



## REGULAR COUNCIL MEETING AGENDA

Monday, June 10, 2024, 6 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

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	<b>Pages</b>
<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>AGENDA</u></b>	
<b>3. <u>CONSENT AGENDA</u></b>	
3.1 Consent Agenda - June 10, 2024	4
<b>4. <u>MINUTES</u></b>	
4.1 Minutes - May 27, 2024 Regular Council Meeting	6
<b>5. <u>PUBLIC HEARINGS</u></b>	
5.1 C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage - Public Hearing, Second and Third Reading	David Towle 19
5.2 C-1315-24 - Land Use Bylaw Amendment For Hen Keeping - Public Hearing	Lee Ann Beaubien 54
<b>6. <u>PUBLIC INPUT SESSION</u></b>	
For information on participating in the Public Input Session, please see the <a href="#">Public Input Session - City of Spruce Grove</a> webpage.	
<b>7. <u>COUNCIL PRESENTATIONS</u></b>	
<b>8. <u>DELEGATIONS</u></b>	
<b>9. <u>ADMINISTRATIVE UPDATES</u></b>	
<b>10. <u>BYLAWS</u></b>	
10.1 C-1255-23 - Land Use Bylaw Amendment - Redistricting - Easton Stage 4 - Third Reading	Mark Puczko 63

10.2	C-1313-24 - Hens Bylaw - Third Reading	Lee Ann Beaubien	76
10.3	C-1315-24 - Land Use Bylaw Amendment For Hen Keeping - Second and Third Reading	Lee Ann Beaubien	110
10.4	C-1314-24 - Development Fees and Fines Bylaw Amendment for Hen Keeping - Third Reading	Lee Ann Beaubien	114
10.5	C-1326-24 - Community Standards Appeal Committee Bylaw - Licence Decision Appeals - All Three Readings	Lindsay O'Mara	127
10.6	C-1331-24 - Land Use Bylaw Amendment - Copperhaven Stage 4 - First Reading	Lee Ann Beaubien	138
10.7	C-1333-24 - Land Use Bylaw Amendment - Redistricting - Tonewood Stage 12 - First Reading	Lee Ann Beaubien	144
10.8	C-1342-24 - Community Services Advisory Committee Bylaw - First and Second Reading	David Wolanski	150
10.9	C-1343-24 - 2024 Support to City Centre Sanitary Sewer - Mohr Avenue Borrowing Bylaw - First Reading	Anthony Lemphers	168
<b>11.</b>	<b><u>BUSINESS ITEMS</u></b>		
11.1	Capital Project Budget Request - Mohr Avenue	Rae-Lynne Spila, Mark Hussey	173
11.2	Speed Limit Reduction - Collector and Arterial Roadways	Rae-Lynne Spila, Mark Hussey	181
11.3	CP-1055-24 - Outstanding Achievement Recognition Policy	David Wolanski	262
11.4	Rescission of Policies Related to City Recognition Programs	David Wolanski	271
11.5	Sale of Land to Westwind Living Ltd.	Dave Walker	279
<b>12.</b>	<b><u>COUNCILLOR REPORTS</u></b>		
12.1	Councillor Reports - June 10, 2024		282
<b>13.</b>	<b><u>INFORMATION ITEMS</u></b>		
13.1	Various Boards and Committee Meeting Minutes and Reports - June 10, 2024		285
<b>14.</b>	<b><u>NOTICES OF MOTION</u></b>		
<b>15.</b>	<b><u>CLOSED SESSION</u></b>		
15.1	2024 Awards of Excellence Nominations	Wendy Boje, Jennifer Hetherington	

15.2 Return to Open Session - June 10, 2024

16. BUSINESS ARISING FROM CLOSED SESSION

17. ADJOURNMENT



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Consent Agenda - June 10, 2024

**DIVISION:** Strategic and Communication Services

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### SUMMARY:

All matters of business contained in the Consent Agenda are routine in nature and are voted on collectively. A particular matter of business may be removed from the Consent Agenda for debate or a separate vote. Each matter of business contained in the Consent Agenda has a corresponding agenda report and the approved recommendation is recorded separately in the minutes.

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### PROPOSED MOTION:

THAT the recommendations contained in the following reports be approved:

- Item 4.1 Minutes - May 27, 2024 Regular Council Meeting
- Item 10.5 C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals - First Reading
- Item 10.6 C-1331-24 - Land Use Bylaw Amendment - Copperhaven Stage 4 - First Reading
- Item 10.7 C-1333-24 - Land Use Bylaw Amendment - Redistricting - Tonewood Stage 12 - First Reading
- Item 10.8 C-1342-24 - Community Services Advisory Committee Bylaw - First Reading
- Item 10.9 C-1343-24 - 2024 Support to City Centre Sanitary Sewer - Mohr Avenue Borrowing Bylaw - First Reading
- Item 11.4 Recission to Policies Related to City Recognition Programs
- Item 11.5 Sale of Land to Westwind Living Ltd.

### BACKGROUND / ANALYSIS:

n/a

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Minutes - May 27, 2024 Regular Council Meeting

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

The minutes of the previous Regular Council Meeting, Special Council Meeting, Organizational Council Meeting, and/or Governance and Priorities Committee are placed on the agenda for approval.

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### **PROPOSED MOTION:**

THAT the May 27, 2024 Regular Council Meeting be approved as presented.

### **BACKGROUND / ANALYSIS:**

n/a

### **OPTIONS / ALTERNATIVES:**

n/a

### **CONSULTATION / ENGAGEMENT:**

n/a

### **IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

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**THE CITY OF SPRUCE GROVE**

**Minutes of the Regular Meeting of Council**

**May 27, 2024, 6 p.m.**

**3rd Floor - Council Chambers**

**315 Jespersen Ave**

**Spruce Grove, AB T7X 3E8**

**Members Present:**

Mayor Acker  
Councillor Carter  
Councillor Gillett  
Councillor Houston  
Councillor MacDonald  
Councillor Oldham  
Councillor Stevenson

**Also in Attendance:**

David Wolanski, Acting City Manager and General Manager of Community and Protective Services  
Jamie Doyle, General Manager of Sustainable Growth and Development Services  
Wendy Boje, General Manager of Strategic and Communication Services  
Zeeshan Hasan, General Manager of Corporate Services  
Anthony Lemphers, Director of Finance  
Carol Bergum, Director of Planning and Development  
Mark Hussey, Director of Engineering  
Tania Shepherd, Director of Business Advisory Services  
Mark Puczko, Manager of Planning  
Marlin Degrand, Manager of Enforcement Services  
Jennifer Maskoske, Deputy City Clerk



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Kathy Van Wyk, Planning and Development Coordinator  
Lee Ann Beaubien, Planner II  
Lindsay O'Mara, City Clerk  
Karie Nothof, Recording Secretary

1. **CALL TO ORDER**

Mayor Acker called the meeting to order at 6 p.m. and acknowledged that City Council meets on the traditional land of Treaty 6 territory.

Councillor Oldham proclaimed June as Pride Month, Councillor Stevenson proclaimed June as National Indigenous History Month, and Mayor Acker proclaimed June 3 - 9, 2024 as Senior's Week.

1.1 **Introduction - General Manager of Sustainable Growth and Development Services - Jamie Doyle**

David Wolanski, Acting City Manager, introduced the new General Manager of Sustainable Growth and Development Services, Jamie Doyle.

2. **AGENDA**

**Resolution:** RCM-136-24

**Moved by:** Councillor Houston

THAT the agenda be adopted as presented.

**Unanimously Carried**

3. **CONSENT AGENDA**

3.1 **Consent Agenda - May 27, 2024**

**Resolution:** RCM-137-24

**Moved by:** Councillor MacDonald

THAT the recommendations contained in the following reports be approved:

Item 4.1 Minutes - May 13, 2024 Regular Council Meeting and May 21, 2024 Governance and Priorities Committee Meeting

Item 10.6 C-1313-24 - Hens Bylaw - First Reading

- Item 10.7 C-1315-24 - Land Use Bylaw Amendment - Hen Keeping - First Reading
- Item 10.8 C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping - First Reading
- Item 10.9 C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District - First Reading

**Unanimously Carried**

**4. MINUTES**

4.1 Minutes - May 13, 2024 Regular Council Meeting and May 21, 2024 Governance and Priorities Committee Meeting

The following motion was approved on the Consent Agenda:

THAT the May 13, 2024 Regular Council Meeting and May 21, 2024 Governance and Priorities Committee Meeting minutes be approved as presented.

**5. PUBLIC HEARINGS**

5.1 C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations - Public Hearing

Mayor Acker called the Public Hearing to order at 6:11 p.m. on C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations.

Jennifer Maskoske, Deputy City Clerk, presented on C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations.

There were no written or verbal submissions received.

Mayor Acker declared the Public Hearing closed at 6:16 p.m.

5.2 C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions - Public Hearing

Mayor Acker called the Public Hearing to order at 6:16 p.m. on C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions.

LeeAnn Beaubien, Planner II, presented on C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions.

There were no written or verbal submissions received.

Mayor Acker declared the Public Hearing closed at 6:22 p.m.

5.3 C-1301-24 - Land Use Bylaw Amendment - Redistricting - McLaughlin Stage 8 - Public Hearing and Second Reading

Mayor Acker called the Public Hearing to order at 6:22 p.m. on C-1301-24 - Land Use Bylaw Amendment - Redistricting - McLaughlin Stage 8.

Lee Ann Beaubien, Planner II, presented on C-1301-24 - Land Use Bylaw Amendment - Redistricting - McLaughlin Stage 8.

Blaydon Dibben, Select Engineering Consultants, and Scott LaBuick, Melcor Developments, attended to answer questions.

There were no written or verbal submissions received.

Mayor Acker declared the Public Hearing closed at 6:30 p.m.

**Resolution:** RCM-138-24

**Moved by:** Councillor Gillett

THAT second reading be given to C-1301-24 - Land Use Bylaw Amendment - Redistricting - McLaughlin Stage 8.

**Unanimously Carried**

6. **PUBLIC INPUT SESSION**

The City Clerk read an email on behalf of Jane Kozak regarding the construction site of Melcor Developments in the McLaughlin neighborhood.

Mayor Acker thanked Jane Kozak for emailing in the statement.

David Wolanski, Acting City Manager, stated that a follow up response will be provided with contact information for Enforcement Services to address site cleanliness.

7. **COUNCIL PRESENTATIONS**

There were no Council Presentations on the agenda.

8. **DELEGATIONS**

There were no Delegations on the agenda.

9. **ADMINISTRATIVE UPDATES**

9.1 2024 First Quarter Report

Anthony Lemphers, Director of Finance, and Tania Shepherd, Director of Business Advisory Services, provided an update on the 2024 First Quarter Report.

Council thanked Anthony Lemphers and Tania Shepherd for the presentation.

10. **BYLAWS**

10.1 C-1281-23 - Election Sign Bylaw - Third Reading

Jennifer Maskoske, Deputy City Clerk, presented on C-1281-23 - Election Sign Bylaw.

Council thanked Jennifer Maskoske for the presentation.

**Resolution:** RCM-139-24

**Moved by:** Councillor MacDonald

THAT third reading be given to C-1281-23 - Election Sign Bylaw.

**Unanimously Carried**

10.2 C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations - Second and Third Reading

**Resolution:** RCM-140-24

**Moved by:** Councillor Oldham

THAT second reading be given to C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations.

**Unanimously Carried**

**Resolution:** RCM-141-24

**Moved by:** Councillor Carter

THAT third reading be given to C-1290-23 - Land Use Bylaw Text Amendment - Election Sign Regulations.

**Unanimously Carried**

10.3 C-1312-24 Community Standards Bylaw - Third Reading

Carissa Chan, Policy Analyst, presented on C-1312-24 - Community Standards Bylaw.

Council thanked Carissa Chan for the presentation.

**Resolution:** RCM-142-24

**Moved by:** Councillor Stevenson

THAT third reading be given to C-1312-24 - Community Standards Bylaw, as amended.

**Unanimously Carried**

10.4 C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions - Second and Third Reading

**Resolution:** RCM-143-24

**Moved by:** Councillor Gillett

THAT second reading be given to C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions.

**Unanimously Carried**

**Resolution:** RCM-144-24

**Moved by:** Councillor Houston

THAT third reading be given to C-1300-24 - Land Use Bylaw Amendment - Recreational Vehicle and All-Terrain Vehicle Restrictions.

**Unanimously Carried**

10.5 Bylaw Amendments and Repeals to Effect the Community Standards Bylaw - Third Reading

Carissa Chan, Policy Analyst, presented on Bylaw Amendments and Repeals to Effect the Community Standards Bylaw.

Council thanked Carissa Chan for the presentation.

**Resolution:** RCM-145-24

**Moved by:** Councillor Oldham

THAT third reading be given to C-1322-24 - Open Space Area Bylaw Amendment.

**Unanimously Carried**

**Resolution:** RCM-146-24

**Moved by:** Councillor Carter

THAT third reading be given to C-1323-24 - Traffic Bylaw Amendment, as amended.

**Unanimously Carried**

**Resolution:** RCM-147-24

**Moved by:** Councillor Gillett

THAT third reading be given to C-1321-24 - Development Fees and Fines Bylaw Amendment, as amended.

**Unanimously Carried**

**Resolution:** RCM-148-24

**Moved by:** Councillor Stevenson

THAT third reading be given to C-1324-24 - 2024 Fees and Charges Bylaw Amendment.

**Unanimously Carried**

**Resolution:** RCM-149-24

**Moved by:** Councillor MacDonald

THAT third reading be given to C-1319-24 - Omnibus Community Standards Repealing Bylaw.

**Unanimously Carried**

10.6 C-1313-24 - Hens Bylaw - First and Second Reading

Lee Ann Beaubien, Planner II, presented on C-1313-24 - Hens Bylaw.

Council thanked Lee Ann Beaubien for the presentation.

**Resolution:** RCM-150-24

**Moved by:** Councillor Gillett

THAT a pilot project of two years be implemented for the Hens Program.

**Unanimously Carried**

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1313-24 - Hens Bylaw.

**Resolution:** RCM-151-24

**Moved by:** Councillor Stevenson

THAT second reading be given to C-1313-24 - Hens Bylaw.

**Unanimously Carried**

10.7 C-1315-24 - Land Use Bylaw Amendment - Hen Keeping - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1315-24 - Land Use Bylaw Amendment for Hen Keeping.

10.8 C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping - First and Second Reading

Lee Ann Beaubien, Planner II, presented on C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping.

Council thanked Lee Ann Beaubien for the presentation.

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping.

**Resolution:** RCM-152-24

**Moved by:** Councillor MacDonald

THAT second reading be given to C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping.

**Unanimously Carried**

10.9 C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District.

**11. BUSINESS ITEMS**

There were no Business Items on the agenda.

**12. COUNCILLOR REPORTS**

12.1 Councillor Reports - May 27, 2024

Councillors provided written updates on internal and external boards and committees they are a part of.

12.2 Councillor Report - Councillor Stevenson - Tri-Municipal Leisure Facility Corporation Board

Councillor Stevenson acknowledged Jay Granley for his many years of service on the Tri-Municipal Leisure Facility Corporation Board.

**13. INFORMATION ITEMS**

13.1 Various Boards and Committee Meeting Minutes and Reports - May 27, 2024

The minutes from the Tri-Municipal Leisure Facility Corporation Board were provided to Council for review.

**14. NOTICES OF MOTION**

There were no Notices of Motion provided.



**15. CLOSED SESSION**

**Resolution:** RCM-153-24

**Moved by:** Councillor Oldham

THAT Council go into Closed Session at 7:42 p.m. under the following sections of the *Freedom of Information and Protection of Privacy Act*:

Item 15.1 2024 Awards of Excellence Nominations

*Section 17; Disclosure harmful to personal privacy*

*Section 24; Advice from officials*

**Unanimously Carried**

15.1 2024 Awards of Excellence Nominations

The following persons were also in Closed Session to provide information or administrative support for item 15.1 2024 Awards of Excellence Nominations:

David Wolanski and Wendy Boje.

15.2 Return to Open Session - May 27, 2024

**Resolution:** RCM-154-24

**Moved by:** Councillor Gillett

THAT Council move out of Closed Session at 8 p.m.

**Unanimously Carried**

**16. BUSINESS ARISING FROM CLOSED SESSION**

16.1 2024 Awards of Excellence Nominations

Wendy Boje, General Manager of Strategic and Communication Services, presented on the 2024 Awards of Excellence Nominations.

Council thanked Wendy Boje for the presentation.

**Resolution:** RCM-155-24

**Moved by:** Councillor Carter

THAT the recommendation of the 2024 Awards of Excellence Council sub-committee be approved as presented.

**Unanimously Carried**

**17. ADJOURNMENT**

**Resolution:** RCM-156-24

**Moved by:** Councillor Gillett

THAT the Regular Council meeting adjourn at 8:03 p.m.

**Unanimously Carried**

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Jeff Acker, Mayor

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Karie Nothof, Recording Secretary

\_\_\_\_\_

Date Signed



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

Bylaw C-1317-24 is a direct control district that would apply to Lot 2, Block 23, Plan 212 0610 located at 144 Century Crossing. This direct control district provides for the development of Indoor Self Storage as a permitted use. Site specific regulations for this use include prohibiting access from the alley to the north and limiting the Indoor Self Storage use to three stories.

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### **PROPOSED MOTION:**

THAT second reading be given to C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District.

THAT third reading be given to C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District.

### **BACKGROUND / ANALYSIS:**

The subject site, Lot 2, Block 23, Plan 212 0610, is located at 144 Century Crossing. This 0.3 ha lot was created with no direct access or frontage onto Century Road. Access to the site is through an agreement with Lot 1, Block 23, Plan 212 0610 to the south and Lot 30, Block 23, Plan 222 0371 to the east.

The primary purpose of this direct control district is to establish a commercial area that would provide for the development of an indoor self-storage facility.

Traditionally, self-storage as a use is associated with light industrial areas. While there is certainly historical precedent of such use being primarily in light industrial areas, evolution within the design and functionality of self-storage developments in recent years indicate that such uses can be well integrated into commercial areas.

Historically, self-storage developments were designed as primarily outdoor, horizontally distributed storage bays with secured perimeters, bright lighting, and located on the fringes of cities. Many of these traditional self-storage developments lack any notable architectural features that contribute to a sense of place. However, self-storage developments have shifted significantly over time, leading to design that is appropriate for retail or light commercial locations. Through architectural design, opting for a vertical rather than horizontal layout, and moving towards an indoor facility model, self-storage developments can be much better integrated into areas once thought incompatible for such uses.

### **Land Use Bylaw**

The subject land is currently districted C2 - Vehicle Oriented Commercial District and can accommodate a large variety of permitted commercial uses including Alcohol Sales and Service Station, and discretionary uses including Private Club and Recycling Transfer Depot.

The proposed direct control district provides for Indoor Self Storage as a Permitted Use and a limited list of Discretionary Uses. Site specific regulation for the Indoor Self Storage use has been included to address site sensitive design criteria to ensure an appropriate interface with the adjacent residential lands to the north. These design regulations include:

- restricting vehicular access to the site from the residential lane to the north
- limiting the height of the Indoor Storage Facility to three stories
- limiting any vehicular building access to the south side of the indoor storage facility
- requiring architectural features to make the building exterior and site landscaping compatible with the surrounding area

### **Area Structure Plan**

The subject land does not fall under the jurisdiction of an area structure plan.

### **Municipal Development Plan**

The Municipal Development Plan identifies the area as Vehicle Oriented Commercial use.

The proposed indoor self-storage and possible vehicle oriented commercial discretionary uses are in general compliance with policy 6.2.1.1 which supports the development and intensification of vehicle-oriented commercial uses in areas identified as 'Vehicle Oriented Commercial' on Figure 8: Future Land Use.

### **OPTIONS / ALTERNATIVES:**

Bylaw C-1317-24 is being presented at a Public Hearing. Should Council feel they need further information to make a decision, they may choose to adjourn the public hearing for continuance at a later date. If Council chooses this option, second reading of this bylaw will be rescheduled.

This bylaw is also being brought forward for consideration of second and third reading. Upon closing of the Public Hearing and based on information provided at the Public Hearing, discussion and consideration of changes to the bylaws may be made. Alternatively, Council may defeat the motion for second reading and choose to defeat this bylaw or a Councilor may make the following motion if they wish to defer third reading to the next Council meeting:

*THAT third reading for C-1317-24 - Land Use Bylaw Amendment - DC.18 Commercial Indoor Self Storage Direct Control District be deferred to the June 24, 2024, Regular Council Meeting.*

### **CONSULTATION / ENGAGEMENT:**

This application was circulated to relevant City departments for their comments and has received no objections. A public information program that included direct mail out of the proposal and door knocking to solicit comment was conducted by the applicant. No written concerns were received nor negative comments from the residents reached during the door knocking efforts. A summary of the public consultation has been attached to this RFD as the What We Heard Report.

A statutory Public Hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading. Advertising of the Public Hearing was placed in the Spruce Grove Examiner on May 31, 2024, and uploaded to the City website on May 28, 2024, as per the Advertising Bylaw thereby satisfying the requirements of the *Municipal Government Act*. Additionally, a notice was mailed directly to landowners within 30m of the subject lands.

### **IMPLEMENTATION / COMMUNICATION:**

If Bylaw C-1317-24 is approved the Land Use Bylaw will be updated on the City website.

### **IMPACTS:**

Approval of this bylaw will enable the City to consider a development permit application for an indoor storage facility and a limited number of associated commercial uses, on Lot 2, Block 23, Plan 212 0610.

**FINANCIAL IMPLICATIONS:**

n/a

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1317-24**

**LAND USE BYLAW AMENDMENT – DC.18 COMMERCIAL INDOOR SELF STORAGE  
DIRECT CONTROL DISTRICT**

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12 is amended as follows:
  - 1.1 The document entitled “SECTION 158 DC.18 – COMMERCIAL INDOOR SELF STORAGE DIRECT CONTROL DISTRICT”, attached hereto as Schedule “1” to this bylaw, is hereby adopted.
2. Bylaw C-824-12, Schedule A City of Spruce Grove Land Use Bylaw Map, is amended as follows:
  - 2.1 To redistrict part of Lot 2, Block 23, Plan 212 0610 from C2 – Vehicle Oriented Commercial District to DC.18 – Commercial Indoor Self Storage Direct Control District, as shown on the map below:



3. This amending bylaw shall be consolidated into Bylaw C-824-12.
4. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried

May 27, 2024

Public Hearing

Second Reading Carried

Third Reading Carried

Date Signed

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Mayor

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City Clerk



## Schedule “1”

### SECTION 158 DC.18 – COMMERCIAL INDOOR SELF STORAGE DIRECT CONTROL DISTRICT

(1) GENERAL PURPOSE

This Direct Control District for Lot 2, Block 23, Plan 212 0610 is intended to provide for the development of an Indoor Self Storage facility with a limited list of potential accessory commercial uses and to establish a complimentary interface with the residential lands to the north. The subject site has no direct frontage on the collector roadway.

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> <li>• Indoor Self Storage</li> </ul>	<ul style="list-style-type: none"> <li>• Accessory Building</li> <li>• Personal Service Establishment*</li> <li>• Professional and Office Service*</li> <li>• Retail Sales*</li> </ul>

\* These discretionary uses shall be within the Indoor Self Storage Building and limited to the first Storey.

(2) DEVELOPMENT REGULATIONS

In addition to the Regulations contained in Part 6 General Regulations, Part 7 Special Regulations, Part 8 Parking Regulations, Part 9 Landscaping Regulations, and Part 10 Sign Regulations, the following regulations shall apply to all Development in this District.

	Site Standard
Front Yard Setback (Minimum):	<ul style="list-style-type: none"> <li>• 6.0 m</li> <li>• No storage, loading or similar Use may occur within the Front Yard Setback.</li> </ul>
Side Yard Setback (Minimum):	<ul style="list-style-type: none"> <li>• 4.0 m or 10% of the Site Width, whichever is less</li> </ul>
Rear Yard Setback (Minimum):	<ul style="list-style-type: none"> <li>• 7.5 m</li> <li>• The 3.0 m portion that is closest to the residential District shall be landscaped.</li> </ul>
Site Coverage (Maximum):	<ul style="list-style-type: none"> <li>• 50%</li> </ul>
Building Height (Maximum):	<ul style="list-style-type: none"> <li>• Three Storeys not to exceed 12.0 m</li> </ul>

(3) ADDITIONAL REGULATIONS

- (a) The Site shall not have access from the rear lane.
- (b) The development shall have a higher architectural standard compatible with the surrounding area, including:
  - (i) A high degree of visual interest through the use of elements including, but not limited to, colour change, material change, or architectural features for exterior finishings;
  - (ii) Sufficient architectural and/or landscaping details to the satisfaction of the Development Officer; and
  - (iii) Any vehicular access into the building, inclusive of garage door loading bays, shall be oriented away from adjacent residential districts, to the satisfaction of the Development Officer.
- (c) Indoor Self Storage use shall:
  - (i) Have a regularly staffed security and maintenance office;
  - (ii) Have an individual self storage locker size maximum of 50 m<sup>2</sup>;
  - (iii) Prohibit the storage of dangerous goods;
  - (iv) Provide entrances that are clearly visible and accessible from parking areas, well lit and reflect the principles of Crime Prevention Through Environmental Design;
  - (v) Provide a minimum of 1 parking stall per 100 m<sup>2</sup> of Gross Floor Area, as well as a minimum of 1 stall per 3 employees.
    - a. Required parking may be provided inside the physical building through dedicated loading spaces.
    - b. Total required parking may be reduced if demonstrated through a Parking Study at the time of Development Permit submission to the satisfaction of the Development Officer.

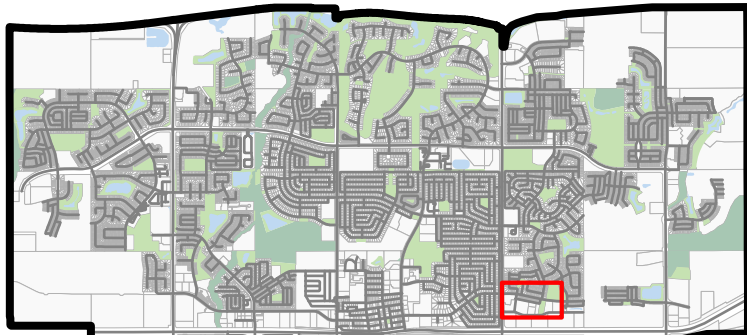
(4) ISSUANCE OF DEVELOPMENT PERMIT

Council shall delegate authority to a Development Officer to make decisions on Development Permit Applications pursuant to this Direct Control District.

# Location Aerial

## C-1317-24

144 Century Crossing Indoor Storage



PLLUAJ202400024  
PROPOSED DC – SELF STORAGE DEVELOPMENT

**WHAT WE HEARD REPORT**

Prepared by: Eins Development Consulting  
Ltd.

Date: May 14, 2024

**E1NS**

## INTRODUCTION

The City of Spruce Grove values public participation as being an important tool in supporting informed decision-making processes for both Council and Administration. To uphold the City's commitment to public participation, Eins Development Consulting Ltd recently conducted a multi-faceted public engagement program with property owners proximate to the site of the proposed Self Storage development at 144 Century Crossing.

## ENGAGEMENT PLAN

Eins Development Consulting submitted an Engagement Plan to the City of Spruce Grove for approval, including both a mailed letter and in-person engagement with relevant property owners nearby. This has proven to gather more responses than traditional engagement methods in our experience.

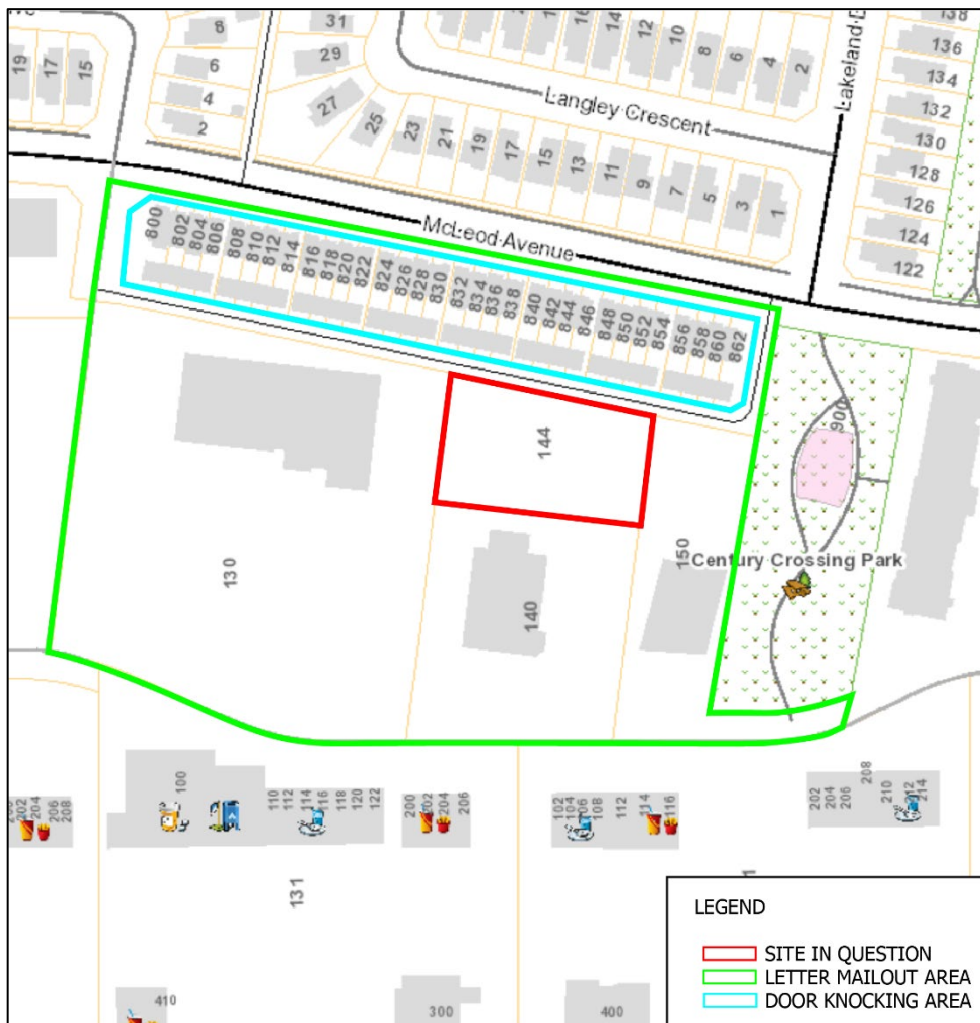


Figure 1: Engagement Map

## **MAILOUT OVERVIEW**

Eins Development Consulting prepared 34 mailout packages that contained a letter of intent, information on the proposed development, a conceptual site plan and rendering of the proposed building. The letters were sent out on April 25<sup>th</sup>, 2024, and landowners were given until May 10<sup>th</sup>, 2024 (3 weeks) to ask questions and provide feedback directly to representatives of Eins Consulting.

As of May 14<sup>th</sup>, 2024, no feedback was received by phone or by email.

## **IN-PERSON ENGAGEMENT (DOOR KNOCKING)**

Representatives from Eins Consulting went out three separate times to conduct in-person engagement with individual homeowners and residents of 800-862 McLeod Avenue; these residents would be most affected by the proposed development as it is directly across the lane to the south of their homes.

The dates, times and scope of the in-person engagements included:

- 1) May 8<sup>th</sup>, 2024, 3:00pm – 4:30pm:
  - a. All 31 homes were visited, 5 of which were home and engaged with
- 2) May 9<sup>th</sup>, 2024, 2:30pm – 4:00pm:
  - a. 26 homes were visited that were not reached during the first engagement; an additional 4 were home and engaged with.
  - b. For those not home, a postcard was left with an encouragement to follow up directly with representatives from Eins Consulting
- 3) May 13<sup>th</sup>, 2024, 5:30pm – 6:00pm & 7:15pm – 8:00pm
  - a. 22 homes were visited that were not reached during either of the previous engagement efforts. 2 of which were home and engaged with.

In total, 10 of the 31 homes (32%) along McLeod Avenue were engaged with directly.

## **IN-PERSON ENGAGEMENT FEEDBACK SUMMARY**

In general, all residents engaged with were indifferent to the proposed development. Some had minor concerns that were addressed during the in-person engagements. The concerns raised included:

- The rear fence between the site in question and the rear lane is in poor condition and should be replaced or repaired
- Concern that spruce trees planted within the rear lane ROW would be impacted by the development
- Security in the rear lane has been an issue sporadically, with some residents having break-ins of their garages.
- The potential location and height of the building (\*it should be noted that it was assumed to be 4 storeys and immediately located adjacent to the rear lane. This

concern was addressed and rescinded through showing the regulations and the concept site plan)

There were several residents that had positive feedback regarding the proposed development, including:

- Additional lighting and security that would come from the new building and use would help issues related to the rear lane and breakins
- The proposed use is quiet by nature and will not disturb the peace and quiet of the neighbourhood
- The use is needed, people can free up space in their homes and garages

All feedback in its raw form can be found in the Appendix.

## **CONCLUSION**

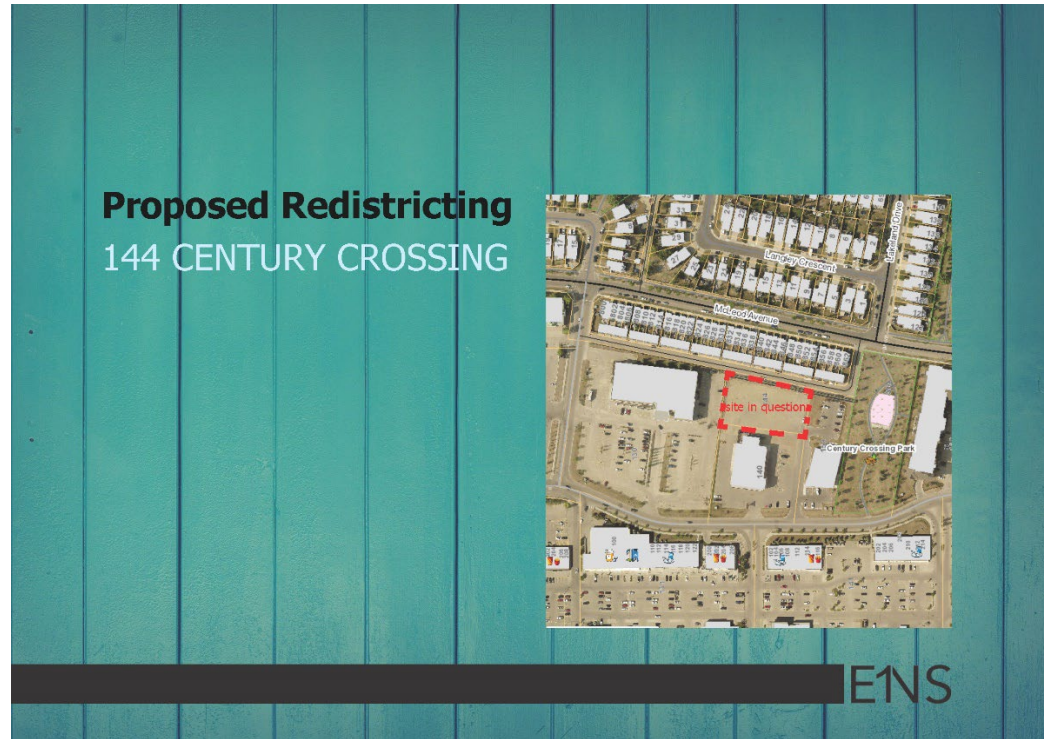
Overall, the feedback received across all engagement types was mostly indifferent or supportive of the proposed use.

## APPENDIX A - RAW DATA FROM DOOR KNOCKING

ADDRESS	ENGAGED WITH? Y/N	COMMENTS/FEEDBACK
800 McLeod Avenue	N (x3)	
802 McLeod Avenue	Y	No concerns
804 McLeod Avenue	N (x3)	
806 McLeod Avenue	N (x3)	
808 McLeod Avenue	Y	No concerns
810 McLeod Avenue	Y	No concerns
812 McLeod Avenue	Y	No concerns (moving soon)
814 McLeod Avenue	N (x3)	
816 McLeod Avenue	Y	No concerns
818 McLeod Avenue	N (x3)	
820 McLeod Avenue	N (x3)	
822 McLeod Avenue	N (x3)	
824 McLeod Avenue	N (x3)	
826 McLeod Avenue	N (x3)	
828 McLeod Avenue	N (x3)	
830 McLeod Avenue	N (x3)	
832 McLeod Avenue	N (x3)	
834 McLeod Avenue	N (x3)	
836 McLeod Avenue	N (x3)	
838 McLeod Avenue	Y	Height and location of proposed building (no concerns following engagement and showing plans & regulations)
840 McLeod Avenue	N (x3)	
842 McLeod Avenue	Y	No concerns
844 McLeod Avenue	N (x3)	
846 McLeod Avenue	N (x3)	
848 McLeod Avenue	N (x3)	
850 McLeod Avenue	Y	Rear lane fence needs repairing, no concerns with proposed use
852 McLeod Avenue	Y	Rear fence needs repairing, no concerns with proposed use
854 McLeod Avenue	Y	Supportive, need additional lighting and security in rear lane
856 McLeod Avenue	N (x3)	
858 McLeod Avenue	N (x3)	
860 McLeod Avenue	N (x3)	
862 McLeod Avenue	N (x3)	



## APPENDIX B – POSTCARD LEFT FOR RESIDENTS NOT HOME



### Sorry we missed you!

Hi there. We stopped by to gather some of your thoughts and feedback on the proposed redistricting of 144 Century Crossing to allow for a new Indoor Self Storage use.

We would like to share additional information with you regarding the proposed development, gather your thoughts and discuss any concerns you might have.

There will be other opportunities for you to share your thoughts on the application in the future. In the meantime, please feel free to get in touch if you would like to chat or would like more information on this project!



Thanks for your time!

**Ryan Eidick**  
Director, Eins Consulting  
780.298.4179  
ryan@eins.ca

## APPENDIX C – LETTER MAILED TO NEARBY LANDOWNERS

# E1NS

Eins Development Consulting Ltd.

7409 – 111 Street NW

Edmonton, AB

T6G 0E6

[www.eins.ca](http://www.eins.ca)

April 25, 2024

RE: 144 Century Crossing – Seeking neighbour feedback on proposed Indoor Self Storage use

Dear Neighbour,

This letter is to inform you about an ongoing redistricting application for a portion of the above-noted property. Eins Development Consulting Ltd, has been engaged by the owners to redistrict a portion of the property to accommodate a 3-storey self storage building. The intent of this letter is to provide information regarding this potential development as well as the overall application process.

Redistricting is the process of changing the regulations to allow for different types of land uses and development on a piece of land. The above-noted property is current districted C2 – Vehicle Oriented District, and this application is to allow for an Indoor Self Storage use to be constructed on the site.

The self storage building is intended to have 3 floors of storage lockers. There is also an intent to have separate commercial space on the main floor in addition to the storage areas. All storage activities will be entirely located within the building, with the only vehicular access proposed from the south, between the existing Trail Tire and Tri-Municipal Veterinary Clinic. No access is proposed to the lane, and the main entry points for vehicles to the building will be from the south side. The north side of the building will only have entry doors for people. A site plan and a conceptual elevation of this proposed building can be found on the following pages.

We are reaching out to inform you, as a nearby resident, of the proposed application and to give you as much information as we have currently to solicit any feedback and answer any questions you have at this time. There will be future opportunities to provide feedback on this redistricting application directly to the City of Spruce Grove and City Council at a formal Public Hearing, which you will receive a notice for separately.

At this time, we encourage you to reach out directly to me at one of the below methods if you have questions or concerns related to the application. We ask that you kindly submit feedback to me directly by May 10, 2024. I look forward to hearing from you.

Regards,



Ryan Eidick  
Director, Eins Development Consulting  
780.298.4179  
[ryan@eins.ca](mailto:ryan@eins.ca)

## Proposed Location, Concept Elevation, Site Plan & Floor Plan

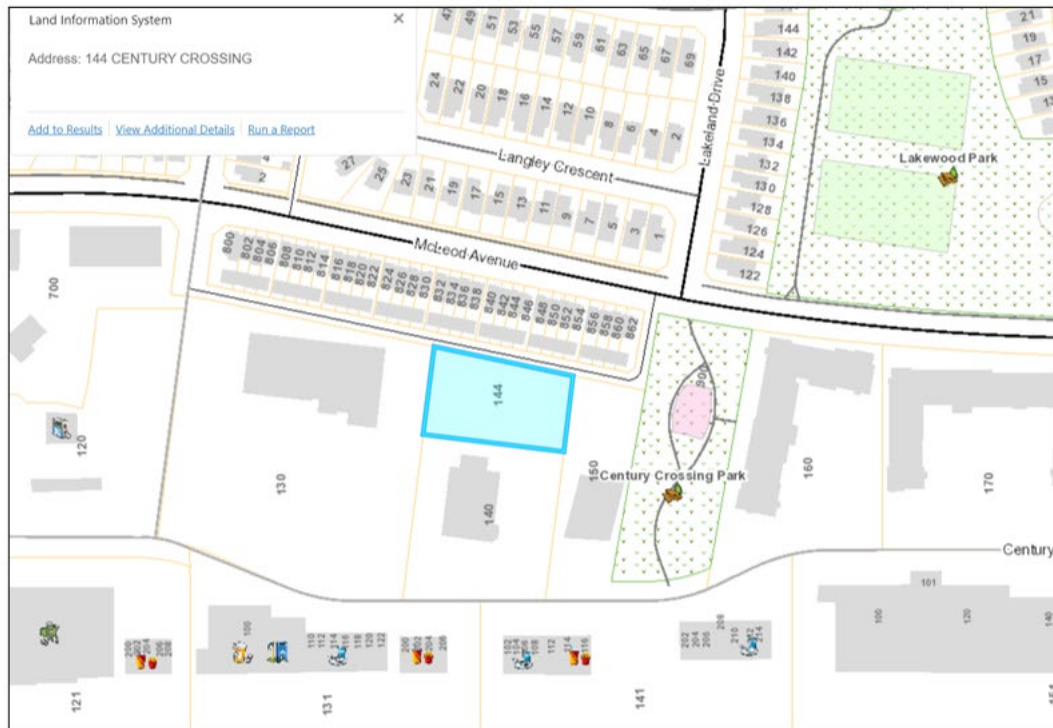


Figure 1 – Property Location



Figure 2 – Conceptual building elevation



# NOTICE OF PUBLIC HEARING

## BYLAW C-1317-24 – LAND USE BYLAW AMENDMENT – DC.18 COMMERCIAL INDOOR SELF STORAGE DIRECT CONTROL DISTRICT

It is City Council's intention to hold a public hearing as part of their consideration of Bylaw C-1317-24 – Land Use Bylaw Amendment – DC.18 Commercial Indoor Self Storage Direct Control District. The proposed bylaw will redistrict Lot 2, Block 23, Plan 212 0610 in the Century Crossing area. This subject area is currently districted C2 – Vehicle Oriented Commercial. The proposed bylaw will provide for the development of an Indoor Self Storage facility with a number of potential discretionary uses. Site specific regulations for this development are provided to create an appropriate interface with the existing residential properties to the north and include prohibiting access from the alley to the north and limiting the Indoor Self Storage use to three storeys.

### REPRESENTATION

If you or someone you represent is affected by the proposed bylaw, you may address Council at the public hearing by attending the meeting in-person or by participating virtually. The Public Hearing is to be held:

**Monday, June 10, 2024 at 6:00 p.m.**

In-Person: Those wishing to address Council in person may attend: Council Chambers, City Hall, 315 Jespersen Avenue

Virtual: The Public Hearing may be viewed online at: [www.sprucegrove.org/LiveCouncil](http://www.sprucegrove.org/LiveCouncil)

Persons who wish to attend virtually can either verbally speak or submit a question or statement to Council by email until the Public Hearing is closed. To arrange to verbally speak virtually you must pre-register with the City Clerk by Monday, June 10, 2024, at 12 p.m. by email [cityclerk@sprucegrove.org](mailto:cityclerk@sprucegrove.org) or by calling 780-962-7615. Persons who wish to address Council in-person are not required to register to speak. Speakers will be limited to 5 minutes and permitted to speak only once.

To provide an emailed question or statement to be read out during the hearing you may email it to [cityclerk@sprucegrove.org](mailto:cityclerk@sprucegrove.org) until the Public Hearing is closed. Only one email per person is permitted.

Written submissions will be received by the City Clerk by mail at City Hall, 315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8, or by email to [cityclerk@sprucegrove.org](mailto:cityclerk@sprucegrove.org), until noon on Wednesday, June 5, 2024. These must be signed, dated, and contain your civic address. Written submissions received by this date/time will be included as part of the council meeting agenda package.

Copies of the proposed bylaw amendment(s) are available upon request from the Planning and Development Department by calling or emailing the case planner as noted below.

