
Automated Traffic Enforcement Technology Policy

Policy Number: CPS240/2016
Approval Date: August 30, 2016
Supersedes Policy: Automated Traffic Enforcement Policy Program CP18/2015

SECTION A

1.0 Policy Purpose

- 1.1 To provide Council's direction for the use of Automated Traffic Enforcement Technology to ensure public awareness, fairness and consistency to residents and visitors within Morinville corporate limits.
- 1.2 To ensure the use of Automated Traffic Enforcement Technology for the purpose of traffic enforcement is not in contravention of the Province of Alberta's Automated Traffic Enforcement Technology Guidelines and the Automated Traffic Enforcement Training Guidelines.
- 1.3 To ensure that the use of Automated Traffic Enforcement Technology is for the purpose of enhancing existing enforcement operations for the improvement of traffic and pedestrian safety in Morinville.
- 1.4 To support the goals of the Municipal Sustainability Plan in areas of Leadership, Governance, Safety and the responsible allocation of revenues.

2.0 Definitions

- 1.1 **"Automated Traffic Enforcement Technology"** shall include photo-technology specifically designed to capture a photo of a traffic related violation in conjunction with radar, laser equipment or other existing or new enforcement technology for the issuance of a traffic violation ticket and deployed in a method where a conventional traffic stop by a peace officer was not applied.
- 1.2 **"Peace Officer"** shall include RCMP or a member of a police force as outlined through the *Provincial Police Act*, as well as, Sheriffs, Community Peace Officers as outlined through the *Alberta Peace Officer Act*. A Peace Officer in accordance to this policy is an officer who has been authorized by the Province of Alberta to enforce traffic laws in Morinville.

- 1.3 **“Traffic Data”** shall be information that has been recorded either through observation of a Peace Officer, received through traffic gathering technology, Information recorded through Provincial record systems (ie accident reports) or general information that is support through formal studies or surveys.
- 1.4 **“Traffic Violation”** is an act or omission that constitutes a contravention of a Municipal, Provincial or a Federal law pertaining to traffic that results in the issuance of a traffic ticket by a Peace Officer.

3.0 Policy Statements

- 3.1 The use of Automated Traffic Enforcement Technology for the purpose of traffic safety shall include:
- the issuance of traffic violations to vehicle operators violating traffic regulations.
 - data collection for the purpose of road and traffic evaluations, for road safety improvement and over-all program monitoring.
 - when traffic safety concern has been identified by either a public inquiry or internal identification process and evaluated using an established site selection assessment tool that has been reviewed/recommended by Morinville-and approved by Morinville RCMP Detachment Commander or designate.
- 3.2 To determine where the use of Automated Traffic Enforcement Technology for the purpose of traffic safety will be, the following priorities from the office of the Solicitor General and other Council directives with input from Administration and the public will be considered:

High Risk Locations:

Locations through site assessment would pose a safety risk to citizens or peace officers within Morinville. (examples include but are not limited to: areas of high vulnerable users such as school / playground areas, senior homes; high volume roadways with multiple lane ways or no shoulders, active construction areas).

High Frequency Locations:

Through data review, the site assessment indicates high percentage of motorists are ignoring or breaking traffic laws on an ongoing basis in Morinville.

High Collision Locations:

Through data review of the Morinville site, the site assessment indicates a greater frequency of accidents with resulting property damage or probability of injury or death.

High Pedestrian Volume Locations:

Through data review of the Morinville location, the site assessment indicates a high volume of pedestrian traffic.

