



The Corporation of the Town of Tecumseh

April 19, 2024

By Email: khebert@countyofessex.ca

County of Essex
360 Fairview Avenue W
Essex, ON
N8M 1Y6

Attention: Katherine Hebert, Manager, Records and Accessibility / Deputy Clerk

Dear Katherine:

Re: Community Safety Zones and School Crossing Guard Program

The Council of the Town of Tecumseh, at its Policies and Priorities Committee meeting held March 26, 2024, gave consideration to Report PWES-2024-18 entitled “Community Safety Zones Policy” and Report PWES-2024-22 entitled “School Crossing Guard Program” a copy of which is enclosed.

At their meeting, Tecumseh Council passed the following resolutions:

PWES-2024-18 – Community Safety Zones Policy 123

Motion: PPC -03/24

“That Report PWES-2024-18 Community Safety Zones Policy 123 **be received;**

And that Policy 123 in Attachment 1 to Report PWES-2024-18 Community Safety Zone Policy 123 **be recommended for approval and adoption by Council** at the April 9, 2024 Regular Council meeting.

And further that the recommended update to Schedule A (List of Community Safety Zones) of the Community Safety Zone By-Law 2015-53, as amended, **be prepared and considered by Council** through the adoption of an Amending By-Law at the April 9, 2024 Regular Council Meeting;

And furthermore that Administrative Report PWES-2024-18, Policy 123 and the Motion of Council **be sent** to the Clerk for the County of Essex requesting they be placed on the next regular meeting of County Council’s Agenda, for consideration to amend the effective times to “24 hours/day, 7 days per week” for those County Roads listed in Schedule “I” of County By-Law 51-2013 that are located within the Town of Tecumseh.”

PWES-2024-20 – School Crossing Guard Program

Motion: PPC-05/24

Moved by: Deputy Mayor Joe Bachetti
Seconded by: Councillor Alicia Higgison

“That Report PWES-2024-20 School Crossing Guard Program be received;

And that Policy 125 in Attachment 1 to Report PWES-2024-20 School Safety Zones Policy 125 be recommended for approval and adoption by Council at the April 9, 2024 Regular Meeting of Council;

And further that a By-law for the designation of School Safety Zones be prepared and considered by Council at the April 9, 2024 Regular Council Meeting;

And furthermore, that the recommended updates to Schedule P (Rates of Speed) of the Traffic and Parking By-law 2001-36 as amended, be prepared and considered by Council for adoption by way of an Amending By-law at the April 9, 2024 Regular Council Meeting;

And furthermore, that subject to the approval and adoption of the foregoing Policy 125 and By-laws described above, the review and analysis of the twelve (12) School Safety Zones in 2024 **be authorized by Council and funded** in the amount of \$180,000 from the Road Lifecycle Reserve, at the April 9, 2024 Regular Council Meeting;

And furthermore, that Administrative Report PWES-2024-20, Policy 125 and the Motion of Council **be sent** to the Clerk for the County of Essex requesting they be placed on the next regular meeting of County Council’s Agenda, for consideration to implement a School Safety Zone on County Roads adjacent to Tecumseh Schools.”

These above noted resolutions were approved for adoption by Tecumseh Council at the Regular Council Meeting held on April 9, 2024. Please consider this letter as confirmation of the Town of Tecumseh’s action on the above matter.

Yours very truly,



Robert Auger, LL.B.
Director Legislative Services & Clerk

RA/kb

Attachments

1. PWES-2024-18 Community Safety Zones
2. Community Safety Zone Policy 123
3. PWES-2024-20 School Crossing Guard Program
4. School Safety Zones Policy 125



The Corporation of the Town of Tecumseh

Public Works & Engineering Services

To: Policies and Priorities Committee

From: Phil Bartnik, Director Public Works & Engineering Services

Date to Council: March 26, 2024

Report Number: PWES-2024-18

Subject: Community Safety Zones Policy 123

Recommendations

It is recommended:

That Report PWES-2024-18 Community Safety Zones Policy 123 **be received;**

And that Policy 123 in Attachment 1 to Report PWES-2024-18 Community Safety Zone Policy 123 **be recommended for approval and adoption by Council** at the April 9, 2024 Regular Council Meeting;

And further that the recommended update to Schedule A (List of Community Safety Zones) of the Community Safety Zone By-law 2015-53, as amended, **be prepared and considered by Council** through the adoption of an Amending By-law at the April 9, 2024 Regular Council Meeting;

And furthermore that Administrative Report PWES-2024-18, Policy 123 and the Motion of Council **be sent** to the Clerk for the County of Essex requesting they be placed on the next regular meeting of County Council's Agenda, for consideration to amend the effective times to "24 hours/day, 7 days per week" for those County Roads listed in Schedule "I" of County By-law 51-2013 that are located within the Town of Tecumseh.