### QUESTIONS?

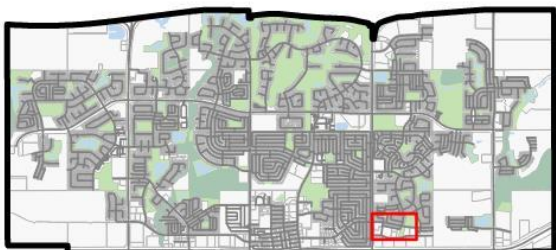
Please contact David Towle, Senior Development Planner, at 780-962-7601 or [dtowle@sprucegrove.org](mailto:dtowle@sprucegrove.org)



Bylaw C-1317-24  
Land Use Bylaw Amendment  
**DC.18 Commercial Indoor Self Storage**  
**Direct Control District**

City of Spruce Grove  
Public Hearing  
June 10, 2024

# Location



Location Aerial  
**C-1317-24**



144 Century Crossing Indoor Storage



## Century Crossing

Intended Land Use:

- Indoor Self Storage



# Municipal Development Plan

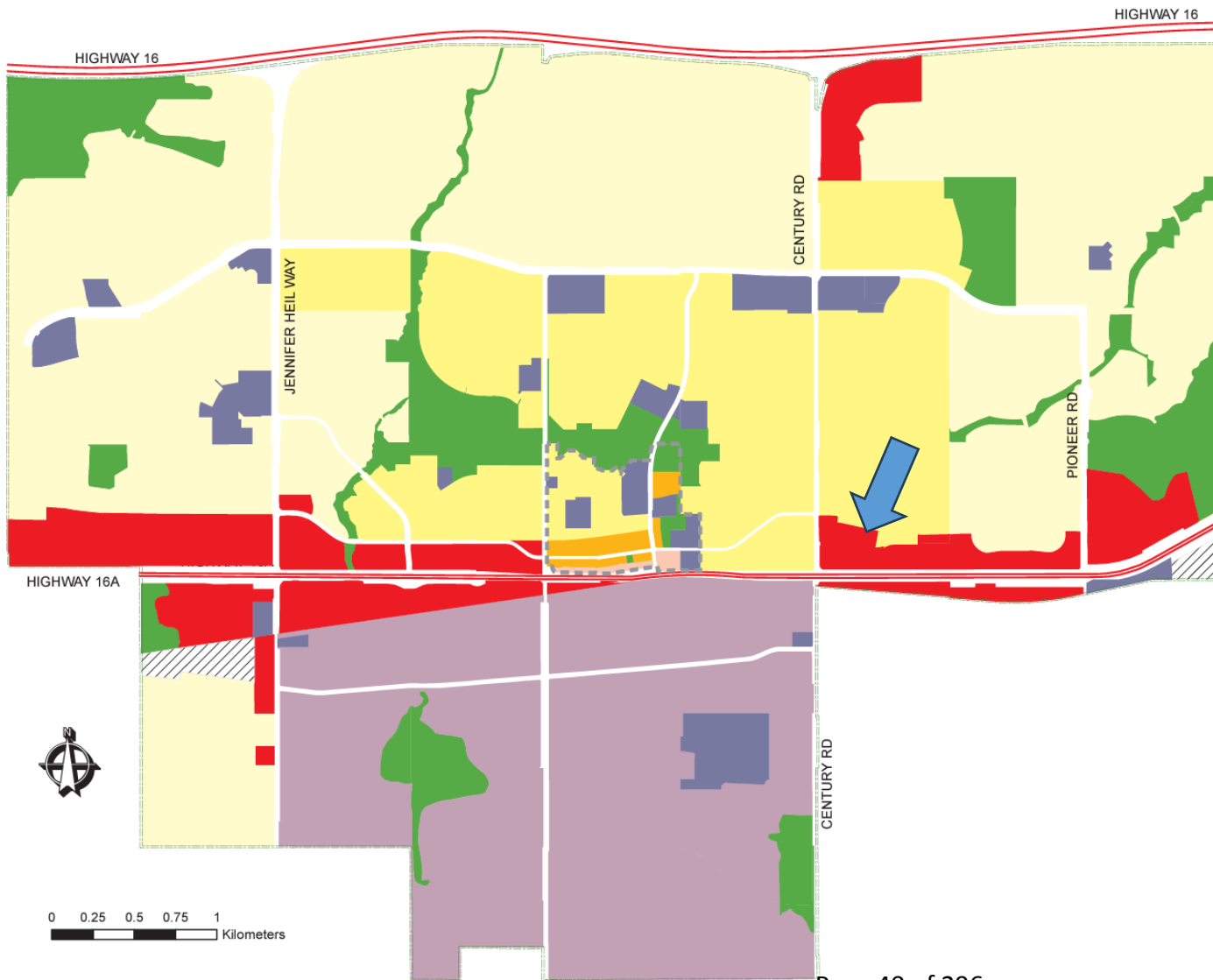


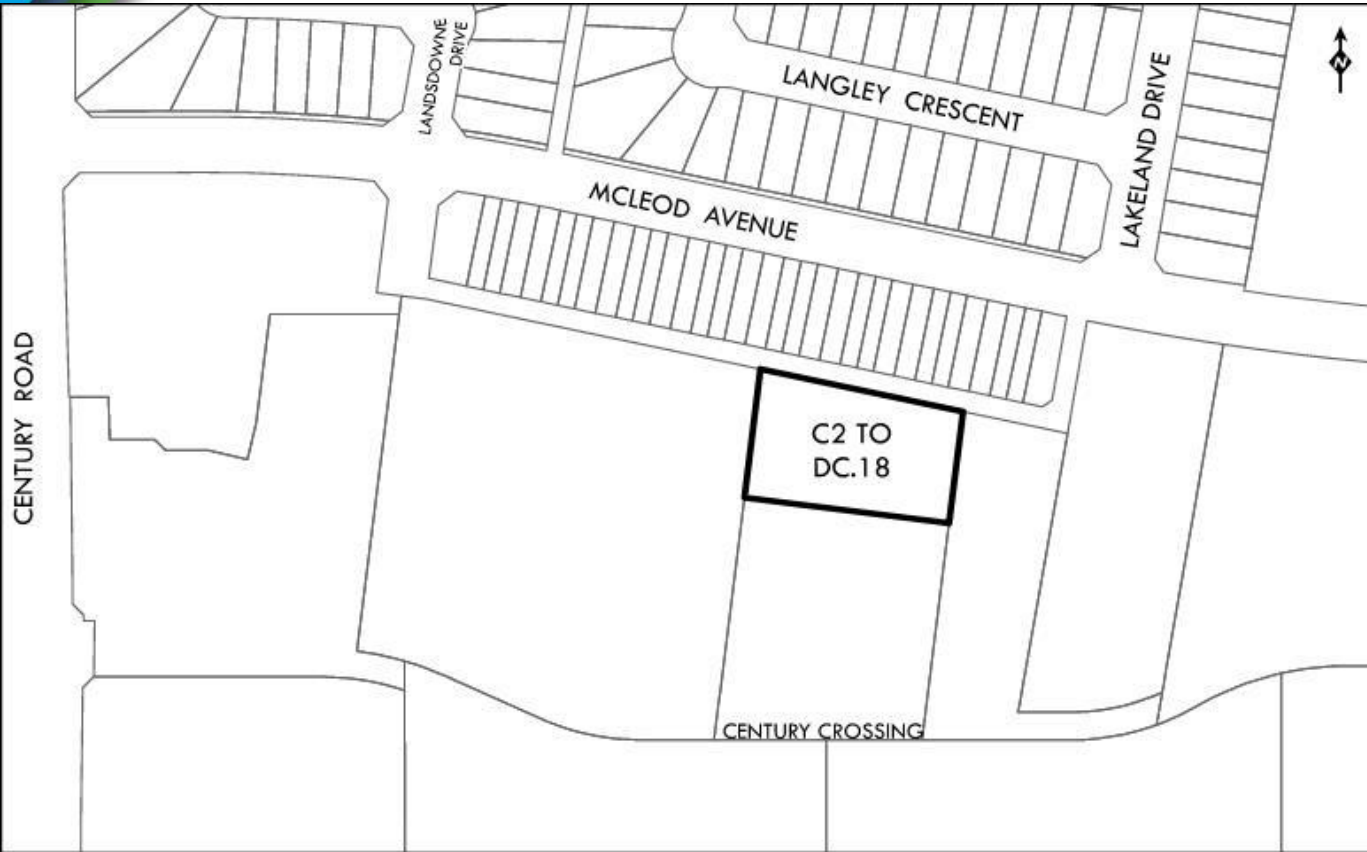
Figure 8  
Future Land Use

- Residential
- Established Residential
- Mixed Use
- First Ave Commercial
- Vehicle Oriented Commercial
- Industrial / Business Park
- Institutional
- Open Space
- Special Study Area
- City Boundary
- City Centre Boundary

Municipal Development Plan  
2010-2020



# Proposed Land Use Bylaw Amendment



## Legal Description:

Lot 2, Block 23, Plan 212 0610

**Amendment Area: 0.32 ha**

## Proposed amendment

From: C2 - Vehicle Oriented Commercial District

To: DC.18 - Commercial Indoor Self Storage Direct Control District

# 144 Century Crossing



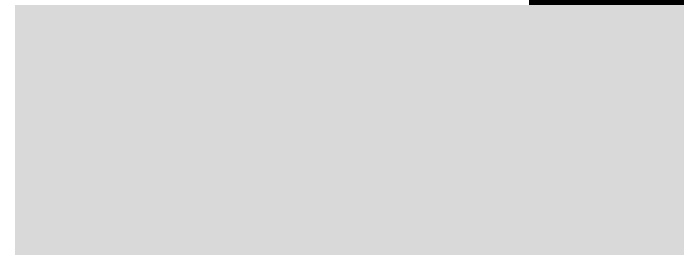
# Direct Control District

The use of a direct control district has been requested to accommodate specific requirements not considered in a standard district of the Land Use Bylaw; these include the permitted use for the site and the identification of site specific regulation to provide a transitional interface between the proposed commercial development and the existing residential to the immediate north. The site-specific regulation of the proposed Direct Control District provides for development as follows:

- A maximum height of three storeys, not to exceed 12.0 m
- Indoor Self Storage as the Permitted Use
- No access from the rear lane
- Requiring the orientation of vehicular building access doors to be away from adjacent residential uses

# Questions and Comments

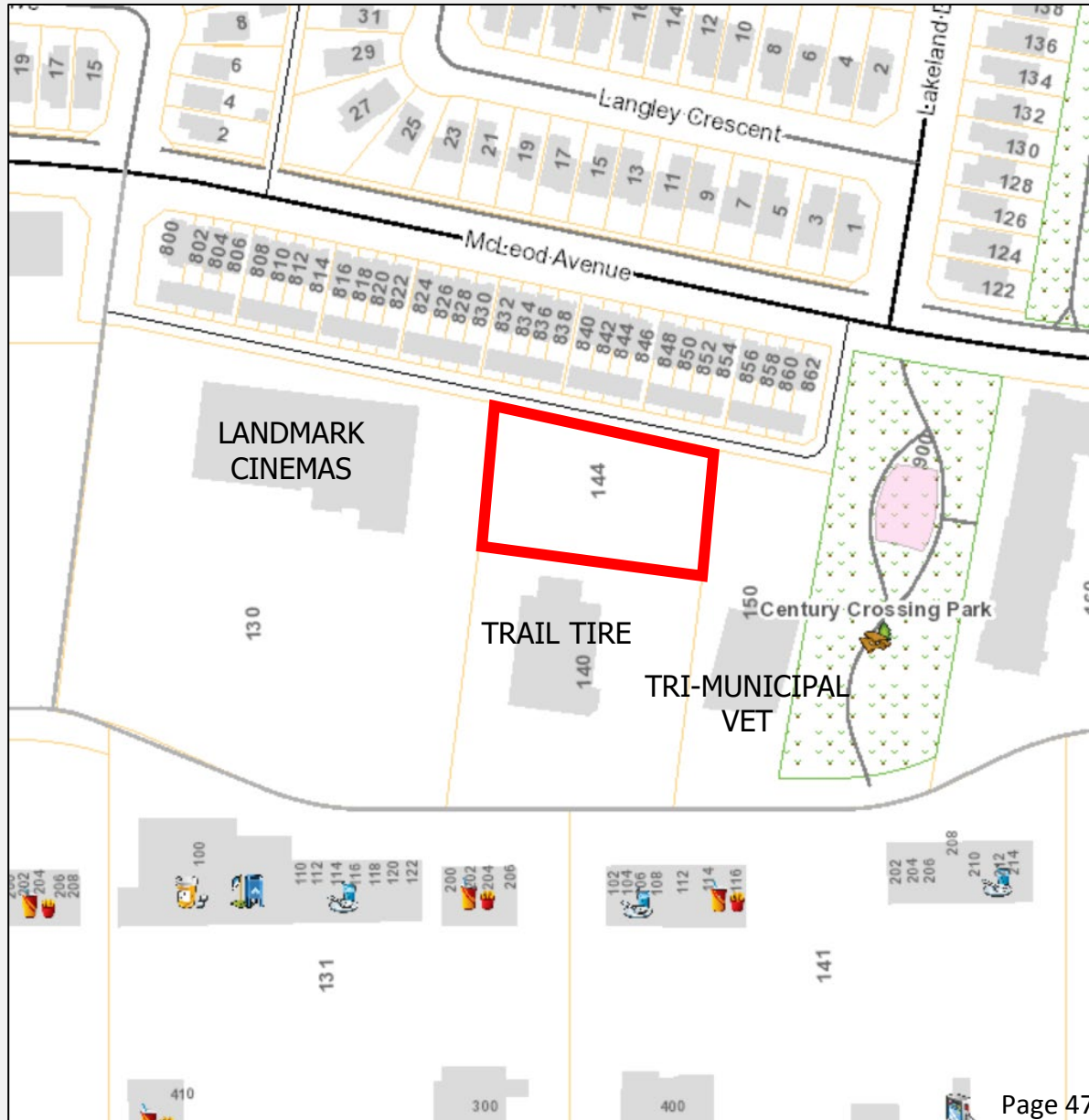
**PLLUAJ202400024**  
**144 CENTURY CROSSING**



## FOCUS

- Purpose of Application
- Development Concept
- Engagement

# PURPOSE



Site is undeveloped, surrounded by Landmark Cinemas (west), Trail Tire (south), Tri-Municipal Veterinary Clinic (east), and townhouses (north).

Desire is to construct a self-storage building with accessory commercial development on the ground level.

# DEVELOPMENT REGULATIONS

Bylaw C-1317-24  
Page 3 of 4

## Schedule "1"

### SECTION 158 DC.18 – COMMERCIAL INDOOR SELF STORAGE DIRECT CONTROL DISTRICT

#### (1) GENERAL PURPOSE

This Direct Control District for Lot 2, Block 23, Plan 212 0610 is intended to provide for the development of an Indoor Self Storage facility with a limited list of potential accessory commercial uses and to establish a transitional interface with the residential lands to the north. The subject site has no direct frontage on the collector roadway.

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"><li>Indoor Self Storage</li></ul>	<ul style="list-style-type: none"><li>Accessory Building</li><li>Personal Service Establishment*</li><li>Professional and Office Service*</li><li>Retail Sales*</li></ul>
* These discretionary uses shall be within the Indoor Self Storage Building and limited to the first Storey.	

#### (2) DEVELOPMENT REGULATIONS

In addition to the Regulations contained in Part 6 General Regulations, Part 7 Special Regulations, Part 8 Parking Regulations, Part 9 Landscaping Regulations, and Part 10 Sign Regulations, the following regulations shall apply to all Development in this District.

	Site Standard
Front Yard Setback (Minimum):	<ul style="list-style-type: none"><li>6.0 m</li><li>No storage, loading or similar Use may occur within the Front Yard Setback.</li></ul>
Side Yard Setback (Minimum):	<ul style="list-style-type: none"><li>4.0 m or 10% of the Site Width, whichever is less</li></ul>
Rear Yard Setback (Minimum):	<ul style="list-style-type: none"><li>7.5 m</li><li>The 3.0 m portion that is closest to the residential District shall be landscaped.</li></ul>
Site Coverage (Maximum):	<ul style="list-style-type: none"><li>50%</li></ul>
Building Height (Maximum):	<ul style="list-style-type: none"><li>Three Storeys not to exceed 12.0 m</li></ul>

Primarily, the site will be used for Indoor Self Storage. Additional uses are limited and discretionary in nature and only allowed at ground level

Identical setback regulations as C2 District, height reduced by 1 storey (2m)



# DEVELOPMENT REGULATIONS

Bylaw C-1317.24  
Page 4 of 4

## 3) ADDITIONAL REGULATIONS

- (a) The Site shall not have access from the rear lane.
- (b) The development shall have a higher architectural standard compatible with the surrounding area, including:
  - (i) A high degree of visual interest through the use of elements including, but not limited to, colour change, material change, or architectural features for exterior finishings;
  - (ii) Sufficient architectural and/or landscaping details to the satisfaction of the Development Officer; and
  - (iii) Any vehicular access into the building, inclusive of garage door loading bays, shall be oriented away from adjacent residential districts, to the satisfaction of the Development Officer.

No access allowed from the lane, and higher standards of architecture required than typical

## (c) Indoor Self Storage use shall:

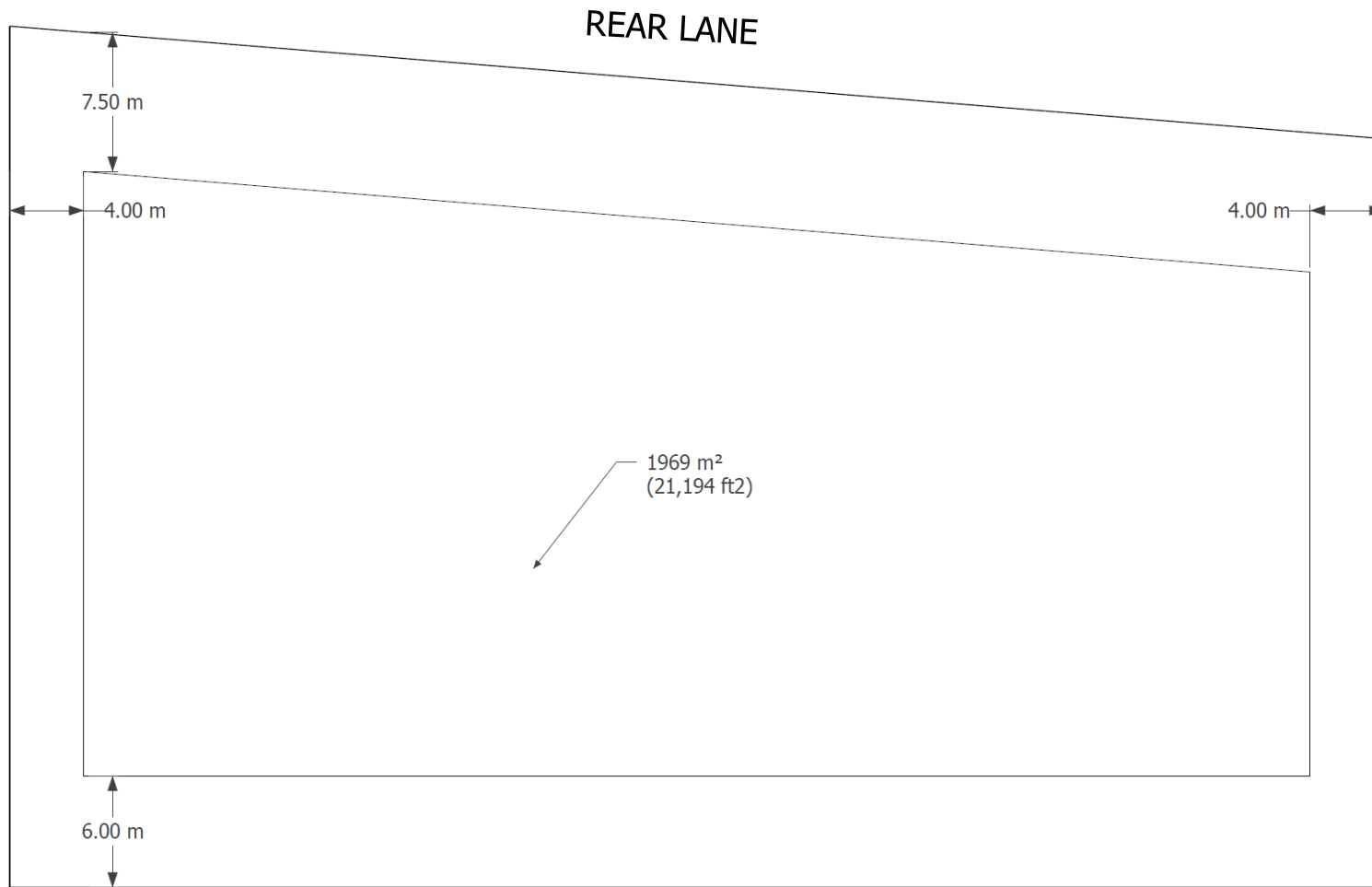
- (i) Have a regularly staffed security and maintenance office;
- (ii) Have an individual self storage locker size maximum of 50 m<sup>2</sup>;
- (iii) Prohibit the storage of dangerous goods;
- (iv) Provide entrances that are clearly visible and accessible from parking areas, well lit and reflect the principles of Crime Prevention Through Environmental Design;
- (v) Provide a minimum of 1 parking stall per 100 m<sup>2</sup> of Gross Floor Area, as well as a minimum of 1 stall per 3 employees.
  - a. Required parking may be provided inside the physical building through dedicated loading spaces.
  - b. Total required parking may be reduced if demonstrated through a Parking Study at the time of Development Permit submission to the satisfaction of the Development Officer.

Additional regulations for Indoor Self Storage, mostly related to safety and parking

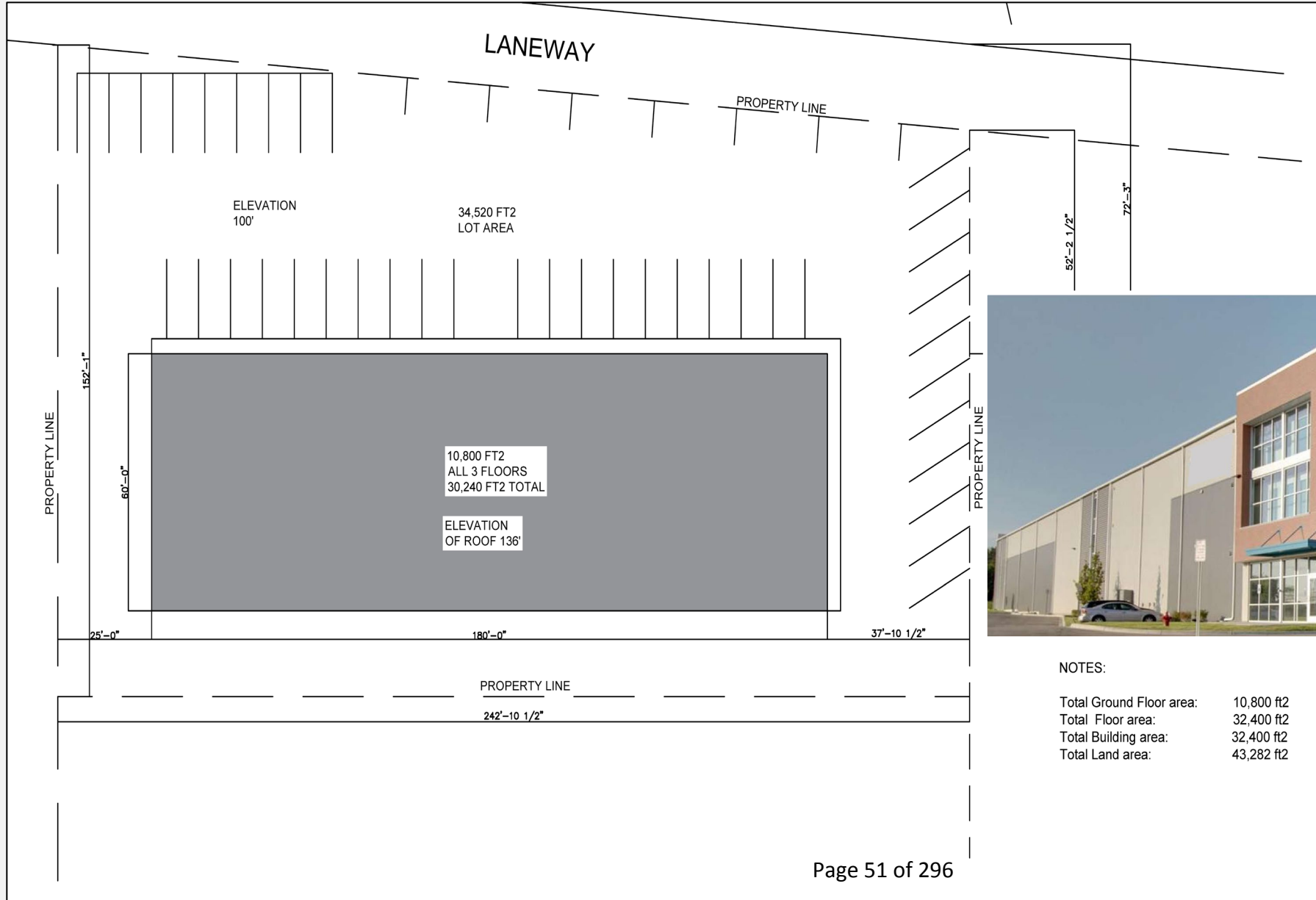
## (4) ISSUANCE OF DEVELOPMENT PERMIT

Council shall delegate authority to a Development Officer to make decisions on Development Permit Applications pursuant to this Direct Control District.

# DEVELOPMENT CONCEPT - MAXIMUM



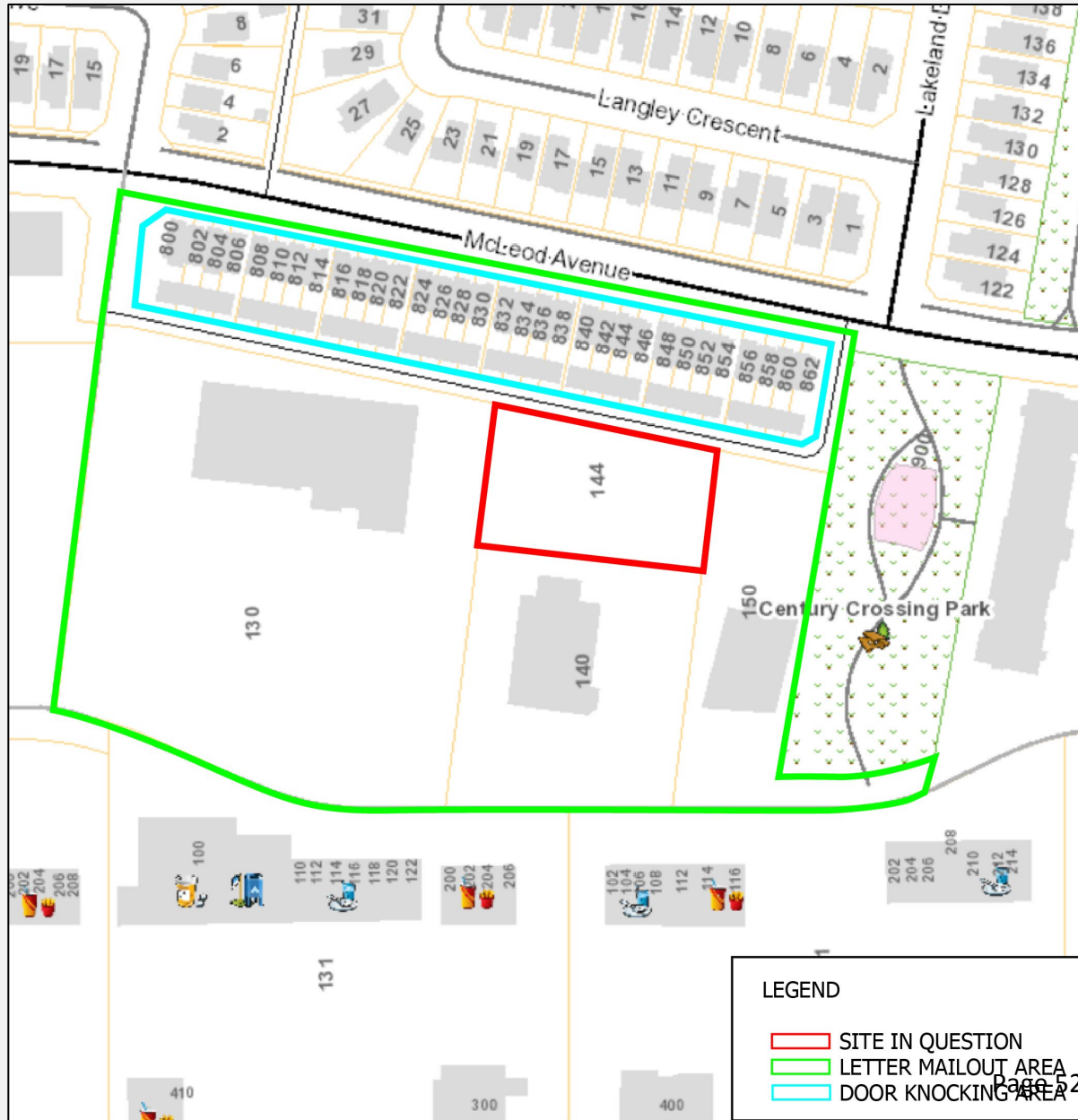
# DEVELOPMENT CONCEPT - LIKELY



NOTES:

Total Ground Floor area:	10,800 ft2
Total Floor area:	32,400 ft2
Total Building area:	32,400 ft2
Total Land area:	43,282 ft2

# ENGAGEMENT WITH NEARBY RESIDENTS



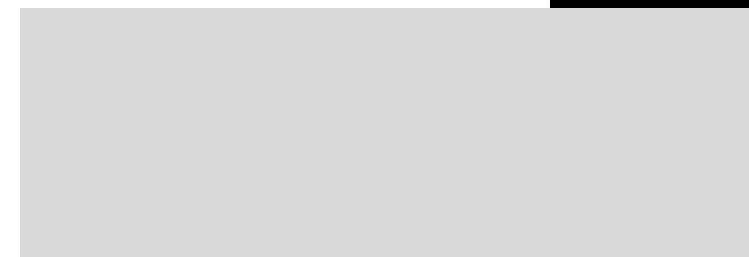
Letter sent to all commercial and residential properties, with development information

Door knocked on neighbouring homes to the north on 3 separate afternoons/evenings

- For those not home, postcard was left with details and an encouragement to call/email with any questions or feedback
- 32% of residents were directly engaged with
- No additional phone calls, emails or feedback

Generally, everyone engaged with was supportive or indifferent to the proposed development.

**THANK YOU**





## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1315-24 - Land Use Bylaw Amendment - Hen Keeping - Public Hearing

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

Proposed Bylaw C-1315-24, a Land Use Bylaw text amendment to Land Use Bylaw C-824-12, is being brought forward for a public hearing to remove from the definition of Agriculture hens that may be kept pursuant to a valid hen licence.

Second and third reading of C-1315-24 will follow third reading of the related C-1313-24 - Hens Bylaw. Bylaw C-1315-24 is being brought forward in tandem with C-1313-24 - Hens Bylaw and C-1314-24 - Development Fees and Fines Bylaw Amendment for Hen Keeping that together support the proposed two-year Hen Keeping Pilot Program.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

Administration has developed a two-year pilot program for hen keeping. The Land Use Bylaw currently only permits the raising of hens as part of an Agriculture use in the UR - Urban Reserve District and the UAT - Urban Agricultural Transition District. To implement the program Administration identified the need to amend Bylaw C-824-12 - Land Use Bylaw to remove hens that are kept pursuant to a valid hen licence from the definition of Agriculture. This amendment will allow for hen keeping in residential areas as intended by the hen keeping program.

**OPTIONS / ALTERNATIVES:**

Bylaw C-1315-24 is being presented at Public Hearing. Should Council feel they need further information to make a decision, they may choose to adjourn the public hearing for continuance at a later date.

Upon closing of the Public Hearing and based on information provided at the Public Hearing, discussion, consideration of changes to the bylaw may be made.

**CONSULTATION / ENGAGEMENT:**

Results from the Community Standards Bylaw What We Heard Report provided Administration with feedback from community responses to hen keeping and beekeeping within the city.

The jurisdictional scan guided further research; Administration explored options with similar sized municipalities. Inquiries were made to other municipalities regarding hen programs, internal processes, bylaw definitions, and lessons learned to inform the proposed options.

A statutory Public Hearing, advertised per the requirements of the *Municipal Government Act*, must be held prior to consideration of second reading. Advertising of the Public Hearing was placed in the Spruce Grove Examiner on May 31, 2024, and uploaded to the City website on May 28, 2024, per the Advertising Bylaw and the *Municipal Government Act* requirements.

**IMPLEMENTATION / COMMUNICATION:**

If approved, the Land Use Bylaw will be updated as per Bylaw C-1315-24 and published on the City’s website.

**IMPACTS:**

Approval of this bylaw will allow for hen keeping in residential areas.

**FINANCIAL IMPLICATIONS:**

n/a

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1315-24**

**LAND USE BYLAW AMENDMENT - HEN KEEPING**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, a municipality shall pass a land use bylaw and may amend the Land Use Bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12 is amended as follows:

1.1 By adding the following in bold:

**SECTION 7 DEFINITIONS**

**AGRICULTURE**

The cultivation of soil for the growing of crops and all related activities, or the raising of animals to provide food or other products. This shall not include Confined Feeding Operations or Cannabis Production Facilities, or **hens that are kept pursuant to a valid Hen Licence issued under the Hens Bylaw.**

2. This amending bylaw shall be consolidated into Bylaw C-824-12.

3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 27 May 2024

Public Hearing [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)



Date Signed

---

Mayor

---

City Clerk

# NOTICE OF **PUBLIC HEARING**

## **BYLAW C-1315-24 – LAND USE BYLAW AMENDMENT – HEN KEEPING**

It is City Council's intention to hold a Public Hearing as part of their consideration of Bylaw C-1315-24, a proposed Land Use Bylaw amendment to remove hens that are kept with a valid hen keeping licence from the definition of Agriculture. C-1315-24 is being brought forward to support a proposed two-year hen keeping pilot program.

### **REPRESENTATION**

If you or someone you represent is affected by the proposed bylaw, you may address Council at the public hearing by attending the meeting in-person or by participating virtually. The Public Hearing is to be held:

**Monday, June 10, 2024 at 6:00 p.m.**

#### **In-Person**

Those wishing to address Council in person may attend:

Council Chambers, City Hall

315 Jespersen Avenue

#### **Virtual**

The Public Hearing may be viewed online at: **[www.sprucegrove.org/LiveCouncil](http://www.sprucegrove.org/LiveCouncil)**

Persons who wish to attend virtually can either verbally speak or submit a question or statement to Council by email until the Public Hearing is closed. To arrange to verbally speak virtually you must pre-register with the City Clerk by Monday, June 10, 2024, at 12 p.m. by email [cityclerk@sprucegrove.org](mailto:cityclerk@sprucegrove.org) or by calling 780-962-7615. Persons who wish to address Council in-person are not required to register to speak. Speakers will be limited to 5 minutes and permitted to speak only once.

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Copies of the proposed bylaw amendment(s) are available upon request from the Planning and Development Department by calling or emailing the case planner as noted below.

### **QUESTIONS?**

Please call or email Lee Ann Beaubien, Planner II,  
at 780 962 2611 ext. 592, [lbeaubien@sprucegrove.org](mailto:lbeaubien@sprucegrove.org)

# Bylaw C-1315-24 Land Use Bylaw Amendment for Hen Keeping

City of Spruce Grove  
Public Hearing  
June 10, 2024

# Regulatory Requirements

1. Hens Bylaw
2. Amendments to:
  - Land Use Bylaw
  - Development Fees and Fines Bylaw



Source: Alexes Fotos a

com

# Proposed Amendment

By adding the following in bold within Section 7 Definitions:

## **AGRICULTURE**

The cultivation of soil for the growing of crops and all related activities, or the raising of animals to provide food or other products. This shall not include Confined Feeding Operations or Cannabis Production Facilities, or **hens that are kept pursuant to a valid Hen License issued under the Hens Bylaw.**

# Questions and comments



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1255-23 - Land Use Bylaw Amendment - Redistricting - Easton Stage 4 - Third Reading

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

Bylaw C-1255-23, a proposed Land Use Bylaw amendment for redistricting approximately 2.37 ha of land from UR - Urban Reserve District to EPL - Easton Planned Lot District, R1 - Mixed Low to Medium Density Residential District and R2 - Mixed Medium to High Density District, is being brought forward for consideration by Council. The proposed redistricting is consistent with the East Pioneer Area Structure Plan and will enable the development of Stage 4 in the Easton Neighbourhood.

If approved, the proposed Bylaw will allow the development of Stage 4 in the Easton neighbourhood.

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### **PROPOSED MOTION:**

THAT third reading be given to C-1255-23 - Land Use Bylaw Amendment - Easton Stage 4.

### **BACKGROUND / ANALYSIS:**

The proposed bylaw will redistrict approximately 2.37 ha of SE ¼ Section 2, Township 53, Range 27, W4M. The area is currently districted UR - Urban Reserve District and proposed to be redistricted to EPL - Easton Planned Lot District, R1 - Mixed Low to Medium District and R2 - Mixed Medium to High Density District. The proposed redistricting will enable the subdivision and development of Single Detached Dwelling zero side yard lots, mixed low to medium density lots and mixed medium to high density lots.

### **Municipal Development Plan**

Your Bright Future: Municipal Development Plan, 2010-2020 (MDP) is the City's primary statutory plan. The proposed residential redistricting is consistent with the policies of the MDP and Figure 8 Future Land Use that identify the subject site for residential land use.

### **East Pioneer Area Structure Plan**

The amendment area is within the East Pioneer Area Structure Plan (Bylaw C-843-13), and the proposed redistricting is consistent with its policies and Land Use Concept that identify it for "Low to Medium Density Residential" and "Medium to High Density Residential" land use. The subject area is located along McLeod Avenue and will provide a mix of low density and medium density residential options.

### **Land Use Bylaw**

The subject land is currently districted UR - Urban Reserve, and redesignation of the land is required for subdivision and development to occur.

The proposed redistricting to EPL - Easton Planned Lot District will support the development of Single Detached Dwellings with zero side yards.

The proposed redistricting to R1 Mixed Low to Medium Density Residential District accommodates a range of low to medium density dwellings.

The proposed redistricting to R2 - Mixed Medium to High Density Residential District will support the development of Row Housing in the subject area.

### **Development Agreement**

As per Corporate Policy 7,005, a completed and signed development agreement is required prior to consideration of third reading of a redistricting. The development agreement has been completed and the Bylaw is ready for consideration of third reading.

### **OPTIONS / ALTERNATIVES:**

Council may direct Administration to make amendments to the proposed bylaw or defeat the motion for third reading and choose to defeat this bylaw.

### **CONSULTATION / ENGAGEMENT:**

This application was circulated to relevant City departments for their comments and has received no objections. Additionally, a notice was mailed directly to landowners within 30m of the subject lands and published on the City's website. A statutory Public Hearing, advertised per the requirements of the *Municipal Government Act*, was held prior to consideration of second reading on March 25, 2024.



**IMPLEMENTATION / COMMUNICATION:**

If Bylaw C-1255-23 is approved, the Land Use Bylaw map will be updated with the change in land use designation and be published on the City's website.

**IMPACTS:**

Approval of this bylaw will enable the development of Stage 4 in the Easton Neighbourhood.

**FINANCIAL IMPLICATIONS:**

n/a

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1255-23**

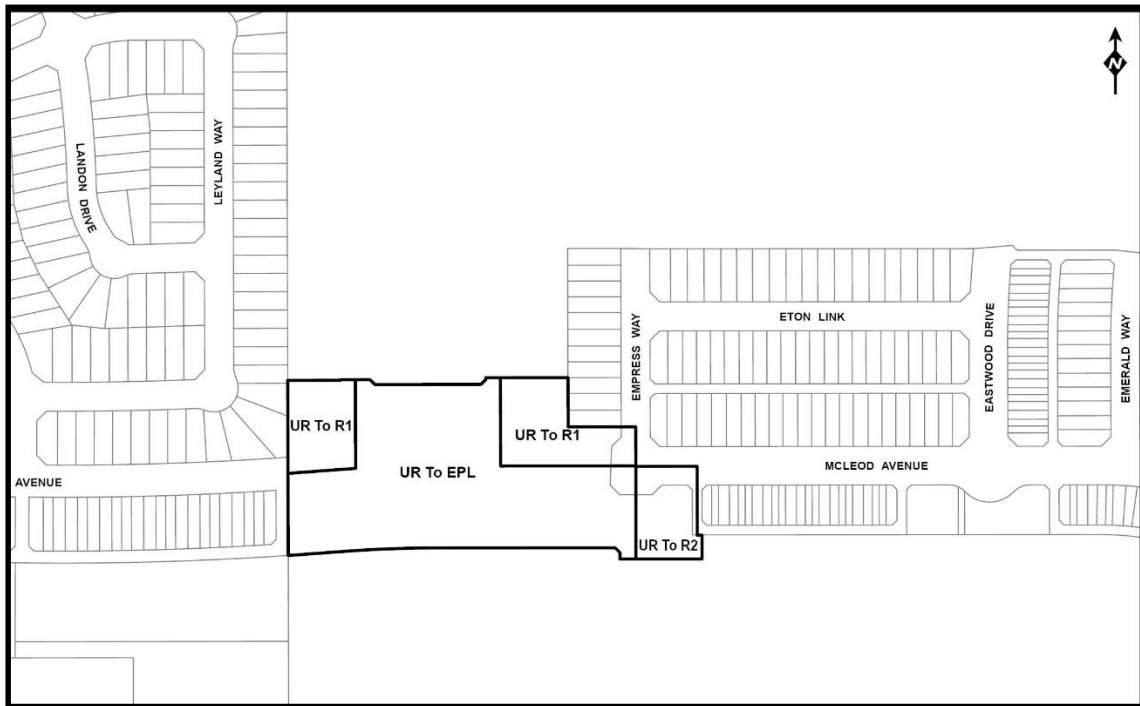
**LAND USE BYLAW AMENDMENT – EASTON STAGE 4**

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12, Schedule A: City of Spruce Grove Land Use Bylaw Map, is amended as follows:
  - 1.1 To redistrict a portion of SE ¼ Section 2 Township 53 Range 27 W4M from UR – Urban Reserve District to EPL - Easton Planned Lot District and R1 – Mixed Low to Medium District and R2 – Mixed Medium to High Density District, as shown on the map below:



2. This amending bylaw shall be consolidated into Bylaw C-824-12.
3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried                      27 March 2023

Second Reading Carried                    25 March 2024

Third Reading Carried                    [Click here to enter a date.](#)

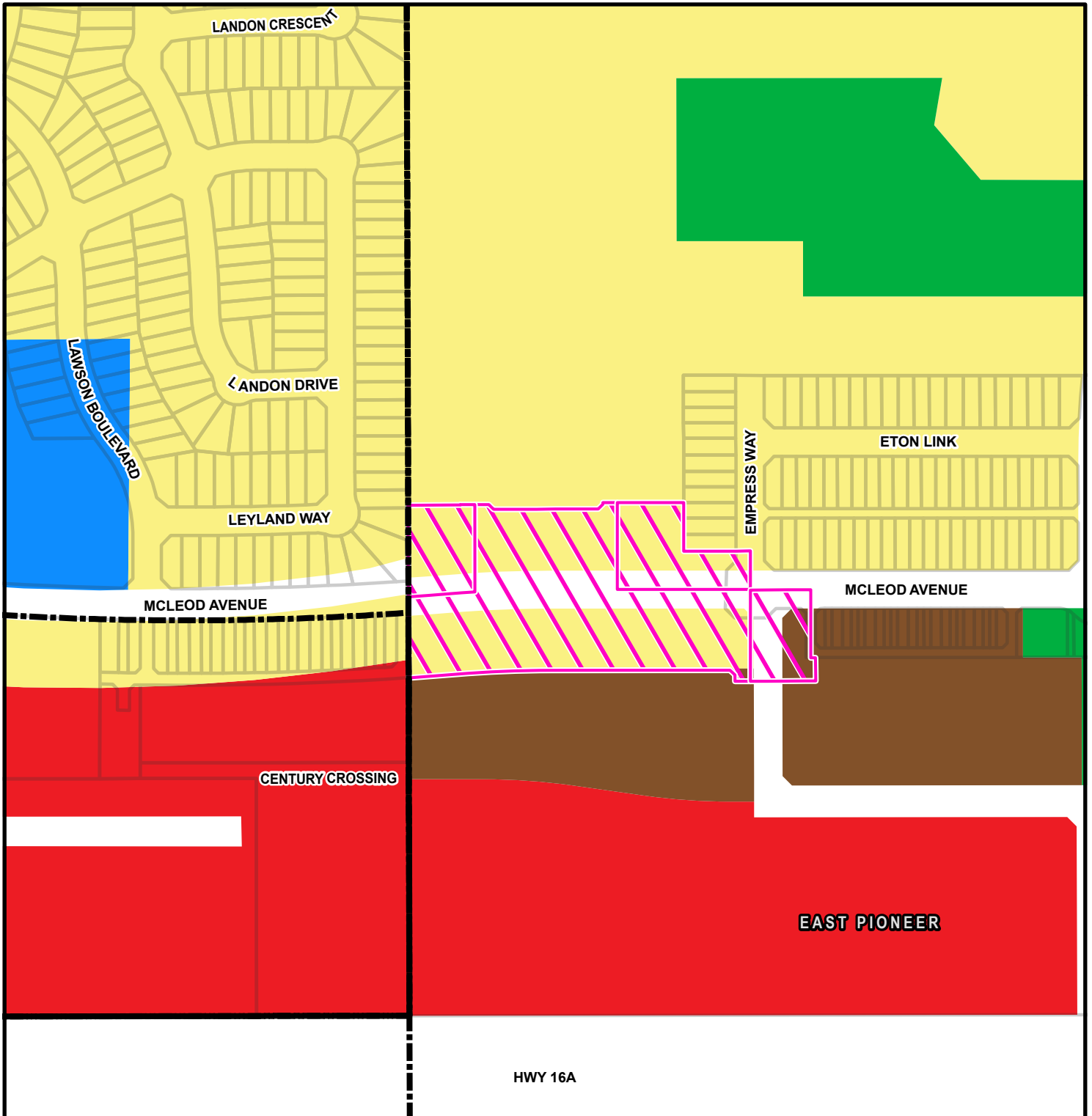
Date Signed

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



Mayor

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City Clerk



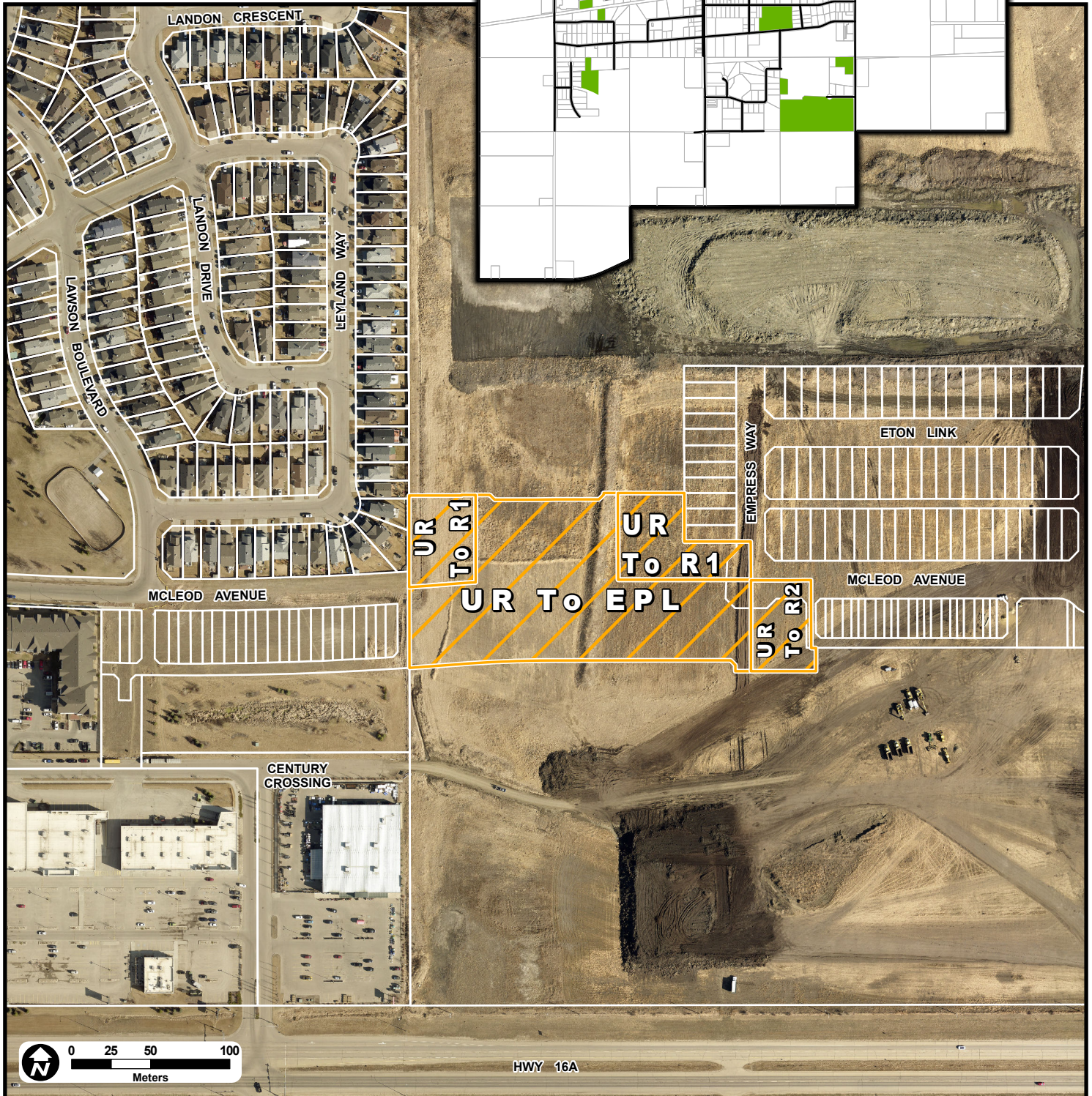
Legend

East Pioneer Area Structure Plan & Lakewood Commercial/ Multi-Family Area Structure Plan & Grove Meadows Area Structure Plan			
	Commercial		Low to Medium Density Residential
	Institutional		Medium to High Density Residential
			Parks / Open Space / MR

# Location Aerial

C-1255-23

Proposed Redistricting  
Easton Stage 4



# Bylaw C-1255-23 Land Use Bylaw Amendment **Easton Stage 4**

City of Spruce Grove  
Third Reading  
Bylaw C-1255-23  
June 10, 2024

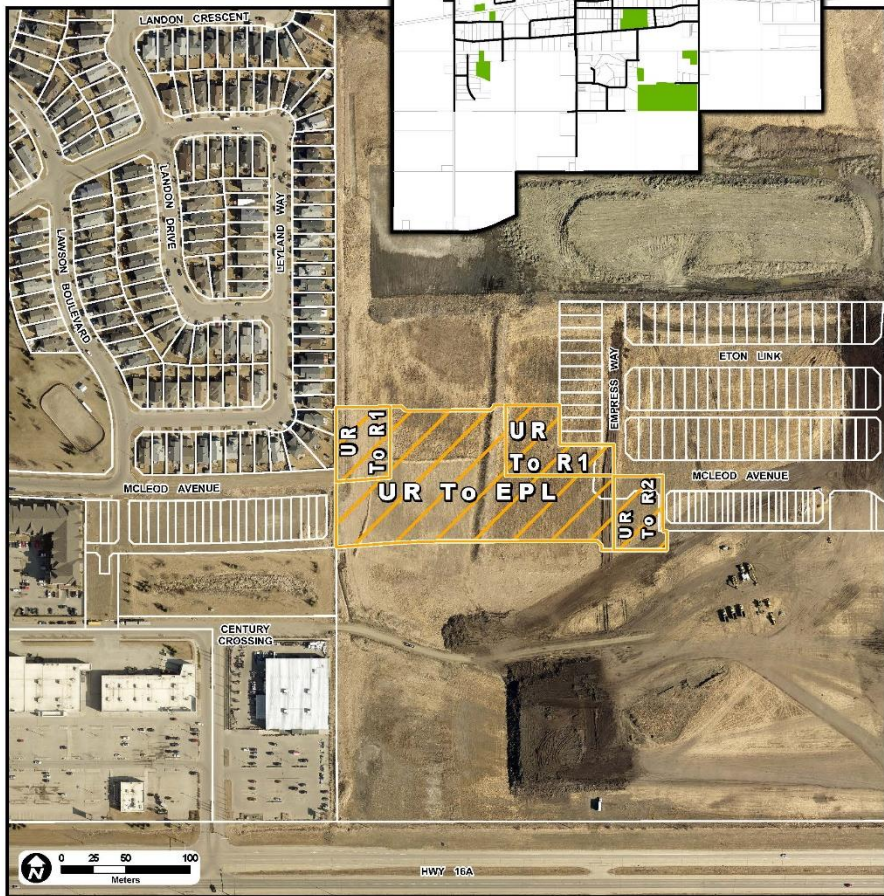
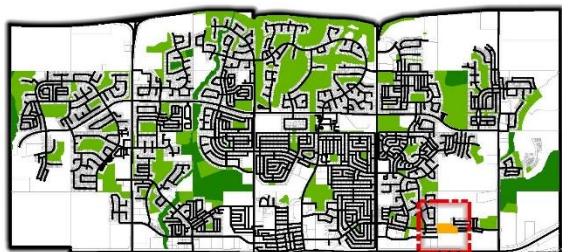
# Location



Location Aerial

C-1255-23

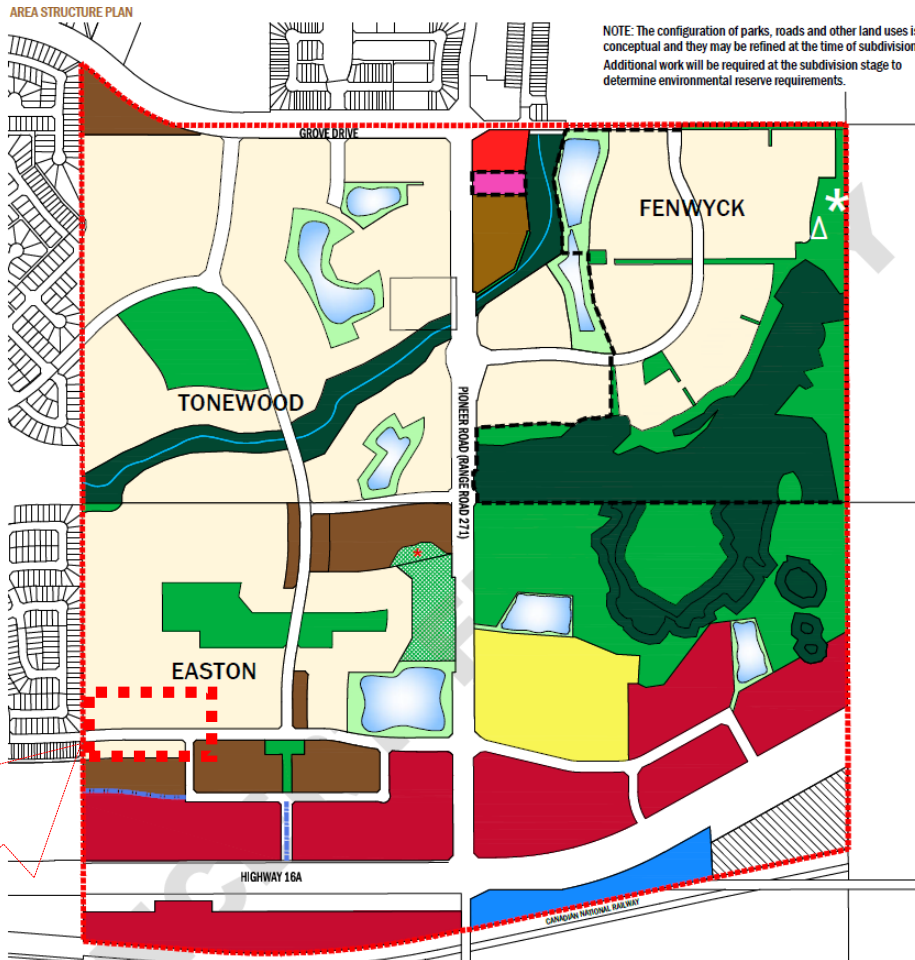
Proposed Redistricting  
Easton Stage 4



## Easton Stage 4

- Intended Land Use:
  - Residential

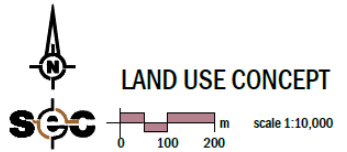
# East Pioneer Area Structure Plan



NOTE: The configuration of parks, roads and other land uses is conceptual and they may be refined at the time of subdivision. Additional work will be required at the subdivision stage to determine environmental reserve requirements.

