



THE TOWN OF  
**HINTON**

**AUTOMATED TRAFFIC ENFORCEMENT  
(ATE) POLICY**

**Protective Services (PS) #2600**

**Council Approved**  
April 17, 2018

**Next Review Date**  
April 30, 2019

## **1.0 POLICY STATEMENT**

1.1 The safety of the community is the guiding factor when choosing enforcement methods for the Town of Hinton. This policy directs the use of Automated Traffic Enforcement Technology as one of the tools utilized to ensure community safety.

## **2.0 PURPOSE**

2.1 To ensure the use of Automated Traffic Enforcement Technology is recognized as one of the tools available to supplement enforcement operations for the improvement of traffic and pedestrian safety in the Town of Hinton.

2.2 To ensure the use of Automated Traffic Enforcement Technology follows the Province of Alberta's Automated Traffic Enforcement Technology Guidelines and the Automated Traffic Enforcement Training Guidelines.

2.3 To ensure the use of Automated Traffic Enforcement Technology is applied with fairness and consistency to residents and visitors within the Town of Hinton.

## **3.0 IMPLEMENTATION, OPERATING PROCEDURES & TECHNICAL GUIDELINES**

3.1 This policy shall apply to residents and visitors within the Town of Hinton.

3.2 The use of Automated Traffic Enforcement Technology for the purpose of traffic safety shall include:

- 3.2.1 The issuance of Traffic Violations to vehicle-registered owners violating traffic regulations;
- 3.2.2 Data collection for the purpose of road and traffic evaluations for road safety improvement and overall program monitoring; and
- 3.2.3 Identifying traffic safety concern by either a public inquiry or internal identification process and using an established site selection assessment tool that has been reviewed/recommended by the Protective Services Manager and approved by the Hinton RCMP Staff Sergeant.

3.3 Priorities from the office of the Solicitor General, Council directives, and input from Administration will be considered through site assessment and data collection in order to determine the location of Automated Traffic Enforcement Technology for the purpose of traffic safety. As per the Provincial Guidelines with regards to the Automated Traffic Enforcement Technology, the Protective Services Manager and Hinton RCMP Staff Sergeant will select Automated Traffic Enforcement Technology sites based on one or more of the following criteria:

- 3.3.1 **High Risk Locations:** Locations that pose a safety risk to citizens or Peace Officers through conventional enforcement methods. Examples include, but are not limited to, areas of high vulnerable uses such as school and playground areas, senior homes, high speed and high-volume roadways with multiple laneways or no shoulders, or active construction areas;
- 3.3.2 **High Frequency Locations:** Areas where there is a high percentage of motorists ignoring or breaking traffic laws on an ongoing basis with a documented history of speeding;
- 3.3.3 **High Collision Locations:** Areas where data indicates a greater frequency of accidents with resulting property damage or probability of injury or death; and
- 3.3.4 **High Pedestrian Volume Locations:** Areas where data indicates a high volume of pedestrian traffic.

3.4 The traffic program and any associated agreements related to the use and implementation of Automated Traffic Enforcement Technology shall be the responsibility of the Town of Hinton.

3.5 The Hinton RCMP Staff Sergeant and Protective Services Manager must ensure that the use and operation of Automated Traffic Enforcement Technology does not contravene the guidelines established by the Province of Alberta or any other relevant legislation.

3.6 Notwithstanding advances in technology to conventional inside vehicle-mounted photo enforcement equipment, any changes or additions to photo enforcement tools shall require RCMP and Council approval prior to any application or request going forward to the Alberta Solicitor General's office for final approval.

3.7 Site selection reviews shall utilize Traffic Data from the RCMP or Hinton sources for substantiating criteria to be checked off on each site selection.

3.8 As the Police of jurisdiction, the Hinton RCMP is responsible for overseeing the operation of the Automated Traffic Enforcement Program which includes:

- 3.8.1 Ensuring enforcement is conducted in accordance with the local Traffic Safety Plan;
- 3.8.2 Directing at which sites Automated Enforcement Technology can be used; and
- 3.8.3 Setting the periods of operation and duration of enforcement to ensure appropriate distribution of enforcement is applied throughout Hinton.

- 3.9 The Hinton RCMP Staff Sergeant will meet with Hinton Protective Services quarterly to discuss the Automated Traffic Enforcement program.
- 3.10 The Protective Services Manager will provide Council with regular quarterly reports outlining, at minimum, data information related to locations, overall violations, specific speed data captured, and any other information required by Council that does not contravene privacy laws.
- 3.11 Through implementation and as part of the provincial guidelines, Hinton's Automated Traffic Enforcement Program shall strive to obtain an overall grade of 90% or higher on a Provincial Audit of the Program.
- 3.12 No more than two (2) tickets for stop signs will be issued to the same vehicle in a 24-hour period.

#### **4.0 SESSION**

- 4.1 An Enforcement Site Session shall operate for a maximum of two (2) hours plus a 30-minute set up time in any approved zone per day.