Background

At the December 11, 2018 Regular Council Meeting, Council approved the recommendations within report [PWES-2018-08](#), titled “2019-2023 Public Works & Environmental Services Five Year Capital Works Plan” that authorized Administration to complete a traffic calming study (Motion: RCM-361/18). The study intended to review the general policies on traffic calming, outline the process for determining if a problem exists and the process for addressing inquiries from the public in an efficient and consistent manner.

As the study progressed, and as public inquiries were received on a variety of traffic-related issues, Administration identified several traffic-related policies and programs required to assist in handling those inquiries, which include the following:

- Speed Management and Traffic Calming Policy
- School Safety Zone Policy
- Community Safety Zone Policy
- Controlled Pedestrian Crossing Policy
- School Crossing Guard Program

This Administrative report provides key technical information and regulations relating to implementing Community Safety Zones (CSZ). The attached policy will provide PWES staff with a transparent and consistent process to follow to determine the need for CSZ on municipal roads under the jurisdiction of the Town.

Comments

Governing Regulations

The most relevant regulations that govern CSZ implementation include the Ontario Traffic Manual (OTM), the *Highway Traffic Act* (HTA), and Bill 26, *Highway Traffic Amendment Act (Community Safety Zones)*, 1998.

The OTM provides specific information and guidance for engineering transportation practitioners to promote uniformity of treatment in the design, application, and operation of traffic control devices and systems across Ontario. Safe driving behaviour is promoted by implementing a predictable roadway environment through the consistent, appropriate application of traffic control devices.

The OTM consists of a series of 22 separately bound books and provides policy and practical guidance on the full range of traffic control devices. Two books within the OTM series are of particular interest in the policy presented, including ‘Book 5: Regulatory Signs’, and ‘Book 6: Warning Signs’. The policy presented herein follows the guidance presented in these two OTM Books.

Technical Information

CSZ were introduced in Ontario in 1998, through Bill 26 mentioned above, to allow the designation of sections of roadway where public safety is of special concern.

The OTM Book 5, Regulatory Signs, states:

- “Community Safety Zone signs inform drivers that they are entering a zone that the community has designated as an area where the safety of its children/citizens is paramount.”

The purpose of the CSZ sign is to indicate to motorists that they are within a zone where fines have been increased through a special designation under the *Highway Traffic Act*. All rules of the road remain unchanged in a CSZ except that traffic-related offences committed within the CSZ are subject to increased fines due to the increased sensitivity of the subject area.

Tecumseh Transportation Master Plan

The Tecumseh Transportation Master Plan (TMP) was completed in June 2017. The TMP presents a dynamic, sustainable multi-modal transportation strategy to accommodate future population and employment growth in Tecumseh. The TMP establishes principles, policies and a network framework to guide the development of Tecumseh’s future transportation system.

The TMP includes Operational Policies that document the Town’s preferred methods for network operations. One of the operational policies included in the TMP is establishing CSZ.

Policy 123 includes the best practices presented in the TMP and provides further detail and direction concerning the warrants that must be met to implement CSZ.

Warrants

The policy reinforces that only certain sites are appropriate for CSZ designation including:

- Elementary or Secondary Schools;
- Public Parks;
- Senior centres and residences;
- Community centres; and
- Collision-prone areas.

In accordance with the HTA, only sites that have a posted speed limit of 60 km/hr or less can be considered for this designation. Further, the policy outlines other warrants including collision crash data, police feedback data, and physical attributes of the location that must be met to be suitable for CSZ designation.

Community Safety Zone By-law 2015-53

The Town's current Community Safety Zone By-law 2015-53 was approved by Council on August 11, 2015. It identifies fifteen (15) locations designated as a CSZ within the Town, fourteen (14) of which are located on municipal roads and one located on County Road 34. Each CSZ has an effective time, day and month where increased fines are in effect. These CSZ designations do not take effect until the required signs are installed.

As part of creation of Policy 123, the HTA and OTM were reviewed as well as the Town's existing Community Safety Zone By-law 2015-53. Administration is recommending the following revisions to By-law 2015-53, which would come into effect through adoption of an amending by-law:

1) Removal of the CSZ located on County Road 34

Section 214.1(1) of the HTA states: "The council of a municipality may by by-law designate a part of a highway under its jurisdiction as a community safety zone if, in the council's opinion, public safety is of special concern on that part of the highway".

As County Road 34 is not under the jurisdiction of the Town of Tecumseh it should be removed from the municipal by-law. It is noted that this section of County Road 34 is designated as a CSZ within the County of Essex's By-law 51-2013 and will remain in effect.

2) Revise the CSZ effective time to 24 hours/day, 7 days/week.

Section 214.1(3) of the HTA states: "a by-law or regulation designating a community safety zone shall specify the hours, days and months when the designation is in effect".

This standardization of times and dates for all CSZ in Tecumseh is to enhance the ease of enforcement and is consistent with best practices throughout Ontario.

