



**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]  
MARCH 10, 2021  
6:00 PM  
VIRTUAL**

**CALL TO ORDER**

**1. ADOPTION OF AGENDA**

**2. MINUTES**

- a. January 13, 2021 Regular Committee Meeting Minutes

**3. BUSINESS ITEMS**

- a. Update: CRSAC 2021 Work Plan Presentation to Council – Johnson
- b. Crosswalk Standards and Practices Presentation – Hussey
- c. Speed Limit Reduction Presentation – Hussey
- d. CRSAC Terms of Reference Review – Wolanski

**4. DELEGATIONS**

**5. INFORMATION ITEMS**

**6. CLOSED SESSION**

**ADJOURNMENT**



**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]  
MARCH 10, 2021**

**REQUEST FOR DECISION**

**ITEM DESCRIPTION:**

1. ADOPTION OF AGENDA

**PROPOSED MOTION:**

That the agenda be approved as presented.

**BACKGROUND/ANALYSIS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a



**ITEM DESCRIPTION:**

**2. MINUTES**

- a. Regular Committee Meeting Minutes of January 13, 2021**

**PROPOSED MOTION:**

That the minutes of the January 31, 2021 Regular Committee Meeting be approved as presented.

**BACKGROUND/ANALYSIS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

Regular Committee Meeting Minutes of January 13, 2021



## COMMUNITY ROAD SAFETY ADVISORY COMMITTEE

Minutes of the Regular Meeting  
held January 13, 2021  
Virtual

### Committee Members Present:

Councillor Michelle Gruhlke  
Councillor Erin Stevenson  
Melissa Johnson - Chair  
Ken Mark – Vice Chair  
Lorne Corbett  
Nadia Geschke  
Amber Prue

### Committee Members Absent:

Denise Walker

### Also In Attendance:

David Wolanski, General Manager, Community & Protective Services  
Robert Kosterman, Fire Chief  
Mark Hussey, Director, Engineering  
Celeste Kremzar, Recording Secretary

### CALL TO ORDER

Chairperson Johnson called the meeting to order at 6:02 pm

#### 1. ADOPTION OF AGENDA

No amendments, additions or deletions were made to the agenda.

2021-01 Moved by Ken Mark that the agenda be adopted as presented.

Unanimously Carried

#### 2. MINUTES

a. December 9, 2020 Regular Committee Meeting Minutes

2021-02 Moved by Nadia Geschke to adopt the Regular Committee Meeting minutes of December 9, 2020 as presented.



Unanimously Carried

**3. BUSINESS ITEMS**

a. Community Road Safety Advisory Committee 2021 Draft Work Plan

2021-03 Moved by Nadia Geschke that the Community Road Safety Advisory Committee 2021 Draft Work Plan be accepted as presented.

Unanimously Carried

2021-04 Moved by Nadia Geschke that the approved Community Road Safety Advisory Committee 2021 Draft Work Plan be presented to Council for review.

Unanimously Carried

b. Automated Traffic Enforcement Presentation

2021-05 Moved by Ken Mark that the Automated Traffic Enforcement Presentation be received as information.

Unanimously Carried

c. School and Playground Zones/Areas Presentation

2021-06 Moved by Lorne Corbett that the School and Playground Zones/Areas Presentation be received as information.

Unanimously Carried

**4. DELEGATIONS**

No Delegations came before the Community Road Safety Advisory Committee

**5. INFORMATION ITEMS**

There were no Information Items on the agenda.

**6. CLOSED SESSION**

Community Road Safety Advisory Committee did not go into Closed Session.



## ADJOURNMENT

2021-07 Moved by Ken Mark to adjourn the meeting at 8:03 pm

Unanimously Carried

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CHAIRPERSON – MELISSA JOHNSON

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RECORDING SECRETARY



**ITEM DESCRIPTION:**

**3. BUSINESS ITEMS**

- a. Update: CRSAC 2021 Work Plan Presentation to Council**

**PROPOSED MOTION:**

That the Update from the Presentation to Council on the Committee's 2021 Work Plan be accepted as presented.

**BACKGROUND/ANALYSIS:**

Chair of the Community Road Safety Advisory Committee, Melissa Johnson, presented the Committee's 2021 Work Plan to Council on February 8, 2021.

The presentation also included an overview of the Committee's work to-date.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a



**ITEM DESCRIPTION:**

**3. BUSINESS ITEMS**

**b. Crosswalk Standards and Practices Presentation**

**PROPOSED MOTION:**

That the Crosswalk Standards and Practices Presentation be received as information.