- **Easton Stage 4**
  - Intended Land Use:
    - Residential

\* Easton Natural Area configuration may be further refined at the subdivision stage, and further study may be required to delineate any areas to be dedicated as ER, MR, Non-Credit MR or Conservation Reserve.



LEGEND	
	Low to Medium Density Residential
	Medium to High Density Residential
	Commercial
	Mixed Use
	Institutional
	Park / Open Space
	Stormwater Management Facility
	Easton Natural Area
	Environmental Reserve
	Special Study Area
	Entertainment District
	Local Road Frontage
	Potential Wetland
	Potential Private Collector
	ASP Boundary
	Amendment Boundary

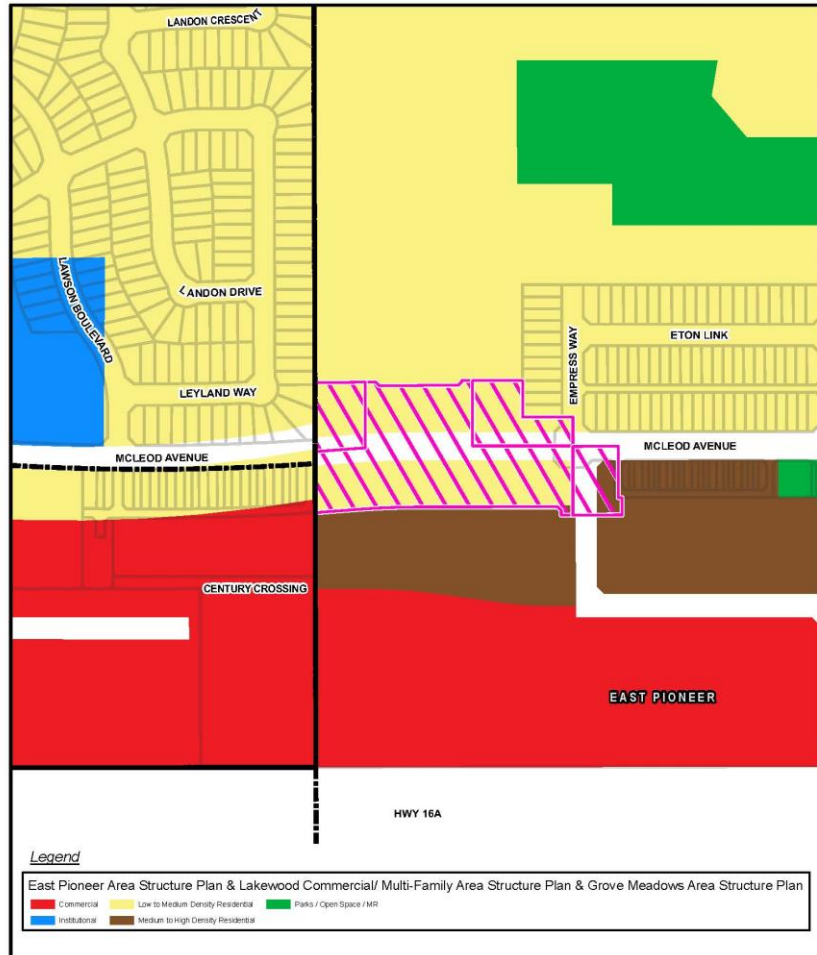




# East Pioneer Area Structure Plan



ASP Overview  
Site of Proposed Redistricting C-1255-23  
Easton Stage 4 



- **Land Use Concept**
  - Mixed Low to Medium Density Residential;
  - Mixed Medium to High Density Residential



# Proposed Amendment

## Legal Description:

SE ¼ Section 2 Township 53 Range 27 W4M

Amendment Area: 2.37 ha

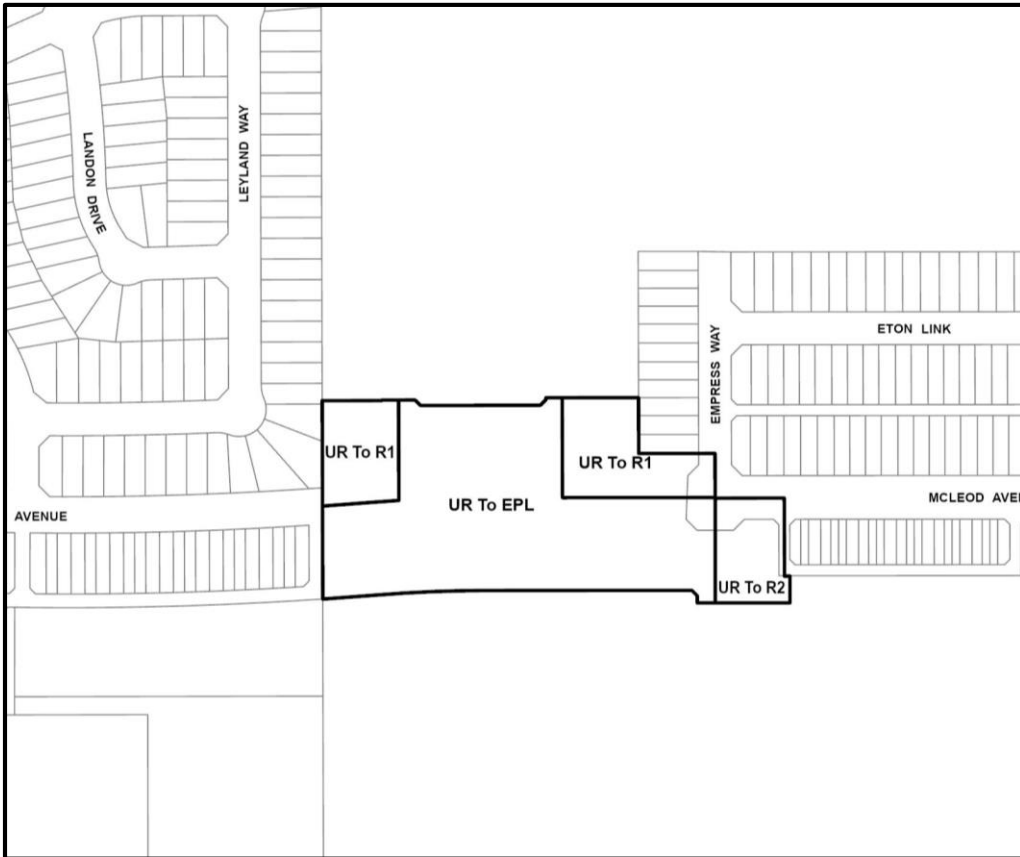
## Proposed amendment

From: UR - Urban Reserve

To: EPL - Easton Planned Lot District

R1 - Mixed Low to Medium Density Residential District; and

R2 - Mixed Medium to High Density Residential District





# Thank you

## Questions and Comments



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1313-24 - Hens Bylaw - Third Reading

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

The results of the Community Standards Bylaw survey identified the desire to permit hen keeping in Spruce Grove. With evidence from jurisdictional research and training, Administration has prepared an implementation program for hen licensing including a Hens Bylaw and associated Land Use Bylaw and Development Fees and Fines Bylaw amendments. Based on the direction received at the April 15, 2024, Governance and Priorities Committee Meeting, Administration has developed a two-year hen keeping pilot project and provided clarity to questions received. Both the pilot project and first and second reading of the bylaw were approved by Council at the May 27, 2024 Council meeting.

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### **PROPOSED MOTION:**

THAT third reading be given to C-1313-24 Hens Bylaw.

### **BACKGROUND / ANALYSIS:**

The 2022 - 2025 Strategic Plan contains an objective to develop an urban agriculture strategy, which includes review of an urban farming policy. In conjunction with the Community Standards Bylaw public engagement, direction was given in August 2023 to proceed with development of a hen keeping program to launch in 2024. Administration was requested to return in the spring with the following for consideration:

- Project plan;
- Resourcing plan;
- Implementation plan; and
- New bylaw and recommendations for bylaw amendments that will need to be made to enable the desired licensing practices.

A two-year pilot project for hen keeping has been developed, which has included:

1. Background review and research
  - Engagement regarding potential support for hen keeping through Community Standards Bylaw initiative
  - Due Diligence Report completed
  - Interviews and discussions with other municipalities
2. Program and process requirements
  - Standards
    - 3 - 6 hens to promote ideal social interaction
    - Coop and run requirements (size, weather proofing, ventilation)
    - Urban Hen Keeping Course Certification
    - Documentation of mentor and veterinarian
    - Disease prevention checklist and hen care checklist
  - Process and Procedure Requirements
    - Licence document and conditions
    - Verification inspection
    - One-time fee, free annual renewal with inspection
    - Neighbour notification
    - Manual process
  - Compliance Requirements
    - Ticketing
    - Appeals to Community Standards Appeal Committee
3. Bylaw and regulatory preparation
  - Develop new Hen Keeping Bylaw
  - Amend Land Use Bylaw and Development Fees and Fines Bylaw
4. Staff training
  - Hen Keeping 101
  - Farm visit
  - Inspection 'drive-along'
5. Enforcement and Communications support

**Resolution and Additional Clarity Requested at the April 15, 2024, Governance and Priorities Committee Meeting**

Administration has provided the following clarity to the hen keeping program regarding Council's resolution and questions.

1) THAT Committee recommend to Council to implement a pilot project for two years for the Hens Program.

To implement a two-year pilot project for hen keeping, administration has undertaken the following changes to the program:

- Reduced the Hen Keeping licencing fees to \$50 to reduce the cost to the applicant and offset the high start-up costs.
- Provide a robust communications plan to ensure applicants are aware that it is a two-year pilot project, which could be cancelled.
- Applicants will be required to sign the application form and licence form acknowledging that the program is a two-year pilot.
- Provide notification to all Hen Keeping licence holders if the pilot program is cancelled and allow for up to six months for the removal of all Hens from the property.

2) Bring more clarity around the wording of 5.4(f) "double bagging", so that the process is known for what is done once the hen is double bagged.

Administration updated section 5.4 (f) of the proposed Hens Bylaw to provide more clarity that deceased hens can be double bagged and placed in the garbage.

“dispose of the carcass of a Hen deceased by natural causes, by double bagging and placing it in the garbage, or bringing it to a veterinarian, farm, abattoir, or other operation that is lawfully permitted to dispose of Hens pursuant to the Animal Health Act Disposal of Dead Animals Regulation (AR 132/2014).”

3) Liability of cancelling a program and bylaw - gather a legal opinion on this.

Administration obtained a legal opinion on the liability of cancelling a program and bylaw and were advised that “the risk of liability to the City should be very remote because the permission granted would be limited in duration and there is nothing inherently negligent about issuing a temporary approval and allowing a person to expend money in reliance upon that.”

However, it was recommended that the City communicate the program expectations, and that participants be required to sign a written statement to the effect that:

- they acknowledge the program is a pilot project;
- the City has the discretion to terminate the project at any time or not to continue with the project; and
- that the participant is aware of the possibility of termination, and that the City will not be responsible for any costs incurred by the participant in relation to the project.

4) Bring an update to Council regarding licence uptake after the Hen Program is in place for one year.

Administration will bring an update to Council regarding the number of licences issued and other key measures of success and challenges in July of 2025.

**OPTIONS / ALTERNATIVES:**

Council may direct Administration to make amendments to the proposed bylaw or defeat the motion for third reading and choose to defeat this bylaw.

**CONSULTATION / ENGAGEMENT:**

Results from the Community Standards Bylaw What We Heard Report provided Administration with feedback from community responses to hen keeping and beekeeping within the city.

The jurisdictional scan guided further research; Administration explored options with similar sized municipalities. Inquiries were made to other municipalities regarding hen programs, internal processes, bylaw definitions, and lessons learned to inform the proposed options.

**IMPLEMENTATION / COMMUNICATION:**

Timelines for the Hen Keeping program are:

DATE	ACTION
March - April 2024	Finalize Hens Bylaw, other bylaw amendments and program details
April - May	Develop communications plan
April 15	Hens Bylaw and program presented to GPC
May 27 and June 10	Hens Bylaw and other bylaw amendments to Council for first, second and third reading
June	Launch program

A Communications Strategy is being developed to update the City’s website and social media tools with regard to the Hen Keeping Program.

**IMPACTS:**

The level of interest in hen keeping in the City is unknown. Other smaller and mid-sized communities have issued anywhere from one to over 100 licences.

Staffing requirements for developing the program and bylaw are estimated at 975 hours for three staff over six months.

Ongoing management of the program is estimated to require 65 - 70 hours per application including pre-application discussions through to licence issuance, inspections and potential appeal.

An additional licencing position could be required to support this program; they would also provide support for other licencing requirements (business, mobile vending).

**FINANCIAL IMPLICATIONS:**

Training costs are minimal, but the time and mileage for courses and farm / inspection visits is required. This can be covered through the Planning and Development department operational budget.

Personal protective equipment (PPE) is required for inspections and estimated at \$150 per staff person. It is expected the responsibility for this program will be shared by three to four staff. This can be covered through the Planning and Development department operational budget.

A temporary Licencing position is being requested through the Community Standards Bylaw work, as this program was initiated through that initiative. Ultimately two positions will be needed to manage the growing demand for business and mobile vending licencing, and upcoming new programs including hen keeping, pawn shops, vehicle for hire, and beekeeping. Planning and Development is awaiting direction on how best to approach requesting funding for these positions.



# **THE CITY OF SPRUCE GROVE**

## **BYLAW C-1313-24**

### **HENS BYLAW**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a municipality may pass bylaws with respect to wild and domestic animals and activities in relation to them;

AND WHEREAS pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a municipality may by bylaw regulate or prohibit, and provide for a system of licences, permits, or approvals;

NOW THEREFORE the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

#### **1. DEFINITIONS**

- 1.1 “Act” means the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended.
- 1.2 “Adjoining Neighbour” means an owner or occupant of a property that is adjacent to a Subject Property.
- 1.3 “Certificate of Title” means an official government-issued document that provides proof of landowner’s right of ownership.
- 1.4 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta, or where the context so requires, the area contained within the boundaries of the City of Spruce Grove.
- 1.5 “Communicable Diseases” means diseases which can be passed from animal to animal and zoonotic diseases as per the *Animal Health Act*, SA 2007, c A-40.2, s 2, as amended.
- 1.6 “Hen” means a female chicken.
- 1.7 “Hen Coop” means a fully enclosed structure intended for the keeping of Hens.

- 1.8 “Hen Enclosure” means an enclosure consisting of an indoor Hen Coop and an attached outdoor, covered Hen Run.
- 1.9 “Hen Keeper” means a person having any right of custody, control, or possession of a Hen.
- 1.10 “Hen Keeping Licence” means a Licence issued under this bylaw that authorizes the keeping of Hens within the boundaries of the City of Spruce Grove.
- 1.11 “Hen Licence Issuer and Inspector” means a Person responsible for issuing Hen Keeping Licences and conducting inspections.
- 1.12 “Hen Run” means a securely enclosed, roofed outdoor area attached to a Hen Coop, for Hens to roam.
- 1.13 “Husbandry” means the management and care of animals.
- 1.14 “Licensing Authority” means a person appointed by the City Manager having all authority to carry out the provisions of this Bylaw.
- 1.15 “Licence Holder” means the Person named on an approved Hen Keeping Licence.
- 1.16 “Peace Officer” means any sworn member of the Royal Canadian Mounted Police, a Peace Officer or Community Peace Officer appointed under the *Peace Officer Act*, S.A. 2006, c P-35, as amended, and employed by the City, or a Bylaw Enforcement Officer employed by the City.
- 1.17 “Premises Identification (PID) Number” means a nine-character combination of numbers and letters issued by the Province of Alberta pursuant to the provisions of the *Animal Health Act*, S.A. 2007, C A-40.2 and *Traceability Premises Identification Regulation*, Alta Reg 200/2008, as amended, to owners of livestock.
- 1.18 “Registered Owner” means a person registered under the *Land Titles Act*, R.S.A. 2000, c L-4, as amended, as the owner of the fee simple estate in the land.
- 1.19 “Rooster” means a male chicken.

- 1.20 “Subject Property” means a lot or parcel of land in respect of which a Hen Keeping Licence is sought or has been issued.
- 1.21 “Temporary Caregiver” means a Person who has been authorized by the Hen Keeper to provide care to their Hens in the event the Hen Keeper is temporarily unable to do so.
- 1.22 “Violation Ticket” means a ticket issued pursuant to Part II or Part III of the *Provincial Offences Procedure Act*, R.S.A. 2000, cP-34, as amended.

## **2. OBJECT OF THE BYLAW**

- 2.1 The purpose of this Bylaw is to enable Hen keeping as urban agriculture if the Hen Keeper is the holder of a valid Hen Keeping Licence and remains in compliance with the provisions of this Bylaw.

## **3. HEN LICENCE**

- 3.1 A Hen Keeping Licence may be issued only to a Person aged 18 years or older.
- 3.2 A Hen Keeping Licence may authorize the keeping of no less than three (3) Hens and no more than six (6) Hens on the Subject Property and may be issued subject to conditions as the Licensing Authority considers appropriate.
- 3.3 The maximum number of Hen Keeping Licences that may be issued shall be determined by the Director of Planning and Development.
- 3.4 Before a Hen Keeping Licence is issued the applicant shall provide the following to the satisfaction of the Licensing Authority:
- (a) a completed Hen Keeping Licence application;
  - (b) the Hen Keeping Licence fee prescribed in the Development Fees and Fines Bylaw, as amended; and
  - (c) any other information reasonably required by the Licensing Authority, including but not limited to:

- (i) the name, address, and contact information of the Person who will be the Hen Keeper and of a Person who may act as a Temporary Caregiver;
  - (ii) a copy of a Certificate of Title for the Subject Property;
  - (iii) written permission to keep Hens on the Subject Property, from the Registered Owner of the Subject Property;
  - (iv) a site plan showing the location, size, height and associated setbacks to the side and rear property lines of the Hen Coop and Hen Run on the Subject Property;
  - (v) a copy of other permits as required for the Hen Coop.
- (d) documentation that demonstrates the completion of an accredited urban Hen Keeping course;
- (e) documentation of support and assistance through an established relationship with a mentor;
- (f) documentation of a local veterinarian who is familiar with treating Hens to ensure standards of care;
- (g) a checklist with daily, weekly, monthly and seasonal tasks to prevent disease and to keep Communicable Diseases from spreading should they occur;
- (h) documentation that all Adjoining Neighbours have been notified of the applicant's intent to participate in the Hen Keeping program, and:
- (i) if the adjacent property is an apartment building, church or school, the building manager shall be notified;
  - (ii) the contact information for the neighbours notified shall be provided with the application form;
  - (iii) if an adjacent property to the Subject Property is undeveloped or developed but otherwise vacant, or is City-owned, the applicant is not required to notify that adjacent property.

3.5 A Hen Keeping Licence is valid to December 31 of the year of issuance.

- 3.6 A Hen Keeping Licence is not transferable from one Person or property to another.
- 3.7 A site inspection is required for renewal of a Hen Keeping Licence.
- 3.8 A copy of the Premises Identification (PID) Number as required by the *Animal Health Act*, and applicable to the Subject Property shall be provided to the Licensing Authority after the Hen Licence is issued.
- 3.9 The Licensing Authority will notify Adjoining Neighbours when a Hen Licence is issued.
- 3.10 A Hen Licence does not take effect until:
  - (a) the appeal period referenced in Section 4 has expired, if no appeal is received during the appeal period; or
  - (b) the Community Standards Appeal Committee has made a decision on any appeal that upholds the issuance of the Hen Licence, with or without conditions.
- 3.11 The Licensing Authority may refuse to issue or renew a Hen Licence, or may revoke a previously issued Hen Licence, for any of the following reasons:
  - (a) an applicant for or holder of a Hen Licence does not meet or has ceased to meet the requirements of this Bylaw;
  - (b) an applicant has submitted false information;
  - (c) an applicant for or holder of a Hen Licence has been a subject of recurring bylaw enforcement issues;
  - (d) an applicant was previously the holder of a Hen Licence that was revoked for non-compliance with this Bylaw; or
  - (e) an applicant for or holder of a Hen Licence has been convicted of any offence involving abuse, mistreatment or negligent treatment or keeping of animals.
- 3.12 The City may, at its own discretion, discontinue all Hen Keeping Licences within the City.

#### **4. APPEAL**

- 4.1 An appeal lies from a decision of the Licensing Authority to:
- (a) issue a Hen Keeping Licence if the appellant is an Adjoining Neighbour;
  - (b) impose conditions on a Hen Keeping Licence, if the appellant is the Person who applied for the Hen Licence or is an Adjoining Neighbour;
  - (c) refuse to issue a Hen Keeping Licence, if the appellant is the Person who applied for the Hen keeping Licence;
  - (d) revoke a Hen Keeping Licence, if the appellant is the holder of the Hen Keeping Licence that was revoked.
- 4.2 An Adjoining Neighbour may appeal only if the grounds for appeal are:
- (a) that the keeping of Hens on the Subject Property is likely to have a materially adverse effect on the health of the Adjoining Neighbour or of a Person living in the premises of the Adjoining Neighbour; or
  - (b) a reason or factor listed in subsection 3.11 (a) or (e).
- 4.3 An appeal shall be received in writing addressed to the City Clerk's Office and shall be received in that office no later than 14 days after the decision appealed from is issued.
- 4.4 The appeal shall be heard by the Community Standards Appeal Committee.
- 4.5 The Community Standards Appeal Committee shall schedule the hearing within 30 calendar days after receipt of the notice of appeal and the appeal fee by the Clerk.
- 4.6 A decision of the Committee is not final until notification of the decision is given in writing. Notification of the decision on an appeal in relation to a Hen Keeping Licence shall be provided within 15 business days of the date on which the decision of the Committee is made.

#### **5. RESPONSIBILITIES OF A HEN KEEPER**

- 5.1 No person shall keep or harbour within the City:

- (a) any Hen, without:
    - (i) a valid Hen Keeping Licence; and
    - (ii) a permitted Hen Enclosure;
  - (b) a Hen less than 16 weeks old; or
  - (c) a Rooster.
- 5.2 Hen Keepers shall comply with the conditions of the Hen Keeping Licence.
- 5.3 Hen Keepers shall comply with the *Animal Health Act*, S.A. 2007, c A-40.2, as amended.
- 5.4 Hen Keepers and Temporary Caregivers shall:
- (a) ensure good Husbandry practices and maintain Hens in such a condition to prevent distress, disease, and welfare issues;
  - (b) provide Hens with appropriate food, water, shelter, light, warmth, ventilation, veterinary care and opportunities for essential behaviours such as scratching, pecking, dustbathing, roosting and socializing;
  - (c) maintain the Hen Coop in good repair and sanitary conditions, free from vermin and noxious and offensive smells and substances, and in conformance to the Community Standards Bylaw, as amended;
  - (d) remove and discard leftover feed and manure to prevent nuisance odours;
  - (e) keep Hens for personal use only, and not sell eggs, manure, meat or any other products derived from Hens;
  - (f) dispose of the carcass of a Hen deceased by natural causes, by double bagging and placing it in the garbage, or bringing it to a veterinarian, farm, abattoir, or other operation that is lawfully permitted to dispose of Hens pursuant to the *Animal Health Act Disposal of Dead Animals Regulation (AR 132/2014)*;
  - (g) not engage in on-site slaughter or euthanizing of Hens, and for greater certainty, if removal of a Hen is required, the Hen may be euthanized humanely by a veterinarian, moved to a new home, or taken to a licensed abattoir;

- (h) keep Hens in a locked enclosure;
- (i) keep the Hen Coop secure so that no predator can enter;
- (j) keep Hens in a cage only when actively transporting Hens;
- (k) follow the biosecurity procedures recommended by the Canadian Food Inspection Agency (CFIA).

## **6. HEN ENCLOSURE REQUIREMENTS**

- 6.1 One Hen Enclosure is permitted at each participating property. No Hen Coop shall be permitted without a Hen Run, nor shall a Hen Run be permitted without a Hen Coop.
- 6.2 A Hen Enclosure is only permitted within a fenced side or rear yard of a residential property.
- 6.3 A Hen Enclosure shall be a minimum of 1.2 metres from all adjacent property lines and 1.5 metres from the dwelling.
- 6.4 A Hen Enclosure shall be set back a minimum of 3 metres from dwelling windows and doors of neighbouring properties.
- 6.5 A Hen Enclosure shall be located at grade level, but not over a utility right-of-way.
- 6.6 A Hen Coop shall not exceed a maximum floor area of 9.2 square metres.
- 6.7 A Hen Coop shall have a maximum height of 1.8 metres or less.
- 6.8 A Hen Enclosure shall include 0.37 square metres of Hen Coop area per Hen and 0.92 square metres of Hen Run area per Hen.
- 6.9 A Hen Coop shall be enclosed, insulated, heated and ventilated to function in all seasons.
- 6.10 The Hen Run shall be securely attached to the Hen Coop, covered and wrapped in the winter.
- 6.11 The Licensing Authority has the authority to impose additional site-specific conditions.



## 7. **ENFORCEMENT**

- 7.1 Hen Keepers shall make themselves available for inspection of the Hen Enclosure by the Hen Licence Issuer and Inspector.
- 7.2 Should a Hen Keeper be found non-compliant with this Bylaw at any time, enforcement action may be taken, including issuing of a Violation Ticket by a Peace Officer, and/or revocation of a Hen Keeping Licence by the Hen Licence Issuer and Inspector.
- 7.3 Should Hens and/or a Hen Enclosure be ordered to be removed, all costs and associated expenditures related to the removal shall be the responsibility of the Licence Holder.
- 7.4 A Person who contravenes any provision of this Bylaw is guilty of an offence.

## 8. **VIOLATION TICKET**

- 8.1 Notwithstanding anything else in this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*, RSA 2000, c P-34, as amended, to any person who the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 8.2 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
  - (a) specify the fine amount established by this Bylaw for the offence; or
  - (b) require a person to appear in court without the alternative of making a voluntary payment.
- 8.3 Notwithstanding anything else in this Bylaw, where a person is issued a Violation Ticket requiring them to appear in court without the alternative of making a voluntary payment, the person shall be liable upon conviction to a penalty of up to \$10,000, and in no event shall such penalty be lower than the specified penalty set out in Schedule "A" of this Bylaw.

**9. FINES AND PENALTIES**

9.1 A Person who is guilty of an offence under this Bylaw is liable to a specified penalty as set out in Schedule “A”.

**10. SEVERABILITY**

10.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

**11. EFFECTIVE DATE**

11.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried	27 May 2024
Second Reading Carried	27 May 2024
Third Reading Carried	<a href="#">Click here to enter a date.</a>
Date Signed	

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Mayor

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City Clerk

**Schedule A Fines and Penalties**

Offence	Penalty Amount	
	First Offence	Subsequent Offence
Commencing operations without a valid Hen Keeping Licence, as per Section 5.1 (a) (i) of this Bylaw.	\$250.00	\$500.00
Continuing activity after the Hen Keeping Licence has been suspended or cancelled, as per Section 3.12 and Section 5.1 (a) (i) of this Bylaw.	\$250.00	\$500.00
Non-compliance with conditions of the Hen Keeping Licence, as per Section 5.2 of this Bylaw.	\$250.00	\$500.00

## Urban Hen Keeping Pilot Program and Bylaw Communications Plan Outline

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**Date:** May 10, 2024

**Department:** Planning and Development

**Department leads:** Carol Bergum, Kathy van Wyk, and Lee Ann Beaubien

**Proposed communications launch/start date:** June 11, 2024

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### TIMELINE

The two-year hen keeping pilot project, including the Hens Bylaw and associated bylaw amendments (Land Use Bylaw, Development Fees and Fines Bylaw) which went to Council on May 27, 2024. Third and final reading will be held on June 10, 2024.

### PROJECT GOAL

The two-year urban hen keeping pilot project is expected to provide:

- an efficient and effective approval process for hen keeping licenses and renewals.
- the ability for residents to have a formal opportunity to house hens in the City.
- healthy hen-management processes for owners that protects hens and considers neighbours.

### KEY MESSAGES

- This June, the City of Spruce Grove is introducing a two-year urban hen keeping pilot program.
- A growing number of cities are exploring and introducing options for urban agriculture such as urban hen keeping.
- Based on public feedback, there is support in the community to allow urban hen keeping with a licence.
- Urban hen keeping allows people to have more control regarding where their food comes from and enhances self-sufficiency by allowing people to grow their own food.
- The pilot program allows hen keepers to house three to six hens safely in their backyard, while working with the City to ensure coops are well kept and chickens are healthy.
- Residents looking to be part of the program will need to apply for a hen keeping licence and follow guidelines.
- Hen keepers are responsible for making sure enclosures are in good condition to prevent smells, avoid attracting pests and to be respectful to neighbours.
- Residents can complete an application form and submit a copy to the planning department for review.

### PUBLIC ENGAGEMENT

A survey as part of the Community Standards Bylaw was shared with the public between May 15 and July 9, 2023, which included questions about hen keeping in Spruce Grove. The City shared responses with residents as part of the What We Heard Report. Sixty per cent of respondents agreed that hen keeping should be allowed in the City with a licence.

A statutory Public Hearing will be held on June 10, 2024, for the proposed associated Land Use Bylaw amendment.

**COMMUNICATIONS GOALS**

- Inform the public that the City is doing an Urban Hen Keeping Pilot program.
- Increase awareness about urban hen keeping.
- Provide ongoing education to the public about the pilot program.

**COMMUNICATIONS STRATEGIES AND TIMING**

Communications Strategy	Timing
Launch / announcement	
<ul style="list-style-type: none"> <li>• Website tools</li> </ul>	<ul style="list-style-type: none"> <li>• Following the passing of third reading (anticipated for week of June 11)</li> </ul>
<ul style="list-style-type: none"> <li>• Social media campaign</li> </ul>	
<ul style="list-style-type: none"> <li>• Print advertising</li> </ul>	
<ul style="list-style-type: none"> <li>• Resources list (print &amp; digital)</li> </ul>	
Education / Awareness	
<ul style="list-style-type: none"> <li>• Social media campaign</li> </ul>	<ul style="list-style-type: none"> <li>• July – September then quarterly reminders</li> </ul>
<ul style="list-style-type: none"> <li>• Print advertising (newspaper)</li> </ul>	<ul style="list-style-type: none"> <li>• Periodic ads through the summer then ongoing quarterly ads</li> </ul>

# Bylaw C-1313-24

## Hens Bylaw and Program

City of Spruce Grove  
Third Reading  
June 10, 2024

# Background

- Through Community Standards Bylaw work, desire identified to permit hen-keeping and beekeeping
- Two year pilot project



Source: Alison Burrell at Pexel

Page 95 of 296

# Due Diligence

1. Engagement
2. Background research
3. Regulatory requirements
4. Municipal scan
5. Staff training
6. Legal review



# Regulatory Requirements

1. Hens Bylaw
2. Amendments to:
  - Land Use Bylaw
  - Development Fees and Fines Bylaw



# Municipal Scan

Review of other municipal Urban Hen Keeping program requirements  
Interviews with other municipalities (requirements, learnings, expectations)

Municipality	Permits/Licences	Permit/Licence Cost	Enforcement
Red Deer	102	\$36.15	2
Grand Prairie	24	Free	4
St. Albert	19	\$49	1
Cold Lake	6	\$30	0
Leduc (Pilot)	1	Free	0

# Staff Training

## 1. Chickens 101

- 3-hour training program
- Hen enclosure design, winter precautions, health and care requirements, breeds, waste management and biosecurity

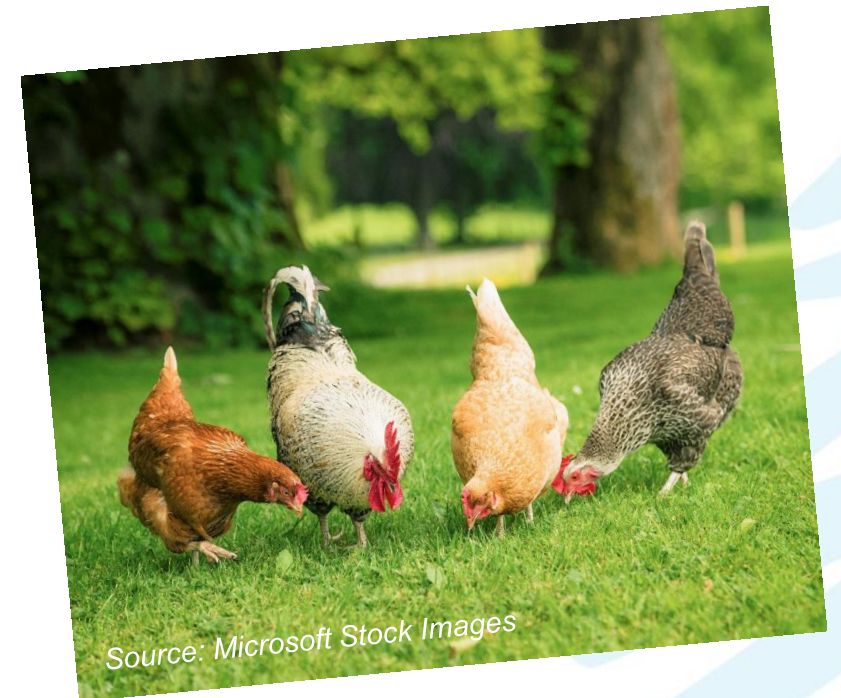
## 2. Farm visit

## 3. Inspection “ride-along”

## 4. PPE requirements

# Hen Keeping Program Development

- Animal welfare
- Disease prevention
- Predators and pests
- Impacts to neighbours
- Inspections and violations
- Resources required



# Animal Welfare

- Hen enclosure requirements (size, winter proofing, and ventilation)
- Hens must be 16+ weeks old
- Hen Care Checklist
- 3 to 6 hens to promote ideal interaction
- Urban Hen Keeping course required
- Site inspection (annual and complaint based)

## Backyard Hen Enclosure CARE CHECKLIST



This checklist indicates activities that should be completed by the licence holder for the ongoing care and maintenance of the hens and the hen enclosure. The licence holder may adapt this checklist or create their own to submit with their application package.

### DAILY

A backyard hen enclosure with 3 to 6 hens may require 15 to 30 minutes of care in the morning and the evening.

- |   |   |
|---|---|
| <input type="checkbox"/> Fresh feed and water           | <input type="checkbox"/> Clean off roosts                             |
| <input type="checkbox"/> Open/close the coop            | <input type="checkbox"/> Remove soiled bedding                        |
| <input type="checkbox"/> Overall health/behaviour check | <input type="checkbox"/> Clean up spilled feed/water                  |
| <input type="checkbox"/> Collect eggs                   | <input type="checkbox"/> Refill grit, oyster shells, scratch (winter) |
| <input type="checkbox"/> Check the weather              | <input type="checkbox"/> Update record keeping                        |
| <input type="checkbox"/> Turn lights on/off             |   |

### WEEKLY

A backyard hen enclosure with 3 to 6 hens may require 60 minutes of care once a week.

- Clean and disinfect waterers
- Inspect the coop
- Assess the litter
- Check the dust bath

### MONTHLY

A backyard hen enclosure with 3 to 6 hens may require 3 hours of care once a month.

- Clean up feed and bedding material
- Thoroughly clean the coop

### SEASONAL

To be completed seasonally.

- Adjust hen enclosure structure for weather conditions
- Deep clean of the coop



# Disease Prevention

- Documentation of mentor and veterinarian
- Disease Prevention Checklist
- Premises Identification Number
- Hens must be in a fenced yard and locked enclosure
- Hens with communicable disease to be confined and no contact with other animals/humans (Responsible Pet Ownership Bylaw)
- Regulations for diseased hens (Animal Health Act)
- Regulations for disposing of deceased hens (Animal Health Act )

# Predators and Pests

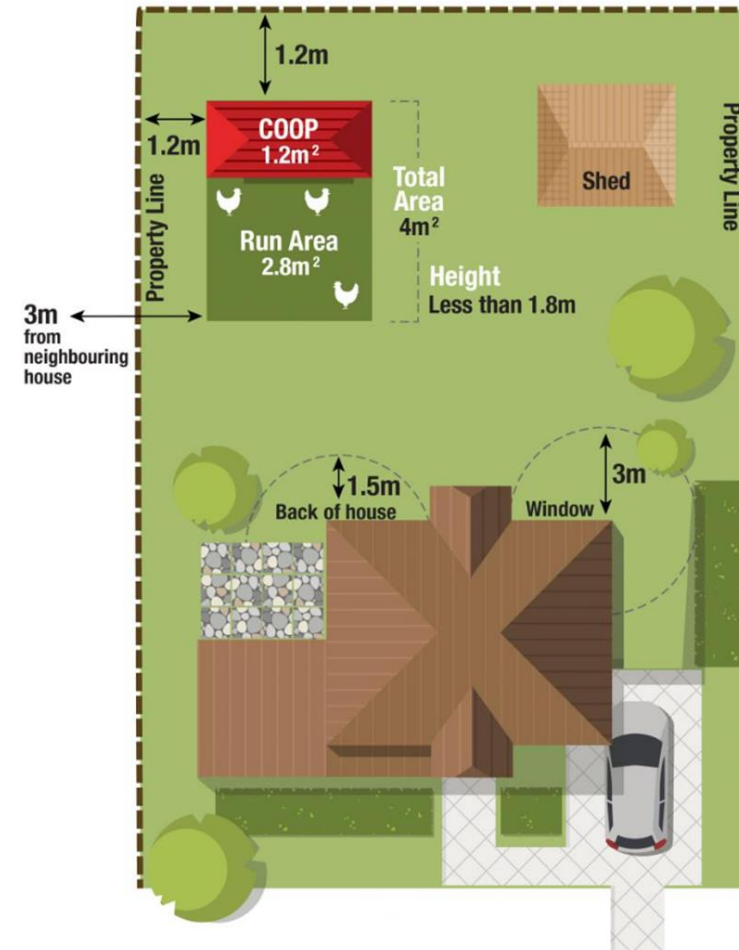
- Hens must be in a locked enclosure and fenced yard
- Enclosure covered with hardware mesh and protected underneath
- Must discard of leftover feed and manure



# Impacts to Neighbours

- Neighbourhood notification required
- Right to appeal licence
- No roosters permitted
- Minimum setback requirements
- Community Standards Bylaw and Responsible Pet Ownership Bylaw

Backyard Three Hen Coop Example  
Minimum Requirements





# Inspections and Violations

## Inspections

- Verification upon approval and annual upon licence renewal
- Site access approval required

## Violations

- Inspection to investigate complaint
- Work with homeowner to come into compliance
- Warning letter
- Ticketing (Enforcement Officer)
- Revoke licence
- Seizure and Impoundment

# Resources Required

- Staffing support to address inquiries, process applications, inspections, and enforcement
- PPE
- Program monitoring and reporting

# Process



- Annual Licence document and conditions
- Initial verification inspection
- One-time fee with free annual renewal upon inspection
- Review and process requirements
- Reporting
- Neighbour notification
- Manual processing by City
- Appeals to Community Standards Appeal Committee

# Timelines

- March - April: Finalize bylaw and program
- April - May: Communications Plan
- April 15: Program overview (Governance and Priorities Committee Meeting)
- May 27 and June 10: Bylaw and amendments to Council
- June 2024: Launch 2-year pilot program

# Questions and Comments



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1315-24 - Land Use Bylaw Amendment - Hen Keeping - Second and Third Reading

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

Proposed Bylaw C-1315-24, a Land Use Bylaw text amendment to Land Use Bylaw C-824-12 being brought forward for second and third reading, clarifies that the existing definition of Agriculture does not include hens being kept pursuant to a valid hen licence.

Bylaw C-1315-24 is being brought forward in tandem with C-1313-24 - Hens Bylaw and C-1314-24 - Development Fees and Fines Bylaw Amendment for Hen Keeping that together support the proposed two-year Hen Keeping Pilot Program.

---

### **PROPOSED MOTION:**

THAT second reading be given to C-1315 - Land Use Bylaw Amendment - Hen Keeping.

THAT third reading be given to C-1315 - Land Use Bylaw Amendment - Hen Keeping.

### **BACKGROUND / ANALYSIS:**

Administration has developed a two-year pilot program for hen keeping. The Land Use Bylaw currently only permits the raising of hens as part of an Agriculture use in the UR - Urban Reserve District and the UAT - Urban Agricultural Transition District. To implement the program Administration identified the need to amend Bylaw C-824-12 - Land Use Bylaw to remove hens that are kept pursuant to a valid hen licence from the definition of Agriculture. This amendment will allow for hen keeping in residential areas as intended by the hen keeping program.

**OPTIONS / ALTERNATIVES:**

Council may direct Administration to make amendments to the bylaw or defer the second reading. Alternatively, Council may defeat the motion for second reading and choose to defeat this bylaw or a Councillor may make the following motion if they wish to defer third reading to the next Council Meeting:

*THAT third reading for C-1315-24 - Land Use Bylaw Amendment - Hen Keeping be deferred to the June 24, 2024, Regular Council Meeting.*

**CONSULTATION / ENGAGEMENT:**

Results from the Community Standards Bylaw What We Heard Report provided Administration with feedback from community responses to hen keeping and beekeeping within the city.

The jurisdictional scan guided further research; Administration explored options with similar sized municipalities. Inquiries were made to other municipalities regarding hen programs, internal processes, bylaw definitions, and lessons learned to inform the proposed options.

A statutory Public Hearing, advertised per the requirements of the Advertising Bylaw and the *Municipal Government Act*, was held on June 10, 2024.

**IMPLEMENTATION / COMMUNICATION:**

If approved, the Land Use Bylaw will be updated as per Bylaw C-1315-24 and published on the City's website.

**IMPACTS:**

Approval of this bylaw will allow for hen keeping in residential areas.

**FINANCIAL IMPLICATIONS:**

n/a

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1315-24**

**LAND USE BYLAW AMENDMENT - HEN KEEPING**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, a municipality shall pass a land use bylaw and may amend the Land Use Bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12 is amended as follows:

1.1 By adding the following in bold:

**SECTION 7 DEFINITIONS**

**AGRICULTURE**

The cultivation of soil for the growing of crops and all related activities, or the raising of animals to provide food or other products. This shall not include Confined Feeding Operations or Cannabis Production Facilities, or **hens that are kept pursuant to a valid Hen Licence issued under the Hens Bylaw.**

2. This amending bylaw shall be consolidated into Bylaw C-824-12.

3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 27 May 2024

Public Hearing Held [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)



Third Reading Carried

[Click here to enter a date.](#)

Date Signed

[Click here to enter a date.](#)

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Mayor

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City Clerk



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping - Third Reading

**DIVISION:** Sustainable Growth and Development Services

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### SUMMARY:

Proposed Bylaw C-1314-24, a text amendment to Bylaw C-1268-23 Development Fees and Fines Bylaw, is being brought forward for third reading to add a Hen Keeping License fee. This proposed Bylaw has been amended from second reading by addition of an appeal fee for a Hen Keeping Licence. Bylaw C-1314-24 is being brought forward in tandem with C-1313-24 Hens Bylaw and C-1315-24 Land Use Bylaw Amendment for Hen Keeping that supports the proposed two-year hen keeping pilot program.

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### PROPOSED MOTION:

THAT third reading be given to C-1314-24 - Development Fees and Fines Bylaw Amendment - Hen Keeping, as amended.

### BACKGROUND / ANALYSIS:

Administration has developed a two-year pilot program for hen keeping. To implement the Hen Keeping Program, Administration identified the need to amend Bylaw C-1268-23 Development Fees and Fines Bylaw to provide the licensing fee for hens and a hen keeping licence appeal fee.

Administration has based the one-time hen keeping licencing fee of \$50 on a scan of other municipal hen keeping fees (see Table 1 below). Administration also recognizes the high start-up costs associated with hen keeping, including but not limited to the hen enclosure, completion of the Urban Hen Keeping course, and ongoing maintenance and care of hens. A hen keeping licence appeal fee of \$135 has been added that is the same as the appeal fee for business licences.

**Table 1 - Municipal Scan of Permits / Licences Issued and Costs**

Municipality	Permits/Licences Issued	Permit/Licence Cost
Red Deer	102	\$36.15
Grande Prairie	24	Free
St. Albert	19	\$49
Cold Lake	6	\$30
Leduc (Pilot)	1	Free

**OPTIONS / ALTERNATIVES:**

Council may direct Administration to make further amendments to the proposed bylaw or defeat the motion for third reading and choose to defeat this bylaw.

**CONSULTATION / ENGAGEMENT:**

Results from the Community Standards Bylaw *What We Heard* Report provided Administration with feedback from community responses to hen keeping and beekeeping within the city.

The jurisdictional scan guided further research; Administration explored options with similar sized municipalities. Inquiries were made to other municipalities regarding hen programs, internal processes, bylaw definitions, and lessons learned to inform the proposed options.

**IMPLEMENTATION / COMMUNICATION:**

Timelines for the Hen Keeping program are:

DATE	ACTION
March - April 2024	Finalize Hens Bylaw and other bylaw amendments and program details
April - May	Develop communications plan
April 15	Hens Bylaw and program presented to GPC
May 27 and June 10	Hens Bylaw and other bylaw amendments to Council for first, second and third reading
June	Launch program

A Communications Strategy is being developed to update the City’s website and social media tools with regard to the Hen Keeping Program.

**IMPACTS:**

The level of interest in hen keeping in the City is unknown. Other smaller and mid-sized communities have issued anywhere from one to over 100 licences.

Ongoing management of the program is estimated to require 65 - 70 hours per application including pre-application discussions through to licence issuance, inspections and potential appeal.

**FINANCIAL IMPLICATIONS:**

The financial implications will depend on the number of applications.

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1314-24**

**DEVELOPMENT FEES AND FINES BYLAW AMENDMENT - HEN KEEPING**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, a municipality may establish fees for licences, permits and approvals, including fees for licences, permits and approvals that may be in nature of a reasonable tax for the activity authorized or for the purpose of raising revenue;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, a municipality may establish fines and penalties for Land Use Bylaw offences;

AND WHEREAS, the City of Spruce Grove wishes to update its fees related to development processes and establish fines and penalties for Business Licence Bylaw offences;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-1268-23 is amended as follows:

1.1. By deleting the following in strikethrough, adding the following in bold and renumbering as required in SCHEDULE I: BUSINESS LICENCES:

SECTION I: ~~Business~~-Licences

**9.4 Hen Keeping Licences**

<b>Fee</b>	<b>\$50</b>
------------	-------------

**Residents with Hen Keeping Licences are subject to a one-time hen keeping licence fee, as long as the licence is renewed annually in accordance with the timelines and processes specified in the Hens Bylaw.**

**9.7 Appeals**

Business Licence decision	\$135	\$135
<b>Hen Keeping Licence</b>		<b>\$135</b>

2. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried                      27 May 2024

Second Reading Carried                    27 May 2024

Third Reading Carried                    Click here to enter a date.