3) Revise the CSZ on Tecumseh Road which currently fronts DM Eagle Public School

The Greater Essex County District School Board is currently constructing the new Beacon Heights Public School at 13800 Tecumseh Road (150 m west of Arlington Road), which will be the replacement for DM Eagle Public School. It is

recommended to relocate the CSZ on Tecumseh Road to align with the new Beacon Heights Public School in advance of its opening.

County of Essex By-law 51-2013, Schedule “I” Community Safety Zones

There are three CSZ within Tecumseh that are located on County Roads and are captured within County By-law 51-2013. These consist of County Road 34 (Malden to 500 metres easterly), County Road 42 (County Road 43 to Lesperance Road) and County Road 43 (County Road 42 to CP Rail). The effective time for these CSZs is identified as 7:00am to 5:00pm, Monday through Friday.

It is desirable to have the County of Essex revise County By-law 51-2013 to have the effective times 24 hours/day, 7 days per week. This would coincide with the update to Tecumseh’s By-law 2015-53 and would standardize all CSZ within Tecumseh for the ease of enforcement.

Consultations

County of Essex
Ontario Provincial Police (OPP)
SSL Project Services

Financial Implications

There are no direct financial implications arising from this report.

If, through following the policy, a new CSZ is warranted, the road segment will be added to a report to Council at the end of each calendar year. This report will summarize all traffic-related recommendations, including those governed by this policy. The report will also recommend that the works be included as part of the annual PWES Capital Works Plan, for the following calendar year(s).

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Phil Bartnik, P.Eng.
Director Public Works & Engineering Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Policy 123 – Community Safety Zones



The Corporation of the Town of Tecumseh

Policy Manual

Policy Number:	123
Effective Date:	April 9, 2024
Supersedes:	N/A
Approval:	PPC March 26, 2024 (PPC 03/24) RCM April 9, 2024 (RCM 85/24)
Subject:	Community Safety Zone

1.0 Purpose

- 1.1 The purpose of this policy is to provide a transparent and consistent process for Public Works & Engineering Services (PWES) staff to determine the need for Community Safety Zones (CSZ) on municipal roads under the jurisdiction of the Town of Tecumseh.
- 1.2 This document provides step-by-step guidance to PWES staff from the time of receiving a request to addressing the concerns, whether it be the implementation of a community safety zone or an alternative response.

2.0 Authority

- 2.1 Decision-making authority for the Community Safety Zone Policy shall be delegated to the Director, Public Works & Engineering Services.

3.0 Related Documents

- 3.1 This Policy is prepared in accordance with the following:
 - *Ontario Highway Traffic Act* (HTA);
 - The Ontario Traffic Manual (OTM), Book 5 Regulatory Signs and Book 6 Warning Signs;

- Bill 26, *Highway Traffic Amendment Act* (Community Safety Zones), 1998, and;
- Tecumseh Transportation Master Plan.

4.0 Definitions

- 4.1 “Requestor” is defined as a resident of the Town of Tecumseh who resides, owns property or a business within the affected neighbourhood.
- 4.2 A “Community Safety Zone” (CSZ) is a designated stretch of roadway, recognized under provincial legislation, marked with community safety zone signs allowing the increase of fines associated with speeding within the zone.
- 4.3 A “collision-prone area” is defined as a location where the ratio of the average number of crashes per year to the annual average daily traffic (AADT) is less than 1:900 (crashes per year: AADT) averaged over 36 consecutive months

5.0 Procedure

- 5.1 The steps included in **Error! Reference source not found.** shall be followed by PWES staff upon a request for a site to be designated as a CSZ.
- 5.2 A Pre-Screening Assessment shall be completed to check whether a CSZ is appropriate at a location. The pre-screening activities shall include the following:
- Confirm the road authority. If the road authority is not the Town, the request shall be referred to the correct road authority, and no further action will be taken by PWES staff;
 - Review of past known information about the location. If the location has been reviewed within the last 3-years and no characteristics of the road have changed, and it was determined that a CSZ was not warranted, no further action will be taken at this time;
 - Confirm that the site is one of the following:
 - Elementary or secondary schools;
 - Public Parks;
 - Senior centres and residences;
 - Community centres, or;

- Collision-prone areas.

If the location is not one of the above, no further action will be taken by PWES, and;

- The Director, PWES, shall retain the full authority to decline to move forward, with no appeal process to another body.

5.3 The following table will be utilized as noted in [Figure 1](#) to determine if there are risk factors that support the CSZ designation. The total score must be 15 or higher to meet the risk factor threshold.

Table 1 - Risk Component Factors for Community Safety Zones

Risk Factor	High (Score 3 Points)	Medium (Score 2 Points)	Low (Score 1 Point)	Score
Posted Speed	40	50	60	
Average Daily Volume	Over 20,000	10,000 – 20,000	Under 10,000	
Number of Lanes	More than 4	3 or 4	2	
Amount of the site which has sidewalks	Less than 25%	25 – 75%	More than 75%	
Truck volume	More than 5%	3 – 5%	Less than 3%	
Pedestrians crossing in any 8 hours	More than 100	50 – 100	Less than 50	
Intersections and entrances per km	More than 10	4 – 10	Less than 4	
Total Score for Road Section in Question				

5.4 The most recent versions of OTM Book 5 and Book 6 shall be followed should a road segment be approved for a CSZ. The length of a proposed CSZ will be at the sole discretion of the Director, PWES. Community Safety Zones shall have a speed limit between 40 km/h to 60km/h.