- 3.3 The traffic program and any associated agreements related to the use and implementation of Automated Traffic Enforcement Technology shall be the responsibility of the Municipal Department accountable for Enforcement Services.
- 3.4 The Department Director will ensure all operational use has been approved by the Morinville RCMP Detachment Commander or designate.
- 3.5 The Morinville RCMP Detachment Commander or designate and Director responsible for Enforcement Services must ensure the use and operation of Automated Traffic Enforcement Technology does not contravene the guidelines established by the Province of Alberta or any other legislation in existence.
- 3.6 Site Selection reviews shall utilize traffic data from the RCMP or Morinville sources when possible for substantiating criteria checked off on each site selection.
- 3.7 As the Police of jurisdiction, the Morinville RCMP will be responsible for overseeing the operation of the Automated Enforcement program which will include:
- Ensuring Enforcement is conducted in accordance with the local Traffic Safety Plan
 - Directing at which sites automated Enforcement Technology can be used
 - Setting the periods of operation and duration of Enforcement to ensure appropriate distribution of enforcement is being applied throughout Morinville.
- 3.8 Annually Morinville RCMP Detachment Commander or designate will meet with Morinville Enforcement services and/or the Traffic Safety Advisory committee for discussions/review of enforcement sites. A Formal evaluation will be completed by the parties at least once every 2 years.
- 3.9 The Department Director responsible for Enforcement Services will provide Council with regular reports outlining at minimum, data information related to locations, overall violations and specific speed data captured.
- 3.10 Dedicated Revenue Usage:
- 3.10.1 Morinville Town Council acknowledges that ATE is, in addition to being one traffic safety tool, a potentially significant revenue stream. As such, the majority of revenues from ATE will be used for Traffic, Pedestrian, and Public Safety on the following priority considerations, determined annually at budget time based on preceding year's revenues:


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
- 3.10.2 Vehicle, pedestrian, and public safety, including but not exclusive to crossing lights, crosswalks, traffic calming measure, trail lighting, photo speed sign education/warning signs, etc.
- 3.10.3 Preventative initiatives including but not exclusive to Citizen Academy, DARE Program, Domestic Violence Prevention, Anti-Bullying Education, Internet and Privacy education.
- 3.10.4 Community good initiatives, including but not exclusive to food bank rent, positive ticketing program, Good Neighbourhood Program, and program support for vulnerable segments of the community.
- 3.11 3.10.5 Excess funding would go into reserves to fund asset management on public infrastructure and/or additional public safety / community good initiative opportunities outside those approved during the annual budget process.
- 3.12 To provide direct and indirect opportunities to increase public education and awareness including but not limited to Visual display, public advertising and other media sources.

4.0 Implementation, Operating Procedures and Technical Guidelines

- 4.1 The following are attached in schedules and or appendices and may be subject to review and change:
 - 4.1.1 Automated Traffic Enforcement Technology Guidelines
 - 4.1.2 Process Flow Chart
 - 4.1.3 Automated Traffic Enforcement Site Selection Justification
- 4.2 Administration shall establish procedures for the implementation of photo enforcement and shall be shared with Council for information.

5.0 Review Date

- 5.1 For the purpose of ensuring that this Policy is revised for ongoing relevancy and necessity, a review will occur by the Bylaw and Policy Review Committee annually commencing Spring 2017. If deemed necessary, the policy shall be brought forth and repassed in its present or an amended form or rescinded.
- 5.2 This policy shall remain in effect if the review date passes prior to Council review.
- 5.3 Prior to the end of each contract term, Morinville Town Council and Administration will review whether to renew the ATE contract, to bring the service in house or to discontinue ATE within the Town of Morinville.


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SECTION B

1.0 Reference to other Policy and Legislation

Freedom of Information and Protection of Privacy Act

Province of Alberta 2014 Revised Automated Traffic Enforcement Guidelines

Province of Alberta 2014 Automated Traffic Enforcement Training Guidelines

Morinville Traffic Advisory Committee Terms of Reference

2.0 Persons Affected

Residents & Visitors within the corporate limits of Morinville.

3.0 Review / Revision History and Author

Upon approval of this policy, Application of revenues from Automated Traffic Enforcement Policy Program CP18/2015 is hereby rescinded.



Lisa Holmes
Mayor



Andrew Isbister
Chief Administrative Officer

Appendix A

1) Automated Traffic Enforcement Technology Guidelines – Province Of Alberta

[https://www.solgps.alberta.ca/programs_and_services/public_security/peace_officers/Publications/Automated%20Traffic%20Enforcement%20Technology%20Guidelines%20\(Sept%202014\).pdf](https://www.solgps.alberta.ca/programs_and_services/public_security/peace_officers/Publications/Automated%20Traffic%20Enforcement%20Technology%20Guidelines%20(Sept%202014).pdf)

Section A – (Page Cover & 1) Purpose of Automated traffic Enforcement Tech as a traffic safety tool.

