



**Community Road Safety Advisory Committee [CRSAC]
January 18, 2023
Time: Immediately to follow Organizational Meeting
City Hall, Poplar Room, 3rd Floor**

CALL TO ORDER

- 1. ADOPTION OF AGENDA**
- 2. MINUTES**
 - a. November 16, 2022 Regular Committee Meeting Minutes
- 3. DELEGATIONS**
- 4. ADMINISTRATIVE UPDATES**
- 5. BUSINESS ITEMS**
 - a. Community Road Safety Advisory Committee 2023 Work Plan – Wolanski
- 6. INFORMATION ITEMS**
 - a. Communications Update
- 7. CLOSED SESSION**
- 8. ADJOURNMENT**



**COMMUNITY ROAD SAFETY ADVISORY COMMITTEE [CRSAC]
JANUARY 18, 2023**

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 November 16, 2022**

PROPOSED MOTION:

THAT the minutes of the November 16, 2022 Regular Committee Meeting be approved as presented.

BACKGROUND/ANALYSIS:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Regular Committee Meeting Minutes of November 16, 2022



COMMUNITY ROAD SAFETY ADVISORY COMMITTEE (CRSAC)

Minutes of the Regular Meeting
held November 16, 2022
City Hall

Committee Members Present:

Ken Mark – Chair
Jeff Tokar – Vice Chair
Lorne Corbett
Nadia Geschke
Steve Hayward
Councillor Danielle Carter (attended virtually)

Committee Members Absent:

Melissa Johnson

Also In Attendance:

David Wolanski, General Manager, Community and Protective Services
Jennifer Hetherington, Director, Communications
Amanda Doucette, Supervisor, Communications
Mark Hussey, Director, Engineering
Dave Walker, Director, Economic Development
Karla Gould, Economic Development Specialist – Industrial
Jacci Hager, Recording Secretary
Allyssa Ryersberg, Legislative Advisor

CALL TO ORDER

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

1. ADOPTION OF AGENDA

2022-25 Moved by Steve Hayward that the agenda be adopted as amended.
The following additions were made to the agenda:
David Wolanski Business Items – Shared E-Scooter Services – Item 5.c.

Unanimously Carried



2. MINUTES

a. September 21, 2022 Regular Committee Meeting Minutes

2022-26

Moved by Jeff Tokar to adopt the Regular Committee Meeting minutes of September 21, 2022 as presented.

Unanimously Carried

3. DELEGATIONS

There were no Delegations on the agenda.

4. ADMINISTRATIVE UPDATES

There were no Administrative Updates on the agenda.

5. BUSINESS ITEMS

a. Communications Presentation

Communications is an item included in the Committee's 2022 work plan. Administration presented to the Committee an overview of the Corporate Communications department, including their history and plan forward.

b. Crosswalk Safety

Administration presented to Committee to provide clarity on how crosswalk types are determined, the difference between them, and how they relate to safety.

c. Shared E-Scooter Services

Administration presented to Committee to provide information on the Bird Canada proposal to bring an e-scooter pilot to the City of Spruce Grove.

6. INFORMATION ITEMS

a. Protected Only Left Turn Signals at Highway 16A and Jennifer Heil/Campsite Road Intersection

The programming was completed in late September. There have been concerns from residents regarding wait time heading eastbound and turning



north onto Jennifer Heil Way. Administration is currently working on timing of the phases to assist the flow of traffic.

b. 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

a. **Pedestrian Safety**

2022-27 Moved by Steve Hayward that the Community Road Safety Advisory Committee go into Closed Session under Section 23 of the Freedom of Information and Privacy Act, regarding local public body confidences.

Unanimously Carried

2022-28 Moved by Jeff Tokar that the Community Road Safety Advisory Committee return to open session.

Unanimously Carried

8. ADJOURNMENT

2022-29 Moved by Steve Hayward to adjourn the meeting at 8:25 pm.

Unanimously Carried

CHAIRPERSON – KEN MARK

RECORDING SECRETARY



ITEM DESCRIPTION:

5. BUSINESS ITEMS

a. Community Road Safety Advisory Committee 2023 Work Plan

PROPOSED MOTION:

A motion is not required.

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.

The Committee will review the 2022 work plan, as well as discuss and establish the 2023 draft work plan at this meeting. Once the 2023 draft work plan has been finalized and approved by the Committee, it will be presented to Council at a future Council Meeting for approval.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

Community Road Safety Advisory Committee 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. (completed at September 21, 2022 meeting)

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 (completed at November 16, 2022 meeting)
4. Development Standards (completed at July 13, 2022 meeting)
 - Review of safety components in approval processes
 - Possible recommendations related to safety enhancements
5. Communications (completed at November 16, 2022 meeting)
 - 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)

- 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.

- September 21, 2022 CRSAC Meeting
 - Administration provided context around the City's fine structure and related enforcement to the recently amended Traffic Bylaw, which includes the use of decibel meters.

- November 16, 2022 CRSAC Meeting
 - Administration presented to Committee to provide information on the Bird Canada proposal to bring an e-scooter pilot to the City of Spruce Grove.



ITEM DESCRIPTION:

6. INFORMATION ITEMS

a. Communications Update

PROPOSED MOTION:

A motion is not required.

BACKGROUND/ANALYSIS:

At the November 16, 2022 CRSAC meeting, Administration presented to the Committee an overview of the Corporate Communications department, including their history and plan forward.

The Committee requested that Administration provide a general overview of the communications the City does related to mandate of the Committee. The list provided includes, but is not limited to, website updates, social media, reader board, newspaper advertising and e-newsletters.

FINANCIAL IMPLICATIONS:

n/a

ATTACHMENTS:

Communications (CRSAC Related)

Communications (CRSAC related)

The following is a general overview of the communications related to the Committee's mandate the City of Spruce Grove shared with the community through a variety of tactics including, but not limited to, website updates, social media, reader boards, newspaper advertising and e-newsletters. Please note this list may change slightly throughout the course of the year in response to emerging priorities.

- Back to school safety
 - Reminder to be careful, slow down and share the road
 - Reminder about school zones
 - Reminder about school buses, watch for stop arms/flashing red lights
- Crosswalk safety
 - Tips/reminders on how to use a crosswalk safely and the rules related to crosswalks (for drivers and pedestrians)
- Be courteous/share the space
 - In Spruce Grove, sidewalks and trails are a shared space so be courteous and respectful to others
 - By working together, we can all safely reach our destination
- Halloween safety
 - Tips to help keep trick or treaters safe, such as wearing reflective tape and crossing the street at crosswalks/intersections
 - Reminding drivers to slow down behind the wheel
- SeeClickFix
 - Use this online tool to report an issue to the City, such as potholes, sidewalk issues, etc.
- Street sweeping (fall and spring)
 - Give crews room to work
 - Removing debris from our streets helps ensure motorist safety
- Traffic safety
 - Watch for pedestrians/cyclists
- Construction projects
 - Inform residents about current/upcoming construction projects
 - Give crews room to work
- Excessive vehicle noise enforcement
 - Reminder to be courteous of others
 - Reminder that disturbances can result in penalties
- Snow removal
 - Give crews room to work
 - Move your vehicles during snow removal operations to keep everyone safe and help clear roads more efficiently