5.5 Should a CSZ be warranted based on **Error! Reference source not found.**and Table 1, a preliminary budget estimate shall be prepared, along with a short memo describing the detailed analysis and findings by PWES staff, and provided to the Director, PWES.

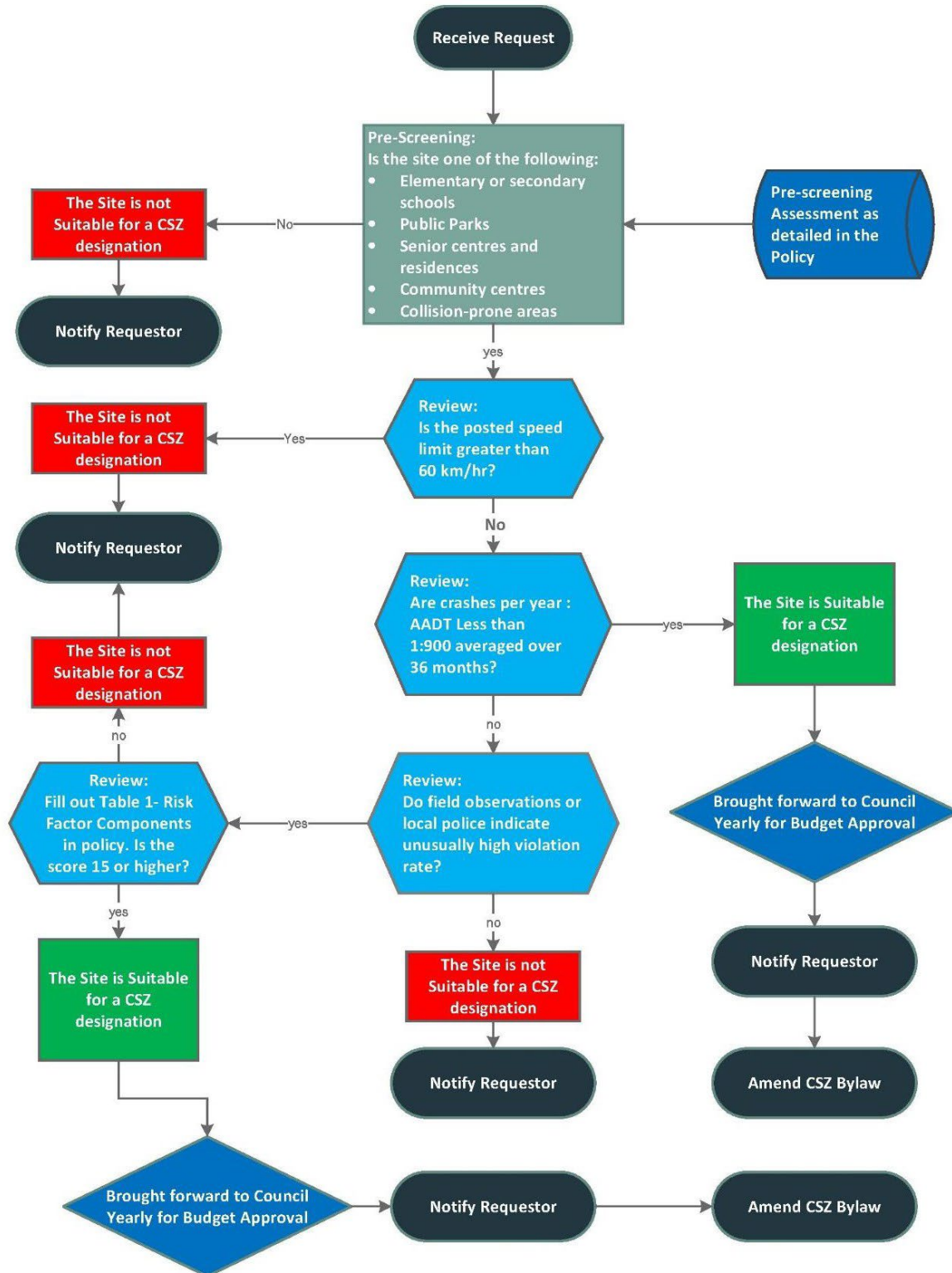
5.6 At the end of each calendar year, PWES will bring a report to Council, summarizing all traffic-related recommendations, including those governed by this policy, if any. The report will also recommend that the works be

included as part of the annual PWES Capital Works Plan, for the following calendar year(s).

6.0 Administration & Review

- 6.1 Policy 123 shall be administered by the Department of Public Works & Engineering Services and subject to periodic review, at the direction of the Director, PWES.