Section B- (page 1& 2) Principles of Use including criteria and must be used in conjunction with existing conventional enforcement programs

Section C- (pages 2 thru 8) Guidelines for operation and operational directions that must be followed.

Subsection 1- (page 2) Guidelines – RCMP and Organization structure and required operation direction for automated Traffic Enforcement programs.

Subsection 2- (page 3) Site selection Criteria and justification.

Subsection 3- (page 4) Operational requirements for automated Traffic Enforcement Technology use.

Subsection 4 (page 4&5) Operational consideration for intersection safety devices.

Subsection 5 (Pages 5, 6 & 7) Public awareness elements including signage requirements, Advertisement requirements, Provincial approval for equipment, minimum public advertisement posting.

Subsection 6- (Page 7) Testing of intersection safety devices

Subsection 7-(page 7) Monitoring and data collection/information retention


Subsection 8-(page 8) Peace Officers appointment and condition of potential audit review by the Public security Division

2) Automated Traffic Enforcement Training Guidelines _ Province Of Alberta

[https://www.solgps.alberta.ca/programs_and_services/public_security/peace_officers/Publications/Automated%20Traffic%20Enforcement%20Training%20Guidelines%20\(Sept%202014\).pdf](https://www.solgps.alberta.ca/programs_and_services/public_security/peace_officers/Publications/Automated%20Traffic%20Enforcement%20Training%20Guidelines%20(Sept%202014).pdf)

Section 2- (Page 2 thru 4) policy: Minimum Training requirements, Qualified Instructor, changes to equipment or structure requirements, Operator adherences to Provincial guidelines, appointment.

Instructor Qualifications and Provincial approvals & Training Resources. 780-499-9432