**BACKGROUND/ANALYSIS:**

This presentation will provide further knowledge and understanding of crosswalk standards and practices utilized within the City.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a





**ITEM DESCRIPTION:**

**3. BUSINESS ITEMS**

**c. Speed Limit Reduction Presentation**

**PROPOSED MOTION:**

That the Speed Limit Reduction Presentation be received as information.

**BACKGROUND/ANALYSIS:**

This presentation will provide further knowledge and understanding of the speed limits within the City.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

Speed Limit Reduction Presentation



**CRSAC**

**March 2021**

# Speed Limit Reduction

- Start the process of what the City wants to reduce.
- This could take time
- Review of our Transportation system
  - What could changing the speed limits affect



# Speed Limit Reduction

- Other municipalities that have adopted a reduced Speed Limit:
  - Residential road speeds,
    - Edmonton (40 km/h);
    - St. Albert (40km/h);
    - Beaumont (40 km/h);
    - Airdrie (30 km/h); and
    - Calgary (40km)
- Safety was the key aspect in the reviews and adoption.



# Speed Limit Reduction

- Why do we want to reduce speed limits:
  - What is our municipalities philosophy for setting speed limits?
  - What are triggers at which point your municipality reviews posted speeds?
    - Safety – collision data, complaints?
  - What roads are we looking at: Arterials; Collectors, Locals.



# Speed Limit Reduction

- Would require an in depth report by a Transportation Engineering Firm to review all aspects in the City of Spruce Grove.
- Direct Impacts:
  - Enforcement;
  - Drive time increase;
  - Transit Routes;
  - Updates on signs, bylaws, policies;
  - Cost replacing signs and adding community entrance signs.

# Questions



**ITEM DESCRIPTION:**

**3. BUSINESS ITEMS**

**d. CRSAC Terms of Reference Review**

**PROPOSED MOTION:**

That the Community Road Safety Advisory Committee Terms of Reference Review be received as information.

**BACKGROUND/ANALYSIS:**

The Committee felt strongly that since the terms of reference was (and needed to be) developed prior to the formation of the committee, further discussion and review of the terms of reference is needed.

Questions such as definitions around "road safety" and whether that is appropriate given extension to trails as an example or even "vehicular" may in some cases be too broad and in other cases not specific enough.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

C-1098-19 Community Road Safety Advisory Committee Bylaw



**THE CITY OF SPRUCE GROVE**

**BYLAW C-1098-19**

**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE**

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26 and amendments thereto, a municipality may pass bylaws in relation to the establishment and functions of council committees, and to the procedures to be followed by council committees;

AND WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26 and amendments thereto, a council committee may consist of a combination of councillors and other persons;

AND WHEREAS, the City of Spruce Grove wishes to establish a council committee to advise Council on issues relating to road safety in the community and to prescribe a mandate, terms of reference, composition, and procedural rules for the Committee;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled hereby enacts as follows:

**1. BYLAW TITLE**

1.1 This bylaw is called "Community Road Safety Advisory Committee Bylaw".

**2. DEFINITIONS**

2.1 "Act" means the *Municipal Government Act*, RSA 2000 cM-26 and amendments thereto.

2.2 "Administration" means the administrative and operational arm of the City, comprised of the various departments and business units including all employees who operate under the leadership and supervision of the City Manager.

2.3 "Administrative Liaison" means the member of Administration appointed to the Committee by the City Manager.

2.4 "Automated Traffic Enforcement" means the use of intersection safety cameras, laser and photo radar to manage traffic enforcement.

2.5 "Chair" means the Committee member who provides leadership and direction to the Committee.

- 2.6 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.7 “City Manager” means the administrative head of the City.
- 2.8 “Committee” means the Community Road Safety Advisory Committee.
- 2.9 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, RSA 2000 cL-21.
- 2.10 “Councillor” means an elected member of Council, including the mayor.
- 2.11 “Ex-officio” means membership by virtue of one’s office. Ex-officio members do not form part of the quorum.
- 2.12 “Public Member” means an individual appointed to the Committee.
- 2.13 “Vice Chair” means the individual elected annually to fulfill the Chairs duties in the absence of the Chair.

### **3. ESTABLISHMENT, MANDATE AND TERMS OF REFERENCE**

- 3.1 A council committee is hereby established and will be referred to as the Community Road Safety Advisory Committee.
- 3.2 The mandate of the Community Road Safety Advisory Committee is to provide advice and recommendations to Council for all methods of transportation, including pedestrian, cyclist, and vehicular traffic, including but not limited to Automated Traffic Enforcement.
- 3.3 In order to fulfill its mandate, the Committee may:
  - a) identify and engage stakeholder groups and seek their input into the Committee’s work;
  - b) conduct research and prepare reports on opportunities for community education related to road safety;
  - c) work with Administration to develop and maintain a dialogue about matters of concern and opportunities related to road safety;
  - d) assist Council and Administration to develop strategies, programs, and policies to improve road safety and efficiency.