Figure 1 - Community Safety Zone Flow Chart





The Corporation of the Town of Tecumseh

Public Works & Engineering Services

To: Policies and Priorities Committee

From: Phil Bartnik, Director Public Works & Engineering Services

Date to Council: March 26, 2024

Report Number: PWES-2024-20

Subject: School Safety Zones Policy 125

Recommendations

It is recommended:

That Report PWES-2024-20 School Safety Zones Policy 125 **be received**;

And that Policy 125 in Attachment 1 to Report PWES-2024-20 School Safety Zones Policy 125 **be recommended for approval and adoption by Council** at the April 9, 2024 Regular Meeting of Council;

And further that a By-law for the designation of School Safety Zones **be prepared and considered by Council** at the April 9, 2024 Regular Council Meeting;

And furthermore that the recommended update to Schedule P (Rates of Speed) of the Traffic and Parking By-law 2001-36 as amended, **be prepared and considered by Council** for adoption by way of an Amending By-law at the April 9, 2024 Regular Council Meeting;

And furthermore that, subject to the approval and adoption of the foregoing Policy 125 and By-laws described above, the review and analysis of the twelve (12) School Safety Zones in 2024 **be authorized by Council and funded** in the amount of \$180,000 from the Road Lifecycle Reserve, at the April 9, 2024 Regular Council Meeting;

And furthermore that Administrative Report PWES-2024-20, Policy 125 and the Motion of Council **be sent** to the Clerk for the County of Essex requesting they be

placed on the next regular meeting of County Council's Agenda, for consideration to implement a School Safety Zone on County Roads adjacent to Tecumseh Schools.

Background

At the December 11, 2018 Regular Council Meeting, Council approved the recommendations within report [PWES-2018-08](#), titled "2019-2023 Public Works & Environmental Services Five Year Capital Works Plan" that authorized Administration to complete a traffic calming study (Motion: RCM-361/18). The study intended to review the general policies on traffic calming, outline the process for determining if a problem exists and the process for addressing inquiries from the public in an efficient and consistent manner.

As the study progressed, and as public inquiries were received on a variety of traffic-related issues, Administration identified several traffic-related policies and programs required to assist in handling those inquiries, which include the following:

- Speed Management and Traffic Calming Policy
- School Safety Zone Policy
- Community Safety Zone Policy
- Controlled Pedestrian Crossing Policy
- School Crossing Guard Program

This Administrative report provides key technical information and regulations relating to implementing School Safety Zones (SSZ). The attached policy establishes the regulatory framework for School Safety Zones in the Town and provides PWES staff with a transparent and consistent process to follow for policy implementation.

Comments

The attached policy presents best practices for implementing school safety zones, with a focus on enhancing safety in the vicinity of all schools for all pedestrians at all times of the day and week.

The key principles and procedures within the policy shall be employed with engineering judgment when assessing existing and future school developments within the Town of Tecumseh.

Governing Regulations

The most relevant regulations that govern SSZ implementation include:

- The Ontario Traffic Manual (OTM);
- The *Highway Traffic Act* (HTA);

- Bill 90, *Highway Traffic Amendment Act* (School Safety Zones);
- Transportation Association of Canada – School and Playground Areas and Zones: Guidelines for Application and Implementation (TAC SPAZ); and
- Accessibility for Ontarians with Disabilities Act (AODA).

The OTM is the regulation that provides specific information and guidance for engineering transportation practitioners to promote uniformity of treatment in the design, application, and operation of traffic-related systems.

The OTM consists of a series of 22 separately bound books and provides policy and practical guidance on the full range of traffic control devices. The books within the OTM series specific to this topic include:

- Book 5: Regulatory Signs
- Book 6: Warning Signs
- Book 11: Pavement, Hazard and Delineation Markings
- Book 12: Traffic Signals
- Book 15: Pedestrian Crossing Treatments.

The TAC SPAZ provides engineers and practitioners across Canada with guidance to implement school zones effectively and uniformly.

Technical Information

Relevant to school zones, the HTA and Bill 90 provide information on setting the rate of speed in a school zone and establishing the length of school zones. It also states the following:

- A council of a municipality may pass a bylaw to designate a portion of a municipal roadway that is under its jurisdiction to be a school zone;
- That the designated school zone start/end within 150 meters along the municipal roadway in either direction beyond the school property limits; and
- A council of a municipality can propose a lower speed limit than the existing limit. That lower speed limit can be effective either at all times or only at certain times or days.

The OTM Books referenced above, provide technical guidance relevant to the design of school zones:

- Regulatory signs which must be present and their appropriate locations;
- Designating the overall length of the school zone, which matches the HTA;
- Supplemental pavement marking advice, and;

- Warning signs which must be present and their appropriate locations.

The TAC SPAZ provides a scoring matrix that would be used to determine if a given location meets the warrants for a school zone and generally provides consistent guidelines.

Key Principles & Practices of this Policy

While the above regulations provide some directional guidance, the specifics of what a school zone includes requires further defining, which is the main intent of the SSZ Policy.