Date Signed                                    Click here to enter a date.

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Clerk

*The text in parentheses in various locations throughout this document identifies the corresponding amending bylaw which authorized the change to this bylaw.*



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**CONSOLIDATED VERSION**

**of**

**C-1268-23**

**DEVELOPMENT FEES AND FINES BYLAW**

Enacted October 23, 2023

As Amended By:

Bylaw C-1287-23 - Enacted January 8, 2024

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This Consolidation is not an Official Bylaw. It is prepared by the City Clerk's Office for reference only.

Page 1 of 29

## CITY OF SPRUCE GROVE

### Development Fees and Fines Bylaw C-1268-23

#### SCHEDULE I: BUSINESS LICENCES

	<b>2023</b>	<b>2024</b>
	<i>(effective January 1, 2023)</i>	<i>(effective January 1, 2024)</i>
<b>9.1 Local Businesses</b>		
<b>(Bylaw C-1287-23, January 8, 2024)</b>		
Annual fee	\$270	\$270
Change of location	\$270	\$270
<i>Resident businesses are subject to a one-time business licence fee, as long as the licence is renewed annually in accordance with the timelines and processes specified in the City's Business Licence Bylaw.</i>		
<b>9.2 Non-Local Businesses</b>		
<b>(Bylaw C-1287-23, January 8, 2024)</b>		
Annual fee	\$440	\$440
Annual fee (after September 1)	\$220	\$220
<b>9.2.1 Parkland County Businesses</b>		
<b>Annual Fee (Bylaw C-1287-23, January 8, 2024)</b>		<b>\$150</b>
<b>9.3 Temporary Businesses and Mobile Vending Businesses</b>		
1 Month	\$60	\$60
3 Month	\$100	\$100
6 Month	\$200	\$200
6 Month Intermunicipal	\$300	\$300

#### 9.4 Hen Keeping Licences

<u>Fee</u>		<u>\$50</u>
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Residents with Hen Keeping Licences are subject to a one-time hen keeping license fee, as long as the license is renewed annually in accordance with the timelines and processes specified in the Hens Bylaw.

#### 9.54 Charitable/Non-profit Organizations



Annual fee

No charge with proof of non-profit status

No charge with proof of non-profit status

**9.65 Revisions**

Applications of these types cannot be revised

**9.76 Refunds**

***Milestones***

Payment received but application not reviewed

Full refund

Full refund

**9.87 Appeals**

Business Licence decision

\$135

\$135

**Hen Keeping Licence**

**\$135**

# **Bylaw C-1314-24 Development Fees and Fines Bylaw Amendment - Hen Keeping**

City of Spruce Grove  
Third Reading  
June 10, 2024

# Regulatory Requirements

1. Hens Bylaw
2. Amendments to:
  - Land Use Bylaw
  - Development Fees and Fines Bylaw



Source: Alexes Fotos a

# Background Research

Review of other municipal Urban Hen Keeping fees  
Recognition of high start-up costs

Municipality	Permits/Licences	Permit/Licence Cost
Red Deer	102	\$36.15
Grande Prairie	24	Free
St. Albert	19	\$49
Cold Lake	6	\$30
Leduc (Pilot)	1	Free

# Proposed Amendment

1. By deleting the following in strikethrough, adding the following in bold and renumbering as required in SCHEDULE I: BUSINESS LICENCES:

## SECTION I: ~~Business Licences~~

### 9.4 Hen Keeping Licenses

**Fee**

**\$50**

**Residents with Hen Keeping Licences are subject to a one-time hen keeping license fee, as long as the license is renewed annually in accordance with the timelines and processes specified in the Hens Bylaw.**

### 9.7 Appeals

**Business Licence decision**

**\$135**

**\$135**

**Hen Keeping Licence**

**\$135**

# Questions and Comments



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals - All Three Readings

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals is before Council for all three readings. In addition to the Committee adjudicating on appeals of municipal orders, the amendment provides clarity that the Committee will also adjudicate on appeals of licence decisions.

---

### **PROPOSED MOTION:**

THAT first reading be given to C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals.

THAT second reading be given to C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals.

THAT unanimous consent be given to proceed with third reading for C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals.

THAT third reading be given to C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals.

### **BACKGROUND / ANALYSIS:**

C-1272-23 - Community Standards Appeal Committee Bylaw provides for a Committee of public members to adjudicate on appeals of municipal orders under City bylaws. It is intended that the Committee also adjudicate on appeals of licence decisions (i.e. Business Licences and Hen

Keeping Licences). C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision Appeals amends the Community Standards Appeal Committee Bylaw by:

- updating the preamble to reference the authority of a council under the *Municipal Government Act* to provide for a system of licences and provide for appeals;
- updating the preamble to indicate that a council committee may hear appeals of licence decisions;
- updating the definition of “Appeal” (s. 2.2) to include appeals of decisions under the Business Licence Bylaw and Hens Bylaw; and
- deleting the definition for “Appellant” (s. 2.3) since it is not referenced in the body of the bylaw and therefore is not necessary.

**OPTIONS / ALTERNATIVES:**

Council may choose to make amendments to the bylaw.

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

All three readings of C-1326-24 - Community Standards Appeal Committee Bylaw Amendment - Licence Decision will follow third reading of the Hens Bylaw, as the amendments are contingent upon approval of the Hens Bylaw.

A City webpage has been developed which outlines the process for appealing a municipal order and licencing decision.

**IMPACTS:**

The bylaw amendment ensures that the appeal mechanism of a decision of the Hen Licence Issuer and Inspector under the Hens Bylaw and Business Licence Inspector under the Business Licence Bylaw is in place.

**FINANCIAL IMPLICATIONS:**

n/a



**THE CITY OF SPRUCE GROVE**

**BYLAW C-1326-24**

**COMMUNITY STANDARDS APPEAL COMMITTEE BYLAW AMENDMENT –  
LICENCE DECISION APPEALS**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a council may pass bylaws in relation to the establishment and functions of council committees, and to the procedures to be followed by council committees;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended a person who has received an order under section 545 and 546 may request Council review the order;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended a council may provide for a system of licences, permits and approvals and provide for an appeal, the body that is to decide the appeal and related matters;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a council has the power to amend enacted bylaws;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-1272-23;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-1272-23 is amended as follows:

1.1 By adding the following “Whereas” clause to the preamble:

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended a council may provide for a system of licences, permits and approvals and provide for an appeal, the body that is to decide the appeal and related matters;

1.2 By adding the following in bold to the following “Whereas” clause:

AND WHEREAS, Council wishes to establish a council committee to review orders under section 547 of the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, **and hear appeals of licence decisions pursuant to the City’s Business Licence Bylaw and Hens Bylaw;**

1.3 By the adding the following in bold to section 2.2:

2.2 “Appeal” means review of an MGA Order pursuant to section 547 of the Act, **an appeal of a decision of the Business Licence Administrator, as provided for in the City’s Business Licence Bylaw, as amended, and an appeal of a decision of the Hen Licence Issuer and Inspector, as provided for in the City’s Hens Bylaw, as amended.**

1.4 By deleting sections 2.3 in its entirety

1.5 By deleting the following in strikethrough in section 11.6:

A decision of the Committee is not final until notification of the decision is given in writing. Notification of the decision on an Appeal ~~of an MGA Order~~ shall be provided within 15 business days of the date on which the decision of the Committee is made.

2. This amending bylaw shall be consolidated into C-1272-23.

3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed

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Mayor

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City Clerk

# THE CITY OF SPRUCE GROVE

## **BYLAW C-1272-23**

### **COMMUNITY STANDARDS APPEAL COMMITTEE BYLAW**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a council may pass bylaws in relation to the establishment and functions of council committees, and to the procedures to be followed by council committees;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended a person who has received an order under section 545 and 546 may request Council review the order;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended a council may provide for a system of licences, permits and approvals and provide for an appeal, the body that is to decide the appeal and related matters;

AND WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended authorizes a council to delegate its powers, duties, or functions to a council committee, including its duty to decide appeals imposed on it by this or another enactment or bylaw;

AND WHEREAS, Council wishes to establish a council committee to review orders under section 547 of the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, and hear appeals of licence decisions pursuant to the *City's Business Licence Bylaw and Hens Bylaw*;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

#### **1. BYLAW TITLE**

1.1 This bylaw is called the "Community Standards Appeal Committee Bylaw".

#### **2. DEFINITIONS**

2.1 "Act" means the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended.

2.2 "Appeal" means review of an MGA Order pursuant to section 547 of the Act, an appeal of a decision of the Business Licence Administrator, as provided for in the *City's Business Licence Bylaw*, as amended, and an

appeal of a decision of the Hen Licence Issuer and Inspector, as provided for in the City's Hens Bylaw, as amended.

- 2.3 ~~“Appellant” means a person who has submitted a Notice of Appeal.~~
- 2.4 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.5 “City Manager” means the administrative head of the City of Spruce Grove.
- 2.6 “Clerk” means the City Manager or designate to act as a Clerk.
- 2.7 “Closed Session” means a portion of the Committee meeting that is conducted in the absence of the public as per the Act.
- 2.8 “Committee” means the Community Standards Appeal Committee.
- 2.9 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c L-21, as amended.
- 2.10 “Full-Day” means an honorarium provided for attendance at a hearing date that is more than four (4) hours in length.
- 2.11 “Half-Day” means an honorarium provided for attendance at a hearing date that is equal to or less than four (4) hours in length.
- 2.12 “MGA Order” means an order or decision issued a person pursuant to sections 545 and 546 of the Act.
- 2.13 “Mayor” means the City’s chief elected official.
- 2.14 “Notice of Appeal” means a written request, in a form acceptable to the Clerk, seeking adjudication of an Appeal.
- 2.15 “Public Member” means an individual appointed to the Committee.

### **3. ESTABLISHMENT, MANDATE, AND TERMS OF REFERENCE**

- 3.1 A council committee is hereby established and shall be referred to as the Community Standards Appeal Committee.

3.2 The Committee is delegated the powers, duties, and functions to hear and adjudicate Appeals.

#### **4. MEMBERSHIP**

4.1 The Committee shall be comprised of no less than three (3) Public Members.

4.2 The individuals that comprise the Subdivision and Development Appeal Board shall be appointed as Public Members of the Committee, provided that the individuals agree to the appointment.

4.3 Public Members shall not be:

- (a) members of Council;
- (b) the Mayor, including as an ex-officio member; or
- (c) current employees of the City.

#### **5. HONORARIUM**

5.1 Members shall receive an honorarium as follows:

- (a) \$100 for Half-Day;
- (b) \$200 for a Full-Day; and
- (c) Additional \$50 for the Chair.

5.2 More than one hearing may occur on a specific date, and therefore Members shall be paid an honorarium per hearing date as opposed to per hearing.

#### **6. TERM**

6.1 The term of office for all Public Members shall be not more than three (3) years.

6.2 A Public Member may serve more than one (1) term but in no event shall a Public Member serve more than three (3) consecutive terms.

- 6.3 Council shall be at liberty to remove and replace any Public Member at any time prior to the expiry date of the Public Member's term, and any Public Member may resign at any time upon sending written notice to the Clerk.
- 6.4 In the event of a vacancy, Council may by resolution, appoint a new Public Member to serve for the remainder of the vacating Public Member's term.

**7. QUORUM**

- 7.1 A quorum at any hearing shall be three (3) Public Members.
- 7.2 No more than seven (7) Public Members shall sit at a hearing.

**8. ORGANIZATIONAL MEETING**

- 8.1 An annual organizational meeting shall be held at the beginning of each year.

**9. CHAIR AND VICE-CHAIR**

- 9.1 The Public Members shall elect from its membership on an annual basis a Chair and Vice-Chair during the annual organizational meeting.
- 9.2 The Chair and Vice-Chair may be re-elected for successive years as Chair and Vice-Chair.
- 9.3 In the event of absence or inability of the Chair to preside at a hearing, the Vice-Chair shall preside.
- 9.4 In the absence or inability of both the Chair and Vice-Chair to preside at a meeting, the Members present, in constituting a quorum, shall elect one of its Public Members to preside as Chair for that meeting.

**10. RULES OF PROCEDURE**

- 10.1 For those procedural matters not covered in the Act or the regulations thereto, this bylaw, or any other bylaw of the City, the Committee shall determine the procedures for the conduct of hearings.

## 11. **FUNCTIONS AND DUTIES**

- 11.1 The hearing shall be held within thirty (30) calendar days of the receipt of the Notice of Appeal and the appeal fee by the Clerk.
- 11.2 The Chair shall be responsible for the conduct of the hearing.
- 11.3 Once the hearing is closed, the Committee shall not hear or consider any additional verbal or written evidence.
- 11.4 After hearing the Appeal, the Committee may go into Closed Session in order to deliberate provided that one of the exceptions to disclosure set out in the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c F-25, as amended, applies. In arriving at its decision, the majority vote of those Public Members present shall constitute the decision of the Committee.
- 11.5 In the event of a tie vote of the Committee, an Appeal shall be deemed to be denied.
- 11.6 A decision of the Committee is not final until notification of the decision is given in writing. Notification of the decision on an Appeal ~~of an MGA Order~~ shall be provided within 15 business days of the date on which the decision of the Committee is made.
- 11.7 A Public Member who, for any reason, is unable to attend the whole of the hearing of an Appeal shall not participate in the Committee's deliberations or the decision made by the Committee on that Appeal.
- 11.8 If a Public Member has a pecuniary interest in any matter before the Committee, the Public Member shall declare the pecuniary interest to the Committee and shall abstain from discussion or voting upon such matter, and such abstention shall be recorded in the minutes.

## 12. **CLERK OF THE BOARD**

- 12.1 The position of a Designated Officer for the limited purpose of carrying out the functions of the Community Standards Appeal Committee Clerk is hereby established.
- 12.2 The City Manager or designate shall be the Clerk of the Committee.

**13. SIGNING AUTHORITY**

- 13.1 An order, decision, approval, notice, or other thing made or given by the Committee may be signed on behalf of the Committee by the Clerk.
- 13.2 The Clerk shall not sign an order, approval, or decision made by the Committee unless the order, approval, or decision has been first approved in writing:
- (a) by the Chair or other Public Member who presided over the hearing to which the order, approval, or decision relates; or
  - (b) in the absence or inability to act of the person who chaired or presided over such hearing, any other Public Member who was present at such hearing.

**14. SEVERABILITY**

- 14.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

**15. EFFECTIVE DATE**

- 15.1 This bylaw comes into force and effect on January 1, 2024.

**16. REPEAL OF BYLAW C-1238-23**

- 16.1 Bylaw C-1238-23 is hereby repealed.



First Reading Carried	25 September 2023
Second Reading Carried	25 September 2023
Third Reading Carried	25 September 2023
Date Signed	26 September 2023

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Mayor

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City Clerk



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1331-24 - Land Use Bylaw Amendment - Copperhaven Stage 4 - First Reading

**DIVISION:** Sustainable Growth and Development Services

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### SUMMARY:

Bylaw C-1331-24, a proposed Land Use Bylaw amendment for redistricting land from UR - Urban Reserve District to R2 - Mixed Medium to High Density Residential District and P1 - Parks and Recreation District, is being brought forward for consideration by Council. The proposed redistricting is consistent with the West Area Structure Plan and will enable the development of Stage 4 in the Copperhaven neighbourhood.

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### PROPOSED MOTION:

THAT first reading be given to C-1331-24 - Land Use Bylaw Amendment - Copperhaven Stage 4.

### BACKGROUND / ANALYSIS:

The proposed bylaw will redistrict approximately 2.81 hectares of Lot 4, Block 1, Plan 052 2540, which is located west of Grove Drive in the Copperhaven neighbourhood. The area is currently districted UR - Urban Reserve District and is proposed to be redistricted to R2 - Mixed Medium to High Density Residential District (1.74 hectares) and P1 - Parks and Recreation District (1.07 hectares). The proposed redistricting will enable the subdivision of one Medium Density Residential lot, one Municipal Reserve lot, and one Public Utility lot.

### Municipal Development Plan

*Your Bright Future: Municipal Development Plan, 2010-2020 (MDP)* is the City's primary statutory plan. The proposed redistricting is consistent with the policies of the MDP and with Figure 8 Future Land Use that identifies the subject site for residential land use.

**West Area Structure Plan**

The amendment area is within the West Area Structure Plan (Bylaw C-818-12), and the proposed redistricting is consistent with its policies and Development Concept that identify it for “Mixed Medium to High Density Residential,” “Park / Open Space” and “Public Utility Lot.” The subject area is located along Grove Drive, adjacent to a traffic circle, and will provide medium density residential options and park space.

**Land Use Bylaw**

The subject land is currently districted UR - Urban Reserve District and redistricting of the land is required for subdivision and development to occur. The proposed R2 - Mixed Medium to High Density Residential District accommodates a range of medium to high density dwellings including row-housing and multi-unit dwellings. The proposed P1 - Parks and Recreation District is intended to provide a park space and public utility lot.

**OPTIONS / ALTERNATIVES:**

This bylaw is being brought forward for consideration of first reading. Discussion and consideration of changes to the bylaw may be made at future readings.

**CONSULTATION / ENGAGEMENT:**

This application was circulated to relevant City departments for their comments. A statutory public hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading.

**IMPLEMENTATION / COMMUNICATION:**

If approved, the Land Use Bylaw map will be updated per Bylaw C-1331-24 and be published on the City's website.

**IMPACTS:**

Approval will enable the development of Stage 4 in the Copperhaven neighbourhood.

**FINANCIAL IMPLICATIONS:**

n/a

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1331-24**

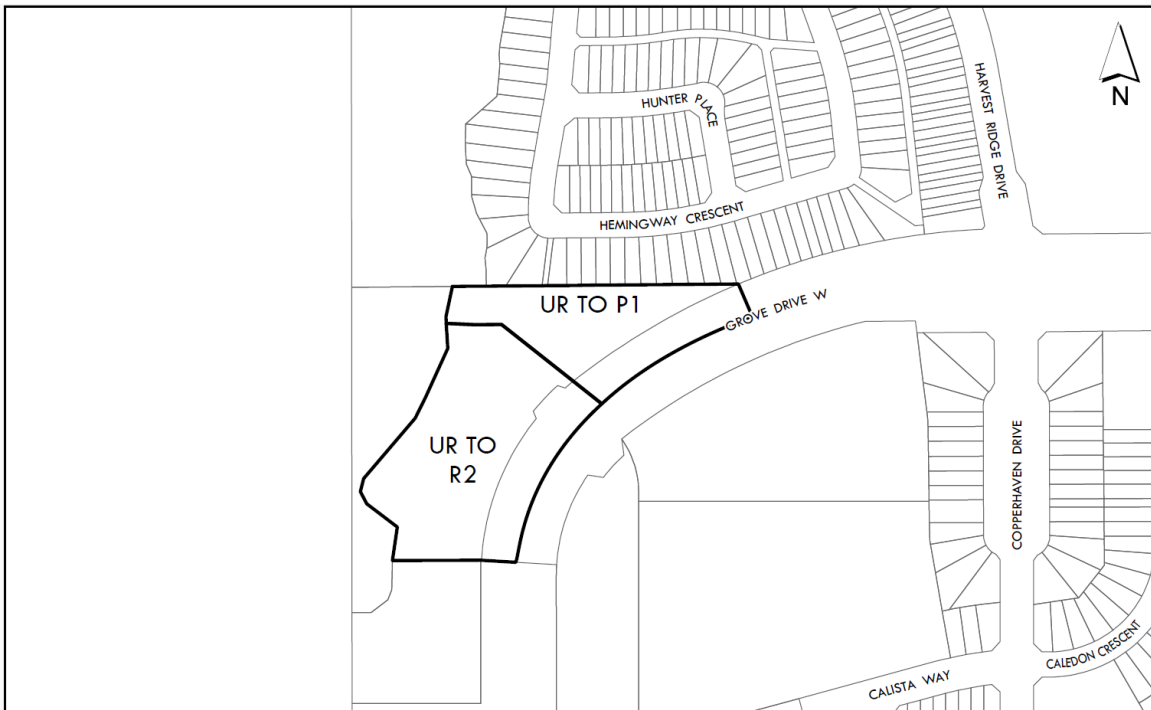
**LAND USE BYLAW AMENDMENT – COPPERHAVEN STAGE 4**

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12, Schedule A: City of Spruce Grove Land Use Bylaw Map, is amended as follows:
  - 1.1 To redistrict a portion of Lot 4, Block 1, Plan 052 2540 from UR – Urban Reserve District to R2 – Mixed Medium to High Density Residential District, and P1 – Parks and Recreation District as shown on the map below:



2. This amending bylaw shall be consolidated into Bylaw C-824-12.
3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Public Hearing [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed [Click here to enter a date.](#)

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Mayor

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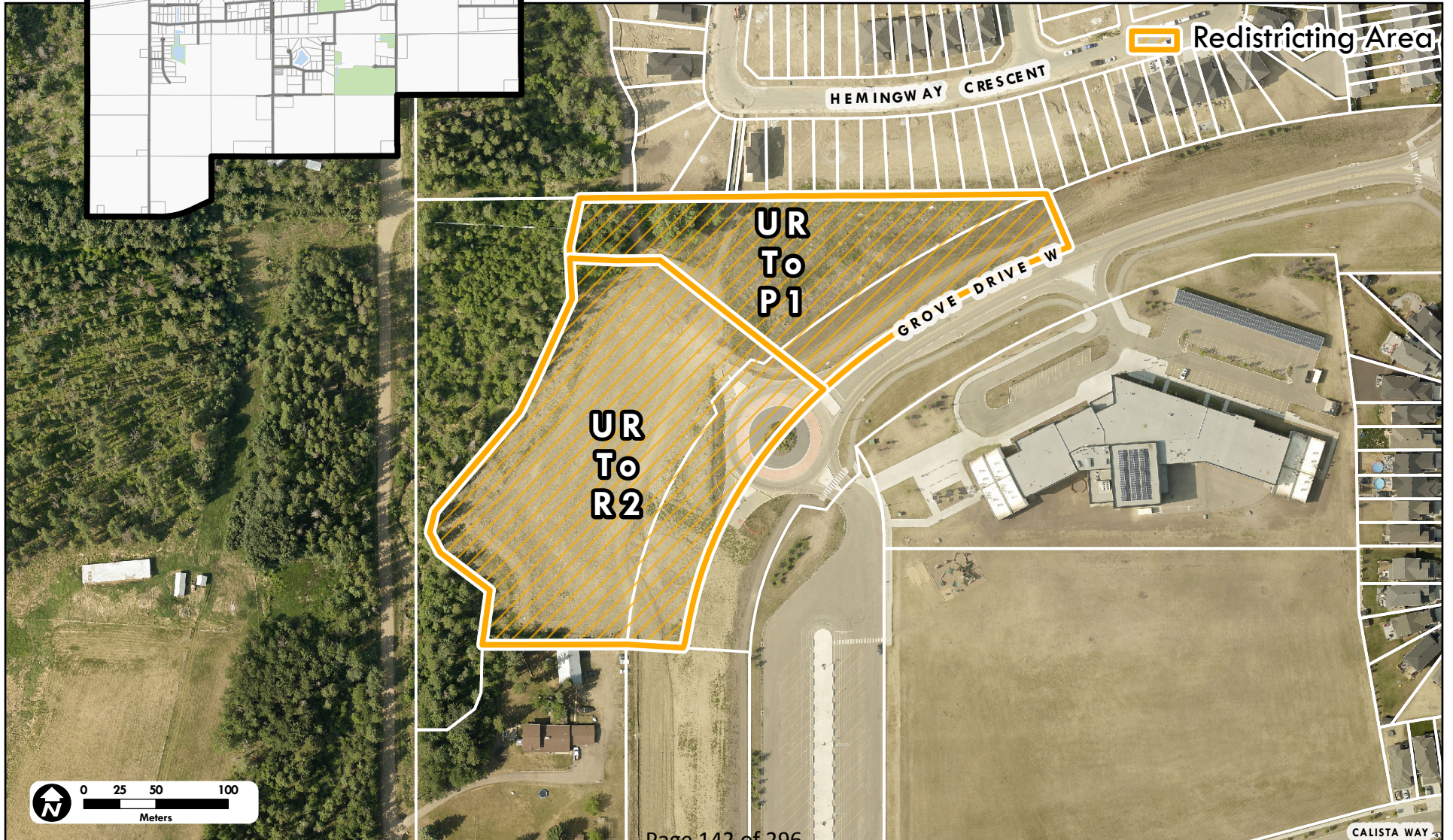
City Clerk

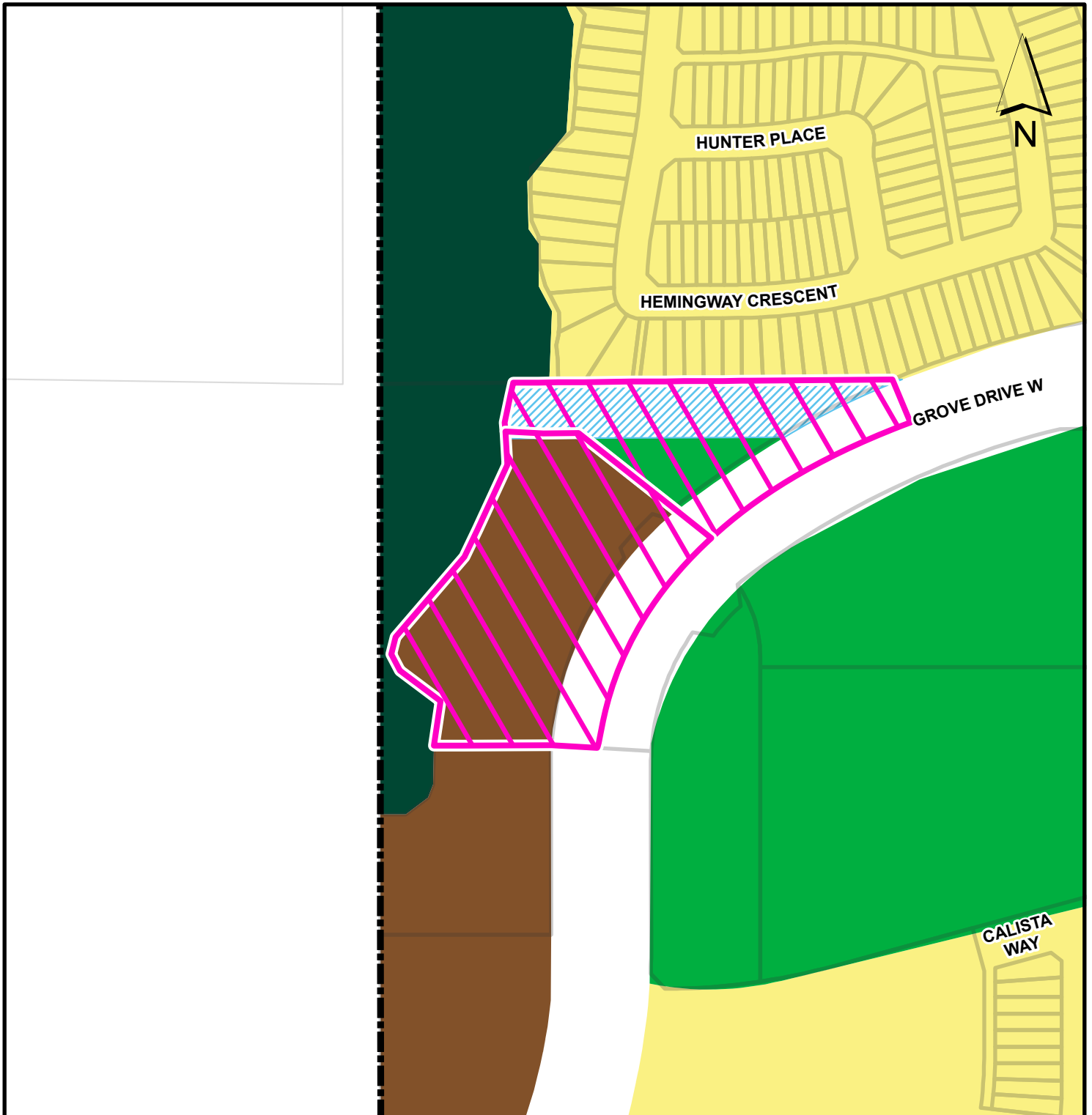
# Location Aerial

## C-1331-24

Land Use Redistricting






Copperhaven Stage 4





Legend

West Area Structure Plan

- |   |  |  |
|---|--|--|
|  Environmental Reserve             |  Medium to High Density Residential |  Public Utility Lot |
|  Low to Medium Density Residential |  Parks / Open Space / MR            |  |



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1333-24 - Land Use Bylaw Amendment-Tonewood Stage 12 - First Reading

**DIVISION:** Sustainable Growth and Development Services

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### SUMMARY:

Bylaw C-1333-24, a proposed Land Use Bylaw amendment for redistricting land from UR - Urban Reserve District to R1- Mixed Low to Medium Density Residential District and PS - Public Service Institutional District, is being brought forward for consideration by Council. The proposed redistricting is consistent with the East Pioneer Area Structure Plan and will enable the development of Stage 12 in the Tonewood neighbourhood.

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### PROPOSED MOTION:

THAT first reading be given to C-1333-24 - Land Use Bylaw Amendment - Tonewood Stage 12.

### BACKGROUND / ANALYSIS:

The proposed bylaw will redistrict approximately 7.23 hectares of Lot 5, Block 1, Plan 172 3540, located along Tonewood Boulevard and Tonewood Drive in the Tonewood neighbourhood. The area is currently districted UR - Urban Reserve District and is proposed to be redistricted to R1 - Mixed Low to Medium Density Residential District (1.16 hectares) and PS - Public Service Institutional District (6.07 hectares). The proposed redistricting will enable the subdivision of approximately 30 row-housing residential lots, and 1 Municipal Reserve lot.

### Municipal Development Plan

*Your Bright Future: Municipal Development Plan, 2010-2020 (MDP)* is the City's primary statutory plan. The proposed redistricting is consistent with the policies of the MDP and with Figure 8 Future Land Use that identifies the subject site for residential land use.



**East Pioneer Area Structure Plan**

The amendment area is within the East Pioneer Area Structure Plan (Bylaw C-843-13), and the proposed redistricting is consistent with its policies and Development Concept that identify it for “Low to Medium Density Residential,” and “Park / Open Space.” The subject area is located along Tonewood Boulevard and Tonewood Drive and will provide low to medium density residential housing options and a future school site.

**Land Use Bylaw**

The subject land is currently districted UR - Urban Reserve District and redistricting of the land is required for subdivision and development to occur. The proposed R1 - Mixed Low to Medium Density Residential District accommodates a range of low to medium density residential dwellings including single detached dwellings and row-housing dwellings. The proposed PS - Public Service Institutional District is intended to provide a future school site.

**OPTIONS / ALTERNATIVES:**

This bylaw is being brought forward for consideration of first reading. Discussion and consideration of changes to the bylaw may be made at future readings.

**CONSULTATION / ENGAGEMENT:**

This application was circulated to relevant City departments for their comments. A statutory public hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading.

**IMPLEMENTATION / COMMUNICATION:**

If approved, the Land Use Bylaw map will be updated per Bylaw C-1333-24 and be published on the City's website.

**IMPACTS:**

Approval will enable the development of Stage 12 in the Tonewood neighbourhood.

**FINANCIAL IMPLICATIONS:**

n/a



3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Public Hearing [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed [Click here to enter a date.](#)

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Mayor

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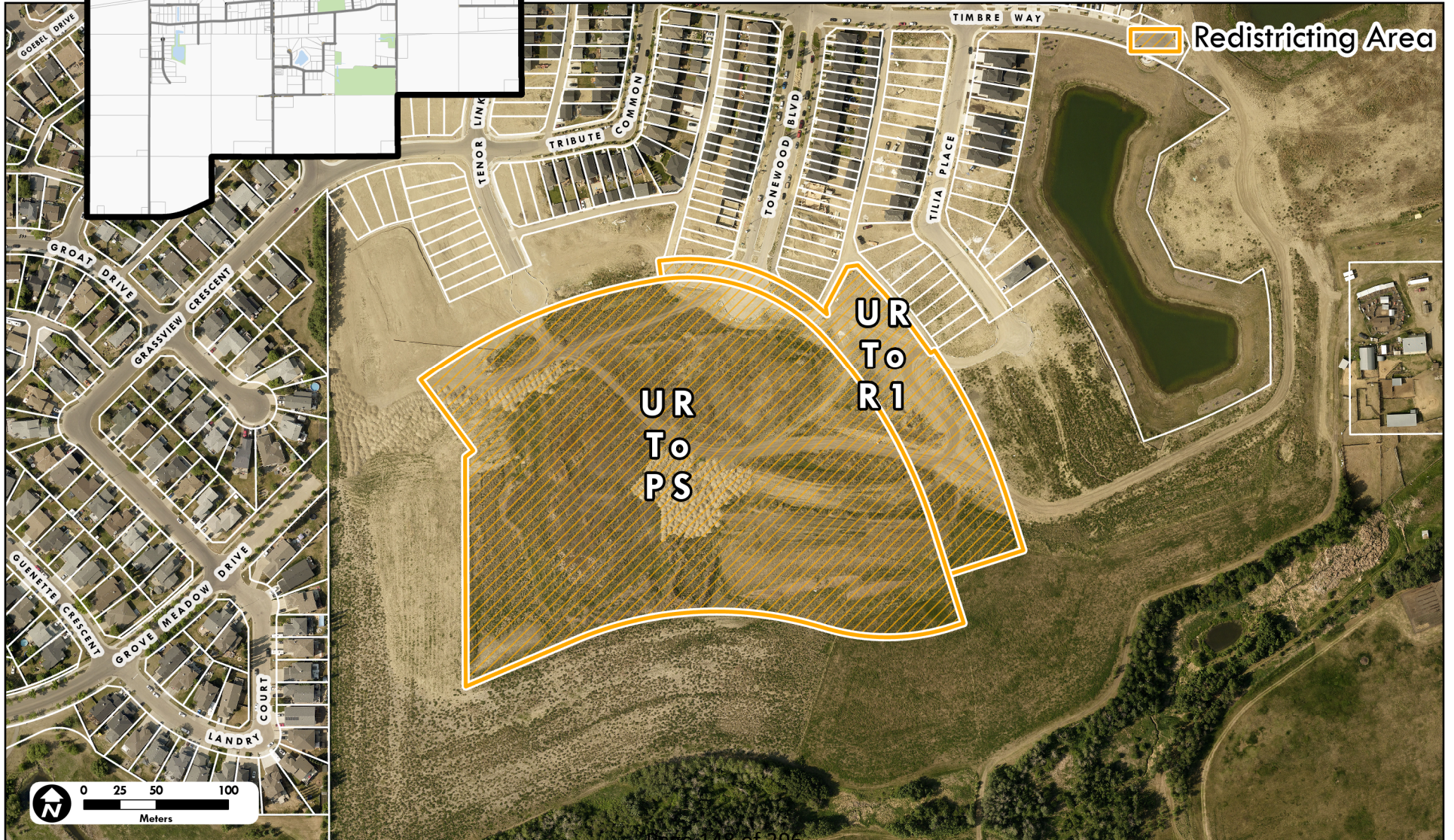
City Clerk

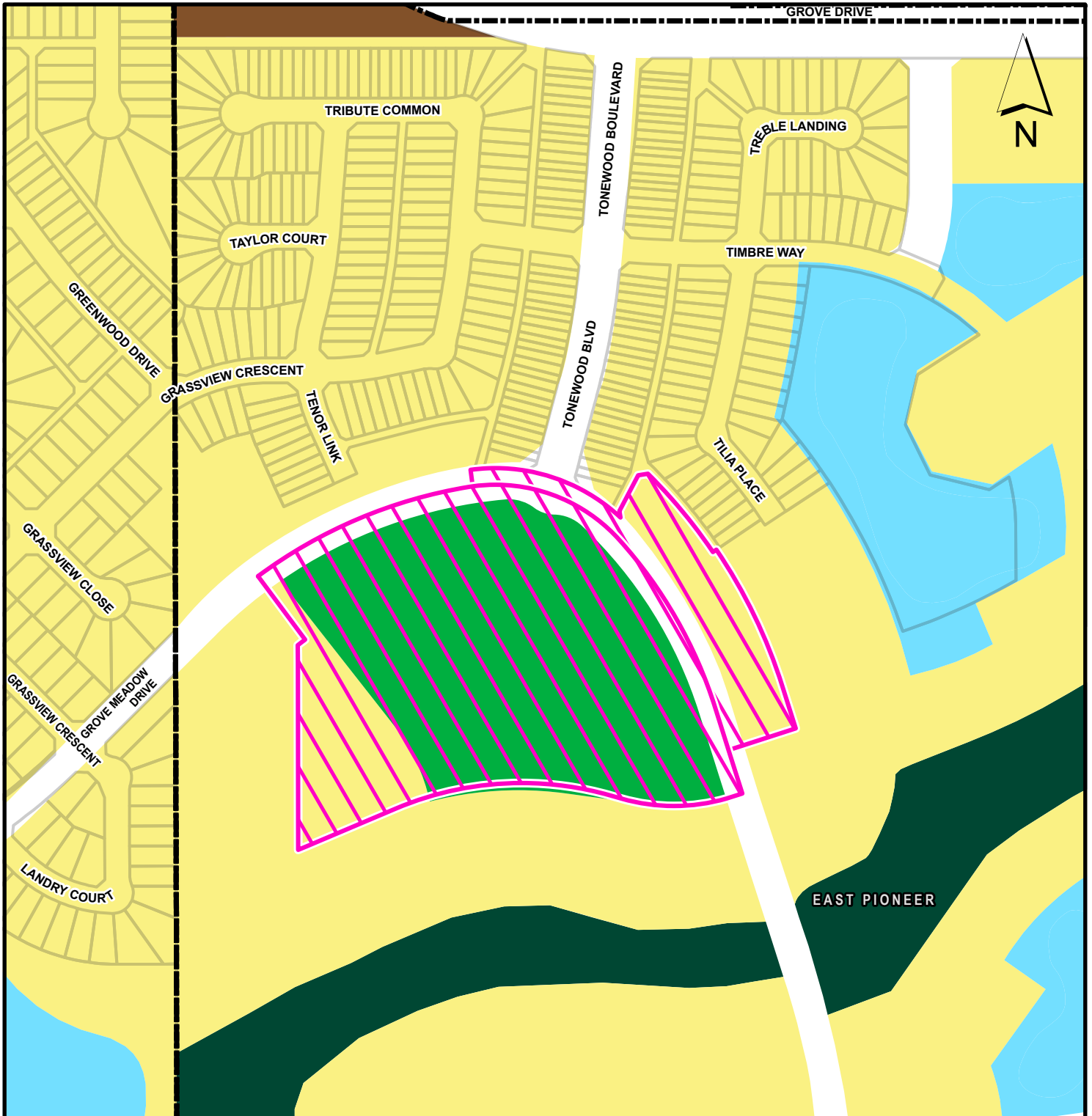
# Location Aerial

## C-1333-24

Land Use Redistricting






Tonewood Stage 12





Legend

East Pioneer Area Structure Plan

- |  |  |   |
|--|--|---|
|  Environmental Reserve             |  Medium to High Density Residential |  Stormwater Management |
|  Low to Medium Density Residential |  Parks / Open Space / MR            |   |



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1342-24 - Community Services Advisory Committee Bylaw - First and Second Reading

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

To provide information and a draft bylaw for the establishment of a Community Services Advisory Committee.

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### **PROPOSED MOTION:**

THAT first reading be given to C-1342-24 - Community Services Advisory Committee Bylaw.

THAT second reading be given to C-1342-24 - Community Services Advisory Committee Bylaw.

### **BACKGROUND / ANALYSIS:**

During the 2024 - 2026 Corporate Plan deliberations, the Governance and Priorities Committee recommended that Administration provide Council with information on establishing a Social Advisory Committee.

Administration has completed a jurisdictional scan, in addition to other research on industry best practices, previous feedback, and an evaluation of the City's needs and desires related to public feedback and engagement. It is being recommended that an overall Community Services Advisory Committee be established that includes public safety, recreation and culture, and social issues as part of its mandate and responsibilities.

As part of a jurisdictional scan of 14 municipalities, very few were found to have a singularly focused committee dealing with social issues. The ones that did were specific to Family and Community Support Services (FCSS), which were mostly holdovers from having separate FCSS

governance board's that most municipalities have since moved away from. Other municipalities dealt with social issues as part of a broader "community services" advisory committee that included recreation, culture, safety, and social issues, recognizing there is a strong interdependency between them all.

The following summarizes some of the lessons learned from previous municipalities, and other committees for the City, related to a singularly focused committee versus one with a slightly expanded mandate:

- Singularly focused committees often struggle with finding "work". A large volume of the work done relates to education and various reports provided by Administration with little needed direction and advice. This can often lead to less engagement and members of both Administration and the committee feeling less valued. In some cases, this can lead to a desire to step out of a particular mandate or over-step roles and responsibilities, such as attempts to direct Administration. Mitigation for this includes having strong administrative support and a clear terms of reference.
- In contrast to the point above, a broader mandate may seem unfocused or too general.
- A singularly focused committee may find itself challenged with diversity of thought or perspective in its membership. For example, those that are passionate about social issues may consistently convey a perspective that differs from those with less direct lived experience in the social services field.
- An expanded mandate allows for greater agility to deal with new or emerging issues in the community, whereas a singularly focused committee is limited in this regard. Similarly, an expanded mandate provides a much greater development opportunity for potential future Council members that are always faced with a range of issues to make decisions about.
- There are a number of opportunities within community services that would be excellent to receive community input on, in addition to social issues. As an example, within Council's existing Strategic Plan there are three items (Event Policy, Recreation / Culture Facility Needs Assessment, and Fees / Charges review) that would have been excellent opportunities to solicit feedback and advice on that would not fall under the purview and expertise of a Social Advisory Committee. A broader committee also maximizes efficiencies for Administration versus having multiple committees.

The proposed bylaw includes the following provisions:

- Clarity around mandate and advisory role. It is important to note that the bylaw clearly outlines that the role of the committee is not to direct Administration in departmental

responsibilities. This aligns with good governance principles and Council Committee guidelines.

- Range of seven (7) to nine (9) public members.
- Council member as non-voting with an alternate.
- Public member as Chair and Vice - Chair. Included as part of this is the ability, if the Committee so chose / voted, to not necessarily rotate the Chair annually; however, a Chair could not serve as such for more than two consecutive years. There are many examples where the strength of the Chair and / or having large turnover with the overall committee may warrant having a Chair serve more than one year in order for continuity.
- Inclusion of a youth member. The bylaw allows for this particular person to potentially be a member of the Youth Advisory Committee (YAC); however, also allows for greater flexibility in the event that there isn't interest or capacity from a member from YAC. Additionally, the age limit for the committee has been altered slightly (16-24) to align with more traditional "youth" age range definitions, especially considering all other members of the committee would be adults.
- A recognition was made for possible shorter terms in order to stagger public members on the committee as needed to ensure there is a blend between returning and new members.
- Work plan and meeting schedule would be set by the Committee themselves. Council must endorse the work plan. This ensures that the Council is satisfied with the mandate and work of the committee and that it doesn't get either too broad or too specific.
- Consistent with other bylaws, an Administration liaison will be assigned as per the City Manager's delegation; however, it is anticipated that the administrative support will be provided by the City Clerk's Office and the main liaison will be the General Manager of Community and Protective Services, who will include other staff as needed.
- Other aspects related to procedures, code of conduct, and recruitment remain consistent with other committee bylaws.

### **OPTIONS / ALTERNATIVES:**

Council may direct amendments at second reading to be brought back prior to third reading.



**CONSULTATION / ENGAGEMENT:**

In addition to a cursory jurisdictional scan of municipalities, Administration talked to several counterparts to understand lessons learned and any issues and challenges associated with an expanded and/or singularly focused committee. This included both administrative representatives as well as public committee members. Additionally, Administration sought feedback from several existing and former committee members of various Spruce Grove committees.

**IMPLEMENTATION / COMMUNICATION:**

If approved, the intent would be to recruit for the committee during our regular annual recruitment of all boards and committees, which takes place in the fall followed by Council appointments in November or December. This would make the committee “operational” as of the beginning of 2025.

A communication plan and strategy would be developed and included as part of third reading. This will include more detailed information for the public regarding the creation of this new committee. A number of departments within Community and Protective Services, and the broader Administration as a whole, would also reach out to community partners and contacts to share information about the committee and recruitment process.

**IMPACTS:**

The biggest impact on the City would be related to the human resources component and staff effort; however, this is more than offset by the value in receiving feedback, advice, and recommendations from the committee members as representatives of the community. At this time it is not anticipated that any additional staffing resources will be required.

**FINANCIAL IMPLICATIONS:**

There is no financial impact in terms of compensation for any committee members. There may be a larger discussion on the philosophy of whether there should be an annual budget allocated to this or other committees for things like guest speakers, conferences / training, materials, meals, etc. It is not being recommended at this time; however, may be something for Council’s consideration at a later date.

# THE CITY OF SPRUCE GROVE

## **BYLAW C-1342-24**

### **COMMUNITY SERVICES ADVISORY COMMITTEE BYLAW**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26 and, as amended, a council may pass bylaws in relation to the establishment and functions of council committees, and to the procedures to be followed by council committees;

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a council committee may consist of a combination of councillors and other persons;

AND WHEREAS, the City of Spruce Grove wishes to establish a council committee to advise Council on issues relating to community safety, recreation, culture, social issues, in the community and to prescribe a mandate, terms of reference, composition, and procedural rules for the Committee;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled hereby enacts as follows:

#### **1. BYLAW TITLE**

1.1 This bylaw is called the "Community Services Advisory Committee Bylaw".

#### **2. DEFINITIONS**

2.1 "Act" means the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended.

2.2 "Administration" means the administrative and operational arm of the City, comprised of the various departments and business units including all employees who operate under the leadership and supervision of the City Manager.

2.3 "Administrative Liaison" means the member of Administration appointed to the Committee by the City Manager.

2.4 "Chair" means the Member who has the authority to preside over a meeting.

2.5 "City" means the municipal corporation of the City of Spruce Grove in the Province of Alberta.

2.6 "City Manager" means the administrative head of the City.

- 2.7 “Committee” means the Community Services Advisory Committee.
- 2.8 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c L-21, as amended.
- 2.9 “Councillor” means an elected member of Council, including the mayor.
- 2.10 “Vice-Chair” means the individual elected annually to fulfill the Chairs duties in the absence of the Chair.
- 2.11 “Public Member” means an individual, other than a Councillor appointed to the Committee.
- 2.12 “Youth Member” means a Public Member between 16 and 24 years of age.

### **3. ESTABLISHMENT, MANDATE AND TERMS OF REFERENCE**

- 3.1 A council committee is hereby established and shall be referred to as the Community Services Advisory Committee.
- 3.2 The mandate of the Committee is to provide advice and recommendations to Council and Administration on a range of community safety, recreation, culture and social issues impacting the City.
- 3.3 The mandate of the Committee does not include directing Administration on programs, services, business plans, or structure.
- 3.4 In order to fulfill its mandate, the Committee may:
  - (a) review, comment, and recommend policies to Council;
  - (b) advise on opportunities for coordinating and streamlining activities and programs;
  - (c) consult with community groups and interested citizens as the Committee considers appropriate; and
  - (d) participate in reviewing, recommending, and approving grants as per the City’s Civic Grant Policy.

### **4. MEMBERSHIP**

- 4.1 The Committee shall be comprised of:
  - (a) no less than seven (7) and up to nine (9) Public Members to be recruited through a public application process and appointed by

Council;

- (b) one (1) Youth Member. A Youth Member may be recruited independently or may be recruited from the Youth Advisory Committee. If no Youth Member is appointed due to limited interest, it shall not constitute contravention of this bylaw's membership requirements;
  - (c) one member of Council; and
  - (d) one alternate member of Council.
- 4.2 Public Members, including the Youth Member, shall be residents of Spruce Grove.
- 4.3 Public Members shall not be current employees of the City and shall not have been employed by the City for a minimum of 12 months prior to applying for a Public Member position.
- 4.4 Public Members are voting members.
- 4.5 Councillors appointed to the Committee are non-voting members.
- 4.6 When making appointments to the Committee, Council shall consider individuals that have a demonstrated interest and commitment to community sustainability representing a cross section of the community.
- 4.7 If a vacancy occurs before the expiration of a term, the Public Member appointed to fill the vacancy shall hold office for the remainder of that term.
- 4.8 The mayor is an ex-officio member of the Committee and is a non-voting member.
- 4.9 Appointments of one (1), two (2) and three (3) years may be made in order to stagger the public members terms of office.
- 4.10 Public Members shall not serve more than six (6) years, unless approved by Council in extraordinary circumstances.
- 4.11 A Public Member's appointment is terminated if the Public Member misses three (3) consecutive meetings without the consent of the Committee.
- 4.12 Council may, for any reason, remove a Public Member by resolution.
- 4.13 The Committee shall annually elect a Chair and Vice-chair from its Public Members. No Public Member shall serve as Chair or Vice-chair for more than two consecutive years.