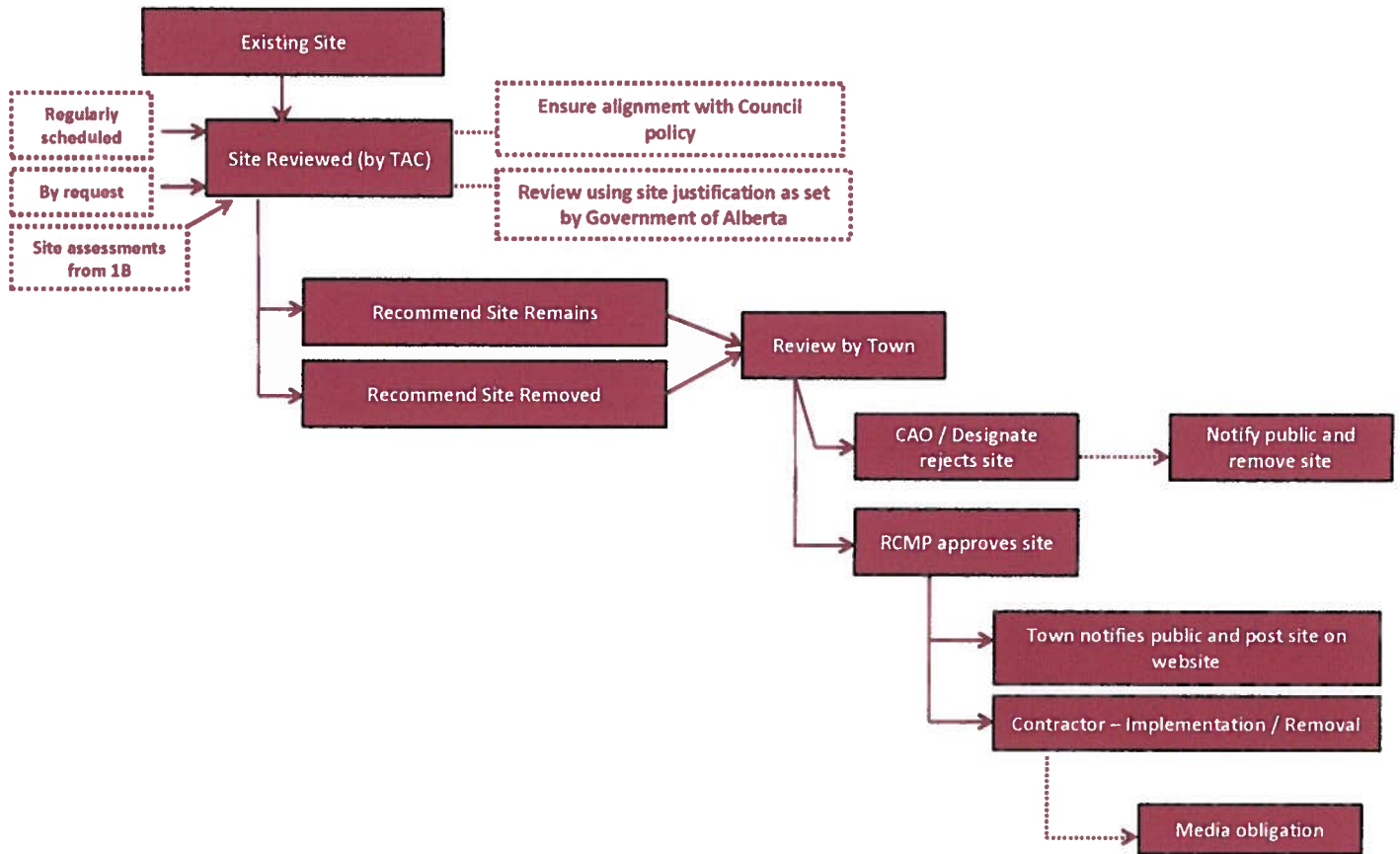

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Appendix B

1A) Process Flow Chart –Existing Site Review

PROCESS FLOWCHART (1A) – Existing Site Review



Contact CPO Sgt Supervisor Will Norton:

780-718-7498 / wnorton@morinville.ca / www.morinville.ca / 10125-100 Ave; 2nd Floor

