CALL TO ORDER

1. ADOPTION OF AGENDA

2. MINUTES
   a. September 8, 2021 Regular Committee Meeting Minutes

3. DELEGATIONS

4. ADMINISTRATIVE UPDATES
   a. Communications Update – Wolanski
   b. City of Spruce Grove COVID-19 Vaccination Policy – Wolanski

5. BUSINESS ITEMS
   a. Update: CRSAC Recommendations to Council Presentation – Johnson
   b. Westwind Development: Century Road Access – Hussey

6. INFORMATION ITEMS
   a. Community Road Safety Advisory Committee 2022 Work Plan

7. CLOSED SESSION

ADJOURNMENT
# COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]

**NOVEMBER 17, 2021**

## REQUEST FOR DECISION

<table>
<thead>
<tr>
<th>ITEM DESCRIPTION:</th>
<th>1. <strong>ADOPTION OF AGENDA</strong></th>
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**PROPOSED MOTION:**

That the agenda be approved as presented.

**BACKGROUND/ANALYSIS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a
**ITEM DESCRIPTION:**

<table>
<thead>
<tr>
<th>2. MINUTES</th>
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a. Regular Committee Meeting Minutes of September 8, 2021 |

**PROPOSED MOTION:**

That the minutes of the September 8, 2021 Regular Committee Meeting be approved as presented.

**BACKGROUND/ANALYSIS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

Regular Committee Meeting Minutes of September 8, 2021
Minutes of the Regular Meeting
held September 8, 2021
City Hall

Committee Members Present:
Councillor Michelle Gruhlke
Councillor Erin Stevenson
Melissa Johnson - Chair
Ken Mark – Vice Chair
Lorne Corbett
Nadia Geschke
Denise Walker

Also In Attendance:
David Wolanski, General Manager, Community & Protective Services
Robert Kosterman, Fire Chief
Celeste Kremzar, Recording Secretary

CALL TO ORDER
Chairperson Johnson called the meeting to order at 6:01 pm.

1. ADOPTION OF AGENDA
No amendments, additions or deletions were made to the agenda.

2021-30 Moved by Denise Walker that the agenda be adopted as presented.

Unanimously Carried

2. MINUTES

a. July 14, 2021 Regular Committee Meeting Minutes

2021-31 Moved by Lorne Corbett to adopt the Regular Committee Meeting minutes of July 14, 2021 as presented.

Unanimously Carried
3. DELEGATIONS
   a. RCMP Presentation

   Constable Mike Williams came before the Committee to discuss RCMP roles
   in traffic safety and the partnership with the City of Spruce Grove.

   2021-32 Moved by Denise Walker that the RCMP Presentation be received as
   information.
   Unanimously Carried

4. ADMINISTRATIVE UPDATES

   There were no Administrative Updates on the agenda.

5. BUSINESS ITEMS
   a. Community Officer Traffic Pilot Program

   2021-33 Moved by Nadia Geschke that the Community Road Safety Advisory
   Committee support the formal creation and maintenance of a Community
   Peace Officer Traffic Division within Enforcement Services.
   Unanimously Carried

   b. Traffic Light Signal Change for Protected Only Left Turn Signals

   2021-34 Moved by Nadia Geschke that the Community Road Safety Advisory
   Committee support the implementation of a protected-only left turn traffic
   signal light phasing at the intersection of Highway 16A and Campsite Road /
   Jennifer Heil Way and that Administration consider additional intersections
   throughout the City.
   Unanimously Carried
c. Community Road Safety Advisory Committee Recommendations to City Council

1. That the amended terms of reference for the Committee be approved by Council.
2. The Committee strongly supports administration’s business case for the detailed study of speed limits in the City of Spruce Grove that is being presented to Council as part of the Corporate Plan.
3. The formal creation and maintenance of a Community Peace Officer Traffic Division within Enforcement Services be approved by Council.
4. That Council approves the implementation of a protected-only left turn traffic signal light phasing at the intersection of Highway 16A and Campsite Road / Jennifer Heil Way.