- 4.14 The Chair shall preside at all Committee meetings and decide all points of order that may arise. If the Chair is unable to perform the Chair's duties, the Vice-Chair shall perform those duties.
- 4.15 Public Members of the Committee shall receive no remuneration.
- 4.16 Public members shall read, sign, and adhere to the principles and parameters of the City's Committee Code of Conduct Bylaw, as amended.

## **5. PROCEDURES**

- 5.1 Committee members are required to agree and maintain confidentiality and comply with all applicable City bylaws, policies and procedures.
- 5.2 The Committee shall:
  - (a) establish an annual meeting schedule that specifies the date, time, and place of all regular Committee meetings; and
  - (b) provide the annual meeting schedule to the City Clerk's Office to be posted on the City's website.
- 5.3 No additional notice of regularly scheduled meetings is required.
- 5.3 The Chair may call a special meeting by giving at least 24 hours' notice to:
  - (a) members of the Committee by email; and
  - (b) the public by posting a notice on the City's website.
- 5.5 The Committee may vote to change the date, time, or place of a scheduled meeting, or schedule an additional meeting as long as the Committee provides at least 24 hours' notice of the change to the Committee members by email and to the public by notice on the City's website.
- 5.6 A majority of the voting members shall constitute a quorum at a Committee meeting.
- 5.7 The Committee shall follow the meeting procedures set out in the City's Council Procedure Bylaw.
- 5.8 Committee meetings shall be held in public unless the meeting is closed for reasons permitted by the Act.
- 5.9 The Committee may form sub-committees from among its members to assist in carrying out its objectives and responsibilities under this bylaw.

5.10 Sub-committees established by the Committee shall report to the Committee in a manner determined by the Committee.

5.11 The Committee may invite subject matter experts to attend any meeting of the Committee on an as needed basis.

## **6. ANNUAL WORKPLAN AND REPORTING**

6.1 The Committee shall develop an annual workplan that identifies key priorities and goals based on its mandate and this bylaw.

6.2 The Committee may provide reports which include recommendations on matters related to the Committee's mandate.

6.3 At least twice per year, the Committee shall report to Council on the following:

- (a) development of its workplan;
- (b) update on progress and initiatives, as set out in the workplan; and
- (c) any information and recommendations on issues or opportunities within its mandate.

## **7. ADMINISTRATIVE LIAISON'S ROLE**

7.1 The City Manager shall appoint an Administrative Liaison to the Committee.

7.2 The Administrative Liaison is not a member of the Committee and cannot vote on any matter before the Committee.

7.3 The Administrative Liaison shall provide administrative support, advice and guidance to the Committee.

## **8. SEVERABILITY**

8.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

**9. EFFECTIVE DATE**

9.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed [Click here to enter a date.](#)

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Community Services Advisory Committee



# Background

- Motion from November 2023 Corporate Plan deliberations asking for information on the possible creation of a “Social Advisory Committee”
- Jurisdictional scan of 14 different municipalities, industry best practices, City needs / desires for public feedback and engagement opportunities
- Development of concepts for draft bylaw.

# Jurisdictional Scan Review Additional Research

- Of the municipalities reviewed (14), few of them were found to have a singularly focused committee dealing with social issues (exception of FCSS Governance Board holdovers).
- Five had broader community services committee (which included social); six had social AND other community services committees; two had nothing; one FCSS.
- Admin colleagues discussed holdovers for social committees and desire to transition to broader community services committee (recognizing interdependency on social, recreation, culture, safety, etc. and staff / volunteer capacity).
- Diversity of thought and perspective has been challenging.

# Jurisdictional Scan Review Additional Research

- Singularly focused committee's struggle to find "work". Becomes more of an exercise in information sharing / update versus need for advice which equals large effort from admin with little Return on Investment (ROI). Conversely, broader committee mandates may seem too general.
- Gap with other engagement / advisory opportunities (i.e. road safety, Rec / Cul fees and charges review, Rec / Cul facility needs assessment, grant allocation recommendations, event policy advice, public art, etc.).
- Singularly focused committees are not as agile in responding to changing trends, needs, and issues facing a community.
- Vast majority had Council members participating but non-voting and not eligible to be chair.
- Number of members varied between 8 - 11.

# Community Services Advisory Committee

- Mandate to include social, public safety, recreation/culture and possible other “community services” (i.e. e-scooters, parks).
- Recommendations for public submissions and approval of micro-grants subject to Council approval of Civic Grant Policy (Governance and Priorities Committee on June 17 and approval on July 8).
- One “youth” member. Age range purposefully different than Youth Advisory Committee. Could still be member from Youth Advisory Committee; however, allows for flexibility if needed.
- No less than 7 and up to 9 public members.
- One member of Council and one alternate (non-voting).

# Community Services Advisory Committee

- Appointments of 1, 2, and 3 years may be made in order to stagger the public members terms of office.
- Work Plan and meeting schedule determined by Committee (plan endorsed by Council).
- Other aspects related to procedures, code of conduct, and recruitment remain consistent with other committee bylaws.
- Public members as Chair / Vice-Chair with ability to do more than one year if approved by committee.

# Next Steps

- First / Second reading June 10 (feedback to be incorporated for Third reading)
- Civic Grant Policy to Governance and Priorities Committee June 17
- Approval of Civic Grant Policy and Third Reading July 8
- Communication Plan and Committee recruitment as part of annual fall process
- Fully implement 2025

# Questions and Comments



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** C-1343-24 - 2024 Support to City Centre Sanitary Sewer - Mohr Avenue Borrowing Bylaw - First Reading

**DIVISION:** Corporate Services

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### **SUMMARY:**

A borrowing bylaw is required to debt finance the replacement of the sanitary sewer main for the Mohr Avenue - Support to City Centre utility project in the amount of \$1M.

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### **PROPOSED MOTION:**

THAT first reading be given to C-1343-24 - 2024 Support to City Centre Sanitary Sewer - Mohr Avenue Borrowing Bylaw.

### **BACKGROUND / ANALYSIS:**

Administration is working with ISL Engineering to complete the design and tender of the Mohr Avenue City Center Watermain Rehabilitation Project. During the design of this project, it was discovered that the sanitary sewer line needs to be replaced from Calahoo Road to Main Street.

A separate request is being brought to Council for approval of the additional \$1M of sanitary sewer budget that is required to complete the project.

Administration recommends the funding for the sanitary sewer utility work be by debenture borrowing and would therefore require a borrowing bylaw.



**OPTIONS / ALTERNATIVES:**

Council could choose not to support the borrowing bylaw, which would require the City to find an alternate source of funding to finance the construction of the project. This action could delay the project and prevent construction from proceeding.

**CONSULTATION / ENGAGEMENT:**

Administration will engage with financial institutions to ensure minimization of cost and risk exposure to the City when undertaking this borrowing process.

**IMPLEMENTATION / COMMUNICATION:**

In accordance with the *Municipal Government Act*, the Borrowing Bylaw will be advertised following first reading on the City's webpage starting June 11, 2024, and in the Spruce Grove Examiner on June 14, 2024. The 15-day petition period ends July 5, 2024. If Council passes first reading, then second and third reading would be brought forward for Council's consideration on July 8, 2024, if no petitions are received by end of business hours on July 5, 2024.

**IMPACTS:**

If the Borrowing Bylaw is approved, funding will be secured to complete the sanitary sewer project.

**FINANCIAL IMPLICATIONS:**

The annual debt servicing cost of a 20-year, 5.30 per cent debenture (latest rate offered by the Government of Alberta) is estimated to be \$81,700. A \$1M debenture would result in the City's debt being at 49.6 per cent of its debt limit.

**THE CITY OF SPRUCE GROVE**

**BYLAW C-1343-24**

**2024 SUPPORT TO CITY CENTRE SANITARY SEWER – MOHR AVENUE  
BORROWING BYLAW**

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c M-26 and amendments thereto, the City of Spruce Grove wishes to borrow and finance the construction and completion of the 2024 Support to the City Centre Sanitary Sewer - Mohr Avenue project (“the project”) as authorized by Council;

AND WHEREAS, the total cost to complete this phase of the project is estimated at \$1,000,000 and the City of Spruce estimates that a debenture not to exceed \$1,000,000 will be applied to the project to complete the work planned;

AND WHEREAS the estimated lifetime of the project is a minimum of 20 years;

AND WHEREAS, the principal amount of the outstanding debt of the City of Spruce Grove on December 31, 2023, is \$39,257,000 and no part of the principal or interest is in arrears;

AND WHEREAS, all required approvals for the project will be obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

**1. BYLAW TITLE**

1.1 This bylaw is called the “2024 Support to the City Centre Sanitary Sewer – Mohr Avenue Borrowing Bylaw”.

**2. DEFINITIONS**

2.1 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.

2.2 “City Manager” means the administrative head of the City of Spruce Grove.

2.3 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c L-21, amended.

### **3. AUTHORIZATION**

3.1 This bylaw authorizes the Council to incur indebtedness in an amount not to exceed \$1,000,000 for the purpose of financing the construction and completion of the 2024 Support to the City Centre Sanitary Sewer - Mohr Avenue project.

### **4. BORROWING**

4.1 That for the purpose of financing the construction and completion of the project, the City may borrow from the Province of Alberta, or another authorized financial institution, a sum not to exceed \$1,000,000.

(a) The City shall repay the indebtedness according to the repayment structure in effect, namely annual, semi-annual or monthly payments of combined principal and interest instalments not to exceed 20 years calculated at a rate not exceeding the interest rate fixed by an authorized financial institution on the date of the borrowing, and not to exceed seven per cent.

4.2 The City Manager or delegate is hereby authorized to execute on behalf of the City promissory notes and other negotiable instruments or other evidence of indebtedness for the amount and purpose as authorized by this bylaw, namely the construction and completion the project.

4.3 The City shall levy and raise in each year utility rates sufficient to pay the principal and interest falling due on the indebtedness.

4.4 The indebtedness shall be contracted on the credit and security of the City.

### **5. SEVERABILITY**

5.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

**6. EFFECTIVE DATE**

6.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed

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Mayor

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City Clerk



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Capital Project Budget Request - Mohr Avenue

**DIVISION:** Sustainable Growth and Development Services

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### **SUMMARY:**

Engineering requires additional budget to replace the sanitary main along Mohr Avenue. The watermain from Calahoo Road to Queen Street is being replaced this year and during the design period it was discovered that there are significant repairs and replacements required for the sanitary main from Calahoo Street to Main Street. It is desirable to do the sanitary work concurrently with the water main work to achieve cost savings by only opening up the road for underground work once, having to mobilize to the area once, and to have disruptions to the public happen all in one year.

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### **PROPOSED MOTION:**

THAT the sanitary sewer utility project and budget for the replacement of the sanitary sewer main be approved for the Mohr Avenue - Support to City Centre utility project in the amount of \$1 million.

### **BACKGROUND / ANALYSIS:**

The water main replacement work for Mohr Avenue is required to accommodate Meridian Housing development. Administration is working with ISL Engineering to complete the design and tender of the Mohr Avenue City Center Watermain Rehabilitation Project. During the design of this project, it was discovered that the sanitary sewer line needs to be replaced from Calahoo Road to Main Street.

The water main from Queen Street to Main Street was completed in 2002 however the service lines were not upgraded at that time. When the sanitary main is replaced between Queen Street and Main Street it is recommended to also replace the water service lines.

There is an adequate approved budget to complete the project from Calahoo Road to Queen Street, including that portion of the sanitary main; however, the approved budget is allocated only from the water utility fund:

ISL Design/Tender	\$81,000.00
ISL Const/Post Const	\$80,000.00
Water Main	\$815,000.00
<b>Sanitary Main Sewer</b>	<b>\$440,000.00</b>
Testing	\$20,000.00
Contingency 10%	\$143,600.00
	<b>\$1,579,600.00</b>

The estimated cost to complete the water service lines and sanitary main sewer work on Mohr Avenue from Queen Street to Main Street:

ISL Const/Post Const	\$30,000.00
Water Service Lines	\$235,000.00
<b>Sanitary Main Sewer</b>	<b>\$560,000.00</b>
Testing	\$10,000.00
Contingency 10%	\$83,500.00
	<b>\$918,500.00</b>

The estimated total cost of the sanitary main replacement work is \$1 million (\$440,000 + \$560,000).

The total estimated cost of all the required work on Mohr Avenue from Calahoo Street to Main Street is estimated to be approximately \$2.5 million.

### **OPTIONS / ALTERNATIVES:**

There is the option of completing the underground water and sanitary work on Mohr Avenue from Calahoo Road to Queen Street this year and scheduling the remaining work to be completed next year. This would cause major disruptions to the residents for multiple years and increase costs due to rework and mobilization for each year. A motion would be required to fund the sanitary work from previously approved water utility budget.

Alternatively, the work on the water main could be completed this year and all of the sanitary work could be placed in the 2025 Capital Budget to be approved during the Corporate Plan process for construction in 2025. This option would also cause major disruptions to the residents for multiple years and increase costs due to rework and mobilization for each year.

**CONSULTATION / ENGAGEMENT:**

Mohr Avenue is currently in the design stage and the tender documents are being prepared. Once the project has been tendered, the schedule and detour information will be shared with the local residents and through social media.

**IMPLEMENTATION / COMMUNICATION:**

Once the extent of the project is known the implementation plan will be prepared by the successful Contractor and will be shared with the affected residents and through social media.

**IMPACTS:**

The work on Mohr Avenue is required for Meridian Housing. The watermain is being upsized to be able to service the new facility, and the sanitary main will also service the building. The sanitary line is currently functioning; however, it will need to be replaced before the Meridian Housing facility is operational to ensure there is adequate services for the increase in population using the sanitary main.

**FINANCIAL IMPLICATIONS:**

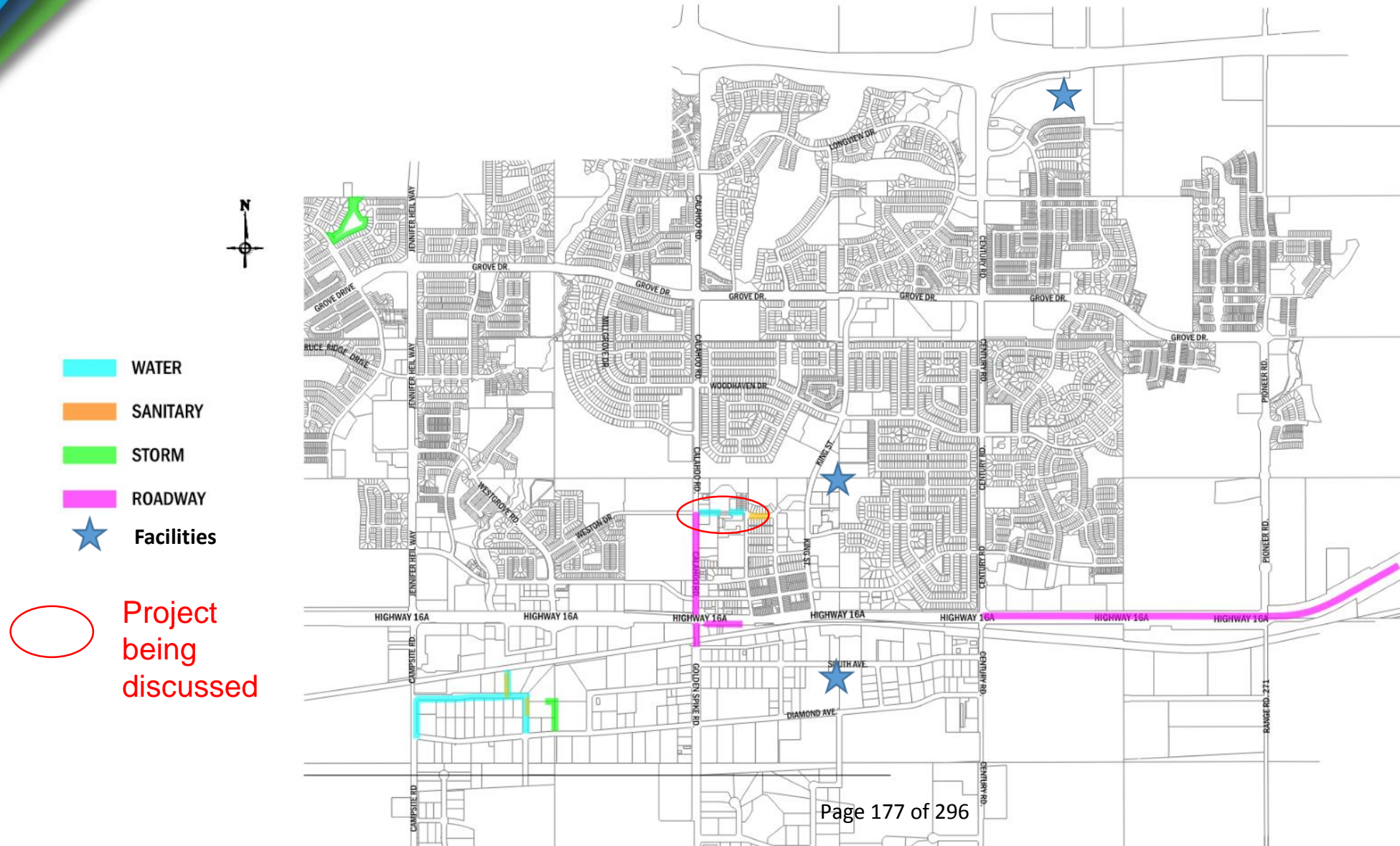
The \$1 million of sanitary sewer utility work would require funding by debenture borrowing. A borrowing bylaw is being separately brought forward for Council approval.

# City of Spruce Grove

2024 Capital Project Budget Request - Mohr Avenue



# 2024 Capital Projects



# City Centre Water Main Rehab - Mohr Avenue

- Upgrade the water main within Mohr Avenue from Calahoo to Queen Street.
  - To accommodate Meridian Housing



# City Centre Water Main and Sanitary Sewer Rehab - Mohr Avenue

- Initially the project was only water main from Calahoo St. to Queen St.
  - Inspections indicate that the sanitary main needs to be replaced from Calahoo to Main Street
- \$1.5M approved budget from the water utility.
- Requires an additional \$1M from the sanitary sewer utility.



# Thank You

Questions?



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Speed Limit Reduction - Collector and Arterial Roadways

**DIVISION:** Sustainable Growth and Development Services

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### SUMMARY:

Presentation of the peer reviewed recommended collector and arterial roadways speed limits to Council for their information and dissemination. This is the last information required for Council to make the final decisions on the speed limits for the City of Spruce Grove before the implementation in August 2024.

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### PROPOSED MOTION:

THAT the speed limits for the City of Spruce Grove collector roads be changed to the speeds as presented in the ISL Engineering Speed Peer Review Memorandum (the "Memo") and illustrated in the Figure 2 map included in this Request for Decision and that the speed limits be in effect by August 31, 2024.

### BACKGROUND / ANALYSIS:

In 2022, the City of Spruce Grove contracted Morrison Hershfield Limited to complete a speed study of the local roads, schools, and playground zones. As part of this study, a desktop review of the collector / arterial roads was also completed. This desktop review showed that some roadways had multiple posted speed limits and that some speeds needed adjusting based on the Canadian Guidelines to Establishing Posted Speed Limits (CGEPSL).

The resulting report was presented to Council on June 26, 2023. There were three motions approved by Council:

- *THAT the City of Spruce Grove school and park zones be updated based on the report and road classification and be in effect for the commencement of the 2023 / 2024 school year.*

- THAT the speed limit for all City of Spruce Grove local roads be changed to 40km/hr and be in effect by August 31, 2024.
- THAT further analysis be completed on the major collector and arterial roadways study recommendations and bring recommendations back to Council by June 30, 2024.

ISL Engineering did a peer review of the speed study and conducted a field visit to most of the roadways. Their Memo is attached to this Request for Decisions.

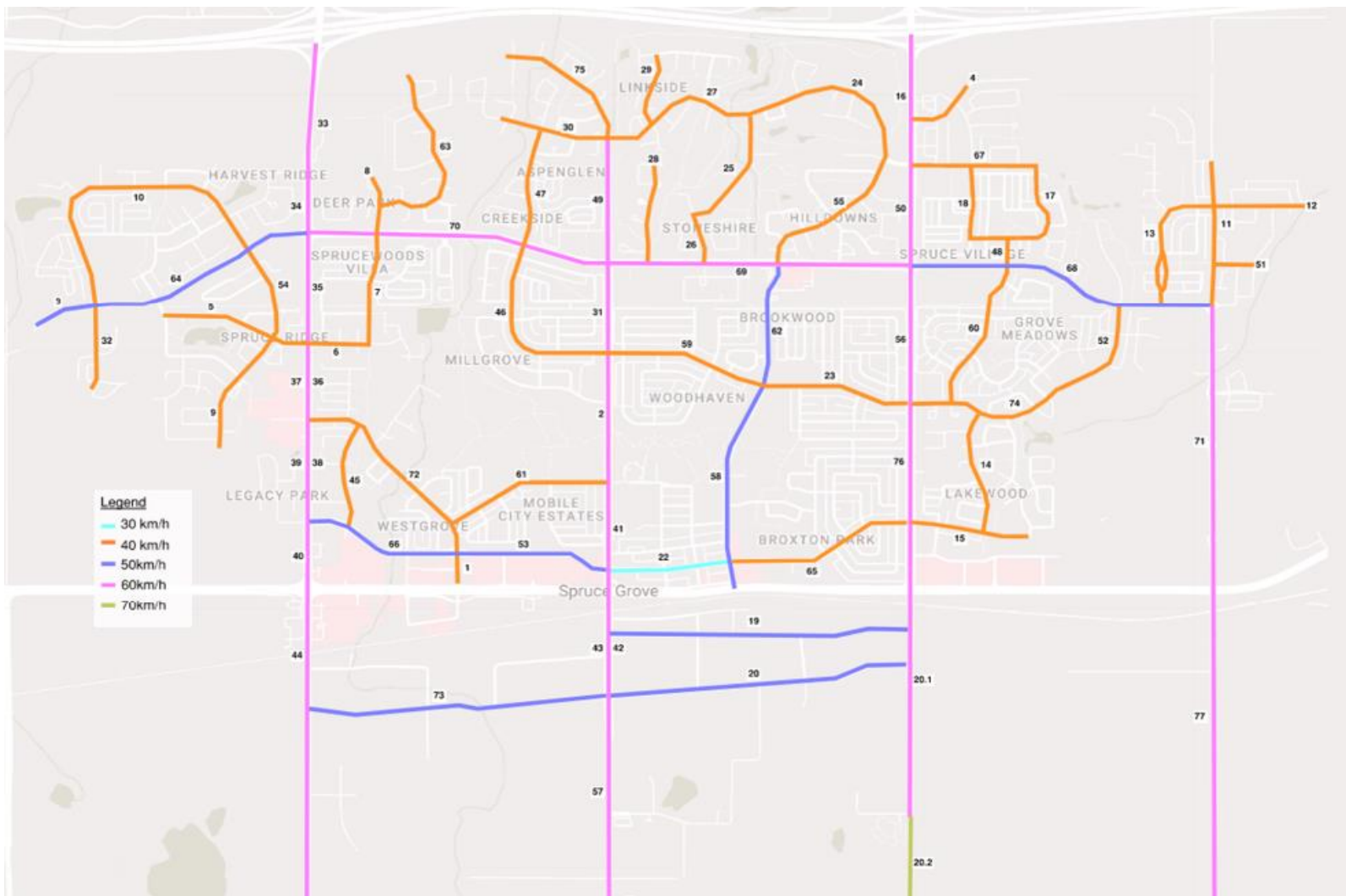
**Figure 1 - The map below shows the existing posted speed limits:**



ISL based its recommendations for the posted speed limits after reviewing the CGEPSL worksheets from the previous report. Then there was a holistic review of the areas each roadway falls into to ensure a homogeneity approach to each neighbourhood, and then they drove each roadway with members of Administration. It was found that it was reasonable for the majority of the collector roadways to have a speed of 40 km/hr, with the arterial roadways having a speed of 60 km/hr.

Considering that most of the collector roadways were analyzed to have a recommended speed of 40 km/hr, it is practical to make this change and keep things consistent throughout the City. This creates better cohesion within the road network.

**Figure 2 - The map below is the recommended posted speed limits:**



The recommendation is to keep the arterial roadways at 60 km/hr, and the larger collector roadways at 50 km/hr. The collector roads that are within neighbourhoods are recommended to be 40 km/hr which aligns better with driver perspective and neighbourhood uses.

**Figure 3 -The map below outlines the sections of arterial roadway that have recommended changes to the speed limit:**

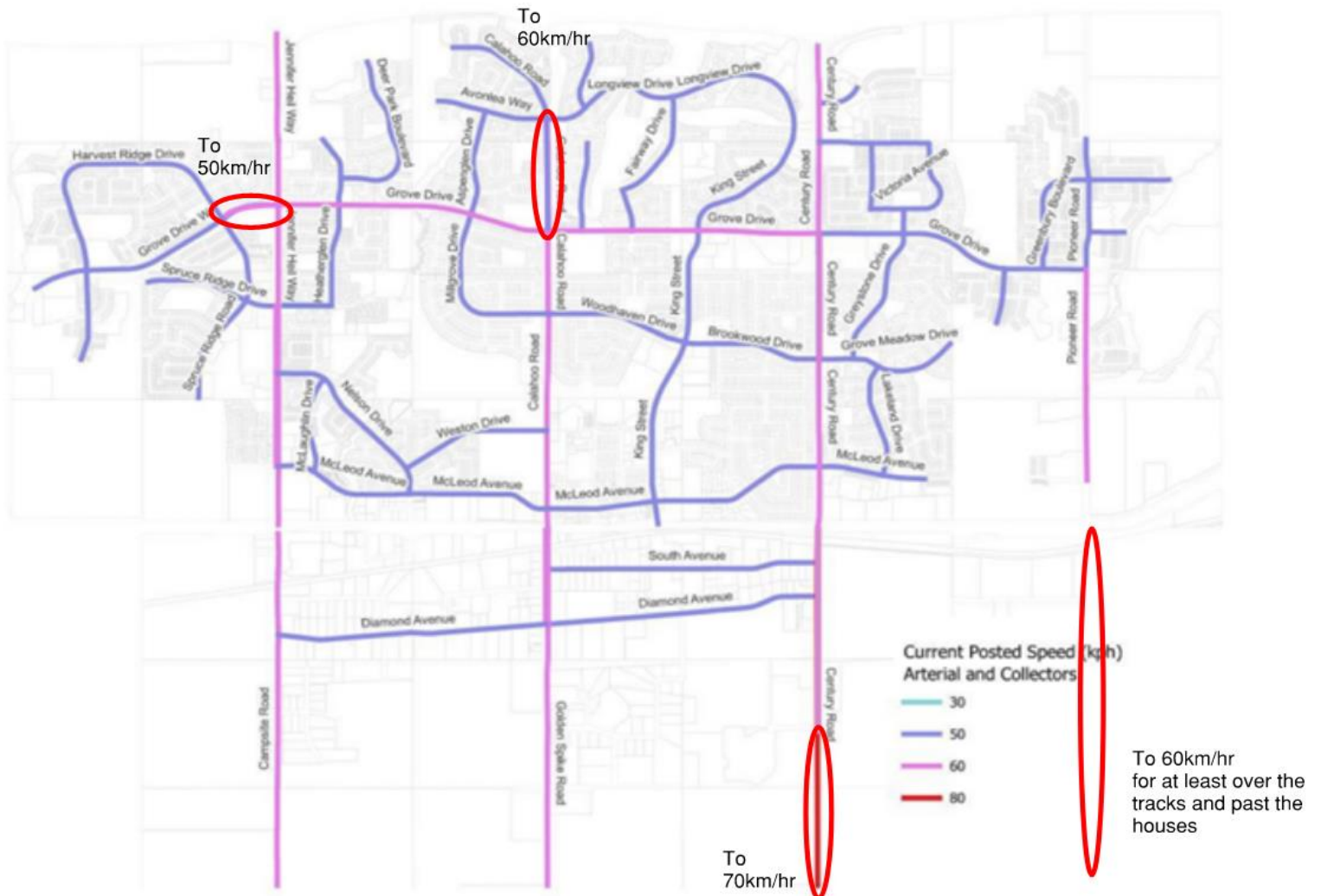




Figure 4 -The map below shows which collector roads are recommended to stay the current speed limit. The other blue lines will become a 40 km/hr speed limit.



**OPTIONS / ALTERNATIVES:**

Council may choose not to proceed with any speed limit changes to the collector or arterial roadways at this time.

**CONSULTATION / ENGAGEMENT:**

ISL Engineering engaged with Administration to get a holistic view of the roadways before finalizing the Memo.

Public Works, Enforcement Services, Engineering, and Corporate Communications have

reviewed the information and agree with the proposed posted speed limits for the collector and arterial roadways. The proposed speeds presented will be easy for drivers to follow and understand and are easy to enforce and to provide signage for.

### **IMPLEMENTATION / COMMUNICATION:**

A comprehensive communications campaign with the tagline “Safe Roads, Safe Neighbourhoods” will be launched late June to educate the community about the change in speed limits and Council's commitment to improving traffic safety and creating safe, sustainable neighbourhoods for all residents. The initial phase of the campaign will focus on education and the second phase will focus on ongoing awareness. The campaign will use a variety of communication tools including digital and traditional signage, social media, website, and print materials.

Public Works and Engineering will take an inventory of the existing signage to see what will need to be removed and where new signs will be required. This also includes placing the perimeter signage that will indicate “Speed Limit is 40 km/hr; Unless Otherwise Posted”.

Enforcement Services will focus on education first with the public, though will hold out the possibility of charges where appropriate during the transition period following the changes. They will also work with the RCMP to ensure the police officers are aware of the changes.

After the implementation date the working group will monitor the roadways to determine if there are any issues or concerns.

### **IMPACTS:**

Lowering the speed limit of neighbourhood collector roads to 40km/hr will increase the survival of vulnerable road users if they are struck by a vehicle. It also makes the streets calmer, quieter, and safer for people walking, biking, and otherwise enjoying their yards and neighbourhoods.

Maintaining the 50 km/hr on the larger collector roadways, and 60 km/hr speeds for the arterial roadways, will encourage drivers to use those roadways as opposed to short-cutting through neighbourhoods.

### **FINANCIAL IMPLICATIONS:**

There will be the cost of the public engagement, jurisdictional entry signage, as well as the cost of removing signs and adding a few signs in areas. These costs will be absorbed in the current 2024 operating budget.



City of Spruce Grove

Final Report

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# Speed Limit Peer Review Memorandum

May 2024





ISL Engineering and Land Services Ltd. is an award-winning full-service consulting firm dedicated to working with all levels of government and the private sector to deliver planning and design solutions for transportation, water, and land projects.

At ISL your identity is part of our identity. Diversity, Equity, and Inclusion (DEI) speaks to our core values and provides space for our teams to bring their authentic selves to work. ISL believes DEI creates the best outcomes for our clients while sustaining a happy and thriving work environment that allows for career development opportunities for all staff. ISL is committed to a focused effort on continuous improvement and development of respectful and safe workplace.



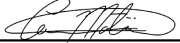
## Corporate Authorization

This document entitled “Speed Limit Peer Review Memorandum” has been prepared by ISL Engineering and Land Services Ltd. (ISL) for the use of the City of Spruce Grove. The information and data provided herein represent ISL’s professional judgment at the time of preparation. ISL denies any liability whatsoever to any other parties who may obtain this report and use it, or any of its contents, without prior written consent from ISL.

May 22, 2024



**Daniel Zeggelaar, P.Eng., PTOE, PTP, RSP1**  
*Transportation Project Manager*

<b>Permit to Practice</b>	
<i>ISL Engineering and Land Services Ltd.</i>	
RM Signature:	<u></u>
RM APEGA ID:	<u>63067</u>
Date:	<u>2024-05-22</u>
<b>Permit Number P4741</b>	
The Association of Professional Engineers and Geoscientists of Alberta	





To: **City of Spruce Grove** Date: **May 22, 2024**  
Attention: **Rae-Lynne Spila, P.Eng** Project No.: **16650**  
Cc:  
Reference: **Speed Limit Peer Review Memorandum**  
From: **Dan Zeggelaar, P.Eng., PTOE, PTP, RSP1, Jackie Prior E.I.T., Olivia Duong E.I.T.**

## 1.0 Executive Summary

ISL conducted a peer review of the *Spruce Grove Roadway Speed Limit Study* completed in May 2023. The focus of this review was to reduce the number of speed limit changes along connecting roadway segments that were present in the original report recommendations. The City is also contemplating the feasibility of reducing the default speed limit from 50 km/h to 40 km/h, similar to other municipalities in the region.

This review was completed in three distinct stages:

- **Peer Review:** A peer review of the Transportation Association of Canada's (TAC) *Canadian Guidelines to Establishing Posted Speed Limits* (CGEPSL) worksheets was completed for a selection of key segments to understand the methodology used in the initial report and refine where needed. Review segments were selected based on the City's input and discrepancies in speed limits along a single corridor while ensuring a sample of segments were reviewed from each sub-region of the City. ISL noted the roadway classification (major or minor) and the pedestrian and cyclist risk scores merited additional consideration.
- **Wholistic Review:** The CGEPSL provides a good starting point for setting speed limits but lacks nuance. To ensure the recommendations fit the City's needs, ISL also included a wholistic review of the CGEPSL recommendations. This adds another layer of considerations such as the prevailing recommended speed in an area (homogeneous review) and the degree to which certain factors may influence the scoring (sensitivity review). This added layer enabled ISL to reduce the differentials in speed over short segments.
- **Field Confirmation:** A field review was conducted with City representatives to further refine the recommendations. One major takeaway from the field review was the implication of on-street parking and garbage pickup in the roadway, further narrowing the carriage way.

The final speed recommendation found that the majority of collectors to reasonably have a speed of 40km/h, with most arterial collectors having a speed of 60km/h. The full speed limit recommendation map and table can be found in Section 5.

Considering that most collector segments are advised to have a speed limit of 40 km/h, implementing a consistent speed limit of 40 km/h for all collector and local roadways throughout the entire city would offer several benefits. This lower baseline speed would align with the City's objective to improve safety for all road users while enhancing predictability for drivers across different areas. Furthermore, maintaining uniform speeds in similar zones would promote better cohesion within the road network, ultimately contributing to overall efficiency.

## 2.0 Introduction

### 2.1 Purpose

The City of Spruce Grove (the City) has requested ISL complete a peer review of the *Spruce Grove Roadway Speed Limit Study* completed in May 2023. The study reviewed the City's main road network and recommended modifications to the posted limit.



## 2.2 Scope

Given the City's concern about the frequency of speed limit changes between segments, the requested review includes the following aspects:

- **Peer Review TAC Worksheets:** Peer review the Transportation Association of Canada's (TAC) *Canadian Guidelines to Establishing Posted Speed Limits* (CGEPSL) worksheet for key roadway segments published in the report. The review is focused on the interpretation of the CGEPSL methodology and segment attributes.
- **Peer Review Recommendations:** Complete a summary of the peer review findings in a table that summarizes the range of worksheet risk scores. Peer review the recommended speed limits against the range of scores based on the following:
  - **Homogeneity Overview (e.g. how similar are the roads):** Risk scores help indicate the homogeneity of the City's collector network, where a tight range of scores mean most roads are similar or a wide range of scores means many different roadways. Based on the review of the scores, an assessment will be completed to identify the need to better define categories for recommended speed changes of 40 km/h or 50 km/h.
  - **Sensitivity Review:** The expectation is that if 80% of the roadways are within a similar risk score then it is logical to have them posted with the same speed limit. This will relieve driver workload and make navigating the system easier because speed limits aren't changing too often. Key items that will be considered based off ISL's previous experience include the application of 'minor' vs 'major' thresholds for warranting speeds (e.g. risk score of 51 for 40 km/h).
  - **Current State of Practice Discussion (Edmonton Region):** Discussion of the current state of practice in the Edmonton region Council, normally is wanting to know what other municipalities are doing.
  - **Field Review:** Prior to finalizing recommended speed limits, a field review will be completed to review firsthand and recommendations and observations.

## 2.3 Background

### 2.3.1 Traffic Safety Plan

The City's *2023-2025 Traffic Safety Plan* emphasizes that a higher speed can increase the risk of collisions, injury and death, with the likelihood of a fatal outcome being 5% at 30km/h, 55% at 50km/h and 90% at 60km/h. Therefore, reducing speeds, where possible and where appropriate, aligns with the City's goals of providing safe travel for all users.

### 2.3.2 Transportation Master Plan

Spruce Grove's 2012 *Transportation Master Plan* (TMP) serves as a guide to both roadway classification and the City's long-term transportation infrastructure vision. The TMP outlines five key goals that are used to inform judgements in this assessment:

- **Goal 1:** Connect residential, business, and industrial communities effectively and efficiently.
- **Goal 2:** Enhance mobility and economic vitality by providing reasonable transportation choices to all residents and businesses.
- **Goal 3:** Promote the Safety and security of the transportation system.
- **Goal 4:** Reduce vehicular travel with high degree of mixed land uses.
- **Goal 5:** Promote healthy and environmentally responsible transportation choices.

Roadway classification in this assessment, crucial for using the TAC CGEPSL guidelines, references the City's network plan hierarchy. Key classifications made from the TMP include:

- All roadway segments in this assessment will be considered urban unless stated otherwise.





- All segments involved in this study are Arterial or Collectors.
- Relevant arterials include Jennifer Heil Way/Campsite Road, Calahoo Road/Golden Spike Road, Century Road, and Grove Drive.
- Major and minor classification for arterial roadways, specified by Spruce Grove's municipal development standard, has been classified in this review through the characteristics defined in the Transportation Association of Canada *Geometric Design Guide for Canadian Roads* (TAC CDG).
  - Major collectors include King Street, McLeod Avenue, Brookwood Drive Woodhaven Drive, Millgrove Drive and Diamond Avenue.
  - All other collectors were assumed to be minor unless explicitly stated otherwise in this review.

The TMP outlines the City's future road network, which was considered when recommending the posted speed. Although adjusting the current posted speed limit may conflict with future plans, such changes should still be considered based on the anticipated timeline for nearby developments. Notable elements from this study include:

- Extending the east side Grove Meadow Drive to connect with Grove Drive via Tonewood Boulevard.
- Further development of east neighbourhoods Prescott and Fenwyck.
- New industrial road development, south of Diamond Avenue, intersecting all north-south arterials.
- Further development of collector roadways in the industrial area south of Highway 16A
- Connecting McLeod Avenue to Pioneer Road
- Connecting Harvest Ridge Drive/Copperhaven Drive and Spruce Ridge Road to Highway 16A

### 2.3.3 Current State of Practice Discussion (Edmonton Region)

Posted speed limit practices throughout the Edmonton region have changed substantially over the previous five (5) years, such that most of the Edmonton region population is subject to 40 km/h speed limits. The following is a summary of speed limits for collector roadways within the Edmonton region:

- **City of Edmonton:** Changed the default speed limit from 50 km/h to 40 km/h in August, 2021. Details can be found on their website, but in general the changes applied to collector and local roadways. Since the change was implemented, a joint University of Alberta/City study was published in February, 2024 which indicated key metrics demonstrating the positive safety benefits of the change. The study found the change resulted in substantial reductions in collisions, injuries and fatalities, significant reductions in drivers speeds (with drivers speed lowered at 53% of the 200 locations observed), busier and narrower roads had higher speed reductions and central neighbourhoods experienced the most significant collision reductions.
- **City of St. Albert:** Changed the speed limit on all collectors and locals to 40 km/h in February, 2021.
- **City of Fort Saskatchewan:** Changed the speed limit on all unmarked residential roads and certain collectors from 50 km/h to 40 km/h.
- **Town of Devon and City of Beaumont:** Have used 40 km/h as their posted speeds for all collectors and locals for a significant amount of time, well before changes have been made in other municipalities.

Based on the City of Edmonton's research, the safety improvements resulting from the lower speed limit is logical, since collision severity is directly linked to collision speed.



## 3.0 Methodology

### 3.1 Key Segment Selection

The original study identified 76 segments and completed an assessment for 68 of the segments noting that the other 8 segments that were not assessed were noted as “having[ing] very limited length and [were] not included in [the] procedure. In [that] case, the original posted limit is remained.” Of the 68 segments with completed assessment worksheets, ISL peer reviewed a sample of 24 key segments (35%) of the 68 in addition to Segment 6 (Hawthorne Gate) and 51 (Prospect Way), which were not included in the original assessment). The segment of Pioneer Road/Range Road 271 between Highway 16A and Township Road 524 was also reviewed as requested by the City. This resulted in a total of 27 segments.

The general criteria used to select the key roadway segments for ISL’s review are outlined below:

- Segments with speed limits differing from the surrounding homogeneous area/neighbourhood.
- Segments flagged for concern by the City.
- Major collector segments with speed limits appearing inconsistent based on past experiences.
- Sample segments within a neighbourhood to assess area potential for a 40km/h speed limit.

Based on this methodology, the segments reviewed are shown in Figure 3.1 and described in Table 3.1. An excerpt from the original study showing the roadway segments is provided in Appendix A for reference.

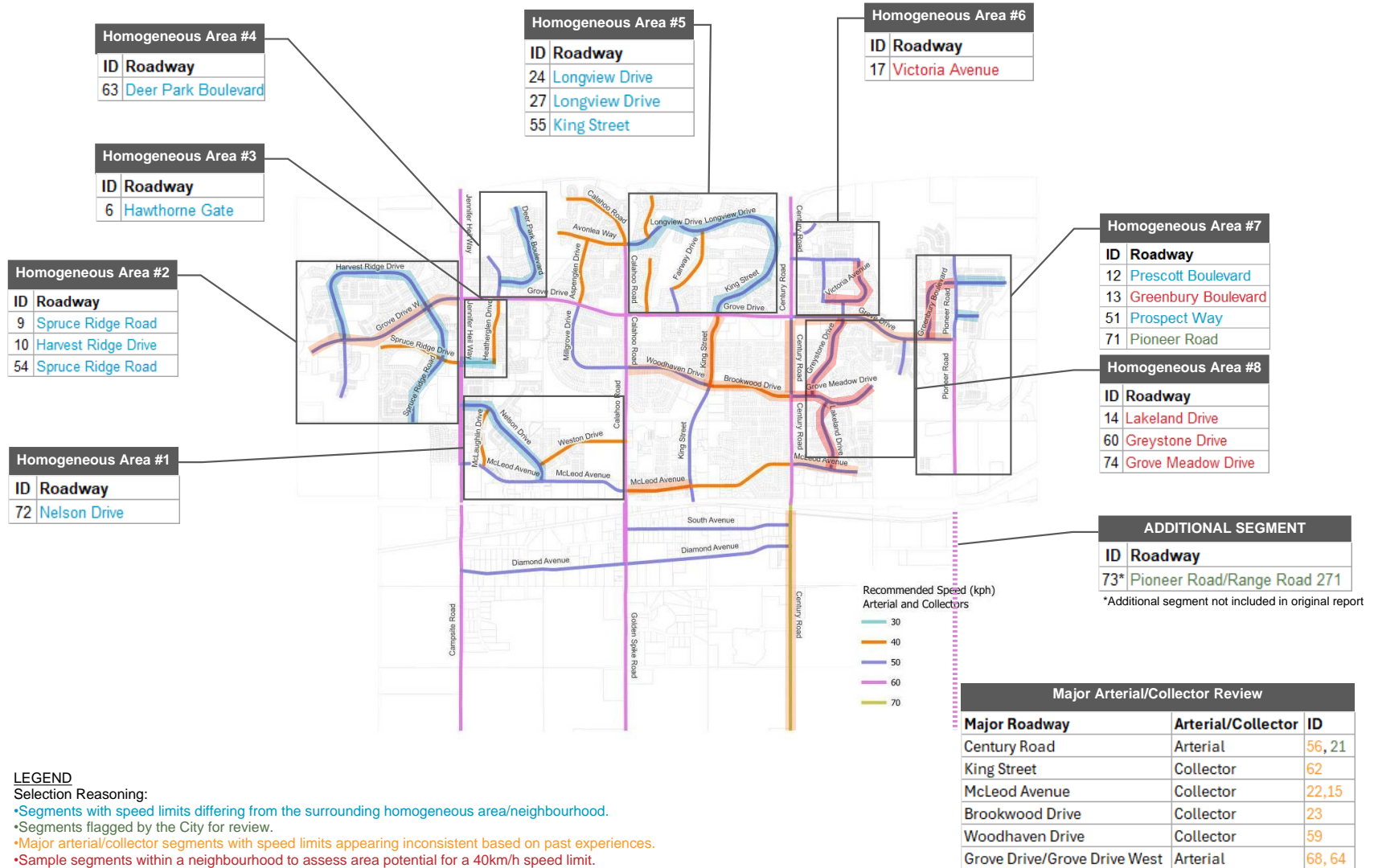


Figure 3.1 Selected Segments for Review



Table 3.1 Selected Segments for Review Details

ID	Roadway	From	To	Selection Reasoning
6	Hawthorne Gate	Jennifer Heil Way	Heatherglen Drive	Section not assessed by report due to length but shows unexpected 30km/h zone
9	Spruce Ridge Road	Springbrook Wynd	Spruce Ridge Drive	Check to see if consistent with other segments in homogeneous area
10	Harvest Ridge Drive	Grove Drive West	Grove Drive West	Check to see if consistent with other segments in homogeneous area
12	Prescott Boulevard	Pioneer Road	Penn Place	Check to see if consistent with other segments in homogeneous area
13	Greenbury Boulevard	Grove Drive	Pioneer Road	Sample segment to see if neighbourhood warrants a 40km/h speed
14	Lakeland Drive	Grove Meadow Drive	McLeod Avenue	Sample segment to see if neighbourhood warrants a 40km/h speed
15	McLeod Avenue	Century Road	Lawson Boulevard	Major collector segment with inconsistent speed compared to the rest of the roadway
17	Victoria Avenue	Spruce Village Drive W	Vanderbilt Common	Sample segment to see if neighbourhood warrants a 40km/h speed
21	Century Road	Highway 16A E	Township Road 524	Major collector segment with inconsistent speed compared to the rest of the roadway
22	McLeod Avenue	Calahoo Road	King Street	Major collector segment with inconsistent speed compared to the rest of the roadway
23	Brookwood Drive	King Street	Century Road	Major collector segment with inconsistent speed compared to the rest of the roadway
24	Longview Drive	Fairway Drive	Kings Link	Check to see if consistent with other segments in homogeneous area
27	Longview Drive	Calahoo Road	Fairway Drive	Check to see if consistent with other segments in homogeneous area
51	Prospect Way	Range Road 271	Prospect Place	Check to see if consistent with other segments in homogeneous area
54	Spruce Ridge Road	Grove Drive West	Spruce Ridge Drive	Check to see if consistent with other segments in homogeneous area
55	King Street	Kings Link	Grove Drive	Check to see if consistent with other segments in homogeneous area
56	Century Road	Grove Drive	Grove Meadow Drive	Major collector segment with inconsistent speed compared to the rest of the roadway, Segment flagged for concern by the City
59	Woodhaven Drive	Calahoo Road	King Street	Check to see if consistent with other segments in homogeneous area
60	Greystone Drive	Grove Drive	Grove Meadow Drive	Sample segment to see if neighbourhood warrants a 40km/h speed
62	King Street	Grove Drive	Woodhaven Drive	Major collector segment with inconsistent speed compared to the rest of the roadway
63	Deer Park Boulevard	Deer Park Drive	Darby Crescent	Check to see if consistent with other segments in homogeneous area
64	Grove Drive West	Harvest Ridge Drive	Jennifer Heil Way	Major collector segment with inconsistent speed compared to the rest of the roadway



ID	Roadway	From	To	Selection Reasoning
68	Grove Drive	Century Road	Pioneer Road	Major collector segment with inconsistent speed compared to the rest of the roadway
71	Pioneer Road	Grove Drive	McLeod Avenue	Segment flagged for review by the City
72	Nelson Drive	Jennifer Heil Way	McLeod Avenue	Check to see if consistent with other segments in homogeneous area
74	Grove Meadow Drive	Century Road	Landry Court	Sample segment to see if neighbourhood warrants a 40km/h speed
77*	Pioneer Road/Range Road 271	Highway 16A	Township Road 524	Segment flagged for review by the City

\*Additional segment not included in original report

### 3.2 Applying TAC Guidelines

Consistency in interpreting and applying data inputs is critical for the effectiveness of the CGEPSL guide. Each segment has been evaluated using geometric and non-geometric attributes to get an aggregate “Risk Score” for that segment. The final Risk Score is then correlated to a recommended speed limit, as shown in Table 3.2 and 3.3.

The CGEPSL speed limit assessment relies on two types of attributes/inputs: Non-geometric and geometric.

- **Non-geometric inputs:** Road Classification (Freeway/Expressway/Highway/Arterial/Collector/Local), Urban/Rural, Major/Minor
- **Geometric Inputs:**
  - Quantitative: Divided/Undivided, Number of Lanes, Segment Length, Average Lane Width, Number of Intersections, Number of Accesses, Number of Interchanges and On-Street Parking
  - Requiring Risk Level Judgement/Interpretation: Horizontal Alignment, Vertical Alignment, Pedestrian Exposure, Cyclist Exposure, Pavement Surface

Geometric inputs are determined based on roadway classification, geometric feature counts and judgements based off aerial maps and Google Street View. Pedestrian and cyclist exposure have the highest impact on the risk score among inputs requiring interpretation of TAC description to determine risk level, with a weight of three times (3x). Therefore, consistency in judgement for these inputs is crucial.

