

**Policy No.: TBD**

**Section:** Your Infrastructure and Services & Your Livable Community

**Policy Title:** The Use and Installation of Community Safety Zones

**Adopted Date:** TBD

**By-law No.:** 2019-165 Being a By-Law to Regulate Traffic and Parking in the Municipality of Kincardine.

**Revision Date:** TBD

## 1. Purpose

1.1 The use and installation of Community Safety Zones Policy provide the framework for providing the Corporation and the Public consistent guidelines for the selection and implementation of Community Safety Zones on Municipality of Kincardine roadways.

## 2. Scope

2.1 This policy outlines how potential Community Safety Zones are selected for review on Municipality of Kincardine roadways.

2.2 This policy also outlines the implementation process for Community Safety Zones once a requested segment of Municipality of Kincardine roadway is deemed appropriate for a Community Safety Zone.

2.3 This policy also outlines the characteristics of selected segments of roadways where Community Safety Zones may be designated.

## 3. Definitions

3.1 **“Community Safety Zone” or “CSZ”** shall mean a section of roadway where public safety is of special concern. These may include roadways near schools, day care centres, retirement facilities, and those with high collision rates. While traffic laws remain the same, fines for moving violations are increased or doubled within these zones. CSZs are used as a tool that can be applied as a traffic calming measure in areas of concern.

3.2 **“Council”** shall mean the Council of The Corporation of the Municipality of Kincardine.

3.3 **“Municipality” or “MoK”** shall mean The Corporation of the Municipality of Kincardine.

## 4. Responsibility

4.1 Staff are responsible for adhering to the parameters of this policy and for ensuring the processes outlined within are followed.

4.2 Council approval is required for the initiation, implementation, and funding of any new Community Safety Zones on MoK roadways. Council is also responsible for approving amendments to the Traffic By-Law in accordance with this policy as well as approving amendments to this policy.

4.3 The Manager of Operations (or designate) shall be responsible for overseeing implementation of this policy.

## **5. Procedure/ Policy**

5.1 The installation, maintenance and removal of Community Safety Zones shall be done in compliance with the Highway Traffic Act and its regulations, as amended.

5.2 CSZs are intended for locations where public safety is a special concern on that part of the roadway.

5.3 The selection process for CSZs is normally initiated by:

5.3.1 Public concern/request submitted in writing to the MoK to include background information and a site proposal with justification on need

5.3.2 A service request

5.3.3 A referral from another policy

5.3.4 Staff recommendation

5.3.5 Traffic report data

5.4 Any of the following factors may be considered in deciding if a CSZ is appropriate:

5.4.1 The presence of community buildings, including schools, parks, or hospitals

5.4.2 The presence of other facilities that attract and/or generate high volumes of pedestrian or cyclist traffic

5.4.3 The presence of School Areas or School Zones

5.4.4 The frequency of collisions and/or injuries on a given section of roadway including near-miss data

5.4.5 Public safety concerns must be evident for the part of the roadway to be selected as a CSZ.

5.5 The Manager of Operations (or designate) shall review all requests for CSZs to determine their appropriateness. Requests that meet the criteria for implementing a new CSZ will be taken to Council for approval and funding by the Manager of Operations (or designate).

5.6 Upon Council approval of a new CSZ, Operations staff will implement the CSZ with signage to include the hours of the day, days of the week, and months of the year (as approved by Council) the CSZ will be active (during which increased fines will be applied).

5.6.1 The number of signs required at each site varies with the length of the CSZ. If the zone is uncomplicated and less than 1,000 meters long, only two (2) signs are required. If the zone is complicated or longer than 1,000 meters then additional signs are required. Flashing yellow

beacons shall be installed on signage where CSZs have active and inactive periods to signify when fines are increased in that segment of roadway.

5.7 The Manager of Operations (or designate) shall notify the local Ontario Provincial Police (OPP) of the newly implemented CSZ for enforcement upon Council approval of a new CSZ. The new CSZ will be communicated to the public upon Council approval by way of the MoK website and the MoK social media platforms via the Communications Coordinator.

5.8 CSZ's should be reviewed every 3 years from the point in which it was implemented.

5.9 CSZ's may be recommended for removal if the factors that initially led to their installation are no longer present and posing a safety concern.

## **6. Related Policies**

6.1 Records for this policy shall be prepared and retained in accordance with Records Retention By-Law 2019-031, as amended.

## **7. Related Documents/Legislation**

7.1 Legislative authority for Community Safety Zones is set out in section 214.1 of the Highway Traffic Act and the required signs are found in Regulation 615 of the Act.

## **8. Additional Information/Subjects can be added as needed.**

8.1 N/A