



**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]  
SEPTEMBER 21, 2022  
6:00 PM  
CITY HALL, POPLAR ROOM, 3<sup>RD</sup> FLOOR**

**CALL TO ORDER**

- 1. ADOPTION OF AGENDA**
- 2. MINUTES**
  - a. July 13, 2022 Regular Committee Meeting Minutes
- 3. DELEGATIONS**
  - a. RCMP and Spruce Grove Enforcement Services Presentation – Wolanski
- 4. ADMINISTRATIVE UPDATES**
- 5. BUSINESS ITEMS**
  - a. Vehicle Noise Enforcement – Wolanski
- 6. INFORMATION ITEMS**
  - a. Community Road Safety Advisory Committee 2022 Work Plan Progress
- 7. CLOSED SESSION**
- 8. ADJOURNMENT**



**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]  
SEPTEMBER 21, 2022**

**REQUEST FOR DECISION**

**ITEM DESCRIPTION:**

1. ADOPTION OF AGENDA

**PROPOSED MOTION:**

That the agenda be approved as presented.

**BACKGROUND/ANALYSIS:**

**FINANCIAL IMPLICATIONS:**

**ATTACHMENTS:**



**ITEM DESCRIPTION:**

**2. MINUTES**

- a. Regular Committee Meeting Minutes of July 13, 2022**

**PROPOSED MOTION:**

That the minutes of the July 13, 2022 Regular Committee Meeting be approved as presented.

**BACKGROUND/ANALYSIS:**

**FINANCIAL IMPLICATIONS:**

**ATTACHMENTS:**

Regular Committee Meeting Minutes of July 13, 2022



## COMMUNITY ROAD SAFETY ADVISORY COMMITTEE (CRSAC)

Minutes of the Regular Meeting  
held July 13, 2022  
City Hall

### Committee Members Present:

Ken Mark – Chair  
Lorne Corbett  
Nadia Geschke  
Steve Hayward  
Jeff Tokar  
Councillor Dave Oldham

### Committee Members Absent:

Melissa Johnson  
Councillor Danielle Carter

### Also In Attendance:

Carol Bergum, Director, Planning and Development  
Mark Hussey, Director, Engineering  
Celeste Kremzar, Recording Secretary

### CALL TO ORDER

Chairperson Mark called the meeting to order at 6:01 pm.

### NOMINATION AND ELECTION OF VICE CHAIR

Jeff Tokar, by way of acclamation, will serve as Vice Chair of the Community Road Safety Advisory Committee for the remainder of the existing term ending November 9, 2022.

Unanimously Carried

### 1. ADOPTION OF AGENDA

Lorne Corbett      Trail System Safety – Item 5.c.

2022-18      Moved by Jeff Tokar that the agenda be adopted as amended.

Unanimously Carried



**2. MINUTES**

a. May 25, 2022 Regular Committee Meeting Minutes

2022-19

Moved by Steve Hayward to adopt the Regular Committee Meeting minutes of May 25, 2022 as presented.

Unanimously Carried

**3. DELEGATIONS**

There were no Delegations on the agenda.

**4. ADMINISTRATIVE UPDATES**

a. Speed Limits Study

At the March 10, 2021 CRSAC meeting, Administration provided the Committee with information on how speed limits are determined and approved in the City. At the July 14, 2021 CRSAC meeting, Administration provided the Committee with further information on speed limit reductions including the required considerations, and examples of other cities in Alberta that have recently reduced their residential speed limits. The Committee recommended to City Council at the September 27, 2021 Council Meeting this study be included in the 2022 corporate planning process.

As of end of June 2022, the City has completed its review of the proposals that were submitted to the City for those consultants interested in completing the Speed Study. The City received proposals from three consultants; all three proposals were reviewed and scored by an internal team to identify the successful consultant. Morrison Hershfield Limited has been awarded the study and are in the initial stages of starting the work.

It is anticipated the study will be completed by the end of 2022 and the City will receive recommendations in 2023. The study will include data and practices from other municipalities, and will look at the city holistically, which will include residential, arterial and collector roads.

Traffic Light Signal Change for Protected Only Left Turn Signals

At the September 8, 2021 CRSAC meeting, Administration requested that the 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.



As of the end of June, the City has reviewed the traffic light situation at this location. The results have shown that a dedicated (all way protected-prohibited left turn) is feasible for the traffic levels currently at this intersection.

The software for the lights will be updated to reflect a protected only left turn signal.

## 5. BUSINESS ITEMS

### a. Development Standards Report

Development Standards is an item included in the Committee's 2022 work plan and at the March 9, 2022 regular meeting of the Committee, members discussed what information they would like to receive in a report back to the Committee. Administration developed and presented a report to the Committee.

### b. CRSAC Recruitment

In 2022, it is anticipated the City will need to recruit to fill potential vacancies for the CRSAC. Currently there are four public members whose first terms conclude on December 31, 2022. If these members are interested in serving a second term they are to apply when recruitment is advertised. It is anticipated that advertising will commence in late August/early September.

### c. Trail System Safety

Concerns regarding safety on the trails throughout the city was brought forward for discussion. This will be brought forward to a future meeting as trail safety is included in the Pedestrian Safety section in the Committee's work plan.

## 6. INFORMATION ITEMS

### a. Community Road Safety Advisory Committee 2022 Work Plan Progress

The Committee's work plan is included in all meeting agenda packages in order for the Committee to remain updated on its progress.

## 7. CLOSED SESSION

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



**8. ADJOURNMENT**

2022-20

Moved by Steve Hayward to adjourn the meeting at 7:50 pm.