A notable detail in ISL’s interpretation of TAC description pertains to cyclist exposure. While TAC describes medium risk as a roadway with a wide curb lane or shoulder for cyclists, ISL has added an additional consideration. Roadways with adequate shoulder/curb width, but frequent on-street parking poses a higher risk to cyclists as it forces them onto the main roadway, increasing the chance of collision with vehicles. Therefore, if frequent on-street parking is observed despite wide shoulders/curbs, the risk level is determined to be high.

The recommended speed limit criteria, depending on the non-geometric and geometric data inputs are shown below in Table 3.2 and Table 3.3.



Table 3.2 TAC Recommend Posted Speed Limit Criteria (Arterials)

Arterials		Recommended Posted Speed Limit (by risk level)				
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<25	26 – 33	34 – 41	42 – 59	>60
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<29	30 – 48	49 – 64	>65	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h		
	Associated Risk Score	<33	34 – 56	>57		

Table 3.3 TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	



## 4.0 Analysis

### 4.1 Data Input Review

The TAC speed limit worksheets from the Speed Limit Study underwent a review for consistency and interpretation of guideline details for all data inputs. ISL’s review resulted in different input values for certain segments. These differences are summarized in the table below.

Table 4.1 Data Input Review Results

ID	Roadway	Change	Observation/Reasoning
71	Pioneer Road	Extending Segment (Now Grove Drive to HWY 16A)	The original report did not include the roadway section from McLeod Avenue to HWY 16A. However, the surrounding land use along this segment is similar to the rest of Pioneer Road to the North. By extending this segment and including the additional segment of Pioneer Road (ID:77) from HWY 16A to Township Road 524, the entirety of Pioneer Road will be included.
<b>Urban/Rural</b>			
21	Century Road	Split segment into two (21.1 and 21.2)	The segment is expected to lean toward an urban classification due to upcoming industrial development plans outlined by the TMP, which include a new intersecting industrial road. However, currently, the segment primarily serves the industrial area until Century Close, where an off-leash dog park is located. To accurately represent this, for the purposes of this study, the first segment up to Century Close will now be identified as 21.1 (urban) and the remaining segment as 21.2 (rural).
<b>Roadway Classification</b>			
No Changes			
<b>Major/Minor Classification</b>			
15	McLeod Avenue	No Change, Clarification (Minor)	Although McLeod Avenue is generally classified as major in the TMP, feedback from the city indicates that this specific segment is a minor roadway due to the pedestrian activity and street-oriented businesses along the segment.
22	McLeod Avenue	No Change, Clarification (Minor)	While McLeod Avenue is generally classified as a major road in the TMP, feedback from the city suggests that within segment 22, there’s a discrepancy. Specifically, the section between Calahoo Road and Queen Street is considered minor due to high pedestrian activity and street-oriented businesses along the segment, while the portion between Queen Street and King Street remains major. For the purposes of this study, a more conservative approach is taken, classifying the entire segment as minor.
23	Brookwood Drive	Minor to Major	Original Report classified it as a minor collector, but it is classified as major in the TMP



ID	Roadway	Change	Observation/Reasoning
54	Spruce Ridge Road	No Change, Clarification (Major)	Although Spruce Ridge Road is not specifically named as a major collector, feedback from the city indicated that this segment should be classified as major.
55	King Street	No Change, Clarification (Minor)	Although Kings Street is classified as major in the TMP, the city indicated this segment as a minor collector. Adjacent land use is primarily residential with lots of private accesses
62	King Street	Minor to Major	Original Report classified it as a minor collector, but it is classified as major in the TMP
64	Grove Drive West	Major to Minor	Although the rest of Grove Drive is a major arterial, this segment does not experience the same volumes and thus, should be classified as minor according to TAC classification
68	Grove Drive	Major to Minor	Although the rest of Grove Drive is a major arterial, this segment does not experience the same volumes and thus, should be classified as minor according to TAC classification
<b>Quantitative Geometric Inputs</b>			
12	Prescott Boulevard	Number of intersections with private access driveways	Since the original report, more development has been completed along this segment with more private access driveways, and an extension of the roadway segment.
<b>Horizontal Alignment</b>			
59	Woodhaven Drive	Lower to Medium	Segment has a second slight curve that can affect visibility, reaching the threshold to be a medium risk.
<b>Vertical Alignment</b>			
No Changes			
<b>Roadside Hazards</b>			
21	Century Road	Lower to Higher	Utility poles and/or trees alongside roadway for more than 50% of the segment length.
<b>Pedestrian Exposure</b>			
23	Brookwood Drive	Medium Risk to Lower Risk	Sidewalks are separated by trees and green spaces, qualifying this segment to be lower risk.
<b>Cyclist Exposure</b>			
10	Harvest Ridge Drive	Lower Risk to Medium Risk	There is no dedicated biking lane/path but roadway has a wide shoulder that can be used, making it medium risk. Medium risk would also be consistent with the connecting segment 54 as they look similar
13	Greenbury Boulevard	Medium to Higher Risk	Lots of on-street parking on both sides of the road putting cyclists in the way of traffic
14	Lakeland Drive	Medium Risk to Higher Risk	Lots of on street parking on both sides of the road putting cyclists in the way of traffic
15	McLeod Avenue	Medium Risk to Higher Risk	Lots of on street parking on both sides of the road putting cyclists in the way of traffic





ID	Roadway	Change	Observation/Reasoning
59	Woodhaven Drive	Medium Risk to Higher Risk	Lots of on-street parking on both sides of the road putting cyclists in the way of traffic and places without on-street parking also don't have wide shoulders for cyclists. A high-risk rating would also align with the connecting segments rating (Brookwood Drive)
60	Greystone Drive	Medium Risk to Higher Risk	Lots of on-street parking on both sides of the road putting cyclists in the way of traffic
63	Deer Park Boulevard	Medium Risk to Higher Risk	Lots of on-street parking on both sides of the road putting cyclists in the way of traffic
72	Nelson Drive	Lower Risk to Higher Risk	Lots of on-street parking on both sides of the road putting cyclists in the way of traffic
74	Grove Meadow Drive	Lower to Medium	There is no dedicated bike lane but there are wide shoulder with little to no cars street parking
<b>Pavement Surface – No Changes</b>			
No Changes			

### 4.2 Sensitivity Review

Following the documented changes from the Data Review, a sensitivity assessment was performed to assess the placement of the assigned Risk Score within the range of a given posted speed limit. Table 4.2 below summarizes this sensitivity.

Within Table 4.2, under the speed threshold review header, the first column shows the recommended speed limit, given the Risk Score shown in the middle column. The last column shows the next lower speed limit from Tables 3.2 and 3.3. A large blue bar indicates that the Risk Score is very close to crossing the threshold for a lower recommended speed limit. Thus, in these cases, the recommended Speed Limit is very sensitive to any changes in assessment of inputs i.e. if certain subjective inputs were assessed differently, the recommended speed limit could be different. Therefore, as part of ISL's assessment, when a segment's sensitivity is very close to the lower speed limit threshold, ISL's recommended speed limit has erred towards using the lower speed limit, when local context and homogeneity is deemed appropriate.

Another important consideration is that the CGEPSL does not account for speeds lower than 50km/h for all arterials and urban undivided major collectors. Only urban undivided minor collectors are considered with a 40km/h speed limit in the guide. Consequently, even if a segment's risk score aligns with a 40 km/h speed limit (as it would for a minor collector), its designation as a major collector or arterial restricts it to a minimum speed of 50 km/h. This discrepancy highlights that major collectors and arterial roadways allow for higher risk scores, despite the subjectivity of major and minor classifications, which often depend on roadway connectivity rather than actual conditions. Therefore, for this review, a lower speed than the recommended limit was considered for major collectors that would have warranted a speed of 40km/h if they were classified as minor collectors.



Table 4.2 Proximity of Segment to Next Lower Recommended Speed

Bolded speeds are the TAC CGEPSL recommended speed.

ID	Roadway	From	To	Speed Threshold Range		
				Upper Range	Risk Score	Lower Range
<b>Collector - Urban Undivided Major OR Divided Major</b>						
Relevant Associated Risk Scores: 60km/h: 34-37, 50km/h: >38						
13	Greenbury Boulevard	Grove Drive	Pioneer Road	60 km/h	40	50 km/h
23	Brookwood Drive	King Street	Century Road	60 km/h	55	50 km/h
54	Spruce Ridge Road	Grove Drive West	Spruce Ridge Drive	60 km/h	57	50 km/h
59	Woodhaven Drive	Calahoo Road	King Street	60 km/h	48	50 km/h
62	King Street	Grove Drive	Woodhaven Drive	60 km/h	54	50 km/h
<b>Collector - Urban Undivided Minor</b>						
Relevant Associated Risk Scores: 50km/h: 34-50, 40km/h: >51						
6	Hawthorne Gate	Jennifer Heil Way	Heatherglan Drive	50 km/h	50	40 km/h
9	Spruce Ridge Road	Springbrook Wynd	Spruce Ridge Drive	50 km/h	47	40 km/h
10	Harvest Ridge Drive	Grove Drive West	Grove Drive West	50 km/h	52	40 km/h
12	Prescott Boulevard	Pioneer Road	Penn Place	50 km/h	60	40 km/h
14	Lakeland Drive	Grove Meadow Drive	McLeod Avenue	50 km/h	53	40 km/h
15	McLeod Avenue	Century Road	Lawson Boulevard	50 km/h	48	40 km/h
17	Victoria Avenue	Spruce Village Drive W	Vanderbilt Common	50 km/h	44	40 km/h
22	McLeod Avenue	Calahoo Road	King Street	50 km/h	60	40 km/h
24	Longview Drive	Fairway Drive	Kings Link	50 km/h	48	40 km/h
27	Longview Drive	Calahoo Road	Fairway Drive	50 km/h	38	40 km/h
51	Prospect Way	Range Road 270	Prospect Place	50 km/h	58	40 km/h
55	King Street	Kings Link	Grove Drive	50 km/h	47	40 km/h
60	Greystone Drive	Grove Drive	Grove Meadow Drive	50 km/h	48	40 km/h
63	Deer Park Boulevard	Deer Park Drive	Darby Crescent	50 km/h	52	40 km/h
72	Nelson Drive	Jennifer Heil Way	McLeod Avenue	50 km/h	48	40 km/h
74	Grove Meadow Drive	Century Road	Landry Court	50 km/h	34	40 km/h
<b>Arterial - Urban Divided Major</b>						
Relevant Associated Risk Scores: 60km/h: 42-59, 50km/h: >60						
56	Century Road	Grove Drive	Grove Meadow Drive	60 km/h	47	50 km/h
<b>Arterial - Urban Undivided Minor</b>						
Relevant Associated Risk Scores: 60km/h: 34-56, 50km/h: >57						
21	Century Road	Highway 16A E	Township Road 524	60 km/h	42	50 km/h
64	Grove Drive West	Harvest Ridge Drive	Jennifer Heil Way	60 km/h	34	50 km/h
68	Grove Drive	Century Road	Pioneer Road	60 km/h	35	50 km/h
<b>Arterial - Rural Undivided Minor</b>						
Associated Risk Scores: 60km/h: 38-50, 50km/h: >51						
71	Pioneer Road	Grove Drive	Highway 16A	70 km/h	36	60 km/h
77*	Pioneer Road	Highway 16A	Township Road 524	60 km/h	50	50 km/h

\*Additional segment not included in original report



## 4.3 Homogeneity Review

A homogeneous area refers to an area where various factors like land use, road function, geometry, traffic volumes, and pedestrian/cyclist volumes remain consistent from a driver's perspective. The CGEPSL emphasizes that frequent speed zone changes can confuse drivers and diminish respect for posted speed limits. Hence, it's preferable to minimize speed zone changes within a homogeneous area, where conditions remain relatively stable across segments. Similarly, when dealing with segments where one part requires a lower speed and another part is designed for a higher speed, the more conservative speed was chosen for the entire segment.

The homogeneity review is an initial assessment but can vary with field reviews and the overall vision for the city's transportation network. Final speed recommendations are provided in Section 5.

### 4.3.1 Homogeneous Area 1 - Westgrove

Nelson Drive (ID: 72) underwent a review to assess its suitability for a 40km/h speed limit. However, the sensitivity review indicated that the risk score is not close to the threshold for a 40km/h posted speed (see Table 4.2). However, the city has communicated that this roadway experiences high levels of on street parking that significantly narrows the travelling width for cars. Therefore, this segment will be further assessed with a field review. A limit of 40km/h would align with neighboring segments such as Weston Drive and McLaughlin Drive.

### 4.3.2 Homogeneous Area 2 – Spruce Ridge

For this area, Spruce Ridge Road (ID: 9, 54) and Harvest Ridge Drive (ID:10) were assessed to see if they would be suitable for a 40km/h speed limit, similar to Spruce Ridge Drive (ID:5) in the area. Following the data assessment, adjustments were made to the Spruce Ridge Road (ID: 54) worksheet between Grove Drive West and Spruce Ridge Drive, as well as Harvest Ridge Drive, resulting in a new TAC recommended speed of 40km/h for both segments. Additionally, the sensitivity review revealed that the other segment of Spruce Ridge Road (ID: 9) is very close to the threshold for a speed of 40km/h. To minimize speed changes and align with driver expectations, it would be prudent for all three segments mentioned to have a posted speed of 40km/h.

### 4.3.3 Homogeneous Area 3 - Heatherglen

The current recommended posted speed for Hawthorne Gate (ID:6) was adopted from the existing posted speed and not re-evaluated, as it falls below the TAC recommended minimum distance between speed changes. However, its designation of 30km/h raised concerns, given a review using Google Street View showed no roadway features that justified a 30km/h speed limit. Upon further review, the roadway is default 50km/h with a playground zone near the end of the segment near Heatherglen Drive. This may have been the cause of the 30 km/h recommendation. This will be reviewed during the field review. Based on the data input for this segment, a speed of 40km/h is recommended to align with TAC guidelines and the connecting segments in the area.

### 4.3.4 Homogeneous Area 4 – Deer Park

Deer Park Boulevard (ID:63) served as an indicator for determining whether the area warrants a posted speed limit of 40km/h. With a revision to cyclist exposure during the data review, this segment, which was nearly qualifying for 40km/h previously, now comfortably falls within the threshold for a posted speed limit of 40km/h. Therefore, for consistency, other segments in the area should also be 40km/h.

### 4.3.5 Homogeneous Area 5 – Linkside, Fieldstone, Stoneshire and Hilldowns

King Street (ID:55) and Longview Drive (ID: 24,27) were assessed due to significant variations in speed limits in the area. Longview Drive (ID:24), particularly between King's Link and Fairway Drive, has a risk score very close to the threshold for a 40km/h limit, mainly because of numerous private driveway accesses. Although King Street is classified as a major collector in the TMP, the segment north of Grove Drive shares more similarities with the



connecting minor collector Longview Drive than the southern segment of King Street. Therefore, this segment of King Street was classified as minor for this assessment, and the sensitivity review revealed it is also close to the threshold for a 40km/h posted speed. Thus, implementing a 40km/h speed limit would be appropriate for segments 24 and 55.

While the Longview Drive (ID:27) segment between Calahoo Road and Fairway Drive doesn't approach the 40km/h threshold, the majority of the segment has reduced speeds due to a playground zone. To minimize speed changes, it's recommended to set the general speed limit to 40km/h for this segment, outside of school/playground zones to align with the connecting segment to the east. Subsequently, at the end of the school zone, a posted speed of 50km/h would align with Avonlea Way, which is attached to segment 27 on the other side.

#### 4.3.6 Homogeneous Area 6 – Spruce Village

Victoria Avenue (ID:17) was used as a reference segment to assess whether the area justifies a posted speed limit of 40km/h. Following a revision to cyclist exposure during the data review, this segment, which was nearly qualifying for 40km/h previously, now comfortably falls within the threshold for a posted speed limit of 40km/h. To maintain consistency within the neighborhood, it is recommended that segments 48, 18, and 67 also have a speed limit of 40km/h.

#### 4.3.7 Homogeneous Area 7 – Greenbury and Prescott

Greenbury Boulevard (ID:13) was used as a reference point to assess whether the area justifies a posted speed limit of 40km/h. While the TAC recommendation is 60km/h, the sensitivity review revealed that the risk score for the segment was close to the threshold for 50km/h. This recommendation is heavily dependent on a part of the roadway being divided. However, through Google Street View, the divided portion seems to be narrow due to on street parking. Therefore, a field review of this section would provide better context for what driving speed would be comfortable. If a speed limit of 40km/h is deemed reasonable following a field review, it would also align with Prescott Boulevard and Prospect Way in the area.

In this area, Prescott Boulevard (ID:12) and Prospect Way (ID:51) were both under 500 meters in length at the time of the original report, with Prescott Boulevard still undergoing significant residential development. However, since the original report, Prescott Boulevard seems to have undergone further development, with increased counts of intersections featuring private access driveways, and an extension of the roadway segment. A reassessment of the TAC worksheet revealed a total risk score of 59, well exceeding the threshold for a 40km/h speed limit.

Prospect Way borders the Prescott Learning Center, a K-9 school. While the segment is not currently designated as a school zone, the *Alberta Infrastructure and Transportation Guidelines for School and Playground Zones and Areas* warrant analysis (Appendix B) found the Prospect Way to warrant a school area or school zone. Considering the learning center exists on the corner of the intersection of Pioneer Road and Prospect Way, where Pioneer Road is currently a school zone, a school zone for Prospect Way would also be reasonable, especially considering the Google Street View images along the road show a busy roadway with children crossing along all sections of the roadway, with many parked cars that could limit visibility for pedestrians. However, since this review does not include a specific review of school/playground zones warrants, consideration of these zones indicate that a general recommendation of 40km/h speed limit for this segment would be reasonable.

#### 4.3.8 Homogeneous Area 8 – Grove Meadows, Tonewood, and Lakewood

The City has communicated that a direct connection from Grove Meadow Drive (ID:74) and Tonewood Boulevard (ID: 52) is intended to be completed in the future. Therefore, the field review should include this area to evaluate the potential impacts to these segments. However, a 40km/h limit would be reasonable to maintain consistency along the corridor.



Additionally, following changes in cyclist exposure for Greystone Drive (ID:60) and Lakeland Drive (ID:14), Lakeland Drive now has a TAC recommended speed of 40km/h, while Greystone Drive is approaching this threshold, as observed in the sensitivity review. Therefore, it would be reasonable to set a posted speed of 40km/h for both segments in this area.

## 4.3.9 Arterials

### Century Road

Two segments of Century Road (ID: 21.1, 21.2, 56) were reviewed due to inconsistencies with other segments of the arterial, which should ideally remain consistent to meet driver expectations. Segment 56 of Century Road has a TAC recommended speed of 60km/h, aligning with the connecting segments of the arterial. However, Segment 21 is classified as a rural arterial in the original report, resulting in a recommended posted speed of 70km/h. The TAC CGEPSL bases rural and urban classifications on land use. While half of Segment 21 exhibits rural land uses, the other half showcases urban land use, including the City's industrial area, RV campground, and Off-Leash Area to the west of the segment. Additionally, the TMP forecasts increased employment in the industrial area, potentially leading to more development and traffic. Therefore, to provide a more accurate representation, it is recommended to divide this segment into two smaller segments. The segment from Highway 16A to Century Close, where the turnoff for the off-leash area is located, would be classified as urban with a TAC recommended speed of 60km/h. Meanwhile, the segment from Century Close to Township Road 524 would remain rural with a speed limit of 70km/h.

### Grove Drive/Grove Drive West

With the classification change of these two arterials (ID: 64, 68) from major to minor in the data input assessment, the CGEPSL now recommends a posted speed limit of 60km/h for both segments. This is reasonable as it would align with the connecting segments of Grove Drive.

## 4.3.10 Major Collectors

### King Street

Segment 62 of King Street is the only segment of the major collector to have a different recommended posted speed. Following the change in the data input assessment to change the worksheet input from minor to major, the TAC recommended speed of 50km/h would be reasonable as it aligns with the connecting south segment of King Street (ID:58).

### McLeod Avenue

Despite the TMP indicating that McLeod Avenue (ID: 22,15) is a major collector, due to the frequent pedestrian frequency and street-oriented businesses along these segments, it most likely operates as a minor collector. The TAC worksheet recommended a speed limit of 40 km/h for these segments. While the goal is to maintain connectivity along McLeod Avenue, it's important to consider that due to varying land uses, achieving alignment may be challenging pending a field review.

### Brookwood Drive/Woodhaven Drive/Millgrove Drive

Millgrove Drive (ID:46), which connects to Woodhaven Drive (ID:59) and further to Brookwood Drive (ID:23), serves as a major collector road. It's worth noting that if these roadways were classified as minor collectors, their risk scores would suggest a speed limit of 40 km/h or close to it. Consequently, pending a field review, a speed limit of 40 km/h could be considered reasonable.



## 4.4 Field Review:

ISL and City of Spruce Grove staff conducted a field review along the route outlined in Figure 4.1. The purpose was to gain insight into the roadway users' perspective and understand how segments are connected, as well as assess the comfort level of driving these segments at the recommended speed. Major collectors and arterials were driven continuously, while minor collectors were assessed by area. The major themes observed are summarized below. The complete record of observations can be found in Appendix C.

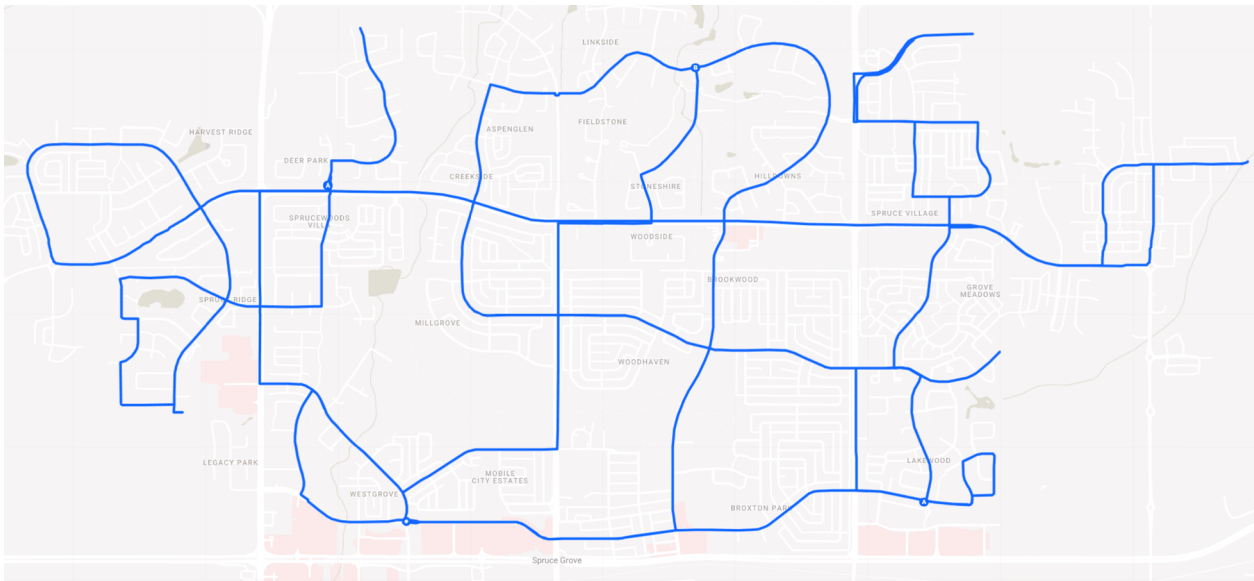


Figure 4.1 Field Review Route

### On Street Parking and Garbage Pickup on Street

In several areas, on-street parked cars significantly narrowed the traveling width. Additionally, during garbage pickup, residents placed their garbage cans on the roadway, next to their parked cars, further constricting the roadway in neighborhoods like Nelson Drive, McLeod Avenue, and Harvest Ridge Drive. As for Greenbury Boulevard, despite the CGEPSL calculation recommending a speed of 60 km/h due to its divided cross section, the presence of parked cars makes driving at that speed uncomfortable.



Figure 4.2 Greenbury Boulevard with street parking



Figure 4.3 Harvest Ridge Drive with street parking and garbage bins.

### Driving Speed Comfort

Although segments 64 (Grove Drive W) and 68 (Grove Drive) are classified as arterials and the CGEPSL calculation recommended a speed of 60km/h, when driving these segments, a speed of 50km/h felt more comfortable.

### Special Land Use Considerations

The segment of McLeod Avenue from Calahoo Road to King Street serves as the central business area of the city. The roadway features streetscape elements, including medians with trees, street parking, and walkways on both sides. The addition of curb extensions for crosswalks results in a narrower roadway and slower driving speeds. As stated by Spruce Grove's *City Centre Area Redevelopment Plan*, the overall redevelopment plan for the city centre is to create a vibrant and welcoming space. When driving through this area, the presence of medians, along with frequent stops for crosswalks, made 30km/h the most comfortable speed to drive. Beyond King Street, McLeod Avenue transitions into a more residential area, with relatively narrower roadway widths than other residential roadways in the city. Therefore, a speed of 40km/h was the most comfortable speed to be driving. This is additionally due to the presence of a monowalk for a portion of the segment, which transitions into narrow boulevard sidewalks on both sides of the roadway.



Figure 4.4 McLeod Avenue between Calahoo Road and King Street

## Wide Lane Widths

During the field review, numerous collector segments were observed to have relatively wider lane widths compared to current standards. This aligns with the City's Municipal Standards, which specify lane widths of 5.50 meters for minor residential collectors and 6.0 meters for major residential collectors (measured from the curb to the edge of the next lane). It is important to note that wider roadways could potentially lead to compliance challenges when adjusting to lower speed limits as highlighted by TAC's *Geometric Design Guide for Canadian Roads*.



Figure 4.5 Example of a wide residential collector roadway

## Historical Reports

During the field review with the City's representatives, several segments were highlighted to have received complaints of high speeds over the years:

- Segment 18 – Spruce Village Drive W.
- Segment 23 – Brookwood Drive
- Segment 24 – Longview Drive
- Segment 27 – Longview Drive
- Segment 46 – Millgrove Drive

## 4.5 Recommendations Varying from TAC Guidelines

While the TAC CGEPSL Guidelines serve as a valuable starting point for recommendations, a comprehensive review that includes the sensitivity review, homogeneity review, and field review can offer additional context to fine-tune the initial TAC recommendations.

For arterials, deviations from the CGEPSL recommended speed were due to the presence of another segment along the arterial with a higher risk score and corresponding lower speed. To ensure consistency and efficiency along the arterial, the connecting arterial segment speeds were generally adjusted to align with the segment having the lowest recommended speed.

Collector segments where the final speed recommendation diverged from the initial CGEPSL guideline calculations are outlined below in Table 4.3 along with the rationale used. Generally, the rationale falls under one or more of the following reasons:

- Consistency with area/segment
- CGEPSL risk score is close to lower speed





- Driving speed comfort
- On-street parking narrowing traveling width
- Garbage bins/additional roadside hazards narrowing traveling width
- Frequent School/Playground zones
- History of Speed Complaints
- Special land use considerations

Table 4.3 Collector Segment Speed Recommendations Differing from CGEPSL Calculated Speed Limit

ID	Roadway	CGEPSL Calculated Speed Limit	ISL Recommended Speed Limit	Reasoning
1	Nelson Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with the area/segment</li> </ul>
4	Westwind Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with the area/segment</li> </ul>
6	Hawthorne Gate	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
8	Deer Park Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment,</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
9	Spruce Ridge Road	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
10	Harvest Ridge Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• On-street parking narrowing traveling width</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
11	Pioneer Road	60	40	<ul style="list-style-type: none"> <li>• On-street parking and garbage bins narrowing traveling width</li> </ul>
13	Greenbury Boulevard	60	40	<ul style="list-style-type: none"> <li>• On-street parking narrowing traveling width</li> </ul>
15	McLeod Avenue	50	40	<ul style="list-style-type: none"> <li>• On-street parking narrowing traveling width</li> </ul>
17	Victoria Avenue	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
18	Spruce Village Drive W	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• History of speed complaints</li> <li>• Note that compliance of recommended speed limit may be an issue due to width of road</li> </ul>
19	South Avenue	60	50	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
22	McLeod Avenue	40	30	<ul style="list-style-type: none"> <li>• Driving speed comfort</li> <li>• Special land-use consideration</li> </ul>
23	Brookwood Drive	50	40	<ul style="list-style-type: none"> <li>• Driving speed comfort</li> <li>• Consistency with area/segment</li> <li>• Close proximity to schools</li> <li>• History of speed complaints</li> </ul>
24	Longview Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• History of speed complaints</li> </ul>
26	Links Road	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
27	Longview Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area</li> <li>• CGEPSL risk score close to lower speed</li> <li>• History of speed complaints</li> </ul>



## Speed Limit Peer Review Memorandum



ID	Roadway	CGEPSL Calculated Speed Limit	ISL Recommended Speed Limit	Reasoning
32	Copperhaven Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
46	Millgrove Drive	50	40	<ul style="list-style-type: none"> <li>• Driving speed comfort</li> <li>• Consistency with area/segment</li> <li>• Close proximity to schools</li> <li>• History of speed complaints</li> </ul>
48	Spruce Village Way	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
51	Prospect Way	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
52	Tonewood Boulevard	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
53	McLeod Avenue	60	50	<ul style="list-style-type: none"> <li>• Driving speed comfort</li> </ul>
54	Spruce Ridge Road	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
55	King Street	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment,</li> <li>• CGEPSL risk score close to lower speed</li> </ul>
59	Woodhaven Drive	50	40	<ul style="list-style-type: none"> <li>• Driving speed comfort</li> <li>• Consistency with area/segment</li> <li>• On-street parking narrowing traveling width</li> <li>• Close proximity to schools</li> <li>• History of speed complaints</li> </ul>
60	Greystone Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• CGEPSL risk score close to lower speed</li> <li>• On-street parking narrowing traveling width</li> <li>• Frequent playground and school zones</li> </ul>
67	Vanderbilt Common	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• Note that compliance of recommended speed limit may be an issue due to width of road</li> </ul>
71	Pioneer Road	70	60	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
72	Nelson Drive	50	40	<ul style="list-style-type: none"> <li>• On-street parking and garbage bins narrowing traveling width</li> <li>• Driving speed comfort</li> </ul>
73	Diamond Avenue	60	50	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> </ul>
74	Grove Meadow Drive	50	40	<ul style="list-style-type: none"> <li>• Consistency with area/segment</li> <li>• On-street parking narrowing traveling width</li> </ul>

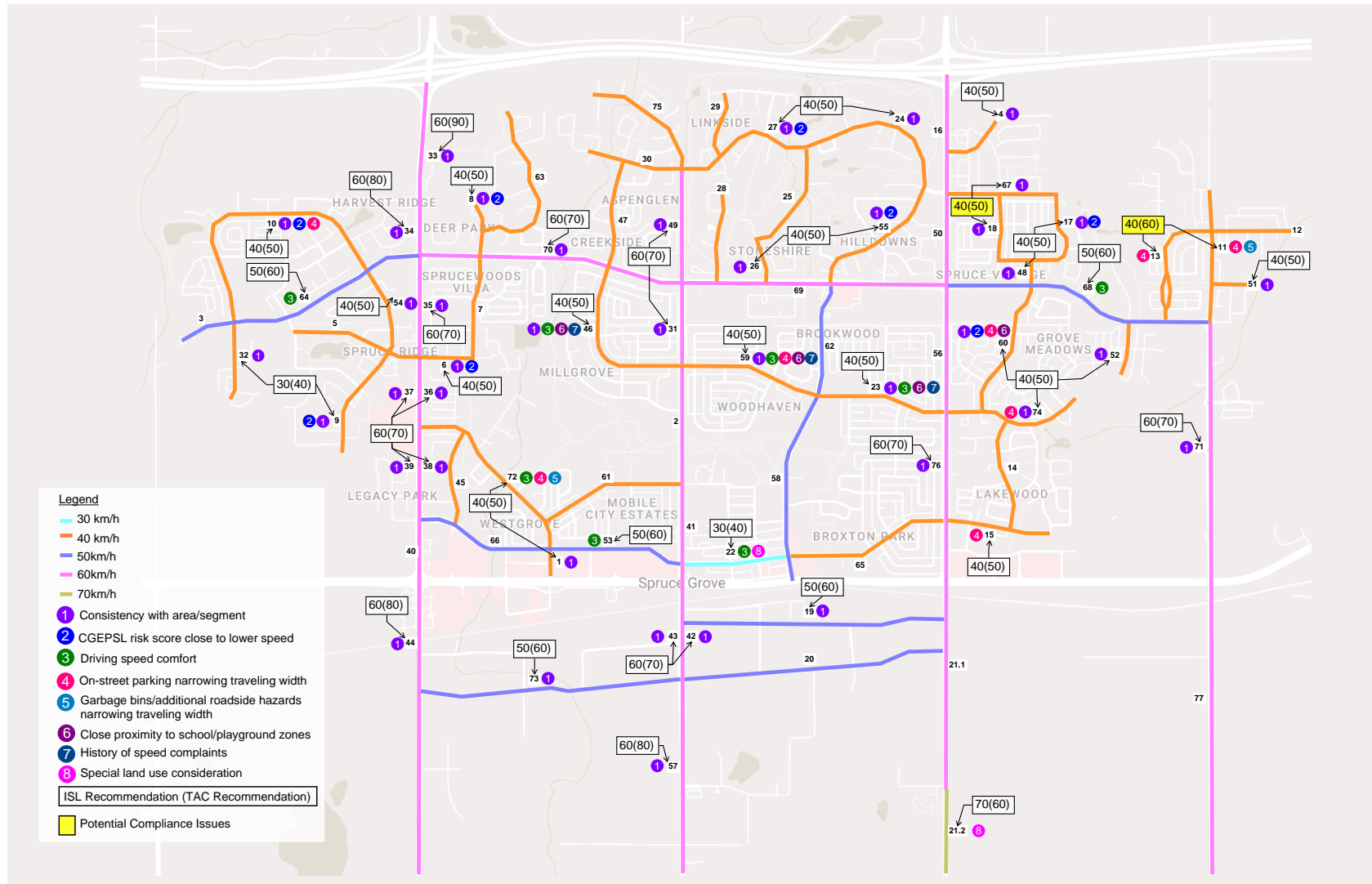


Figure 4.6 Speed Recommendations Differing from CGEPSL Guidelines



## 5.0 Summary

A summary table (Table 5.1) displaying all the newly recommended speed limits that diverge from the original recommendations is provided below, accompanied by a final map (Figure 5.1) showing the updated recommendations. These recommendations are based off the guidelines outlined in the TAC CGEPSL guide, combined with consideration of the segment's surrounding area, driver expectations and the City's future development plans. The below summary does not include school/playground zones.

Table 5.1 Summary of New Recommended Speed Limits Where It Diverges from the Original Recommendation

ID	Roadway	From	To	CGEPSL Speed Limit	Original Recommended Speed Limit	New Recommended Speed Limit
1	Nelson Drive	Mcleod Avenue	Hwy 16a E	50	50	<b>40</b>
2	Calahoo Road	Millgrove Drive	Weston Drive	60	60	<b>60</b>
3	Grove Drive W	Unnamed Drive	Copperhaven Drive	50	50	<b>50</b>
4	Westwind Drive	Century Road	Kenton Way	50	50	<b>40</b>
5	Spruce Ridge Drive	Spring Gate	Jennifer Heil Way	40	40	<b>40</b>
6	Hawthorne Gate	Jennifer Heil Way	Heatherglenn Drive	50	30	<b>40</b>
7	Heatherglenn Drive	Grove Drive	Hawthorne Gate	40	40	<b>40</b>
8	Deer Park Drive	Dalton Link	Grove Drive	50	50	<b>40</b>
9	Spruce Ridge Road	Sprinwood Way	Spruce Ridge Drive	50	50	<b>40</b>
10	Harvest Ridge Drive	Grove Drive West	Grove Drive West	50	50	<b>40</b>
11	Pioneer Road	Garneau Link	Grove Drive	60	50	<b>40</b>
12	Prescott Boulevard	Range Road 271	Penn Place	40	50	<b>40</b>
13	Greenbury Boulevard	Grove Drive	Pioneer Road	60	50	<b>40</b>
14	Lakeland Drive	Grove Meadow Drive	Mcleod Avenue	40	50	<b>40</b>
15	Mcleod Avenue	Century Road	Lawson Boulevard	50	50	<b>40</b>
16	Century Road	Yellowhead Hwy	Vanderbilt Common	60	60	<b>60</b>
17	Victoria Avenue	Spruce Village Drive W	Vanderbilt Common	50	50	<b>40</b>
18	Spruce Village Drive W	Vanderbilt Common	Victoria Avenue	50	50	<b>40</b>
19	South Avenue	Golden Spike Road	Century Road	60	50	<b>50</b>
20	Diamond Avenue	Golden Spike Road	Century Road	50	50	<b>50</b>
21.1/21.2	Century Road	Hwy 16a E	TWR 524	60	70	<b>60/70</b>



## Speed Limit Peer Review Memorandum



22	Mcleod Avenue	Calahoo Road	King Street	40	40	<b>30</b>
23	Brookwood Drive	King Street	Century Road	50	40	<b>40</b>
24	Longview Drive	Fairway Drive	Kings Link	50	50	<b>40</b>
25	Fairway Drive	Longview Drive	Links Road	40	40	<b>40</b>
26	Links Road	Fairway Drive	Grove Drive	50	50	<b>40</b>
27	Longview Drive	Calahoo Road	Fairway Drive	50	50	<b>40</b>
28	Fieldstone Drive	Fieldstone Crescent	Grove Drive	40	40	<b>40</b>
29	Linkside Boulevard	Linksvie Drive	Longview Drive	40	40	<b>40</b>
30	Avonlea Way	Arthur Way	Calahoo Road	40	40	<b>40</b>
31	Calahoo Road	Grove Drive	Woodhaven Drive	70	60	<b>60</b>
32	Copperhaven Drive	Grove Drive West	Spring Link	50	50	<b>40</b>
33	Jennifer Heil Way	Yellowhead Hwy	Dalton Link	90	60	<b>60</b>
34	Jennifer Heil Way	Dalton Link	Grove Drive	80	60	<b>60</b>
35	Jennifer Heil Way	Grove Drive	Hawthorne Gate	70	60	<b>60</b>
36	Jennifer Heil Way (Nb)	Spruce Ridge Drive	Nelson Drive	70	60	<b>60</b>
37	Jennifer Heil Way (Sb)	Spruce Ridge Drive	Nelson Drive	60	60	<b>60</b>
38	Jennifer Heil Way (Nb)	Nelson Drive	Mcleod Avenue	70	60	<b>60</b>
39	Jennifer Heil Way (Sb)	Nelson Drive	Mcleod Avenue	70	60	<b>60</b>
40	Jennifer Heil Way	Mcleod Avenue	Hwy 16a E	60	60	<b>60</b>
41	Calahoo Road	Weston Drive	Hwy 16a E	60	60	<b>60</b>
42	Golden Spike Road (Nb)	Hwy 16a E	Diamond Avenue	70	60	<b>60</b>
43	Golden Spike Road (Sb)	Hwy 16a E	Diamond Avenue	70	60	<b>60</b>
44	Campsite Road	Hwy 16a E	Twr 524	80	60	<b>60</b>
45	Mclaughlin Drive	Nelson Drive	Mcleod Avenue	40	40	<b>40</b>
46	Millgrove Drive	Grove Drive	Calahoo Road	50	50	<b>40</b>
47	Aspenglen Drive	Avonlea Way	Grove Drive	40	40	<b>40</b>
48	Spruce Village Way	Victoria Avenue	Grove Drive	50	50	<b>40</b>
49	Calahoo Road	Avonlea Way	Grove Drive	70	60	<b>60</b>
50	Century Road	Vanderbilt Common	Grove Drive	60	60	<b>60</b>
51	Prospect Way	Range Road 271	Prospect Place	50	50	<b>40</b>
52	Tonewood Boulevard	Grove Drive	Timber Way	50	50	<b>40</b>



## Speed Limit Peer Review Memorandum



53	Mcleod Avenue	Nelson Drive	Calahoo Road	60	50	<b>50</b>
54	Spruce Ridge Road	Grove Drive West	Spruce Ridge Drive	50	50	<b>40</b>
55	King Street	Kings Link	Grove Drive	50	50	<b>40</b>
56	Century Road	Grove Drive	Grove Meadow Drive	60	50	<b>60</b>
57	Golden Spike Road	Diamond Avenue	Twr 524	80	60	<b>60</b>
58	King Street	Woodhaven Drive	Hwy 16a	50	50	<b>50</b>
59	Woodhaven Drive	Calahoo Road	King Street	50	50	<b>40</b>
60	Greystone Drive	Grove Drive	Grove Meadow Drive	50	50	<b>40</b>
61	Weston Drive	Nelson Drive	Calahoo Road	40	40	<b>40</b>
62	King Street	Grove Drive	Woodhaven Drive	50	40	<b>50</b>
63	Deer Park Boulevard	Deer Park Drive	Deer Park Drive	40	50	<b>40</b>
64	Grove Drive W	Harvest Ridge Drive	Jennifer Heil Way	60	50	<b>50</b>
65	Mcleod Avenue	King Street	Century Road	40	40	<b>40</b>
66	Mcleod Avenue	Jennifer Heil Way	Nelson Drive	50	50	<b>50</b>
67	Vanderbilt Common	Century Road	Spruce Village Drive E	50	50	<b>40</b>
68	Grove Drive	Century Road	Pioneer Road	60	50	<b>50</b>
69	Grove Drive	Calahoo Road	Century Road	60	60	<b>60</b>
70	Grove Drive	Jennifer Hail Way	Calahoo Road	70	60	<b>60</b>
71	Pioneer Road	Grove Drive	HWY 16A	70	60	<b>60</b>
72	Nelson Drive	Jennifer Heil Way	Mcleod Avenue	50	50	<b>40</b>
73	Diamond Avenue	Campsite Road	Golden Spike Road	60	50	<b>50</b>
74	Grove Meadow Drive	Century Road	Landry Court	50	50	<b>40</b>
75	Calahoo Road	Adelaide Court	Longview Drive	40	40	<b>40</b>
76	Century Road	Brookwood Drive	HWY 16A E	70	60	<b>60</b>
77*	Pioneer Road	Highway 16A	Township Road 524	60	N/A	<b>60</b>

\*Not included in original segments

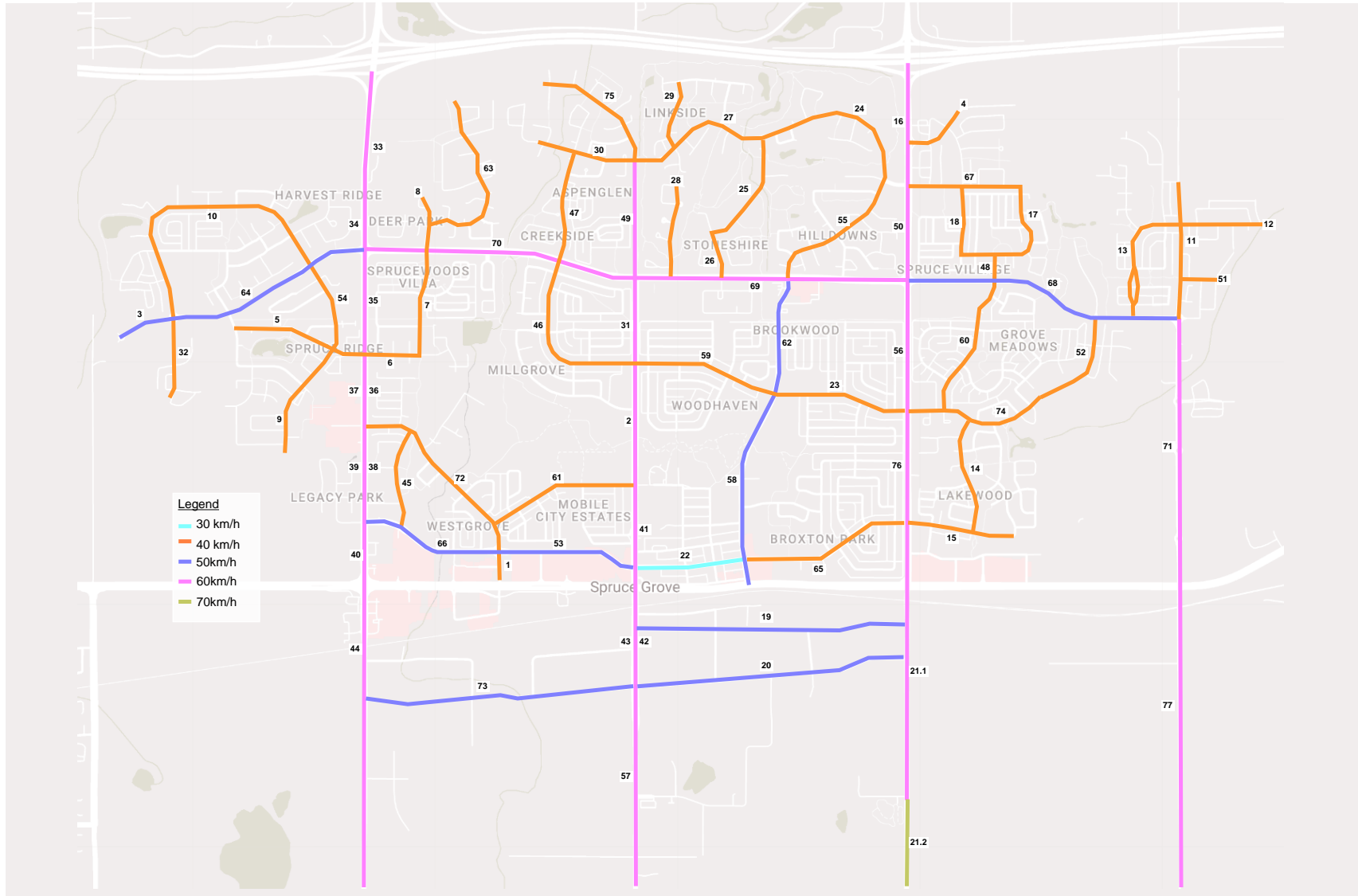


Figure 5.1 Map Summary of New Recommended Speeds



## 6.0 Conclusion and Recommendation

Given that most collector segments are recommended to have a speed limit of 40km/h, implementing a de facto speed of 40km/h across the entire city would yield several advantages. This lower baseline speed limit would meet the City's overall goal to enhance safety for all roadway users while providing increased predictability for drivers navigating through various areas. Additionally, maintaining uniform speeds in homogeneous areas would foster greater cohesion within the road network, contributing to overall efficiency.

## 7.0 Appendices

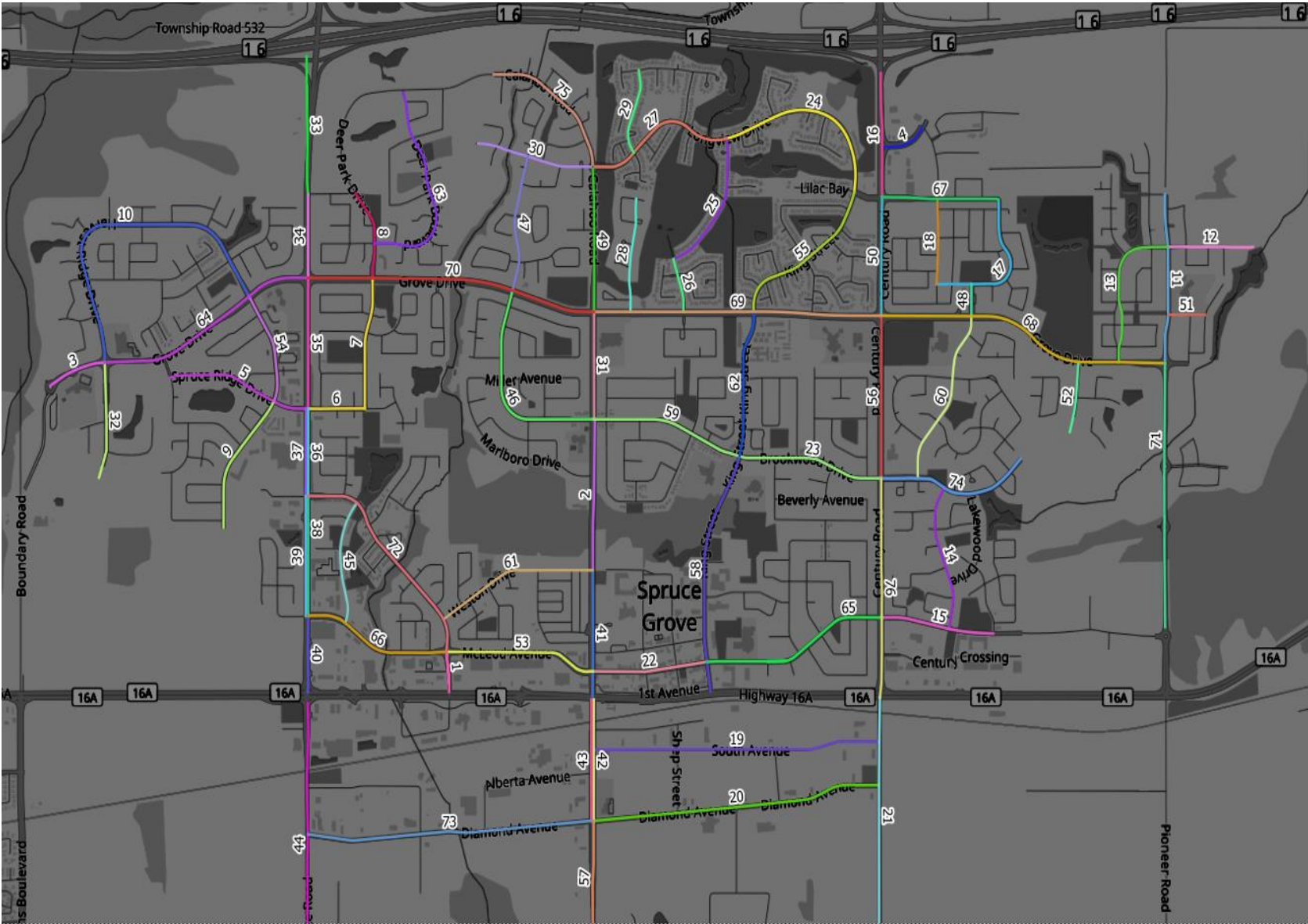
Appendix A – Segments

Appendix B – TAC CGEPSL Worksheets

Appendix C – Field Review Observations



# Appendix A: Segments



**FIGURE 1. SPRUCE GROVE COLLECTOR AND ARTERIAL ROAD SEGMENTATION**

From *Spruce Grove Roadway Speed Limit Study*, 2023, Morrison Hershfield  
Page 217 of 296

In the report for the existing and recommended limits, Hawthorne gate is shown as 30kph even though there is no indication of this on street view. The report keeps it as 30kph as the report notes, "a few road segments have a very limited length and is not included in this procedure. In this case, the original posted speed limit is remained." For completeness, an evaluation for the segment was completed

since the worksheet only allows segment lengths of 500m or greater because TAC recommends speed changes should not happen within 500m. However, for the purposes of this study to determine why Hawthorne Gate is 30kph, hand calculations were done to calculate the risk score for the current segment. Another case that was looked at was extending the segment length to meet the 500m minimum.