Recommendations amended to:

1. That the amended terms of reference for the Committee be approved by Council.
2. The Committee strongly supports administration’s business case for the detailed study of speed limits in the City of Spruce Grove that is being presented to Council as part of the Corporate Plan.
3. The Committee strongly supports administration’s business case for the formal creation and maintenance of a Community Peace Officer Traffic Division within Enforcement Services that is being presented to Council as part of the Corporate Plan.

2021-35 Moved by Lorne Corbett that the Community Road Safety Advisory Committee Recommendations to City Council be approved as amended to present at a future Council Meeting.

Unanimously Carried

6. INFORMATION ITEMS

There were no Information Items on the agenda.

7. CLOSED SESSION

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

2021-36  Moved by Lorne Corbett to adjourn the meeting at 8:08 pm.

Unanimously Carried

CHAIRPERSON – MELISSA JOHNSON

RECORDING SECRETARY
ITEM DESCRIPTION:

4. ADMINISTRATIVE UPDATES

a. Communications Update

PROPOSED MOTION:

No motion proposed.

BACKGROUND/ANALYSIS:

The Committee inquired about support being provided by the City’s Communications department. The Administrative Liaison will provide a verbal update to the Committee.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

n/a
ITEM DESCRIPTION:

4. **ADMINISTRATIVE UPDATES**

   b. City of Spruce Grove COVID-19 Vaccination Policy

PROPOSED MOTION:

No motion proposed.

BACKGROUND/ANALYSIS:

The Administrative Liaison will provide a verbal update to the Committee.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

n/a
ITEM DESCRIPTION:

5. BUSINESS ITEMS

   a. Update CRSAC Recommendations to City Council

PROPOSED MOTION:

No motion proposed.

BACKGROUND/ANALYSIS:

Chair of the Community Road Safety Advisory Committee, Melissa Johnson, presented the Committee’s Recommendations to Council on September 27, 2021. She will provide an update to the Committee.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

n/a
### ITEM DESCRIPTION:

5. **BUSINESS ITEMS**

b. Westwind Development: Century Road Access

### PROPOSED MOTION:

No motion proposed.

### BACKGROUND/ANALYSIS:

Committee member, Denise Walker, inquired about the design of the merge lane at Westwind Drive onto Century Road north as well as the collision statistics in this area.

The City’s Director of Engineering will provide information regarding the design of the area and how it was determined.

Number of collisions can be accessed using the City’s [interactive map](#). Details regarding collisions reside with the RCMP.

### FINANCIAL IMPLICATIONS:

n/a

### ATTACHMENTS:

Westwind Development Century Road Access Presentation
Westwind Development
Access off of Century Road

Community Road Safety Advisory Committee

November 17, 2021
Introduction

RI Access from Century Road
Work began in 2015 to develop this site.

As with all site’s, access for commercial retailers is key to the success of the retailer and the developer.

As the site to the south was also being looked at by the same tenant, the success of this site would determine if the second site would go ahead or not.

This site has some challenges.
Challenges:

- Access located on a main arterial road with Spruce Grove.

- Collector Road to the south (Westwind Drive) is located only a short distance from any potential access.

- The exit to access Highway 16 is located only a short distance to the north. The City limits are located roughly 166m north of Westwind Drive, leaving limited space for an access within City limits.

- Westwind Drive was built with a median so access to any development would have to be made at Kenton Way, limiting the success of any development.

- Acceleration lane off of Westwind Drive heading north is in close proximity to any additional access into the site.
Challenges:
Process

- Developer needs to show that any access they are planning is safe.

- They need to follow the recommendations of the TAC, which provides guidelines for all Canadian municipalities.

- The Developer uses an engineering consultant and the City uses a different engineering transportation consultant for verification. We work to ensure the best possible solution is developed and we stay within all required guidelines.

- Various access points were provided by the developer. Modelling to show traffic flow and patterns was completed by the developer and presented to the City.

- The final access was accepted as it was shown by the developer’s consultant that it falls within the guidelines of TAC and was operating in a safe manner.
Going Forward

- The City’s stance is to continue monitoring the access over the years to ensure it operates safely.

- Engineering received 3 - 4 complaints during the first year the access was open and we installed traffic monitoring to understand the flow of traffic.

- The City has asked additional signage be installed at the site to help control traffic and the developer has complied.