#### **5.0 LOCATION**

- 5.1 A Peace Officer conducting a Photo Enforcement Session will confirm any and all regulatory signage is in place both prior to and following an operating session.
- 5.2 As per policy and Provincial Guidelines, the location of Photo Enforcement Technology enforcement must be reviewed by both the Protective Services Manager and Hinton RCMP and must be approved by the Hinton RCMP Staff Sergeant.
- 5.3 As per training, a Peace Officer performing a Photo Enforcement Session shall position his/her vehicle and/or equipment in a manner that ensures proper operation of the photo technology equipment and shall remain parked in plain sight.
- 5.4 The placement of a Photo Enforcement vehicle and/or equipment must not hinder any traffic operations and placement must adhere to the Alberta Traffic Safety Act.
- 5.5 In the event that a Peace Officer must deviate the placement of his/her vehicle or equipment in a manner that does not align with the Alberta Traffic Safety Act or regulations, the officer must first obtain permission from the Protective Services Manager or the Hinton RCMP Staff Sergeant. In the event that they are not available, he/she may get permission from the Hinton Senior Peace Officer to utilize a non-conforming photo session. This deviation 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.
- 5.6 If specifically directed by Hinton Protective Services Manager, Hinton RCMP Staff Sergeant, or Hinton Peace Officer, a Peace Officer conducting a Photo Enforcement

Session may be asked to move, stop, or make changes to a current enforcement session. The officer must comply to the request and record any notes of the change as required.

5.7 The Peace Officer will alternate the location of the photo enforcement vehicle when in a residential zone to no more than 2 hours per month in front of the same residence or dwelling.

## **6.0 DEPLOYMENT CONSIDERATIONS**

6.1 The Operators will not exceed the approved hours specified in the contract. In consultation and approval from the Protective Services Manager or the Hinton RCMP Staff Sergeant, the following consideration will be utilized:

- 6.1.1 Playground and School zones shall be considered high priority and hours of focus should align with normal provincial regulation unless otherwise directed by the Hinton Protective Services Manager or the Hinton RCMP Staff Sergeant; and
- 6.1.2 Local roads, construction zones, and other areas that may be identified as well as reviewed by Hinton Protective Services Manager and approved by the Hinton RCMP Staff Sergeant shall be included as needed.

## **7.0 VEHICLE & OPERATOR IDENTIFICATION**

7.1 All vehicles and automated photo technology equipment utilized for the purpose of traffic enforcement must adhere to all provincial requirements and regulations.

7.2 The Contractor must provide an updated list to the Protective Services Manager and Hinton RCMP Staff Sergeant with a full description of the vehicle and license plate for all vehicles utilized for enforcement or monitoring sessions. Any Operators covering shifts are also required to provide their information prior to working any shift.

7.3 On an annual basis, as per the contract, the Photo Enforcement Contractor shall provide the Town of Hinton with proof of insurance for all its enforcement operations in Hinton, as well as retain a business license.

7.4 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 required that all enforcement Operators wear a shirt and/or jacket that clearly identifies them as photo enforcement Peace Officers. A magnetized sign identifying the vehicle as an ATE Enforcement vehicle must be on the vehicle while conducting photo enforcement in the Town of Hinton.

7.5 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 and the Hinton Protective Services Manager.

7.6 On an annual basis, the Contractor will provide a list of all Peace Officers providing enforcement services in the Town of Hinton. The Contractor shall provide written notice when there is a change in staff. The Protective Services Manager must be notified prior to casuals working in the Town of Hinton.

## **8.0 DISCIPLINE**

- 8.1 The Town of Hinton Chief Administrative Officer and Protective Services Manager have the right to ask any Peace Officer to stop working as an Automated Traffic Enforcement Operator at any time.
- 8.2 The Town of Hinton will follow the Solicitor General Policy and Process for complaints Against Peace Officers.

## **9.0 PROCEEDS**

- 9.1 All net municipal revenues from the Automated Traffic Enforcement Program are allocated as per the Automated Traffic Enforcement Proceeds Policy #078.

## **10.0 REVIEW DATE**

- 10.1 For the purpose of ensuring that this Policy remains relevant and is reflective of the community's needs, a review will occur by the Protective Services Manager and the Hinton RCMP Staff Sergeant annually, or as directed by Council.
- 10.2 This policy shall remain in effect if the review date is passed.

## **11.0 DEFINITIONS**

- 11.1 **Automated Traffic Enforcement Technology:** Photo technology designed to capture 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, to be deployed where a conventional traffic stop by a Peace Officer was not applied.
- 11.2 **Contractor:** The company holding the Automated Traffic Enforcement contract with the Town of Hinton.
- 11.3 **Operator(s):** The Peace Officers employed by the Contractor.
- 11.4 **Peace Officer:** 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 the Town of Hinton.
- 11.5 **Protective Services Manager:** The person in charge of the Protective Services and/or Bylaw Department or his/her designate.

11.6 **RCMP Staff Sergeant:** The person in charge of the Hinton RCMP Detachment or his/her designate.

11.7 **Traffic Data:** Information that has been recorded through observation of a Peace Officer, received through traffic gathering technology, recorded through provincial record systems (i.e. accident reports), or general information that is supported through formal studies or surveys.

11.8 **Traffic Violation:** An act or omission constituting a contravention of a municipal, provincial or a federal traffic law pertaining to traffic that results in the issuance of a traffic ticket by a Peace Officer.

## **12.0 REFERENCES**

12.1 The following policies and legislation must be considered in conjunction with this policy:

- 12.1.1 Freedom of Information and Protection of Privacy Act, RSA 2000 Chapter F-25
- 12.1.2 Province of Alberta 2014 Revised Automated Traffic Enforcement Guidelines
- 12.1.3 Province of Alberta 2014 Automated Traffic Enforcement Training Guidelines
- 12.1.4 Automated Traffic Enforcement Proceeds Policy 078