Unanimously Carried

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CHAIRPERSON – KEN MARK

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RECORDING SECRETARY

DRAFT



**ITEM DESCRIPTION:**

**3. DELEGATIONS**

**a. RCMP and Spruce Grove Enforcement Services Presentation**

**PROPOSED MOTION:**

A motion is not required.

**BACKGROUND/ANALYSIS:**

The Community Road Safety Advisory Committee has asked that the Parkland RCMP Detachment and Spruce Grove Enforcement Services (SGES) come before the Committee annually for a joint presentation.

Constable Shawn Lawrence from the RCMP, Sergeant Trevor Menzel from SGES, and Sergeant Emily Evjen from SGES will discuss the plans, priorities, and actions related to community safety.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a





**ITEM DESCRIPTION:**

**5. BUSINESS ITEMS**

**a. Vehicle Noise Enforcement**

**PROPOSED MOTION:**

A motion is not required.

**BACKGROUND/ANALYSIS:**

Committee Chair, Ken Mark, requested this item be brought forward for discussion by the Committee as well as Administration consider the fines in place for violation of noise levels.

Administration will provide context around the City's fine structure and related enforcement to the recently amended Traffic Bylaw, which includes the use of decibel meters.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

n/a



**ITEM DESCRIPTION:**

**6. INFORMATION ITEMS**

**a. Community Road Safety Advisory Committee 2022 Work Plan Progress**

**PROPOSED MOTION:**

A motion is not required.

**BACKGROUND/ANALYSIS:**

The Committee establishes an annual work plan that identifies key priorities and goals based on its mandate and the Community Road Safety Advisory Committee Bylaw C-1098-19.

The Committee's work plan is included in all meeting agenda packages in order for the Committee to remain updated on its progress.

**FINANCIAL IMPLICATIONS:**

n/a

**ATTACHMENTS:**

Community Road Safety Advisory 2022 Work Plan (red line completions)

## Community Road Safety Advisory Committee 2022 Work Plan

### Awareness and Understanding

During the first year of the CRSAC, the committee spent a significant portion of its time reviewing documents and presentations from administration to gain a better understanding of how certain programs, processes, standards, and initiatives relate to the mandate of the committee. This included, but was not limited to:

1. Automated Traffic Enforcement
2. Crosswalk standards and practices
3. City of Spruce Grove Traffic Safety Plan
4. Roles and Responsibilities of RCMP and Peace Officers
5. School and playground standards and practices

For 2022 the committee will continue to receive additional information where appropriate and applicable to its work plan or items that come before them; however, are not formalizing a list outside of those parameters.

The only specific item in this category that has been identified by the committee is an annual presentation by the RCMP and Spruce Grove Enforcement Services related to their plans, priorities, and actions related to community road safety.

### 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.

1. Automated Traffic Enforcement
  - Review and comment on annual report (completed at May 25, 2022 meeting)
  - Review/recommend education and awareness opportunities (completed at May 25, 2022 meeting)
  - Review Council policy
  - Review Government of Alberta changes and impacts to the City's program (completed at May 25, 2022 meeting)
2. Speed Limits
  - Review of the study to be completed in early 2022 related to speed limits in residential areas and across the city
  - Review of administrative recommendations related to the study and support, amend, or add to them where necessary

Speed Limits Study Update provided at the July 13, 2022 meeting: It is anticipated the study will be completed by the end of 2022 and the City will receive recommendations in 2023.

3. Pedestrian Safety
  - Discussion and analysis on trail safety
  - Trail connections
  - Crosswalk standards and review
4. Development Standards (completed at July 13, 2022 meeting)
  - Review of safety components in approval processes
  - Possible recommendations related to safety enhancements
5. Communications
  - Discussion on promotion of existing processes, information, and initiatives
  - Recommendations on Public Relations (response to top community concerns and sharing successes)
  - Exploration of the role of committee members in regards to communications
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)
  - Other applicable bylaw changes (i.e. Traffic Bylaw) (amendment to the Traffic Bylaw to include the establishment of decibel levels for motor vehicles, the testing and calibration requirements of the decibel device, and establishment of penalties for exceeding set levels. Presentation to CRSAC was at January 12, 2022 meeting; third reading of the Bylaw Amendment was passed at the May 9, 2022 Council Meeting).
  - Other major projects (i.e. City Centre ARP, Municipal Development Plan)
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- March 9, 2022 CRSAC Meeting
    - Committee requested it be considered by Council to make proclamations in support of various safety recognition weeks that take place throughout the year. The City does not currently have a detailed or identified philosophy when it comes to proclamations or recognitions; however, this is currently being established.
    - Administration asked the Committee to review the Automated Traffic Enforcement Traffic Map tool, the data available on the tool for recommendations related to the presentation of the data, and the level of data viewable.
    - Development Standards is an item included in the Committee's 2022 work plan and to ensure the Committee is receiving comprehensive information, Administration led a discussion to determine what should and/or shouldn't be in a future report in purview of the Committee.
  - July 13, 2022 CRSAC Meeting
    - On September 27, 2021 Administration brought forward information for CRSAC to review and support implementation of a protected-only

left turn traffic signal light phasing at the intersection of Highway 16A and Campsite Road / Jennifer Heil Way.

- The City reviewed the traffic light situation at this location. The results show that a dedicated (all way protected-prohibited left turn) is feasible for the traffic levels currently at this intersection. The software for the lights will be updated to reflect a protected only left turn signal.