To enhance safety within SSZs, the following principals and practices are included in the SSZ Policy beyond that which is regulated by the HTA and the OTM as explained above. These include:

- Designating all schools an SSZ regardless of the warrants presented in the TAC SPAZ;
- Mandating all crosswalks within an SSZ implement a special 'Ladder Crosswalk';
- The words 'School Zone' in retroreflective white marking on the pavement at the beginning of the SSZ in both directions, on arterial and collector roads;
- An analysis to take place at all currently uncontrolled (no signal or stop sign) crossing locations within SSZs following the Town's Controlled Pedestrian Crossing Policy 124 to review if further enhancements are warranted;
- A review of existing sidewalks and sidewalk ramps in all SSZs to determine if enhancements are required;
- A review of traffic speeds within the SSZs and recommended improvements in accordance with the Town's Speed Management and Traffic Calming Policy 126; and
- A review of existing street lighting in SSZs to ensure they meet current guidelines.

County of Essex Roads & School Safety Zones

Three of the twelve schools in Tecumseh are located on County Roads, these include:

- St. Mary French Immersion Catholic Elementary School on County Road 34 in Maidstone Hamlet;
- Tecumseh Vista Academy on County Road 43 and Shields Avenue; and

- Al-Hijra Academy on County Road 9 and Howard Avenue Connector

It is recommended that Administration work with County Administration to determine if School Safety Zones could be established on County Roads, and identify what enhancements, as contained within the Town's School Safety Zone Policy 125, could be implemented on a County Road.

Consultations

Financial Services
SSL Project Services Inc.

Financial Implications

The estimated costs to conduct a review and analysis for each of the twelve (12) School Safety Zones is \$15,000, for a total of \$180,000. It is recommended that these costs be funded from the Road Lifecycle Reserve.

It is recommended that the review and analysis be completed in 2024 and that the costs of the recommended works will be included as part of the annual Public Works & Engineering Services Capital Works Plan, for the following calendar year(s).

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Phil Bartnik, P.Eng.
Director Public Works & Engineering Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Policy 125 – School Safety Zones



The Corporation of the Town of Tecumseh

Policy Manual

Policy Number:	125
Effective Date:	April 9, 2024
Supersedes:	N/A
Approval:	PPC March 26, 2024 (PPC 05/24) RCM April 9, 2024 (RCM 85/24)
Subject:	School Safety Zone

1.0 Purpose

- 1.1 The purpose of this policy is to establish regulations for School Safety Zones (SSZ) in the Town of Tecumseh.
- 1.2 This policy shall provide a transparent and consistent process for Public Works & Engineering Services (PWES) staff to implement SSZs on municipal roads under the jurisdiction of the Town of Tecumseh.

2.0 Scope

- 2.1 The SSZ Policy applies to all Schools within the Town of Tecumseh.

3.0 Authority

- 3.1 Decision-making authority for the SSZ Policy shall be delegated to the Director, Public Works & Engineering Services (PWES).

4.0 Governing Regulations

- 4.1 This Policy is prepared in accordance with the following:
 - a) *Ontario Highway Traffic Act* (HTA);

- b) *Ontario Highway Traffic Amendment Act*, Bill 90, (School Safety Zones);
- c) The Ontario Traffic Manual (OTM) Books:
 - o Book 5: Regulatory Signs
 - o Book 6: Warning Signs
 - o Book 11: Pavement, Hazard, and Delineation Markings
 - o Book 12: Traffic Signals
 - o Book 15: Pedestrian Crossing Treatments
- d) Transportation Association of Canada – School and Playground Areas and Zones: Guidelines for Application and Implementation (TAC SPAZ); and
- e) *Accessibility for Ontarians with Disabilities Act* (AODA)
- f) Tecumseh Transportation Master Plan
- g) Other legislation, regulations, plans, and guidance, as deemed to be relevant by the Director, PWES.

5.0 Related Documents

5.1 Implementation of the SSZ Policy will be in conjunction with the following policies:

- a) Community Safety Zone Policy 123;
- b) Controlled Pedestrian Crossing Policy 124;
- c) Speed Management and Traffic Calming Policy 126.

6.0 Definitions

6.1 School Safety Zone means the area within which extra safety measures shall apply to protect pedestrians and specifically, the extent of a school safety zone shall include the portions along the municipal road beyond the limits of the land used for the school's purpose in all directions for a minimum of 150 meters, in accordance with the HTA. An extended zone may be implemented by By-law, as approved by the Director, PWES based on specific site conditions.

7.0 Key Principles

- 7.1 The Town of Tecumseh exercises its right to establish SSZs throughout the municipality by By-law.
- 7.2 The SSZ Policy focuses on enhancing safety in the vicinity of all schools for all users at all times and accordingly, all schools within the Town have designated School Zones regardless of the warrants presented in the TAC SPAZ.
- 7.3 At a minimum, the designated SSZs start/end within 150 meters along the municipal roadway in either direction beyond the school property limits and may extend further, by By-law, at the discretion of the Director, PWES.
- 7.4 Within the designated SSZs a lower speed limit of 40km/hr will apply at all times, on all days.
- 7.5 Controls and enhancements within SSZs shall be AODA compliant.