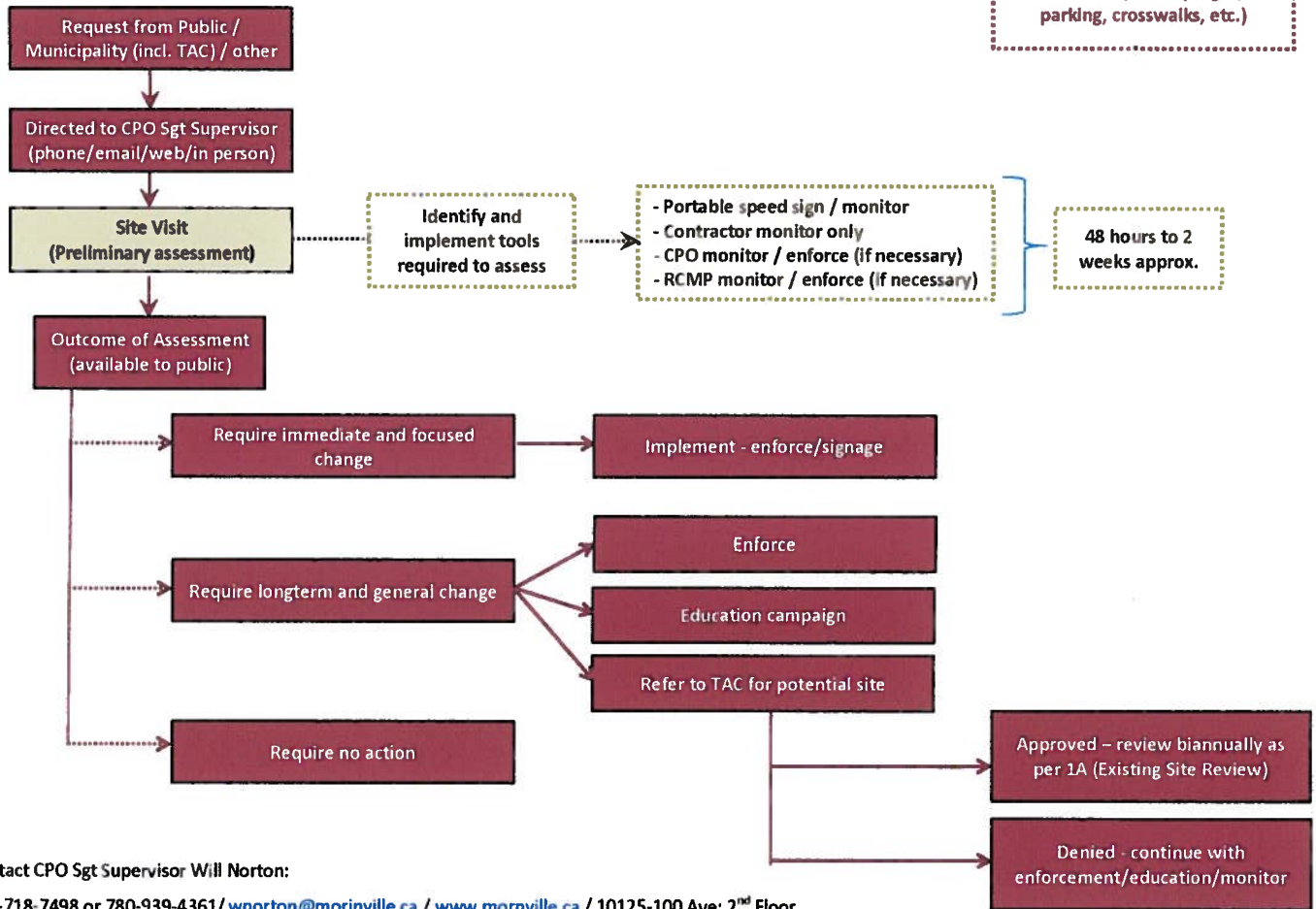

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1B) Process Flow Chart – New Concern or New site

PROCESS FLOWCHART (1B) - New Concern or New Site

NOTE: This process can be used to address all general traffic concerns (i.e. stop signs, parking, crosswalks, etc.)



Contact CPO Sgt Supervisor Will Norton:
780-718-7498 or 780-939-4361/ wnorton@morinville.ca / www.morinville.ca / 10125-100 Ave; 2nd Floor

Appendix C

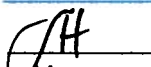
Automated Traffic Enforcement Site Selection Justification

Site selection justification sheet requires:

- Town administration review
- RCMP approval signature

Note:

- Capture speed is left blank as this is provided to the operator only and is set in accordance with the Traffic Safety Advisory Committee in consideration with best industry practice and regional area similarity of those with membership in the Central Region Intersection Partnership group.
- All approved sites using Automated Traffic Enforcement tools shall have the justification sheets available on the Town website.


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TOWN OF MORINVILLE

Automated Traffic Enforcement Site Selection Justification

Location: _____ Posted Speed: **30/50 KPH**

Site Number(s): _____ Direction: **WB or EB** Capture Speed: _____ KPH

One or more of the following four priorities must exist before automated traffic enforcement technology may be used at a specific site. The selection of this site for automated enforcement is justified as follows:

(Check all that apply)

- 1. High-risk locations are those where the safety of citizens or peace officers would be at risk through conventional enforcement methods;
- 2. High-frequency locations are those where data indicates motorists are ignoring or breaking traffic laws on an ongoing basis;
- 3. High-collision locations are those where data indicates a greater frequency of property damage, injury or fatal collisions;
- 4. High-pedestrian volume locations are those where data indicates a high volume of pedestrian traffic;

The following justification points may support one or more of the above priorities:

- Areas or intersections where conventional enforcement is unsafe or ineffective;
- Areas or intersections with an identifiable, documented history of collisions;
- Areas or intersections with an identifiable, documented history of speeding problems;
- Intersections with an identifiable, documented history of offences;
- Intersections near schools, post-secondary institutions, other areas with high pedestrian volumes;
- High-speed, multi-lane roadways;
- School and play-ground zones or areas;
- Construction zones;
- Areas where the public or a community has expressed concerns related to speeding;
- Other: Prescribed Time Enforcement allowed school days 7:30 AM to 4:30 PM – 30 KPH

RCMP Reviewed and Approved by: _____

Town Administration Reviewed and Approved by: _____ Date: _____



Mayor



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