**TAC** **Automated Speed Limit Guidelines** Version: 10-Apr-09  
**FORM A - Automated Speed Limit Guidelines Spreadsheet**

Name of Corridor: Hawthorne Gate

Segment Evaluated: Jennifer Heil Way to Heatherglen Drive

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector Length of Corridor: 500 **323** m

Urban / Rural: Urban Design Speed: (Required for Freeway, Expressway, Highway) km/h

Divided / Undivided: Undivided Current Posted Speed: 50 km/h (For information only)

Major / Minor: Minor Prevailing Speed: 50 km/h (85th Percentile - for information only)

# Through Lanes Per Direction: 2+ lanes Policy: (Maximum Posted Speed)

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	13
	STOP controlled intersection	0	
	Signalized intersection	1	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	2
	Left turn movements permitted	2	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Same

Calculate Total Risk

Total Risk

43 **50**

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

20

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	<b>50 km/h</b>	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Segment ID: 6

Very close to 40. However, since the segment length is <500m, it should assume the speed limit (40kph) of the connected segments. In google street view, there were no roadway characteristics seen that could indicate that this should be 30kph (the existing speed).

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Harvest Ridge Drive		
Segment Evaluated:	GROVE DRIVE WEST	to	GROVE DRIVE WEST
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	1,756 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Lower	<del>3</del> 6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	9
	STOP controlled intersection		
	Signalized intersection	1	
	Roundabout or traffic circle	1	
	Crosswalk	5	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	15
	Left turn movements permitted	64	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:

~~49~~ 52

Medium to be consistent with risk rating on segment connected to it

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Many private housing access driveways in construction between Hamilton Ct and Grove Dr W

Segment ID – 10

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Spruce Ridge Road		
Segment Evaluated:	SPRINWOOD WAY	to	SPRUCE RIDGE DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	709 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
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- More...
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- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Medium	2
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Medium	6
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	13
	STOP controlled intersection	1	
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk	1	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	2
	Left turn movements permitted	3	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score: 47

Looked on street view to confirm. Agreed. Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Agreed. parking on both sides

Segment ID – 9

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Page 220 of 296 4 pts. away from 40kph

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Prescott Boulevard		
Segment Evaluated:	RANGE ROAD 271	to	PENN PLACE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	500 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	14
	STOP controlled intersection	0	
	Signalized intersection	1	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
Sidestreet STOP-controlled or lane	7		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	14
	Left turn movements permitted	5	
	Right-in / Right-out only	5	14
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:  
~~50~~ 59

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

~~50~~ 40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Length shorter than 500 m. Rounded up to 500 m.

- More...
- More...
- More...
- More...
- More...

Segment ID – 12

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Greenbury Boulevard		
Segment Evaluated:	GROVE DRIVE	to	PIONEER ROAD
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	780 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Divided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Medium 2
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Medium 6
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	0
	Signalized intersection	1
	Roundabout or traffic circle	0
	Crosswalk	0
	Active, at-grade railroad crossing	0
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	0
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

Calculate Total Risk Score

Total Risk Score: 37

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 13

TAC recommends 60 but since it is very close to being 38, 50 was recommended. Makes sense since the roadway is divided.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 38	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score		34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Lakeland Drive		
Segment Evaluated:	GROVE MEADOW DRIVE	to	MCLEOD AVENUE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	715 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

More...  
More...  
More...  
More...  
More...  
More...  
More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Medium	2
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	6
	STOP controlled intersection	0	
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	15
	Left turn movements permitted	78	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

higher b/c of parked cars

Calculate Total Risk Score

Total Risk Score:  
~~50~~ 53

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Many private housing access driveways

More...  
More...  
More...  
More...

Segment ID – 14

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	McLeod Avenue		
Segment Evaluated:	CENTURY ROAD	to	LAWSON BOULEVARD
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	642 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes	1 lane	Policy: (Maximum Posted Speed)	
Per Direction:			

Classified as major according to TMP, as it looks like theres plans to connect it to 52. Currently, maybe doesn't need to be major, but consider for future.

- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Medium	6
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	12
	STOP controlled intersection		
	Signalized intersection	1	
	Roundabout or traffic circle		
	Crosswalk	2	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	2
	Left turn movements permitted	2	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:  
45

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 15

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	



Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Victoria Avenue		
Segment Evaluated:	SPRUCE VILLAGE DRIVE W	to	VANDERBILT COMMON
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	807 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

RISK		Score
A1	GEOMETRY (Horizontal)	Medium 2
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Medium 6
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	
	Roundabout or traffic circle	
	Crosswalk	2
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	10
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

Reviewed judgements. Looks good

Calculate Total Risk Score

Total Risk Score:  
44

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

- More...
- More...
- More...
- More...
- More...

Segment ID – 17

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score		34 – 50	>51	

Well within the limits of 50kph

Clear Sheet



# Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor: Century Road

Segment Evaluated: HWY 16A E to TWR 524

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Arterial Length of Corridor: 3,239 m

Urban / Rural: Rural Design Speed: (Required for Freeway, Expressway, Highway) km/h

Divided / Undivided: Undivided Current Posted Speed: 80 km/h

Major / Minor: Major Prevailing Speed: km/h

# Through Lanes Per Direction: 1 lane Policy: (Maximum Posted Speed)

Would make more sense to split this segment into 2 because half of it has the industrial area (urban) and the other is rural

- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Lower 3
A2	GEOMETRY (Vertical)	Lower 3
A3	AVERAGE LANE WIDTH	Medium 6
B	ROADSIDE HAZARDS	Lower 3
C1	PEDESTRIAN EXPOSURE	Higher 6
C2	CYCLIST EXPOSURE	Higher 9
D	PAVEMENT SURFACE	Higher 9
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences 4
	STOP controlled intersection	
	Signalized intersection	
	Roundabout or traffic circle	
	Crosswalk	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences 2
	Left turn movements permitted	
	Right-in / Right-out only	
E3	NUMBER OF INTERCHANGES	Number of Occurrences 1
	Number of interchanges along corridor	
F	ON-STREET PARKING	N/A 0

9

Disagree. Lots of trees and utility poles on more than 50% of the segment

Calculate Total Risk Score

Total Risk Score:

~~48~~ 52

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

70

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID - 21



4c) For RURAL arterial roads, determine the recommended posted speed

Arterials	Starting Speed	Recommended Posted Speed Limit					
		110 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h
Rural Divided Major Arterial (2+ lanes)	110 km/h	27 and lower	28 to 33	34 to 41	42 to 50	51 to 61	62 and higher
Rural Undivided Major Arterial (2+ lanes)	100 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Rural Divided Major Arterial (1 lane)	90 km/h	29 and lower	30 to 37	38 to 45	46 to 53	54 to 61	62 and higher
Rural Divided Minor Arterial (2+ lanes)		90 km/h	80 km/h	70 km/h	60 km/h	50 km/h	
Rural Undivided Major Arterial (1 lane)	80 km/h	29 and lower	30 to 45	46 to 57	58 to 68	69 and higher	
Rural Divided Minor Arterial (1 lane)		80 km/h	70 km/h	60 km/h	50 km/h		
Rural Undivided Minor Arterial (1 lane)	80 km/h	29 and lower	30 to 37	38 to 50	51 and higher		

Since they considered it rural, TAC recommends 70kph

Name of Corridor:	Century Road			
Segment Evaluated:	Highway 16AE	to	Century Close	
Geographic Region:	Spruce Grove			
Road Agency:	Spruce Grove			
Road Classification:	Arterial	Length of Corridor:	1,247	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50	km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Lower	2
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Higher	9
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Medium	2
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	6
	STOP controlled intersection	0	
	Signalized intersection	1	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	1	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	14
	Left turn movements permitted	9	
	Right-in / Right-out only	0	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	2
	Number of interchanges along corridor	1	
F	ON-STREET PARKING	N/A	0

**Calculate Total Risk Score**

**Total Risk Score:**

53

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID - 21.1

4c) For URBAN arterial roads, determine the recommended posted speed limit based on total risk score:

Arterials	Starting Speed	Recommended Posted Speed Limit				
		90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major Arterial (1 lane or 2+ lanes)	90 km/h	25 and lower	26 to 33	34 to 41	42 to 59	60 and higher
Urban Undivided Major Arterial (1 lane or 2+ lanes)	80 km/h	80 km/h	70 km/h	60 km/h	50 km/h	
Urban Divided Minor Arterial (1 lane or 2+ lanes)		29 and lower	30 to 48	49 to 64	65 and	
Urban Undivided Minor Arterial (1 lane or 2+ lanes)	70 km/h	70 km/h	60 km/h	50 km/h		
		33 and lower	34 to 56	57 and higher		



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Century Road		
Segment Evaluated:	Highway 16AE	to	Century Close
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	1,983 m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80 km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	3
A2	GEOMETRY (Vertical)	Lower	3
A3	AVERAGE LANE WIDTH	Medium	6
B	ROADSIDE HAZARDS	Higher	9
C1	PEDESTRIAN EXPOSURE	Higher	6
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Higher	9
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	2
	STOP controlled intersection	0	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	3
	Left turn movements permitted	9	
	Right-in / Right-out only	0	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	N/A	0

**Calculate Total Risk Score**

**Total Risk Score:**

50

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

70

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID - 21.2

4c) For RURAL arterial roads, determine the recommended posted speed limit based on total risk score:

Arterials	Starting Speed	Recommended Posted Speed Limit					
		110 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h
Rural Divided Major Arterial (2+ lanes)	110 km/h	27 and lower	28 to 33	34 to 41	42 to 50	51 to 61	62 and higher
Rural Undivided Major Arterial (2+ lanes)	100 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Rural Divided Major Arterial (1 lane)	100 km/h	29 and lower	30 to 37	38 to 45	46 to 53	54 to 61	62 and higher
Rural Divided Minor Arterial (2+ lanes)				38 to 45	46 to 53	54 to 61	62 and higher
Rural Undivided Major Arterial (1 lane)	90 km/h	29 and lower	30 to 45	70 km/h	60 km/h	50 km/h	
Rural Divided Minor Arterial (1 lane)				46 to 57	58 to 68	69 and higher	
Rural Undivided Minor Arterial (2+ lanes)				46 to 57	58 to 68	69 and higher	
Rural Undivided Minor Arterial (1 lane)	80 km/h	29 and lower	30 to 37	38 to 50	51 and higher		

Clear Sheet



# Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor: McLeod Avenue

Segment Evaluated: CALAHOO ROAD to KING STREET

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector

Urban / Rural: Urban

Divided / Undivided: Undivided

Major / Minor: Minor

# Through Lanes Per Direction: 2+ lanes

Length of Corridor: 653 m

Design Speed: (Required for Freeway, Expressway, Highway) km/h

Current Posted Speed: (For information only) 50 km/h

Prevailing Speed: (85th Percentile - for information only) km/h

Policy: (Maximum Posted Speed)

TMP classifies as major but lots of pedestrian activity that can make it minor



More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Medium	6
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	20
	STOP controlled intersection	1	
	Signalized intersection	2	
	Roundabout or traffic circle		
	Crosswalk		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	6
	Left turn movements permitted	8	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:

60

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 22

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Clear Sheet



### Automated Speed Limit Guidelines FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor: Brookwood Drive

Segment Evaluated: KING STREET to CENTURY ROAD

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector

Urban / Rural: Urban

Divided / Undivided: Undivided

Major / Minor: Minor

# Through Lanes Per Direction: 1 lane

Length of Corridor: 826 m

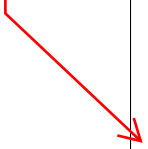
Design Speed: (Required for Freeway, Expressway, Highway) km/h

Current Posted Speed: (For information only) 50 km/h

Prevailing Speed: (85th Percentile - for information only) km/h

Policy: (Maximum Posted Speed)

Major according to TMP



- More...
- More...
- More...
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- More...
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- More...
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- More...
- More...
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- More...
- More...
- More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Medium 2
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Medium 6
C2	CYCLIST EXPOSURE	Higher 9
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	2
	Roundabout or traffic circle	
	Crosswalk	1
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	14
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

Should be 'lower' to be consistent with other assessments. Sidewalks are separated by trees and green space

Calculate Total Risk Score

Total Risk Score: 58

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 23

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



### Automated Speed Limit Guidelines FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor: Woodhaven Drive

Segment Evaluated: CALAHOO ROAD to KING STREET

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector

Urban / Rural: Urban

Divided / Undivided: Undivided

Major / Minor: Minor

# Through Lanes Per Direction: 1 lane

Length of Corridor: 863 m

Design Speed: (Required for Freeway, Expressway, Highway) km/h

Current Posted Speed: (For information only) 50 km/h

Prevailing Speed: (85th Percentile - for information only) km/h

Policy: (Maximum Posted Speed)

TMP classifies as major

- More...
- More...
- More...
- More...
- More...
- More...
- More...

More...

More...

More...

More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Lower 1
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Medium 6
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	2
	Roundabout or traffic circle	
	Crosswalk	2
	Active, at-grade railroad crossing	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	3
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

**Disagree. There seems to be another curve (slight) but on street view, visibility is affected**

**roadway looks similar to brookwood dr. should be consistent with risk rating of 'higher'**

**Calculate Total Risk Score**

**Total Risk Score:** 44

**Recommended Posted Speed Limit (km/h):** 50

As determined by road characteristics

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID – 59

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)


Collectors	Recommended Posted Speed Limit (by risk level)				
	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Reassessment with revised risks

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

aligns with segment 23 which is 50kph



## Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

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Name of Corridor: Woodhaven Drive

Segment Evaluated: CALAHOO ROAD to KING STREET

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector

Urban / Rural: Urban

Divided / Undivided: Undivided

Major / Minor: Minor

# Through Lanes Per Direction: 1 lane

Length of Corridor: 863 m

Design Speed: (Required for Freeway, Expressway, Highway) km/h

Current Posted Speed: 50 km/h

Prevailing Speed: (85th Percentile - for information only) km/h

Policy: (Maximum Posted Speed)

---

		RISK	Score
A1	GEOMETRY (Horizontal)	Medium	2
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	14
	STOP controlled intersection	0	
	Signalized intersection	2	
	Roundabout or traffic circle	0	
	Crosswalk	2	
	Active, at-grade railroad crossing	7	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	2
	Left turn movements permitted	3	
	Right-in / Right-out only	0	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	High	2

Cal

Total Risk Score

48

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**



Clear Sheet



## Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Longview Drive		
Segment Evaluated:	FAIRWAY DRIVE	to	KINGS LINK
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	1,033 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

More...  
More...  
More...  
More...  
More...  
More...  
More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	3
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	4
	STOP controlled intersection	0	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	1	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	14
	Left turn movements permitted	28	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

**Calculate Total Risk Score**

**Total Risk Score:**

48

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Many private housing access driveways

More...  
More...  
More...

Segment ID – 24

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Consider adjusting segment 24 to include section from Fairway Dr. and Linkside Wy. since it has houses with front garages that are seen a lot on segment 24.

Clear Sheet



## Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Longview Drive		
Segment Evaluated:	CALAHOO ROAD	to	FAIRWAY DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	848 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

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- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	3
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	9
	STOP controlled intersection	0	
	Signalized intersection	0	
	Roundabout or traffic circle	1	
	Crosswalk	4	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	5
	Left turn movements permitted	8	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	3

**Calculate Total Risk Score**

**Total Risk Score:**

38

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID – 27

since ~200m of the middle of the segment is already 30kph for a playground zone, to have 50kmh for 300m and 330 m on either side of the 30kph segment wouldn't be realistic or adhere to TAC guidelines of no speed changes <500m. Therefore, to meet driver expectations, keep as 40kph so it is continuous with Avonlea way and potentially the other segment of Longview Dr.. Or if the other segment of longview drive remains 50kph, can extend that segment until the playground zone and then afterwards, change to 40kph to match with Avolea way

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Posted Speed Limit (by risk level)				
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Prospect Way		
Segment Evaluated:	Range Road 271	to	Prospect Place
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	204 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

since the worksheet only allows segment lengths of 500m or greater because TAC recommends speed changes should not happen within 500m. However, for the purposes of this study to provide a baseline for recommendations for this segment, hand calculations were done to calculate the risk score for the current segment.

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	27
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	1	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	1	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	0
	Left turn movements permitted	0	
	Right-in / Right-out only	0	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

**Calculate Total Risk Score**

**Total Risk Score:**

58

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID – 51

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Posted Speed Limit (by risk level)				
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor: Spruce Ridge Road

Segment Evaluated: GROVE DRIVE WEST to SPRUCE RIDGE DRIVE

Geographic Region: Spruce Grove

Road Agency: Spruce Grove

Road Classification: Collector

Urban / Rural: Urban

Divided / Undivided: Undivided

Major / Minor: Major

# Through Lanes Per Direction: 1 lane

Length of Corridor: 551 m

Design Speed: (Required for Freeway, Expressway, Highway) km/h

Current Posted Speed: (For information only) 50 km/h

Prevailing Speed: (85th Percentile - for information only) km/h

Policy: (Maximum Posted Speed)

Not mentioned in TMP as a major collector so should be minor

- More...
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- More...
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- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	3
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Medium	6
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	19
	STOP controlled intersection	1	
	Signalized intersection	1	
	Roundabout or traffic circle		
	Crosswalk		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	5
	Left turn movements permitted	5	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score: 57

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 54

Major/minor classification makes a big difference. Major - 50km/h, minor 40km/h

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Century Road		
Segment Evaluated:	GROVE DRIVE	to	GROVE MEADOW DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	787 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Divided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	2+ lanes	Policy: (Maximum Posted Speed)	

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Lower 2
A2	GEOMETRY (Vertical)	Lower 2
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Medium 2
C1	PEDESTRIAN EXPOSURE	Medium 6
C2	CYCLIST EXPOSURE	Medium 6
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	1
	Signalized intersection	2
	Roundabout or traffic circle	
	Crosswalk	1
	Active, at-grade railroad crossing	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	0
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	N/A 0

Calculate Total Risk Score

Total Risk Score:

47

final recommendation states 50

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Not sure why it was changed to 50 since it would make sense for it to be 60 to match the rest of century road.

Especially since it's divided.

Segment ID – 56

Table 4.1: TAC Recommend Posted Speed Limit Criteria (Arterials)

Arterials		Recommended Posted Speed Limit (by risk level)				
		90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<25	26 – 33	34 – 41	42 – 59	>60
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<29	30 – 48	49 – 64	>65	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h		
	Associated Risk Score	<33	34 – 56	>57		

Clear Sheet



### Automated Speed Limit Guidelines FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	King Street		
Segment Evaluated:	KINGS LINK	to	GROVE DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	869 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

	RISK	Score
A1	GEOMETRY (Horizontal)	Medium 2
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Medium 6
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	1
	Roundabout or traffic circle	
	Crosswalk	1
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	12
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

Calculate Total Risk Score

Total Risk Score:

47

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Many private housing access driveways

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

Segment ID – 55

4 pts away from being 40km/h

Collector roads serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



## Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Greystone Drive		
Segment Evaluated:	GROVE DRIVE	to	GROVE MEADOW DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	875 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	3
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	<del>6</del> 9
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	9
	STOP controlled intersection		
	Signalized intersection		
	Roundabout or traffic circle		
	Crosswalk	3	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	6
	Left turn movements permitted	10	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:

~~45~~ 48

street parking makes it higher

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Many private housing access driveways

Segment ID – 60

connected to segment 55

Clear Sheet



## Automated Speed Limit Guidelines

### FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	King Street		
Segment Evaluated:	GROVE DRIVE	to	WOODHAVEN DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	713 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

TMP classifies as Major



- More...
- More...
- More...
- More...
- More...
- More...
- More...

More...

More...

More...

More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Medium	2
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Medium	6
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	18
	STOP controlled intersection		
	Signalized intersection	2	
	Roundabout or traffic circle		
	Crosswalk	1	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	7
	Left turn movements permitted	10	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:

57

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 62

since, it is major, should be 50

**Collector roads** serve a dual purpose; they connect local and arterial roads and also provide direct property access. Major collectors in Spruce Grove include King Street, McLeod Avenue, Brookwood Drive, Woodhaven Drive, Millgrove Drive, and Diamond Avenue. These collectors carry daily traffic volumes ranging between 2,000 and 7,000 vehicles per day. Local Streets provide direct property access and connect to either collector or arterial roads.

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	



Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Deer Park Boulevard		
Segment Evaluated:	DEER PARK DRIVE	to	DEER PARK DRIVE
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	1,075 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Higher 3
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Medium 6 <sup>g</sup>
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	
	Roundabout or traffic circle	
	Crosswalk	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	25
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	Higher 9

Calculate Total Risk Score

Total Risk Score:

~~49~~ 52

Higher b/c of parked cars

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Many private housing access driveways In construction north of Danfield PI

Segment ID – 63

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
		80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Although rest of Grove Dr is major, consider classifying this segment as Minor as it does not have as much volume, being at one of the ends of the roadway

Clear Sheet



### Automated Speed Limit Guidelines FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Name of Corridor:	Grove Drive W		
Segment Evaluated:	HARVEST RIDGE DRIVE	to	JENNIFER HEIL WAY
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	1,266 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
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- More...
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- More...
- More...
- More...

	RISK	Score
A1	GEOMETRY (Horizontal)	Medium 4
A2	GEOMETRY (Vertical)	Lower 2
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Lower 3
D	PAVEMENT SURFACE	Lower 1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>
	STOP controlled intersection	
	Signalized intersection	2
	Roundabout or traffic circle	1
	Crosswalk	1
	Active, at-grade railroad crossing	
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>
	Left turn movements permitted	0
	Right-in / Right-out only	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>
	Number of interchanges along corridor	0
F	ON-STREET PARKING	N/A 0

**Calculate Total Risk Score**

**Total Risk Score:**

34

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

70

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

TAC recommends 70km/h but final recommendation is 50km/h

Segment ID – 64

There is a school along this segment but it is fenced, with proper crosswalks. However, past the traffic circle at harvest ridge dr, there are 3 schools. which would require drivers to slow down anyways. Therefore, could do 60km/h to match with the connect segment as roadway is quite clean with SUPs and crosswalks. However could also do 50 to transition/prepare drivers for upcoming school zones

Table 4.1: TAC Recommend Posted Speed Limit Criteria (Arterials)

Arterials	Recommended Speed	Recommended Posted Speed Limit (by risk level)				
		90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<25	26 – 33	34 – 41	42 – 59	>60
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<29	30 – 48	49 – 64	>65	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h		
	Associated Risk Score	<33	34 – 56	>57		

If changed to minor arterial

Clear Sheet



# Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version: 10-Apr-09

Although rest of Grove Dr is major, consider classifying this segment as Minor as it does not have as much volume, being at one of the ends of the roadway

Name of Corridor:	Grove Drive		
Segment Evaluated:	CENTURY ROAD	to	PIONEER ROAD
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	1,674 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Medium	4
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Lower	3
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	14
	STOP controlled intersection		
	Signalized intersection	2	
	Roundabout or traffic circle	1	
	Crosswalk	2	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	1
	Left turn movements permitted		
	Right-in / Right-out only	1	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	N/A	0

Calculate Total Risk Score

Total Risk Score:

35

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

70

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Empty comment box

TAC recommends 70km/h but final recommendation is 50km/h

Segment ID – 68

Roadway is very geometrically clean, don't see the reason for a 50km/h recommendation. Would be better as 60km/h to align with connecting Drive Dr. segment and for driver expectations

Table 4.1: TAC Recommend Posted Speed Limit Criteria (Arterials)

Arterials	Recommended Posted Speed Limit (by risk level)					
	Recommended Speed	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Associated Risk Score	<25	26 – 33	34 – 41	42 – 59	>60
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<29	30 – 48	49 – 64	>65	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h		
	Associated Risk Score	<33	34 – 56	>57		

If changed to minor arterial

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Pioneer Road		
Segment Evaluated:	GROVE DRIVE	to	<del>MCLEOD AVENUE</del> <b>HWY 16A</b>
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	<del>1,276</del> <b>1,580</b> m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	60 km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

More...  
More...  
More...  
More...  
More...  
More...  
More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	3
A2	GEOMETRY (Vertical)	Lower	3
A3	AVERAGE LANE WIDTH	Medium	6
B	ROADSIDE HAZARDS	Lower	3
C1	PEDESTRIAN EXPOSURE	Lower	2
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	3
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	<del>6</del> <b>9</b>
	STOP controlled intersection		
	Signalized intersection	<b>1</b>	
	Roundabout or traffic circle	<b>4</b>	
	Crosswalk		
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	1
	Left turn movements permitted	<b>2</b>	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	<b>0</b>	
F	ON-STREET PARKING	N/A	0

Calculate  
Total Risk  
Score

**Total Risk Score:**  
~~33~~ **36**

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

~~80~~ **70**

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID – 71

**4c) For RURAL arterial roads, determine the recommended posted speed limit based on total risk score:**

Arterials	Starting Speed	Recommended Posted Speed Limit					
		110 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h
Rural Divided Major Arterial (2+ lanes)	110 km/h	27 and lower	28 to 33	34 to 41	42 to 50	51 to 61	62 and higher
Rural Divided Major Arterial (1 lane)	100 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Rural Divided Minor Arterial (2+ lanes)	90 km/h	29 and lower	30 to 37	38 to 45	46 to 53	54 to 61	62 and higher
Rural Undivided Major Arterial (1 lane)	90 km/h	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h	
Rural Divided Minor Arterial (1 lane)	80 km/h	29 and lower	30 to 45	46 to 57	58 to 68	69 and higher	
Rural Undivided Minor Arterial (1 lane)	80 km/h	29 and lower	<b>30 to 37</b>	38 to 50	51 and higher		

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:		Nelson Drive		
Segment Evaluated:		JENNIFER HEIL WAY	to	MCLEOD AVENUE
Geographic Region:		Spruce Grove		
Road Agency:		Spruce Grove		
Road Classification:	Collector	Length of Corridor:	1,203	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50	km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

- More...
- More...
- More...
- More...
- More...
- More...
- More...

More...

More...

More...

More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Medium	2
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Lower	3
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	11
	STOP controlled intersection	0	
	Signalized intersection	1	
	Roundabout or traffic circle	1	
	Crosswalk	3	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	2
	Left turn movements permitted	4	
	Right-in / Right-out only		
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Higher	9

Calculate Total Risk Score

Total Risk Score:  
39

agree. large green area separating road and sidewalk

agree. while some of Nelson Drive is a little narrower, most of it is wide and has space for cyclists

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:

Segment ID – 72

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors		Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

Clear Sheet



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Grove Meadow Drive		
Segment Evaluated:	CENTURY ROAD	to	LANDRY COURT
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Collector	Length of Corridor:	867 m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50 km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

- More...
- More...
- More...
- More...
- More...
- More...
- More...

More...

More...

More...

More...

		RISK	Score
A1	GEOMETRY (Horizontal)	Higher	3
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	<del>Lower</del>	3
D	PAVEMENT SURFACE	Lower	1
E1	<b>NUMBER OF INTERSECTIONS WITH PUBLIC ROADS</b>	<i>Number of Occurrences</i>	10
	STOP controlled intersection	0	
	Signalized intersection	1	
	Roundabout or traffic circle		
	Crosswalk	1	
	Active, at-grade railroad crossing		
E2	<b>NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS</b>	<i>Number of Occurrences</i>	3
	Left turn movements permitted	4	
	Right-in / Right-out only	2	
E3	<b>NUMBER OF INTERCHANGES</b>	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	3

Medium b/c no dedicated lane for cyclist, but roadway has wide shoulders little to no cars street parking.

Calculate Total Risk Score

**Total Risk Score:**  
34 ~~34~~ 37

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

50

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID – 74

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Speed	Recommended Posted Speed Limit (by risk level)			
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Pioneer Road/Range Road 271		
Segment Evaluated:	Highway 16A	to	Township Road 524
Geographic Region:	Spruce Grove		
Road Agency:	Spruce Grove		
Road Classification:	Arterial	Length of Corridor:	3,246 m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	3
A2	GEOMETRY (Vertical)	Lower	3
A3	AVERAGE LANE WIDTH	Medium	6
B	ROADSIDE HAZARDS	Higher	9
C1	PEDESTRIAN EXPOSURE	Higher	6
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Higher	9
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	<i>Number of Occurrences</i>	2
	STOP controlled intersection		
	Signalized intersection	1	
	Roundabout or traffic circle		
	Crosswalk		
	Active, at-grade railroad crossing	1	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	<i>Number of Occurrences</i>	2
	Left turn movements permitted	13	
	Right-in / Right-out only		
E3	NUMBER OF INTERCHANGES	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	1

**Calculate Total Risk Score**

**Total Risk Score:**

50

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Segment ID:77

**4c) For RURAL arterial roads, determine the recommended posted speed limit based on total risk score:**

Arterials	Starting Speed	Recommended Posted Speed Limit					
		110 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h
Rural Divided Major Arterial (2+ lanes)	110 km/h	27 and lower	28 to 33	34 to 41	42 to 50	51 to 61	62 and higher
Rural Undivided Major Arterial (2+ lanes)	100 km/h	100 km/h	90 km/h	80 km/h	70 km/h	60 km/h	50 km/h
Rural Divided Major Arterial (1 lane)	100 km/h	29 and lower	30 to 37	38 to 45	46 to 53	54 to 61	62 and higher
Rural Divided Minor Arterial (2+ lanes)		29 and lower	30 to 45	46 to 57	58 to 68	69 and higher	
Rural Undivided Major Arterial (1 lane)	90 km/h	29 and lower	30 to 45	46 to 57	58 to 68	69 and higher	
Rural Divided Minor Arterial (1 lane)		80 km/h	70 km/h	60 km/h	50 km/h		
Rural Undivided Minor Arterial (2+ lanes)	80 km/h	29 and lower	30 to 37	38 to 50	51 and higher		
Rural Undivided Minor Arterial (1 lane)		29 and lower	30 to 37	38 to 50	51 and higher		

School Name	Prescott Learning Centre				
School Address	<del>340 Pioneer Road</del> — Prospect Way				
INSTALLATION CRITERION	MAX. POINTS VALUE (MPV)	DESCRIPTION	WEIGHT FACTOR (WF) as per Guidelines	Calculation Inputs	SCORE
1. SCHOOL TYPE	40	Elementary	1.00	1	40
		Middle/Junior High	0.40		0
		High School	0.20		0
		Post Secondary/College/University	0.00		0
					40
2. FENCING	20	Fully Traversable	1.00		
		Partially Traversable	0.50	1	
		Non-traversable	0.10		
					10
3. ROAD CLASSIFICATION	20	Local	1.00		
		Minor Collector (Urban)/ Local (Rural)	0.75		
		Collector (Rural and Urban)	0.50	1	
		Major Collector or Minor Arterial (Urban) / Arterial (Rural)	0.25		
		Major Arterial or Expressway (Urban) / Freeway (Rural)	0.00		
					10
4. PROPERTY LINE SEPARATION	10	Abuts Roadway	1.00		
		Within 50 M	0.50	1	
		Further Than 50 M	0.00	<del>1</del>	
					<del>0</del> 5
5. SCHOOL ENTRANCE	5	Main	1.00	<del>1</del>	
		Secondary	0.60	1	
		None	0.00		
					<del>5</del> 3
6. SIDEWALKS	5	None Or Non-School Side	1.00		
		School Side	0.60		
		Both Sides	0.00	1	
					0
				TOTAL SCORE	<del>65</del> 68
				RESULT	School Area or School Zone

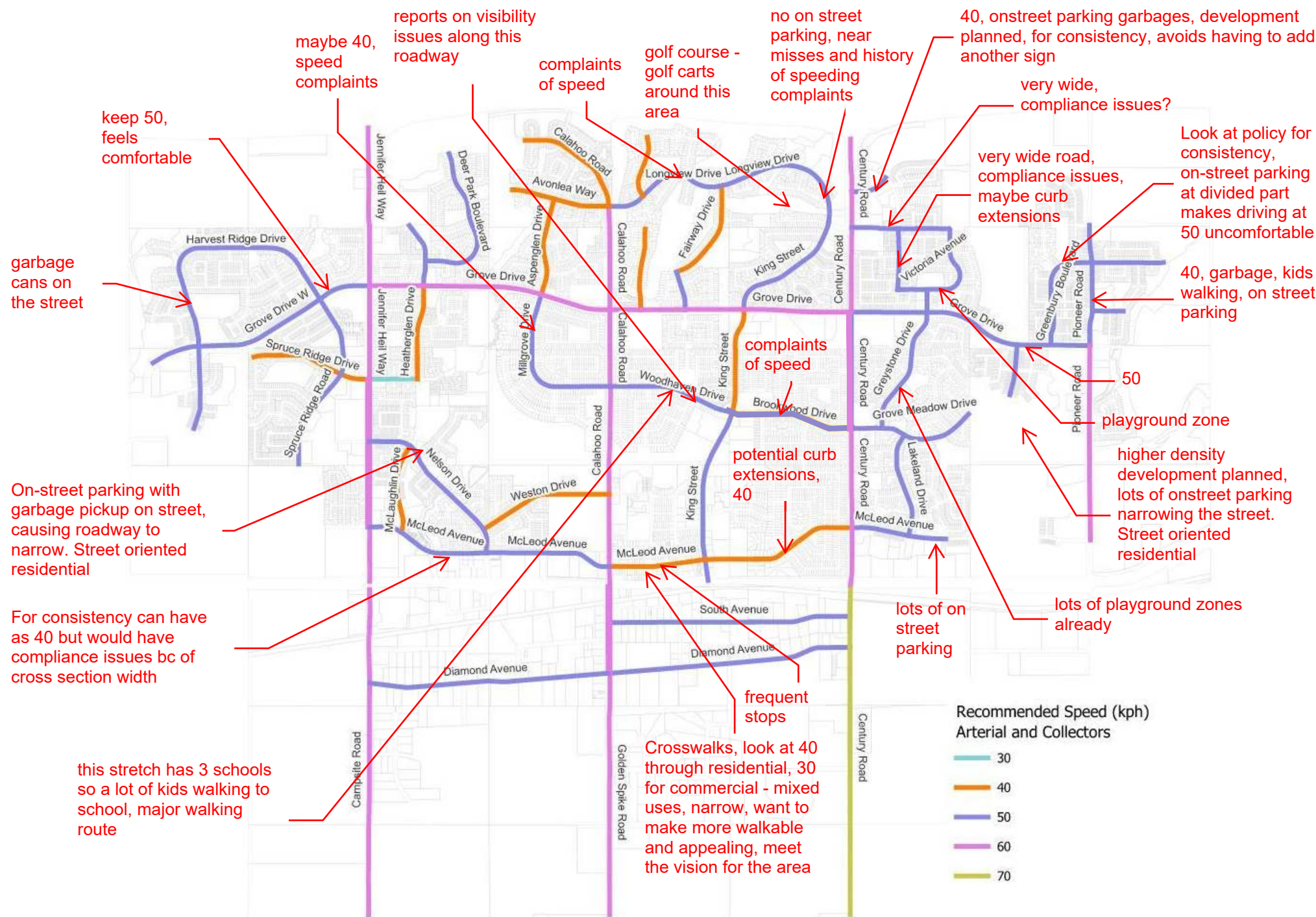
TABLE 4. SCHOOL ZONE WARRANT ANALYSIS RESULTS MATRIX

Total Score	School Area or Zone?
0 – 40	Nothing
41 – 64	School Area
65 – 80	School Area or School Zone*
81 – 100	School Zone

\* Local conditions must be considered in detail in order to determine the appropriate treatment. Wherever possible, mitigation measures should be explored that would reduce the score so that marginal school zones can be avoided. The reasons for the final decision should always be documented.



# Appendix C - Field Review Observations



# Spruce Grove Roadway Speed Limit Changes

Regular Council Meeting  
June 10, 2024

# PROJECT OBJECTIVES

- ISL Engineering was the third party hired to complete a peer review of the Morrison Hershfield study presented last June to Council.
- ISL Engineering was to evaluate the City's collector and arterial road network.
- Key peer review objectives included:
  - Reviewing the Canadian Guidelines to Establishing Posted Speed Limits (CGEPSL) sheets from the previous report and note any objective changes.
  - Reviewing the appropriateness of the current speed limits for the collector and arterial roads and provide speed limit modification recommendations.

# SPEED MANAGEMENT PRINCIPLES

Approximate survival rate if hit by a vehicle at the following speeds.



30



9 out of 10



40



6 out of 10



50



2 out of 10



60



0 out of 10

- Minimize risk of collision injuries and fatalities
- Encouraging active modes
- Improving Equity
- Environmental and economic benefits
- Linking road functions with safe speed limits

# REVIEW APPROACH

- **Peer Review**
  - Review the CGEPSL worksheets with input from the City and more consideration to pedestrian and cyclist risks.
- **Holistic Review**
  - Take the CGEPSL worksheets and review by homogeneous areas,
  - As well as consider smaller sections of roadways to check for speed differentials.
- **Field Confirmation**
  - Drove the roadways with City representatives to further refine the recommendations.
  - Driving the roads helped review the impacts of on-street parking and garbage pickup.



# PEER REVIEW

**TAC** Automated Speed Limit Guidelines  
FORM A - Automated Speed Limit Guidelines Spreadsheet Version: 10-Apr-09

Name of Corridor: Harvest Ridge Drive  
Segment Evaluated: GROVE DRIVE WEST to GROVE DRIVE WEST  
Geographic Region: Spruce Grove  
Road Agency: Spruce Grove  
Road Classification: Collector Length of Corridor: 1,756 m  
Urban / Rural: Urban Design Speed: (Required for Freeway, Expressway, Highway) km/h  
Divided / Undivided: Undivided Current Posted Speed: (For information only) 50 km/h  
Major / Minor: Minor Prevalving Speed: (85th Percentile - for information only) km/h  
# Through Lanes Per Direction: 1 lane Policy: (Maximum Posted Speed)

	RISK	Score
A1	GEOMETRY (Horizontal)	Lower 1
A2	GEOMETRY (Vertical)	Lower 1
A3	AVERAGE LANE WIDTH	Medium 4
B	ROADSIDE HAZARDS	Higher 3
C1	PEDESTRIAN EXPOSURE	Lower 3
C2	CYCLIST EXPOSURE	Lower 6
D	PAVEMENT SURFACE	Lower 1
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	9
	STOP controlled intersection	
	Signalized intersection	
	Roundabout or traffic circle	
	Crosswalk	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	15
	Left turn movements permitted	
	Right-in / Right-out only	
E3	NUMBER OF INTERCHANGES	0
F	ON-STREET PARKING	Higher 9

Calculate Total Risk Score  
Total Risk Score: ~~48~~ 52  
Recommended Posted Speed Limit (km/h):  
As determined by road characteristics: 50  
As determined by policy:   
Comments: Many private housing access driveways in construction between Hamilton Ct and Grove Dr W

For Example - Harvest Ridge Drive

- The original is from the Morrison Hershfield report
- ISL reviewed the roadway and adjusted some factors based on their peer review
- Risk Score changed from 48 to 52
- Recommended speed limit is now 40 km/hr

Current Posted Speed Limit is 50km/hr

Segment ID – 10

Table 4.2: TAC Recommend Posted Speed Limit Criteria (Collectors)

Collectors	Recommended Posted Speed Limit (by risk level)				
	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
Urban Divided Major (1 lane or 2+ lanes)	Recommended Speed	80 km/h	70 km/h	60 km/h	50 km/h
	Associated Risk Score	<29	30 – 36	37 – 39	>40
Urban Undivided Major or Divided Minor (1 lane or 2+ lanes)	Recommended Speed	70 km/h	60 km/h	50 km/h	
	Associated Risk Score	<33	34 – 37	>38	
Urban Undivided Minor (1 lane or 2+ lanes)	Recommended Speed	60 km/h	50 km/h	40 km/h	
	Associated Risk Score	<33	34 – 50	>51	

# HOLISTIC REVIEW

- Homogeneity Review - Took homogeneous areas and reviewed them to ensure there was consistency from the driver's perspective.
  - Neighbourhood Collector roadways
    - For example -

#### 4.3.1 Homogeneous Area 1 - Westgrove

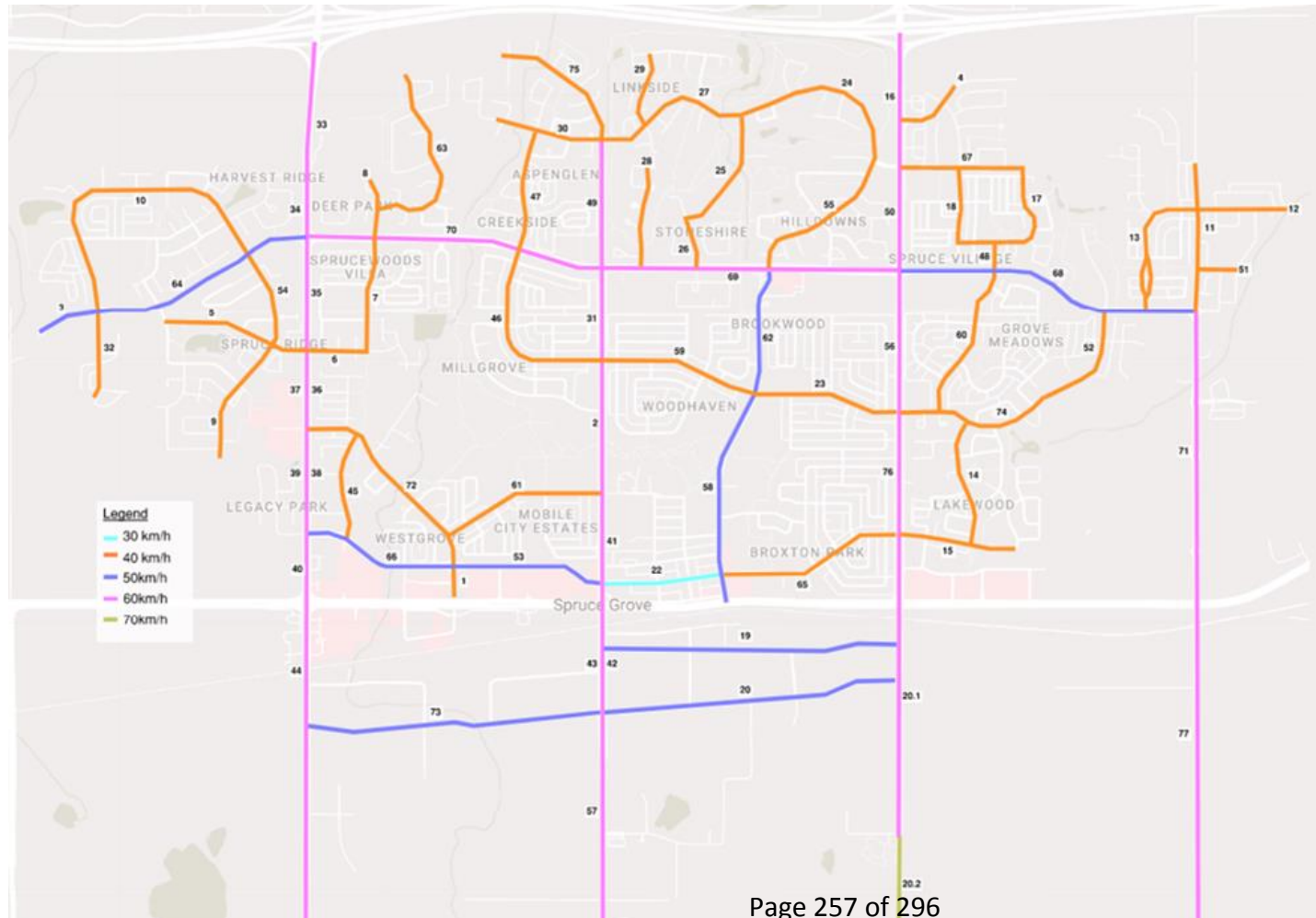
Nelson Drive (ID: 72) underwent a review to assess its suitability for a 40km/h speed limit. However, the sensitivity review indicated that the risk score is not close to the threshold for a 40km/h posted speed (see Table 4.2). However, the city has communicated that this roadway experiences high levels of on street parking that significantly narrows the travelling width for cars. Therefore, this segment will be further assessed with a field review. A limit of 40km/h would align with neighboring segments such as Weston Drive and McLaughlin Drive.