- The original access was re-designed as well to ensure additional safety at the location and was completed by the developer.

- Since that time engineering has received approximately 1 - 2 complaints a year, and we continue to monitor.
Questions
6. INFORMATION ITEMS

a. Community Road Safety Advisory Committee 2022 Work Plan

PROPOSED MOTION:

No motion proposed.

BACKGROUND/ANALYSIS:

In accordance with the Community Road Safety Advisory Committee Bylaw C-1098-19, the Committee is required to develop an annual work plan that identifies key priorities and goals based on its mandate and this bylaw.

The Committee may provide reports which include recommendations on matters related to the Committee’s mandate and annual work plan to Council, as appropriate.

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.

At the Committee’s meeting in January 2022, the current work plan will be reviewed and updated, and the 2022 Work Plan will be established.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

Community Road Safety Advisory Committee 2021 Work Plan
Awareness and Understanding

As the Community Road Safety Advisory Committee (CRSAC) is new to the City it will be important for Committee members to spend a significant portion of their work in the first part of the year gaining an understanding of a wide array of issues and background information that will provide a strong foundation for recommendations to Council. Additionally, the Committee will also examine the terms of reference, that were obviously established prior to the formation and member appointments, and either confirm or suggest refinements.

The following list has been prioritized by the CRSAC as items to receive further documentation/information, presentations, discussion:

1. Automated Traffic Enforcement
   - Presentation by administration outlining program, authorities, stats, etc.
   - Previous reports
   - Statistics

2. School and playground zones/areas

3. Crosswalk standards and practices

4. Parking standards and practices
   - Including parking close to schools (i.e. overflow into residential), angle parking, recreational vehicles, etc.

5. City of Spruce Grove Traffic Safety Plan

6. Roundabouts
   - Including City of Spruce Grove traffic innovations/planning for future

7. Transportation Master Plan and applicable Bylaws
   - Include Hwy 16A Corridor

8. Information from others that would assist the CRSAC with making recommendations
   - City Centre Business Association (CCBA), Mothers Against Drunk Driving (MADD), Capital Region Intersection Safety Partnership (CRISP), etc.

9. Roles and responsibilities of various stakeholders
   - RCMP/CPO connection
   - RCMP integrated detachment model
   - Enforcement/Public Works/Engineering/Planning
10. CRSAC Terms of Reference

- Examination and possible enhancement/clarity of definitions (i.e. “road”, “vehicular”, etc.)
- Trail considerations
- Additional or refined scope considerations

Review and Analysis

This section of the work plan lays out the items that will be reviewed and analyzed for possible recommendations and/or considerations. This was formulated with suggestions from administration (things they have heard from Council, the community, or desire input on themselves), Committee Council member(s), and the Committee members.

A significant topic of conversation has been the difference and need to understand and provide clarity related to the “perception vs. reality” on a number of topics. Instead of addressing this as a separate and distinct topic, the Committee felt that this would be a part of each of the various topics throughout the work plan and could possibly lead to recommendations for enhanced education and awareness for the community.

1. Automated Traffic Enforcement
   - Review and comment on annual report
   - Review/recommend education and awareness opportunities
   - Review Council policy

2. Speed Limits
   - Residential (i.e. 40 km?) and Hwy 16A review and recommendations
   - Review and analyze other “tools” (i.e. speed signs) and engineering controls
   - Impact of street parking on speed limit perceptions

3. Peace Officer Traffic Pilot
   - Review of the current initiative and recommend continuation and/or changes

4. High Load Corridor
   - Review the completed work as approved in the Corporate Plan

5. Distracted Driving
   - Review of current issue
   - Investigate additional measures and possible education

6. Other Ad Hoc Work

As issues arise, and where the Committee has time, there will be additional input and feedback sought where necessary as it relates to the mandate of the Committee. Items may include, but are not limited to:

- Snow and Ice Control policy changes
- Visibility as it relates to overall policy decisions (i.e. shrubs, trees)
- Noise study and possible measures (assuming connection to speed and safety)
- Other applicable bylaw changes (i.e. Traffic Bylaw)
- Other major projects (i.e. City Centre ARP work)