Traffic Concerns

Traffic calming is not always the most effective approach to some traffic problems. For instance, driver training and enforcement of traffic laws may better address behaviours such as dangerous driving by inexperienced or reckless motorists. Fear of penalties can be a potent deterrent and there are other resources available to deter traffic issues in neighbourhoods where traffic calming warrants are not met.

Neighbourhood Speed Watch Program

Speed Watch is a partnership involving volunteer citizens, the RCMP and ICBC, which is designed to help reduce speed-related crashes by raising awareness of the speeds drivers are travelling at.

Volunteers use portable radar equipment and electronic digital boards to monitor speeds in neighbourhoods, especially school and playground zones. Drivers are shown their speeds on the reader board as they pass by. Experience has shown that more than 70% of drivers who are travelling at 10 km/h over the limit slow down when they see their speed on a reader board.

Speed Watch helps address traffic and speeding problems through:

- Creating public awareness about road safety
- Community action to address speed-related problems
- Collection of speed-related data
- Assisting police to determine speed problem locations

Please contact your local RCMP community policing (district) office for more information about the Speed Watch Program in Surrey (see next page).



Enforcement

Broader respect and understanding of the traffic laws is a fundamental means of reducing speeds. Fear of penalties can be a potent deterrent and the RCMP has the responsibility to enforce the traffic laws and speed limits. It is unrealistic to have enforcement everywhere and all of the time, and the RCMP therefore concentrates its resources at locations where it is known that there are high numbers of collisions. The RCMP does not undertake enforcement as a means of revenue collection. To ensure drivers know what a speed limit is and understand why it is there, the City has a responsibility to ensure speed limits are reasonable and consistently applied.

RCMP district offices are:

District 1: Whalley / City Centre	10270 King George Boulevard	604-502-6390
District 2: Fleetwood / Guildford	10395 148 Street	604-502-6500
District 3: Newton	7235 137 Street	604-502-6233
District 4: Cloverdale / Port Kells	5732 176A Street	604-502-6266
District 5: South Surrey	#100—1815 152 Street	604-599-7810

Contact Us

Website: www.surrey.ca/request (Submit a Traffic Calming Service Request)
Phone: 604-591-4338
Fax: 604-591-8693
E-mail: TrafficCalming@surrey.ca
Mail: Transportation Planning Section
City of Surrey—Engineering Department
13450 104 Avenue, Surrey B.C., V3T 1V8

For requests or questions regarding crosswalks, parking restrictions, speed limits, signage, stop signs, streetlights, traffic signals, or volume data, please submit a Service Request at www.surrey.ca/request or call 604-591-4225.

For complaints regarding illegal parking of trucks or trucks detouring from the designated truck route network, please contact the City's By-Law Enforcement section at 604-591-4370 or bylawcomplaint@surrey.ca. Note that trucks are permitted to detour from their designated route when it is necessary for the delivery of goods, or other commercial purposes, by using the shortest route to their destinations from a truck route.

For complaints regarding damage to landscaping in medians or traffic circles please contact the City's Parks, Recreation & Culture Department at parksrecculture@surrey.ca.