- Arterial Roadways
- Major Collector Roadways



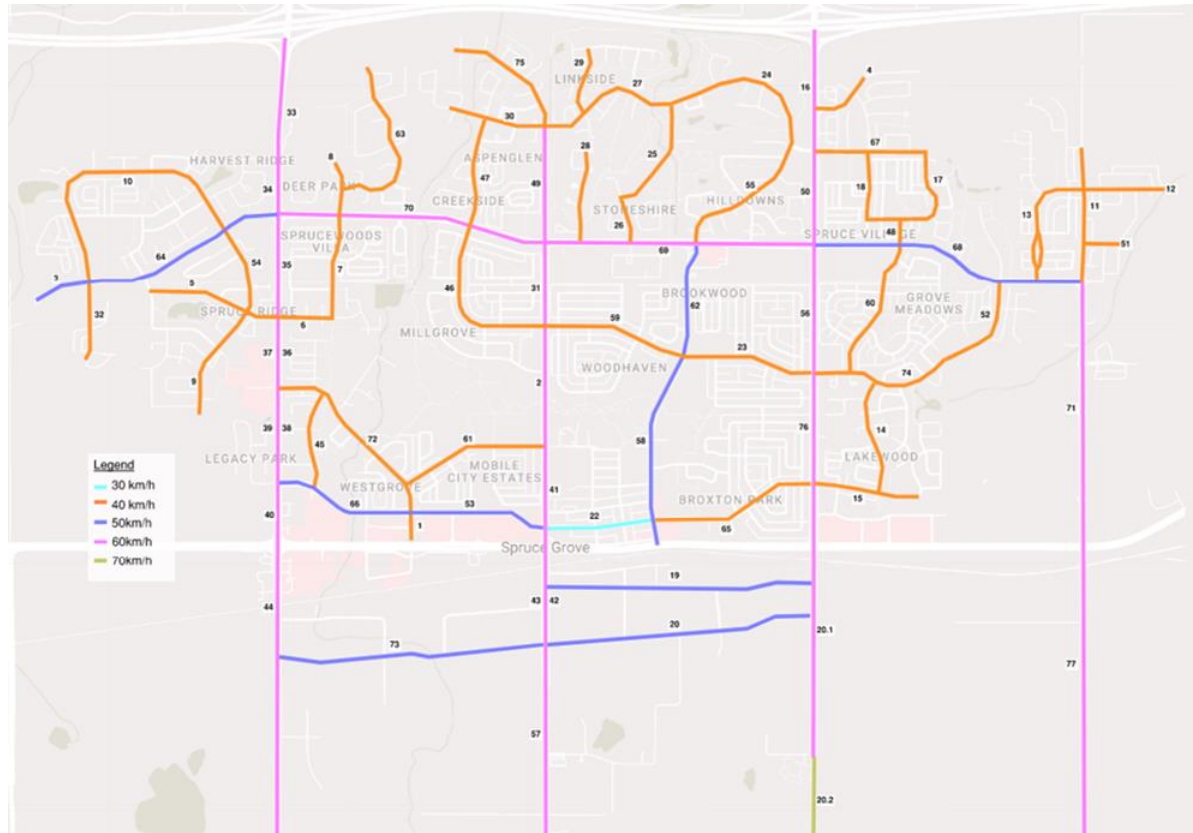
# FINDINGS AND RECOMMENDATIONS

## Recommended Posted Speed Limits for Collector / Arterial Roadway Segments

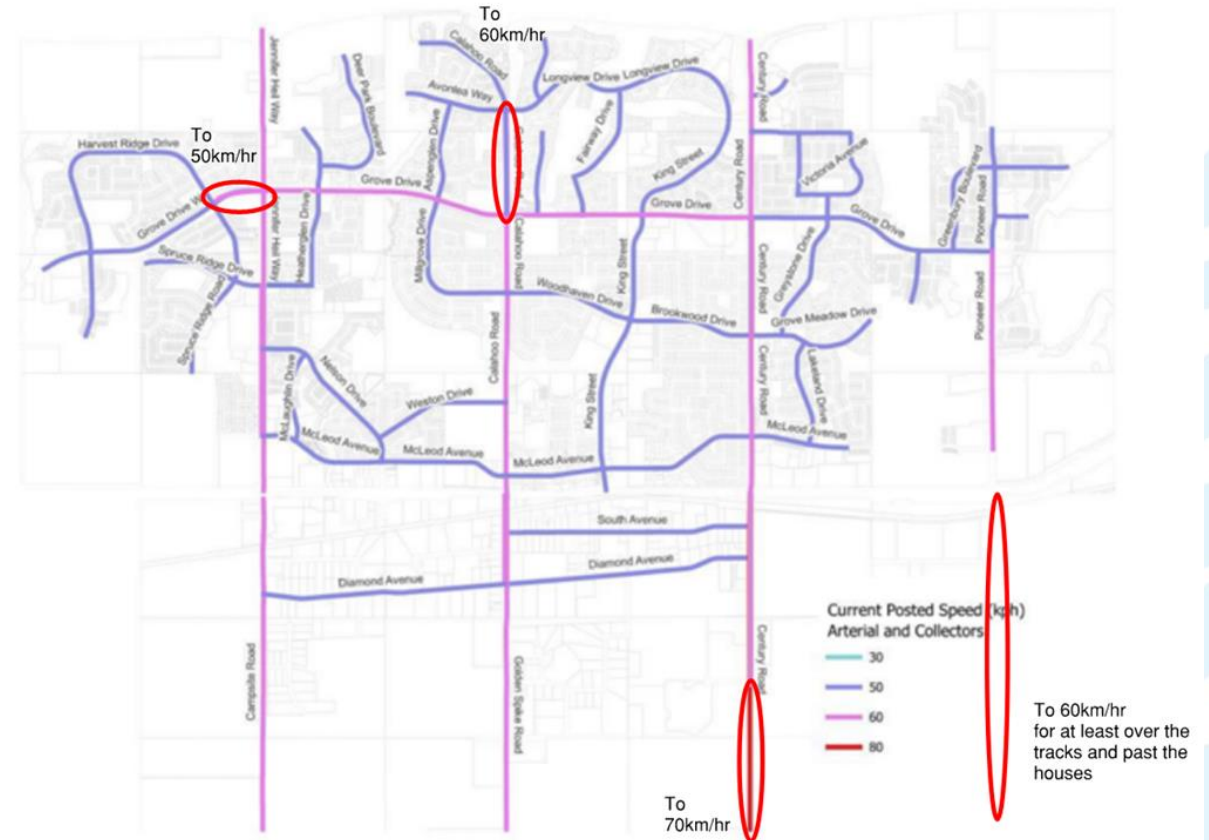


# FINDINGS AND RECOMMENDATIONS

The recommended speed limit changes to the arterial roadways are circled below



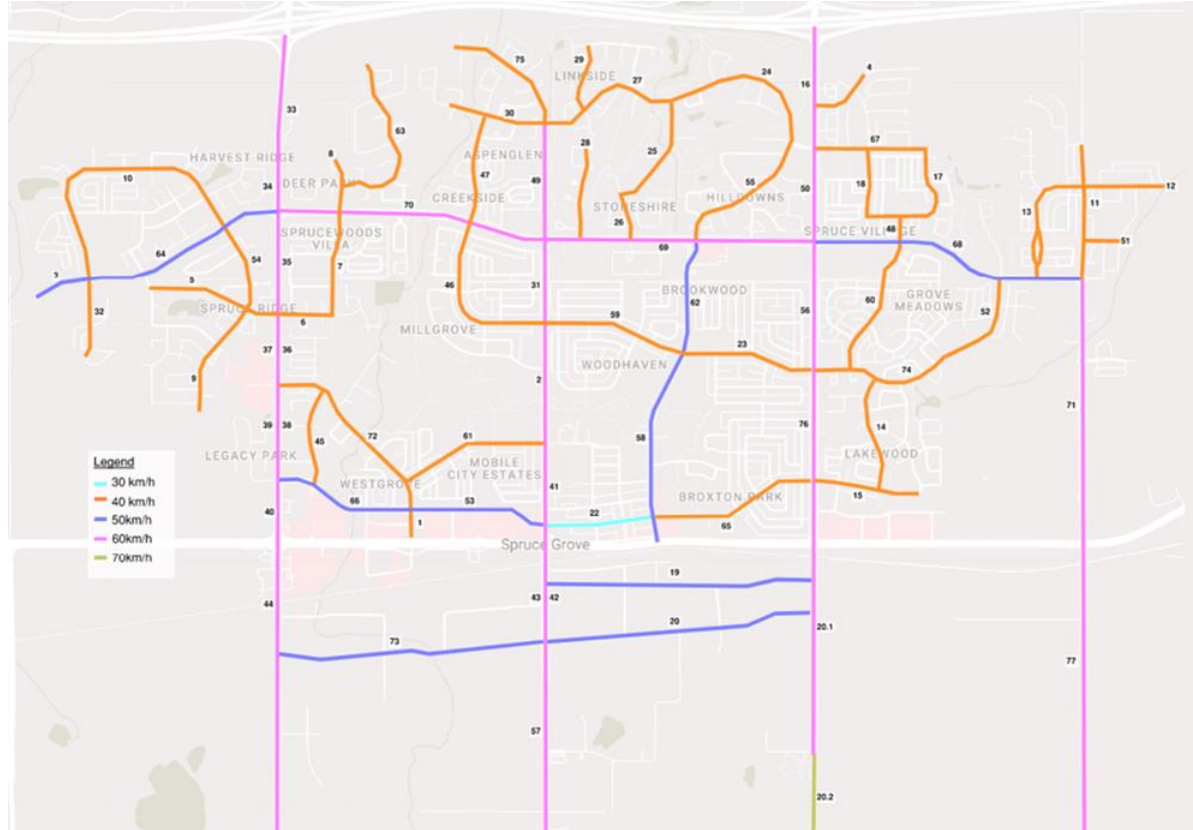
Recommended Posted Speed limits



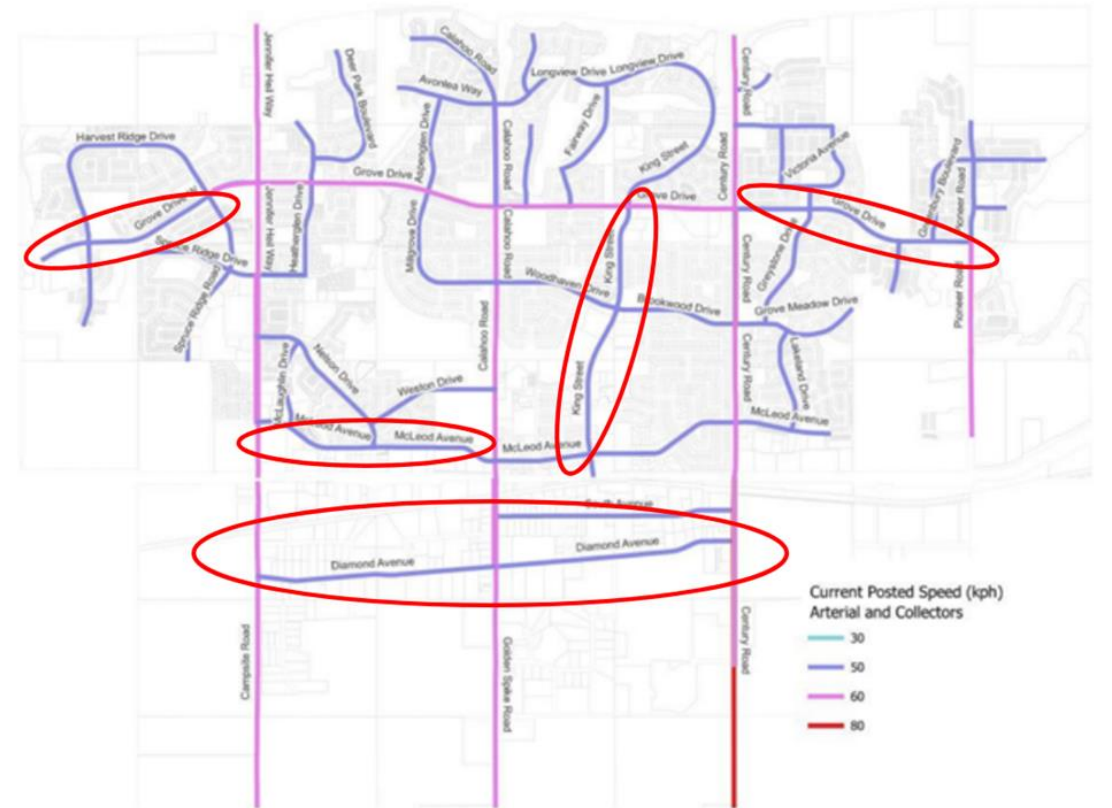
Current Posted Speed limits

# FINDINGS AND RECOMMENDATIONS

The recommended speed limit changes to the collector roadways - the ones staying the same are circled below.



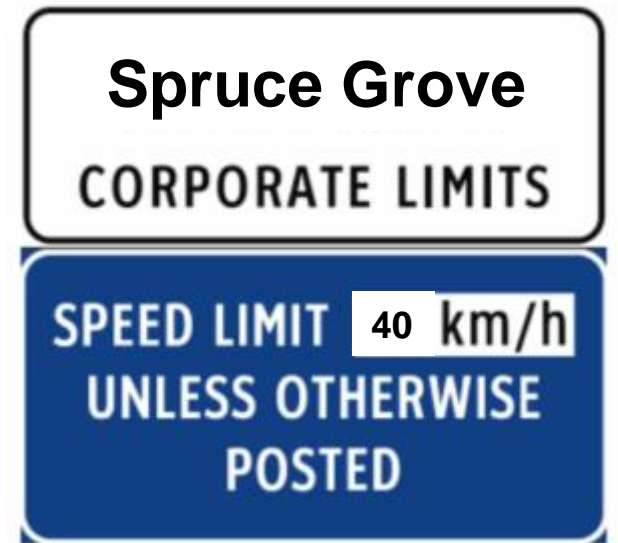
Recommended Posted Speed limits



Current Posted Speed limits

# IMPLEMENTATION STRATEGY

- Update the posted speed limits where changes are required on Arterial and Major Collectors
  - This can be done by changing the current signs with new ones,
  - Some new 50 km/hr signs will need to be purchased.
- For a blanket speed limit many jurisdictions install signs at City Limits that state
  - This will cover local roads as well as collector roads that have a 40 km/hr speed limit.
  - Additional signs will not be required for those roads.
- Education and awareness communications plan being developed



# Questions?



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** CP-1055-24 - Outstanding Achievement Recognition Policy

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

As part of the City Recognition Programs Update provided to the Governance and Priorities Committee on May 21, 2024, Administration is bringing forward CP-1055-24 - Outstanding Achievement Recognition Policy for approval.

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### **PROPOSED MOTION:**

THAT CP-1055-24 - Outstanding Achievement Recognition Policy be approved, as presented.

### **BACKGROUND / ANALYSIS:**

Administration reviewed various recognition programs the City has, and an analysis of these recognition programs was done to ensure they are meeting appropriate outcomes and whether there are efficiencies that could be found in their application and delivery.

Administration is recommending that CP-1055-24 - Outstanding Achievement Recognition Policy be approved.

Part of the review involved re-evaluation of the process that was taking significant time at Council meetings. There were times when handing out individual certificates along with individual photos could take upwards of an hour or more. With recent changes made to this process, the presentation is completed within 15 minutes. Certificates are provided to the team coach rather than one individual at a time and a group photo is taken, which is then provided to the team / individual following the meeting.

The process for the implementation of Policy 6,014 has been the biggest change as identified. The following has been updated in new Policy CP-1055-24:

1. Change Alderman to Councillor.
2. Removal of the application form template as this is an administrative / community driven aspect of the process.
3. Addition of Criteria for Jersey or other Memorabilia: Over the years, the City has consistently added to its collection of sports jerseys or other memorabilia without any specific criteria or parameters surrounding such collection. This has led to questions from Administration and members of the public as to what the threshold is and why or why not certain individuals are selected in comparison to others.
4. Literary arts has been added to the criteria to provide more flexibility for “cultural” arts recognition.
5. Policy 6,014 identified that presentations only take place at a Regular Council meeting. This has been updated in Policy CP-1055-24 to provide flexibility if needed; however, the intent would be to utilize Governance and Priorities Committee meetings for this recognition.

**OPTIONS / ALTERNATIVES:**

Council may choose to make amendments to the policy or to not approve the policy.

**CONSULTATION / ENGAGEMENT:**

Consultation took place with the City departments that are responsible for each recognition program.

**IMPLEMENTATION / COMMUNICATION:**


Should the policy be approved, Administration would continue to communicate and work with groups and individuals that make an application for recognition.

**IMPACTS:**

There are no significant impacts related to the proposed changes or the processes that are already in place.

**FINANCIAL IMPLICATIONS:**

n/a

	<b>COUNCIL POLICY</b>	<b>Policy No: CP-1055-24</b>
		<b>Approved By: Council</b>
		<b>Effective Date:</b> Month, DD, YYYY <b>Resolution No.:</b> <b>Last Reviewed Date:</b> Month, DD, YYYY
		<b>Division:</b> Community and Protective Services Division – Admin

## OUTSTANDING ACHIEVEMENT RECOGNITION POLICY

### POLICY STATEMENT

The City believes in recognizing and honouring groups, organizations, individuals, and teams that have achieved excellence in their respective discipline and that bring prominence to the City of Spruce Grove.

### 1. PURPOSE

- 1.1 To acknowledge and recognize individuals, groups, or teams in the discipline of fine arts, literary arts, dance, drama, athletics, sport or academics.


### 2. DEFINITIONS

- 2.1 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.2 “City Manager” means the administrative head of the City of Spruce Grove.
- 2.3 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c L-21, as amended.
- 2.4 “Councillor” means an elected member of Council, including the mayor.

### 3. RESPONSIBILITIES

- 3.1 The City Manager, or designate, will administer the execution of this policy.



	<b>COUNCIL POLICY</b>	<b>Policy No: CP-1055-24</b>
		<b>Approved By: Council</b>
		<b>Effective Date:</b> Month, DD, YYYY <b>Resolution No.:</b> <b>Last Reviewed Date:</b> Month, DD, YYYY
		<b>Division:</b> Community and Protective Services Division – Admin

3.2 Notwithstanding Section 4 and Section 5, Council may acknowledge and recognize other individuals, organizations or groups for Outstanding Achievement at their discretion.

**4. CRITERIA**

4.1 Fine Arts, Literary Arts, Dance, Drama, or Academics


- (a) Provincial or Higher Competition/Award: those who “place” first, second or third at a provincial level or representing the province or country at a higher level of a recognized activity/event.
- (b) Invitational or stand-alone events or activities may qualify where other opportunities to advance do not exist.

4.2 Athletics and Sports

- (a) International competition: those who represent Canada as part of a sanctioned or recognized national team or group.
- (b) National competition: those who represent Alberta as part of a sanctioned or recognized provincial team or group.
- (c) Provincial competition/Award: those who "place" first, second, and third at any sanctioned or recognized provincial competition or event

4.3 Collection and Display of Sports Jersey’s and other Memorabilia

- (a) The City will accept, retain, and display donations of athletic jersey’s or other sports and cultural memorabilia from groups and individuals who achieve an award or significant contribution at a national or international level.

	<b>COUNCIL POLICY</b>	<b>Policy No: CP-1055-24</b>
		<b>Approved By:</b> Council
		<b>Effective Date:</b> Month, DD, YYYY <b>Resolution No.:</b> <b>Last Reviewed Date:</b> Month, DD, YYYY
		<b>Division:</b> Community and Protective Services Division – Admin


(b) Significant contribution and longevity in professional industries or associations.

## 5. GENERAL CRITERIA

- 5.1 Only Spruce Grove residents are recognized when participating on a non-resident team.
- 5.2 Resident teams will be defined as those whose majority of membership reside within City limits.
- 5.3 Non-residents are recognized as part of a resident team.
- 5.4 Leaders, coaches, and other registered officials who have contributed toward outstanding achievements are eligible to receive an award.
- 5.5 Applications will be processed by administration upon meeting the criteria.
- 5.6 Applications may be submitted by any citizen, community, organization, City committee, Councillor, to administration within 6 months of the activity taking place.
- 5.7 Ideally, certificates of recognition will be presented at Governance and Priorities Committee meetings; however, may occur at a regular meeting of City Council if necessary.
- 5.8 The program will be promoted through various departments and other communication opportunities.

## 6. RESCISSION OF POLICY 6,014

- 6.1 6,014 Outstanding Achievement Recognition Policy is hereby rescinded.

	<b>COUNCIL POLICY</b>	<b>Policy No: CP-1055-24</b>
		<b>Approved By: Council</b>
		<b>Effective Date:</b> Month, DD, YYYY <b>Resolution No.:</b> <b>Last Reviewed Date:</b> Month, DD, YYYY
		<b>Division:</b> Community and Protective Services Division – Admin

<p><b>APPROVAL</b></p> <p>Mayor: _____ Date _____</p>
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**CITY OF SPRUCE GROVE  
CITY POLICY**

**NUMBER  
6,014**

**REFERENCE:**

**RES. NO.: 149-96**

**ADOPTED BY  
CITY COUNCIL**

**DATE: 13 MAY 1996**

**SUPERSEDES  
"REVISED"**

**Page 1 of 2**

**REFERENCE:           OUTSTANDING ACHIEVEMENT RECOGNITION POLICY**

**POLICY STATEMENT**

**Recognition Criteria**

**Fine Arts, Academics and Culture**

The City of Spruce Grove will acknowledge and recognize individuals or groups in the disciplines of fine arts, dance, drama, or academics under the following criteria:

1. PROVINCIAL or HIGHER COMPETITION/AWARD - for first, second or third at a provincial level or representing the province or country at a higher level of a recognized activity/event.
2. Invitational or stand alone events or activities may qualify where other opportunities to advance do not exist.
3. Mayor and Council may acknowledge and recognize other individuals, organizations or groups for Outstanding Achievement at their discretion.

**Athletic Achievements**

Acknowledgment and recognition is provided to individuals or teams involved in athletic or academic competitions.

1. INTERNATIONAL COMPETITION - Those who represent Canada as part of a sanctioned or recognized National Team or Group.
2. NATIONAL COMPETITION - Those who represent Alberta as part of a sanctioned or recognized Provincial Team or Group.
3. PROVINCIAL COMPETITION/AWARD - Those who "place" (first, second, and third) at any sanctioned or recognized provincial competition or event.
4. Mayor and Council may acknowledge and recognize other individuals, organizations, or groups for Outstanding Achievement at their discretion.

**CITY OF SPRUCE GROVE  
CITY POLICY**

**NUMBER  
6,014**

**REFERENCE:**

**RES. NO.: 149-96**

**ADOPTED BY  
CITY COUNCIL**

**DATE: 13 MAY 1996**

**SUPERSEDES  
"REVISED"**

**Page 2 of 2**

**REFERENCE: OUTSTANDING ACHIEVEMENT RECOGNITION POLICY**

**POLICY STATEMENT**

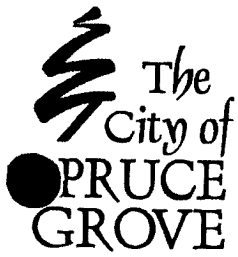
**General Criteria**

1. *Only Spruce Grove residents* are recognized when participating on a non-resident team.
2. *Resident teams* will be defined as those whose majority of membership reside within City limits.
3. *Non-residents* are recognized as part of a resident team.
4. *Leaders, Coaches, and other registered officials* who have contributed toward outstanding achievements are eligible to receive an award.
5. Applications may be submitted by any citizen, community, organization, City committee, Mayor or Alderman, to administration within 6 months of the activity taking place.
6. Applications will be processed by administration upon meeting the criteria.
7. Arrangements will be made to present certificates of recognition at a regular meeting of City Council. A record book will be maintained of individuals and teams who receive outstanding achievement recognition.
8. The program will be promoted through regular advertising and communication means.

**THE PURPOSE OF THIS POLICY IS TO-:**

The Outstanding Achievement Recognition Program has been established to bring community recognition to Spruce Grove individual(s)/teams/groups/organizations for accomplishments and/or outstanding achievements in the field of athletics, fine arts, academics, and cultural activities which provide an opportunity to celebrate as a community, with pride.

\* This policy is subject to any specific provision of the Municipal Government Act or other relevant legislation or Union Agreement.



# OUTSTANDING ACHIEVEMENT RECOGNITION APPLICATION FORM

The Outstanding Achievement Recognition Program has been established to bring Municipal recognition to Spruce Grove individuals/teams/groups and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, and cultural activities. It provides an opportunity to celebrate the achievement, as a community, with pride.

Please direct inquiries and application to:  
City of Spruce Grove, Community Services Dept.  
315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8

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1. **NAME OF INDIVIDUAL OR GROUP TO BE RECOGNIZED:**

\_\_\_\_\_  
(If application is being made for a group, use listing on next page)

**Individual's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

2. **TYPE OF COMPETITION/EVENT:**

Visual Arts Performing Arts Literary Arts Athletics Academics Other \_\_\_\_\_  
(list type)

3. **NAME OF COMPETITION/EVENT:** \_\_\_\_\_

4. **LEVEL:** Provincial National International Invitational

5. **NAME OF ORGANIZATION WHICH SANCTIONS/RECOGNIZES EVENT:**

\_\_\_\_\_ **Phone:** \_\_\_\_\_

6. **PLACEMENT/AWARD RECEIVED:** \_\_\_\_\_

7. **DATE RECEIVED:** \_\_\_\_\_ **LOCATION:** \_\_\_\_\_

8. **CONTACT FOR FURTHER INFORMATION:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Fax) \_\_\_\_\_

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

=====



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Rescission of Policies Related to City Recognition Programs

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

As part of the City Recognition Programs Update provided to Committee on May 21, 2024, Administration is bringing forward two council policies for rescission.

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### **PROPOSED MOTION:**

THAT 8,024 - Service Club Recognition Policy and CP-1006-18 - Cultural Performances for Council Policy, be rescinded.

### **BACKGROUND / ANALYSIS:**

Administration reviewed various recognition programs the City has, and an analysis of these recognition programs was done to ensure they are meeting appropriate outcomes and whether there are efficiencies that could be found in their application and delivery.

Following are the policies Administration is recommending for rescission along with the reasoning to support the recommendation.

#### Cultural Performances for Council

When CP-1006-18 - Cultural Performances for Council Policy was developed its intention was to recognize an individual or groups in the performing arts as there are not usually “competitions” or awards that can be attained in this particular field. The desire was to create opportunities for performers to provide enhanced focus on culture compared to the perception, and reality, that recreation and sports were always at the forefront of being recognized.

The policy also was brought forward as a way to streamline requests from performers who approached members of Council and Administration, to “perform” at a Council meeting as a platform for their craft. When first initiated, the policy was carried out in a consistent manner for several years. It has not been utilized during and following the COVID-19 Pandemic.

Administration is recommending the policy be rescinded with the following rationale and support:

- The original outstanding achievement policy already had opportunities for arts achievements to be recognized. This is proposed to be retained.
- The existing policy, with the intended “performances” was in place prior to the introduction of live streaming Council meetings. Adding performances as per existing policy would be logistically challenging.
- Council Chambers and Council meetings are not the best format for the performing arts.
- With the amalgamation of the Recreation and Culture departments, and overall efficiencies gained as a result, there are and will continue to be more opportunities for cultural recognition and performances of local artists and groups. This is still an ongoing process that will grow over time. Examples include adding performances to City events, new programming at Columbus Park and Civic Centre, and enhanced cultural programming overall.

#### Service Club Recognition Policy

8,024 - Service Club Recognition Policy was passed over 20 years ago. The intent appears to be to recognize “service clubs” and their contribution to the community. It details planting trees for certain years of service and promoting various organizations in terms of awareness and attracting new members.

This policy has not been implemented as written for over a decade. At the same time, recognition of various groups and organizations has happened in a variety of different ways. Presentations at Council meetings for certain volunteers, and groups / organizations have taken place and will continue under other policies / processes. Volunteer recognition, including an annual Council event, has also been implemented that continues to demonstrate and recognize groups, organizations, and individuals for the contribution to our city.

From a Community Development perspective, Administration actively works with partners, and promotes a significant number of groups / organizations to increase community awareness and value.

For the reasons mentioned above, Administration is recommending that this policy be rescinded.



**OPTIONS / ALTERNATIVES:**

Council may choose not to rescind one or both of the policies.

**CONSULTATION / ENGAGEMENT:**

Consultation took place with the City departments that are responsible for each recognition program.

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**CITY OF SPRUCE GROVE  
CITY POLICY**

**NUMBER:  
8024**

<b>REFERENCE:</b>  <b>RES. #: 341-03</b>	<b>ADOPTED BY CITY COUNCIL</b>	<b>SUPERSEDES</b>
	<b>DATE: December 15, 2003</b>	<b>Page 1 of 1</b>

**REFERENCE: SERVICE CLUB RECOGNITION POLICY**

**THE PURPOSE OF THIS POLICY IS TO:**

The Service Club Recognition Policy has been established to acknowledge the service clubs of Spruce Grove for their ongoing community service and local commitment for the purposes of showing appreciation and raising awareness of their contributions to the community.

**POLICY STATEMENT:**

The City of Spruce Grove will acknowledge and recognize service clubs in the following manner:

*1. Recognition based on years of service*

Based on a club's date of incorporation, every ten years of service, the City will acknowledge the club and its members through formal recognition at a City Council meeting, as well as by having trees planted in their name. One tree will be planted for every ten years of service. Trees will be planted along the Heritage Grove Trail system.

*2. Raising public awareness*

The City will assist service clubs from a communications perspective to attract new members and promote community involvement.

*3. Outstanding Contribution*

Council may acknowledge service clubs for outstanding contribution to the community at their discretion.

Eligibility Criteria

To be eligible for recognition under this policy the club must meet the following criteria:

- Must be currently operating in, and contributing to, the community of Spruce Grove for any benevolent, philanthropic, charitable or other useful purpose
- Must be incorporated with Alberta Government Services as a registered society or non-profit charitable organization

**This policy is subject to any specific provision of the Municipal Government Act or other relevant legislation or Union Agreement.**



## SERVICE CLUB RECOGNITION PROGRAM Application Form

The Service Club Recognition Program has been established to bring municipal recognition to Spruce Grove's local service clubs who have provided ongoing organized service to the community. It provides an opportunity to publicly celebrate and draw attention to the city's service clubs.

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1. SERVICE CLUB INFORMATION

Name of Service Club: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

Current Number of Members: \_\_\_\_\_

2. PURPOSE

What is the service club's focus or purpose in the community?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. COMMUNITY CONTRIBUTION

How does the club contribute to the community?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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4. ANNUAL EVENTS

Please list the dates and a brief description of the club's annual special events:

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**Please direct inquiries and applications to:**


**City of Spruce Grove  
Community Services Department  
315 Jespersen Avenue  
Spruce Grove, AB T7X 3E8**

**Phone: (780) 962-2611**

**Fax: (780) 962-1062**

**Email: [info@sprucegrove.org](mailto:info@sprucegrove.org)**

**Website: [www.sprucegrove.org](http://www.sprucegrove.org)**

	<b>CORPORATE POLICY</b> CULTURAL PERFORMANCES FOR COUNCIL POLICY	<b>Policy No:</b> CP-1006-18
		<b>Approved By:</b> Council
		<b>Effective Date:</b> March 12, 2018
		<b>Resolution No.:</b> 067-18
		<b>Division - Department:</b> Community and Protective Services – Cultural Services

## CULTURAL PERFORMANCES FOR COUNCIL POLICY

### POLICY STATEMENT

The City of Spruce Grove will acknowledge and recognize individuals or groups in the performing arts with performances before Council.

### 1. PURPOSE


- 1.1 To establish a process for scheduling cultural performances for City of Spruce Grove Council.

### 2. DEFINITIONS

- 2.1 “Performer” means individual or group in the performing arts. This may include, but is not limited to, music, live art, dance, and poetry.
- 2.2 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.3 “Director” means the Director of Cultural Services for the City of Spruce Grove.

### 3. GENERAL

- 3.1 The Director shall be responsible for the coordination of Cultural Performances for Council.
- 3.2 A maximum of 4 performances may take place each year.
- 3.3 Performances will be scheduled during Committee of the Whole Meetings.
- 3.4 Performances shall take place immediately before the start of meeting and will not be any longer than 15 minutes total.
- 3.5 The City reserves the right to decline any requests to perform at their discretion.

	<b>CORPORATE POLICY</b> CULTURAL PERFORMANCES FOR COUNCIL POLICY	<b>Policy No:</b> CP-1006-18
		<b>Approved By:</b> Council
		<b>Effective Date:</b> March 12, 2018
		<b>Resolution No.:</b> 067-18
		<b>Division - Department:</b> Community and Protective Services – Cultural Services

3.6 At no time will the City allow performances deemed to be inappropriate in nature or supporting discrimination, prejudice or violence.

3.7 Compensation will not be provided for any performances under this policy.

#### 4. REQUEST PROCESS

4.1 Request to perform for Council must:

- (a) provide a description and rationale of performance; and
- (b) be made in writing to the Director no less than 45 days before a committee of the whole meeting.

#### 5. SELECTION CRITERIA

5.1 The Director shall do their best to accommodate the performance request based on the criteria of, but not limited to:

- (a) achievement in recorded music release;
- (b) live music performance;
- (c) published works;
- (d) media notoriety; and
- (e) special event promotion.

5.2 The Director will endeavor to recognize performers residing or with history residing in the City.

5.3 The Director shall be the sole determinant of performers and may consider frequency of previous performances in front of Council.

#### APPROVAL

Mayor: Original signed by Stuart Houston

Date: March 19, 2018



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Sale of Land to Westwind Living Ltd.

**DIVISION:** City Manager's Office

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### SUMMARY:

The City has entered into a Purchase and Sale Agreement with Westwind Living Ltd. to sell a 1.61 acre parcel subdivided from the Civic Centre site at Westwind. The sale is to facilitate the development of a 124 suite multi-family residential project which provides both extended stay and longer term accommodation options.

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### PROPOSED MOTION:

THAT the sale of Lot 6, Block 7, Plan 242 1167, a City-owned lot of 1.61 acres subdivided from the Civic Centre site at Westwind, be approved at a price of \$1,110,900.

### BACKGROUND / ANALYSIS:

The City has entered into a Purchase and Sale Agreement with Westwind Living Ltd. to sell a 1.61 acre parcel subdivided from the Civic Centre site at Westwind. A map showing the location of the parcel is attached.

Westwind Living Ltd. ("the Developer") is intending to develop a 124 suite multi-family residential project which fronts on Westwind Drive and immediately west of the transit centre and Civic Centre. The facility will provide several rental accommodation options including, overnight, extended and longer-term stays. This proposed concept incorporates innovative design features that would be new to Spruce Grove. Twenty per cent of the suites will be affordable units as defined by Canada Mortgage Housing Corporation (CMHC).

Prior to the sale proceeding, there was an amendment required to the Pioneer Lands Area Structure Plan (ASP) and a Direct Control Application for this specific development. Public Hearings were held on May 13, 2024 for both items and Council subsequently gave second and

third readings at the same meeting. The Developer is still required to obtain all necessary permits prior to construction.

The City retained Altus Group to undertake an appraisal of the sale parcel and to establish a market value. The value was set at \$1,110,900 (\$690,000 per acre) and this was subsequently accepted by the Developer.

### **OPTIONS / ALTERNATIVES:**

If the sale is not approved, this would end the proposed project.

### **CONSULTATION / ENGAGEMENT:**

Public Hearings were held on May 13, 2024 on the Pioneer Lands Area Structure Plan amendment and the Direct Control Application which were required for the project to proceed. There were several concerns raised by residents on the south side of Westwind Drive particularly about potential loss of privacy and increased traffic. The Developer undertook to make several design modifications including the removal of balconies for suites that had a south exposure.

### **IMPLEMENTATION / COMMUNICATION:**

The Developer would like to close the purchase within 45 days of Council approval of the sale.

### **IMPACTS:**

The sale of the parcel would facilitate the development of a 124 suite rental multi-family residential project with a range of short and long term rental accommodation options. Twenty per cent of the units are affordable as defined by CMHC. This project would be a significant addition to the market and affordable accommodation supply in Spruce Grove while increasing the residential density in the area.

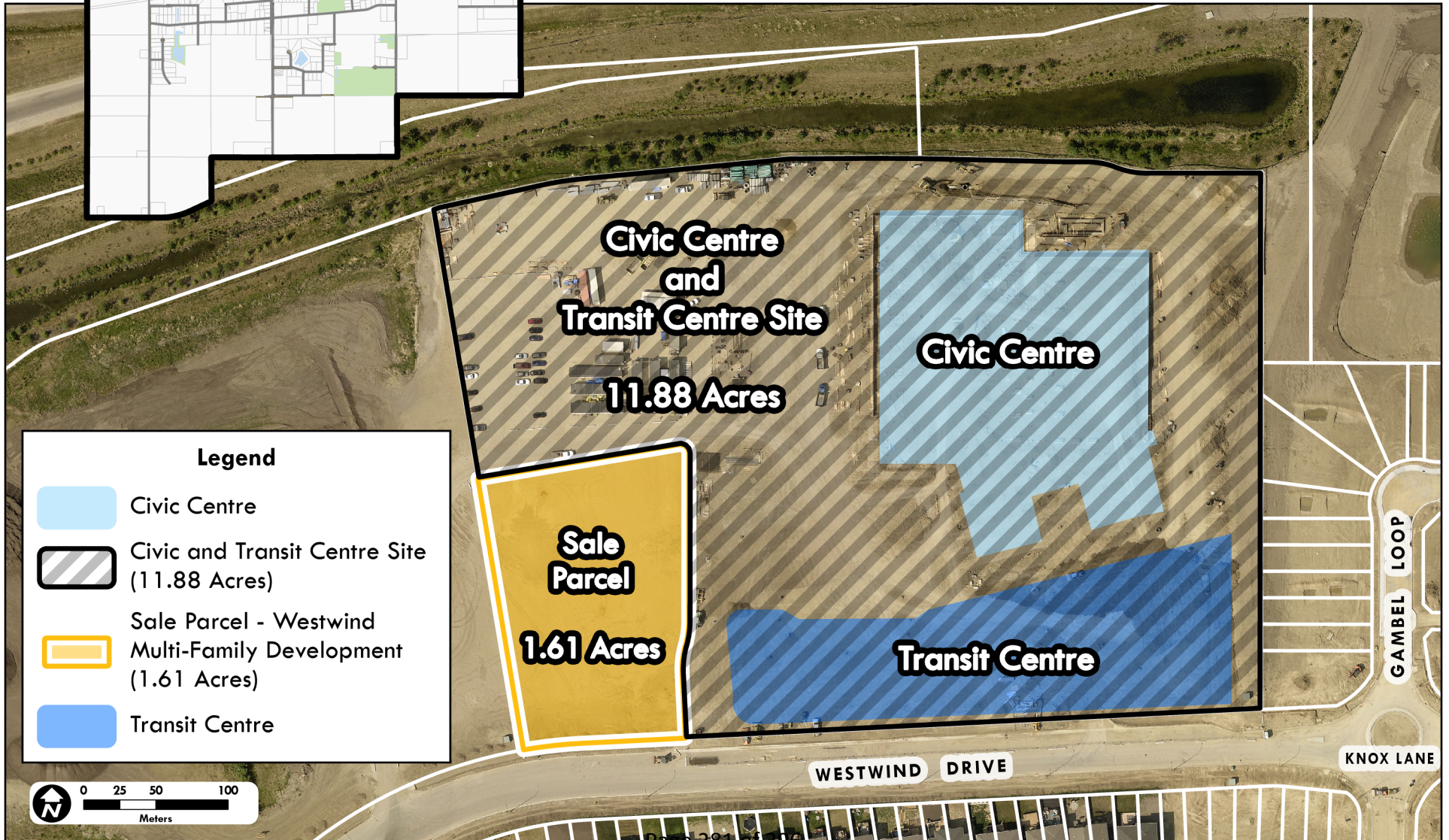
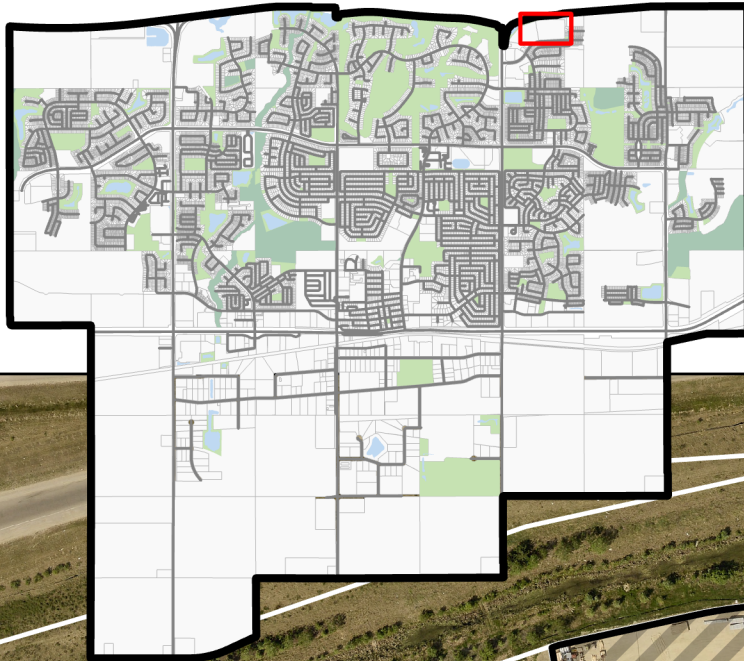
This project also addresses several significant gaps in the residential market particularly with extended stay options for groups such as students attending the NAIT campus in Spruce Grove. The proximity to the transit centre and Civic Center at Westwind results in synergies by providing convenient access to recreational and transit opportunities for residents of the proposed development.

### **FINANCIAL IMPLICATIONS:**

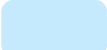



The sale price is \$1,110,900 based on an appraisal done for the City by Altus Group.



# Sale Parcel For The Westwind Multi-Family Development



**Legend**

-  Civic Centre
-  Civic and Transit Centre Site (11.88 Acres)
-  Sale Parcel - Westwind Multi-Family Development (1.61 Acres)
-  Transit Centre





## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Councillor Reports - June 10, 2024

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

Mayor and Council are appointed to the Internal and External Boards and Committees during the annual Organizational Meeting. The written reports are provided for information.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

n/a

### **OPTIONS / ALTERNATIVES:**

n/a

### **CONSULTATION / ENGAGEMENT:**

n/a

### **IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



## Councillor Reports Board and Committee Updates

**Date: June 3, 2024**

**Council Member: Dave Oldham**

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**1. Youth Advisory Committee  
May 30, 2024**

Update

We had a presentation on our Brand Strategy and our Housing Strategy. The youth were very involved and asked wonderful questions.

The Committee also spent time looking at summer events and where and when to participate. You can look forward to seeing them at many events!

Emerging Issues

None

**2. Economic Development Advisory Committee  
June 3, 2024**

Update

This Committee also had presentations on the Brand Strategy and our Housing Strategy. There was lots of feedback provided and the group was grateful to be consulted.

The Committee also heard from administration an update on the Start Ups and Early Stage Business Support Program. The committee members were very excited about this update. Administration will provide a full report at our next meeting on October 1, 2024.

Emerging Issues

None



## REQUEST FOR DECISION

**MEETING DATE:** June 10, 2024

**TITLE:** Various Boards and Committees Meeting Minutes and Reports - June 10, 2024

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

Internal and external board and committee minutes and / or reports are provided to Council for information.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

n/a

### **OPTIONS / ALTERNATIVES:**

n/a

### **CONSULTATION / ENGAGEMENT:**

n/a

### **IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



**THE CITY OF SPRUCE GROVE**

**Minutes of the Youth Advisory Committee**

**May 30, 2024, 4 p.m.**

**3rd Floor - Poplar Room**

**315 Jespersen Ave**

**Members Present:**

Cara Nicholls, Chair  
Hannah Dunbar, Vice Chair  
Cole Cochrane  
Dylan Yee  
Havana Sinclair  
Isabella Quitanilla  
Jasmeet Pujji  
Joaquin Tabulog  
Josh Morin  
Rowan Johnson  
Sierra Manning  
Councillor Carter  
Councillor Oldham

**Also in Attendance:**

Jennifer Hetherington, Director of Corporate Communications  
Maggie DesLauriers, Director of Strategy and Policy Development  
Amanda Simmonds, Community Development and Support Facilitator  
Karey Steil, Administrative Liaison

Nicole Hitchens, Recording Secretary

**1. CALL TO ORDER**

Chair Cara Nicholls called the meeting to order at 4 p.m.

1.1 Icebreaker Activity

Karey Steil, Administrative Liaison, led the Icebreaker Activity.

**2. AGENDA**

2.1 Adoption of the Agenda - Youth Advisory Committee - May 30, 2024

**Resolution:** YAC-035-24

**MOVED by:** Dylan Yee

THAT the agenda be adopted as presented.

**Unanimously Carried**

**3. MINUTES**

3.1 Approval of Minutes - Youth Advisory Committee - May 2, 2024

**Resolution:** YAC-036-24

**MOVED by:** Dylan Yee

THAT the May 2, 2024 Youth Advisory Committee meeting minutes be approved as presented.

**Unanimously Carried**

**4. DELEGATIONS**

4.1 Prize Draw for Spruce Up Spruce Grove

Chair Cara Nicholls introduced Amanda Simmonds, Community Development and Support Facilitator for the City of Spruce Grove.

Amanda Simmonds facilitated the prize draw for the four (4) Spruce Up Spruce Grove classroom prizes.



Committee thanked Amanda Simmons for the presentation and for facilitating the prize draw.

4.2 City of Spruce Grove Housing Strategy

Chair Cara Nicholls introduced Maggie DesLauriers, Director of Strategy and Policy Development for the City of Spruce Grove.

Maggie DesLauriers provided a presentation on the City of Spruce Grove Housing Strategy.

Committee thanked Maggie DesLauriers for the presentation.

Chair Cara Nicholls called a recess at 4:53 p.m.

Chair Cara Nicholls reconvened the meeting at 5 p.m.

4.3 City of Spruce Grove Brand Strategy

Chair Cara Nicholls introduced Jennifer Hetherington, Director of Corporate Communications for the City of Spruce Grove, and Rachel Kamstra and Andrea Dyer, Cinnamon Toast.

Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer provided a presentation on the City of Spruce Grove Brand Strategy.

Committee thanked Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer for the presentation.

5. **ADMINISTRATIVE UPDATES**

5.1 Administrative Updates - May 30, 2024

Karey Steil, Administrative Liaison, provided updates on the upcoming City Centre Business Association (CCBA) Teen Zone, Canada Day, Tri Municipal Info Night, and Alberta Day events.

Committee thanked Karey Steil for the presentation.

6. **BUSINESS ITEMS**

6.1 Youth Advisory Committee - 2024 Summer Get Together

Karey Steil, Administrative Liaison, presented that Committee plan an informal get together for Youth Advisory Committee members over the summer.

Committee thanked Karey Steil for the presentation.

**Resolution:** YAC-037-24

**MOVED by:** Havana Sinclair

THAT the Youth Advisory Committee plan an informal summer get together.

**Unanimously Carried**

**7. INFORMATION ITEMS**

**7.1 Committee Member Updates - Roundtable**

Committee members provided updates on youth events they attended since the last Youth Advisory Committee meeting.

Chair Cara Nicholls thanked Committee for the updates.

**7.2 Councillor Updates**

Councillor Oldham provided an update on the Free Cycle and Large Item Pick-Up Events happening in Spruce Grove between June 1 and 3, 2024.

Councillor Carter provided an update on her attendance at the upcoming Economic Development Advisory Committee and Canadian Association of Municipalities Conference.

Chair Cara Nicholls thanked Councillors Oldham and Carter for the updates.

**8. CLOSED SESSION**

**Resolution:** YAC-038-24

**MOVED by:** Havana Sinclair

THAT the Youth Advisory Committee go into Closed Session at 5:40 p.m. under the following sections of the *Freedom of Information and Protection of Privacy Act*:

**Item 8.1 - Youth Advisory Committee - Event Feedback**

*Section 24; Advice from officials*

**Item 8.2 - Youth Advisory Committee - 2025 Recruitment**

*Section 17; Disclosure harmful to personal privacy*

**Unanimously Carried**

8.1 Youth Advisory Committee - Event Feedback

The following persons were also in Closed Session to provide information or administrative support for item 8.1 Youth Advisory Committee - Event Feedback:

Karey Steil and Nicole Hitchens.

8.2 Youth Advisory Committee - 2025 Recruitment

The following persons were also in Closed Session to provide information or administrative support to item 8.2 Youth Advisory Committee - 2025 Recruitment:

Karey Steil and Nicole Hitchens.

8.3 Return to Open Session - May 30, 2024

**Resolution:** YAC-039-24

**MOVED by:** Rowan Johnson

THAT Committee return to Open Session at 5:57 p.m.

**Unanimously Carried**

9. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

10. **ADJOURNMENT**

10.1 Adjournment - Youth Advisory Committee - May 30, 2024

**Resolution:** YAC-040-24

**MOVED by:** Dylan Yee

THAT the Youth Advisory Committee adjourn at 5:57 p.m.

**Unanimously Carried**

DRAFT

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Cara Nicholls, Chair

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Nicole Hitchens, Recording Secretary

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Date Signed

DRAFT



**THE CITY OF SPRUCE GROVE**

**Minutes of Economic Development Advisory Committee**

**June 3, 2024, 7 p.m.**

**3rd Floor - Poplar Room**

**315 Jespersen Ave**

Members Present: Councillor Oldham, Chair  
Councillor Carter, Vice Chair  
Councillor Houston  
Bruce Mullett, Commercial Sector Representative (arrived at 7:07 p.m.)  
Charlene Bell, Public-at-Large  
Don Cooper, Industrial Sector Representative  
Kelly John Rose, Greater Parkland Regional Chamber Representative  
Theresa Bateman, Public-at-Large

Members Absent: Robert Smith, Industrial Sector Representative  
Tyler Perozni, Commercial Sector Representative  
Victor Moroz, City Centre Business Association Representative

Also in Attendance: Jennifer Hetherington, Director of Corporate Communications (attended virtually)  
Maggie DesLauriers, Director of Strategy and Policy Development  
Dave Walker, Director of Economic and Business Development

Jodi Fulford, Economic Development Specialist - Commercial  
Karla Daniels, Economic Development Specialist - Industrial  
Nicole Hitchens, Recording Secretary

1. **CALL TO ORDER**

Chair Oldham called the meeting to order at 7:02 p.m.

2. **AGENDA**

2.1 **Adoption of the Agenda - Economic Development Advisory Committee - June 3, 2024**

**Resolution:** EDAC-009-24

**Moved by:** Charlene Bell

THAT the agenda be adopted as presented.

**Unanimously Carried**

3. **MINUTES**

3.1 **Approval of Minutes - Economic Development Advisory Committee - March 26, 2024**

**Resolution:** EDAC-010-24

**Moved by:** Theresa Bateman

THAT the March 26, 2024 Economic Development Advisory Committee minutes be approved as presented.

**Unanimously Carried**

4. **DELEGATIONS**

4.1 **City of Spruce Grove Housing Strategy Engagement**

Chair Oldham introduced Maggie DesLauriers, Director of Strategy and Policy Development for the City of Spruce Grove.

Bruce Mullet joined the meeting at 7:07 p.m.

Maggie DesLauriers provided a presentation on the City of Spruce Grove Housing Strategy Engagement.

Committee thanked Maggie DesLauriers for the presentation.

4.2 City of Spruce Grove Brand Strategy Initiative

Chair Oldham introduced Jennifer Hetherington, Director of Corporate Communications for the City of Spruce Grove, and Rachel Kamstra and Andrea Dyer, Cinnamon Toast.

Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer provided a presentation on the City of Spruce Grove Brand Strategy Initiative.

Committee thanked Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer for the presentation.

5. **BUSINESS ITEMS**

There were no Business Items on the agenda.

6. **INFORMATION ITEMS**

6.1 Start Ups and Early Stage Business Support Program Update

Jodi Fulford, Economic Development Specialist - Commercial, provided an update on the Start Ups and Early Stage Business Support Program.

Committee thanked Jodi Fulford for the presentation.

7. **CLOSED SESSION**

There was no Closed Session on the agenda.

8. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

9. **ADJOURNMENT**

9.1 Adjournment - Economic Development Advisory Committee - June 3, 2024

**Resolution:** EDAC-011-24

**Moved by:** Bruce Mullet

THAT the Economic Development Advisory Committee adjourn at 9:01 p.m.

**Unanimously Carried**

\_\_\_\_\_  
Dave Oldham, Chair

\_\_\_\_\_  
Nicole Hitchens, Recording Secretary

\_\_\_\_\_  
Date Signed