#### 4. **MEMBERSHIP**

- 4.1 The Committee will be comprised of:
  - a) no less than five (5) and up to seven (7) Public Members;
  - b) one member of Council; and
  - c) one Alternate member of Council.
- 4.2 Public Members must be residents of Spruce Grove.
- 4.3 Public Members must not be current employees of the City and must not have been employed by the City for a minimum of 12 months prior to applying for a Public Member position.
- 4.4 Public Members are voting members.
- 4.5 Councillors appointed to the Committee are non-voting members.
- 4.6 When making appointments to the Committee, Council will consider individuals that have a demonstrated interest and commitment to road safety representing cross-sections of the community.
- 4.7 If a vacancy occurs before the expiration of a term, the Public Member appointed to fill the vacancy will hold office for the remainder of that term.
- 4.8 The Mayor is an Ex-officio member of the Committee and is a non-voting member.
- 4.9 Council will appoint Public Members for a three year term on rotating basis where possible so as not to have all Public Members depart the Committee at the same time.
- 4.10 Public Members can serve a maximum of two (2) consecutive terms not exceeding six (6) years, but Council may choose to increase the number of terms in extraordinary circumstances.
- 4.11 A Public Member's appointment is terminated if the Public Member misses three (3) consecutive meetings without the consent of the Committee.
- 4.12 Council may, for any reason, remove a Public Member by resolution.
- 4.13 The Committee will annually elect a Chair and Vice-chair from its voting members which must be on a rotating basis.

4.14 The Chair will preside at all Committee meetings and decide all points of order that may arise. If the Chair is unable to perform the Chair's duties, the Vice-Chair will perform those duties.

4.15 Public Members of the Committee will receive no remuneration.

## **5. PROCEDURES**

5.1 Committee members are required to agree and maintain confidentiality and comply with all applicable City bylaws, policies and procedures.

5.2 The Committee will:

- a) establish an annual meeting schedule that specifies the date, time, and place of all regular Committee meetings;
- b) provide the annual meeting schedule to the City Clerk's Office to be posted on the City's website;

5.3 No additional notice of regularly scheduled meetings is required.

5.4 The Chair may call a special meeting by giving at least 24 hours' notice to:

- a) members of the Committee by email; and
- b) the public by posting a notice on the City's website.

5.5 The Committee may vote to change the date, time, or place of a scheduled meeting, or schedule an additional meeting as long as the Committee provides at least 24 hours' notice of the change to the Committee members by email and to the public by notice on the City's website.

5.6 A majority of the voting members will constitute a quorum at a Committee meeting.

5.7 The Committee will follow the meeting procedures set out in the City's Council Procedure Bylaw.

5.8 Committee meetings will be held in public unless the meeting is closed for reasons permitted by the Act.

5.9 The Committee may form sub-committees from among its members to assist in carrying out its objectives and responsibilities under this bylaw.

- 5.10 Sub-committees established by the Committee will report to the Committee in a manner determined by the Committee.
- 5.11 The Committee may invite subject matter experts to attend any meeting of the Committee on an as needed basis.

**6. ANNUAL WORK PLAN AND REPORTING**

- 6.1 The Committee will develop an annual work plan that identifies key priorities and goals based on its mandate and this bylaw.
- 6.2 The Committee may provide reports which include recommendations on matters related to the Committee's mandate and annual work plan to Council, as appropriate.
- 6.3 At least once per year, the Committee will report to Council on the following:
  - a) review of its work plan;
  - b) update on progress and initiatives; and
  - c) any information and recommendations on issues or opportunities within its mandate.

**7. ADMINISTRATIVE LIAISON'S ROLE**

- 7.1 The City Manager, or designate, will appoint an Administrative Liaison to the Committee.
- 7.2 The Administrative Liaison is not a member of the Committee and cannot vote on any matter before the Committee.
- 7.3 The Administrative Liaison will provide administrative support, advice and guidance to the Committee.

**8. EFFECTIVE DATE**

- 8.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 09 December 2019

Second Reading Carried 09 December 2019

Third Reading Carried 13 January 2020

Date Signed 17 January 2020

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Mayor

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City Clerk

UNCERTIFIED COPY