

# Administration Procedure



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## Photo Enforcement Technology Site Use

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**Procedure Number:** 1-2016-CPSP  
**Approval Date:** August 30, 2016  
**Supersedes Procedure:** N/A

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### SECTION A

#### **PURPOSE:**

To help ensure consistency and fairness throughout the Morinville community when utilizing photo enforcement technology while supporting both community and officer safety.

#### **SCOPE:**

To support Morinville Administration, Morinville RCMP and Morinville Enforcement Officers the following six areas of consideration shall be used for the implementation of Photo Enforcement Technology.

#### **1.0 Session:**

- a. Following Provincial Guidelines, All enforcement in Morinville that utilizes Photo Enforcement Technology must be held only in areas that have been reviewed by Morinville Administration as well as reviewed and approved by Morinville RCMP detachment commander or their designate.
- b. An Enforcement Site Session shall operate at a minimum of 1 hour at a set location to a maximum of 3 hours at one time in any one location.

#### **2.0 Location:**

- a. A Peace Officer conducting a Photo Enforcement Session will confirm all and any regulatory signage is in place both prior to and following of an operating session.
- b. As per policy and Provincial Guidelines, the location of enforcement utilizing Photo Enforcement Technology must be reviewed by both Morinville Administration and Morinville RCMP as well as be an approved site by the Morinville RCMP detachment commander or their designate.

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- c. As per training, a Peace Officer performing a Photo Enforcement Session shall position their vehicle and/or equipment in a manner that ensures proper operation of the photo technology equipment.
- d. The placement of a Photo Enforcement vehicle and / or equipment must not hinder any traffic operations and priority must be given to ensure placement adheres to normal traffic rules and regulations.
- e. In the event a Peace Officer must deviate the placement of their vehicle or equipment in a manner that does not align with normal traffic rules or regulations, the officer must first obtain permission from the officer in charge at the Morinville RCMP or in the event they are not available they may get permission from the Morinville Senior Peace Officer to utilize a non-conforming photo session. This deviation still must ensure clear sight lines of the operating vehicle or equipment and must not pose any reasonable risk to either the operator or opposing traffic.
- f. If specifically directed by, Morinville RCMP or Morinville Peace Officer (level 1), a Peace Officer conducting a Photo Enforcement Session may be asked to move, asked to stop or make changes to a current enforcement session, the officer must comply to the request and record any notes of the change as needed.

### 3.0 **Deployment Considerations:**

As per contract, the operators will adhere to the approved hours and in consultation and approval from the Morinville RCMP, the following consideration will be utilizing for developing monthly schedules.

- a. Collector and Arterial roads- As these road systems sustain the largest amounts of both residents; non-resident and commercial traffic total hour allocation of monitoring utilizing photo Enforcement technology shall not exceed 60% of total Enforcement hours allocated.
- b. Playground and School zones shall be considered high priority and hours of focus should align with normal Provincial regulation unless otherwise directed by the Morinville RCMP. A Minimum of 20% of total hour allocation should be designated to this priority.
- c. Local roads, construction zones and other areas that may be identified as well as reviewed by Morinville Administration and approved by the Morinville RCMP shall be included as needed.

### 4.0 **Time Consideration:**

When establishing a monthly schedule the photo enforcement contractor will work directly with the Morinville RCMP for an approved schedule with the following considerations:

- a. A minimum of 20% of Monthly hours of operation shall be from the hours of 6 am to 10 am.
- b. A minimum of 20% of Monthly Hours of operation shall be from the Hours of 6pm to 11pm (\* this requirement is dependent of operating equipment's ability to work in low light conditions and may require adjustment during various times of year and or weather conditions).

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- c. The remaining 60 % of hours are flexible with high consideration being given to areas of high vulnerability such as school zones and Playground areas. Deployment for these zones should be done during periods of high use (lunch time, after school, typical peak hours for playground use).

#### 5.0 **Vehicle & Operator Identification:**

- a. All vehicles and automated photo technology equipment utilized for the purposes traffic enforcement must adhere to all Provincial standard requirements and regulations.
- b. The contractor must provide Morinville Administration and Morinville RCMP with a full description and license plate for all their vehicles utilized for Enforcement session or monitoring sessions.
- c. On an annual basis, as per contract, the Photo Enforcement contractor shall provide the Town of Morinville with proof of insurance for all its enforcement operations in Morinville, as well retain a business license as required for the community.
- d. All operators doing a Photo Session must carry both the Provincial Peace Officer Authority identification as well as identification of the contractor they work for. It is highly recommended that all enforcement operators wear a shirt and or jacket that clearly identifies them as a photo enforcement Peace Officer. When required a magnetized Town of Morinville logo will be included for vehicles.
- e. All direct interactions with the public need to be recorded and any negative interactions that pose a possible threat to the Officer or equipment must be immediately reported to the RCMP, as well following the event a full detailed report must be filed with Morinville Community & Protective Services Department.

#### 6.0 **Site Selection Criteria**

As per the Provincial Guidelines with regards to the Automated Traffic Enforcement Technology, Morinville Administration and Morinville RCMP will not randomly select automated traffic enforcement technology sites. One or more of the following must exist before automated traffic enforcement technology is used at a specific site.

- a. Areas or intersections where conventional enforcement is unsafe or ineffective;
- b. Intersections with an identifiable, documented history of offences;
- c. Intersections near schools, post-secondary institutions, or other areas of high pedestrian volume;
- d. Areas or intersections with an identifiable, documented history of collisions;
- e. Areas or intersections with an identifiable, documented history of speeding problems;
- f. High-speed or multi-lane roadways;
- g. School and/or play-ground areas or zones;
- h. Construction zones; or
- i. Areas where the public or a community has expressed concerns related to speeding.

**SECTION B**

**1.0 Reference to other Policy and Legislation**

Automated Traffic Enforcement Technology Policy CPS240/2016

**2.0 Persons Affected**

Enforcement Services Department

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Andrew Isbister  
Chief Administrative Officer