8.0 Procedure

- 8.1 For SSZs in the Town, the following rules and procedures apply:
 - 8.1.1 All SSZs shall have a reduced speed limit of 40 km/hour, 24 hours/day, 7 days/week unless that represents a reduction of more than 20 km/hour, in which case the Director, PWES will provide direction.
 - 8.1.2 At a minimum, there will be a sidewalk or trail on one side of the road within the SSZ. Based on a site-by-site review, the Director, PWES shall determine the viability for expansion of pedestrian facilities.
 - 8.1.3 A review of existing sidewalks and sidewalk ramps in all SSZs shall be undertaken to determine if enhancements are required. Sidewalk ramps at all corners within the SSZ shall be AODA compliant.
 - 8.1.4 All pedestrian crossings within the SSZs shall have Ladder Crosswalk pavement markings in accordance with Figure 12 of OTM Book 15, as shown in Figure 1 - Ladder Crosswalk Pavement Markings.
 - 8.1.5 Streetlighting within the SSZs shall conform with ANSI/IES RP-8-22 Recommended Practice: Lighting Roadway and Parking Facilities and the Transportation Association of Canada TAC Guide for Design of Roadway Lighting.

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- 8.1.6 The use of appropriate signage delineating the SSZs shall be installed following the Ontario Traffic Manual, Books 5 and 6. All road crossing locations within the SSZ shall have, at minimum, those demonstrated in Figure 2 - Signing Plan for School Zone.
 - 8.1.6.1 SSZ warning signs (WC-1) shall be installed to denote the start and end of the SSZ located at 150 meters along the highway, in all applicable directions, beyond the property limits;
 - 8.1.6.2 SSZ maximum speed signs (RB-6) displaying the reduced speed limit of 40 km/hour;
 - 8.1.6.3 The words 'School Zone' in retroreflective white marking in the size indicated in Figure 52 in Book 11 of the OTM, at the beginning of the SSZ on arterial and collector roads, and in additional locations within the zone as deemed necessary by the Director, PWES, and;
 - 8.1.6.4 Rb-1 Maximum Speed Sign shall be installed after the end of the SSZ designation to denote the reinstatement of the original speed limit, or at a further location as deemed appropriate by the Director PWES and based on specific site conditions.
 - 8.1.7 SSZ locations shall be assessed in accordance with the Town of Tecumseh Speed Management and Traffic Calming Policy 126 to determine if any enhancements are warranted.
 - 8.1.8 Uncontrolled (no signal or stop sign) crossing locations within the SSZ shall be assessed in accordance with the Town of Tecumseh Controlled Pedestrian Crossing Policy 124 to determine if further enhancements are warranted.
 - 8.2 Recommended works in support of enhancements identified through the application of Section 8.1 shall be included as part of the annual PWES Capital Works Plan for the following calendar year(s).

9.0 Administration & Review

- 9.1 Policy 125 shall be administered by the Department of Public Works & Engineering Services and subject to periodic review, at the direction of the Director, PWES.

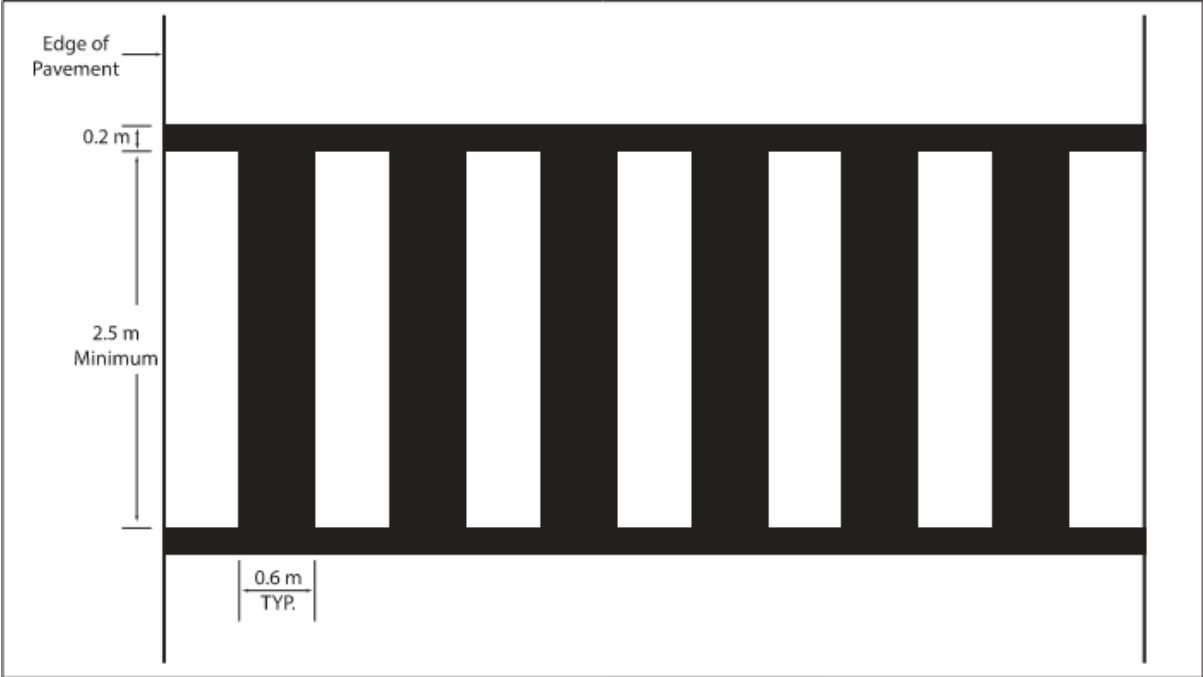


Figure 1 - Ladder Crosswalk Pavement Markings

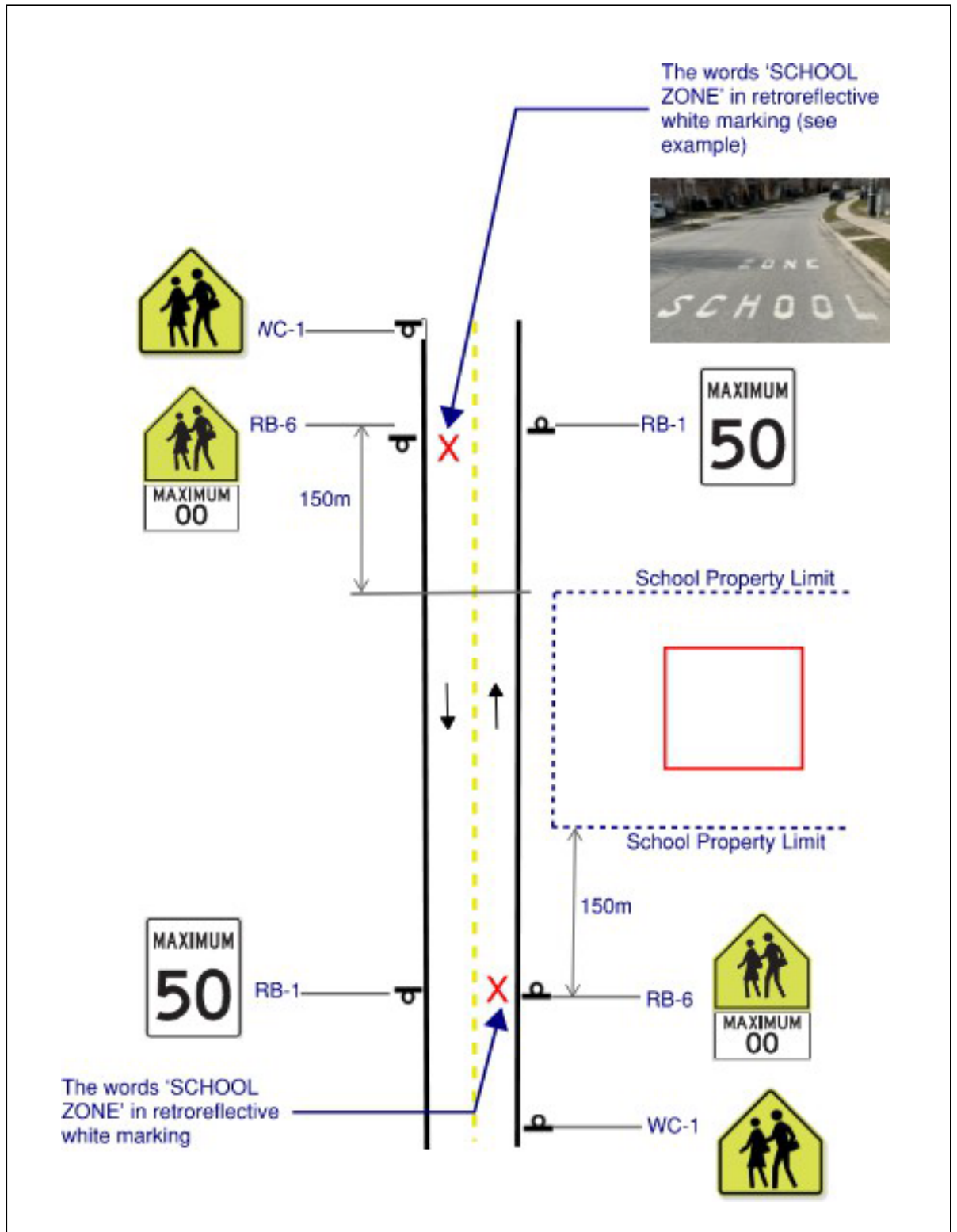


Figure 2 - Signing Plan for School Zone