



**INFRASTRUCTURE  
SERVICES  
*Staff Report***

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REPORT NO: IS2024-01

TO: Budget Ad-Hoc Committee

SUBMITTED BY: Jeff Molenhuis, P.Eng., Director of Infrastructure Services

PREPARED BY: Jeff Molenhuis, P.Eng., Director of Infrastructure Services  
Ken VanderWal, P.Eng., Manager of Engineering

REVIEWED BY: Sharon Chambers, CAO

DATE: January 27, 2024

SUBJECT: **Traffic Calming and Speed Mitigation Motion**

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**RECOMMENDATION:**

THAT Report IS 2024-01 be received for information.

**SUMMARY:**

Council passed a motion at the January 15, 2024 meeting asking staff to report back during the 2024 budget process on developing a comprehensive and collaborative speed mitigation and traffic safety strategy in the Township. This report outlines an approach and resources needed to develop this strategy, for consideration in the 2024 budget.

**BACKGROUND:**

Council adopted the following motion at the January 15<sup>th</sup> Council meeting:

*WHEREAS the safety and well-being of our community's residents, pedestrians, and motorists are of utmost priority; and,*

*WHEREAS there has been an increasing concern regarding road safety and vehicle speeds within the municipality, specifically in areas where significant roads feed into our communities and settlement areas; and,*

*WHEREAS the jurisdiction of certain roads within our municipality falls under the responsibility of the Region of Waterloo; and,*

*WHEREAS road safety and speed mitigation are concerns that extend beyond municipal boundaries and require a coordinated approach between different levels of government.*

*THEREFORE BE IT RESOLVED that staff be directed to report back to Council during the 2024 capital budget deliberations on undertaking a study to develop a road safety and speed mitigation strategy with the goal of enhancing the safety of all road users in our community, considering both residential and commercial areas.*

*BE IT FURTHER RESOLVED that the scope of such road safety and speed mitigation strategy should include, but not be limited to, the following elements:*

- *Assessment of current road safety conditions and high-risk areas;*
- *Review of best practices in speed mitigation and road safety measures;*
- *Consultation with local law enforcement, community groups, and other stakeholders;*
- *Consultation with upper-tier municipal government;*
- *Development of a range of effective speed mitigation options, including speed bumps; and,*
- *Cost analysis of proposed measures.*

*BE IT FURTHER RESOLVED that staff are requested to provide to Council for consideration:*

- *A detailed report outlining the research findings and proposed strategies;*
- *An estimated timeline for the implementation of these strategies; and,*
- *A comprehensive cost analysis for the execution of the proposed measures.*

*BE IT FINALLY RESOLVED that Council requests the Region of Waterloo to actively engage with the Township of Wilmot staff to address road safety and speed mitigation concerns on regional roads within the Township of Wilmot, including:*

- *Sharing of research, data, and best practices related to road safety and speed mitigation;*
- *Joint development of strategies that are consistent and effective across both municipal and regional roads;*

- *Coordination in the implementation of road safety measures to ensure a cohesive approach; and,*
- *Exploration of funding opportunities and resources that may be available through regional or provincial programs.*

### **CURRENT LEVEL OF SERVICE - TOWNSHIP**

The Township currently provides a basic Level of Service with respect to traffic operating program management. It can be summarized by the following elements:

- Radar Speed Display Sign rotational program
- Engagement with WRPS through Traffic Enforcement Programs and Traffic Coordinators Committee
- Engagement with Region of Waterloo through Traffic Coordinators Committee
- Traffic and Parking By-Law management

Through the 2023 Budget Process, Council supported resourcing traffic management initiatives with a partial staff resource. This resource splits Corridor Management activities such as Municipal Access Management for third party utilities and permitting for Right of Way activities, in addition to traffic management tasks. This role was vacant for a large portion of the year with a staff departure in the spring, and a difficult recruiting environment leading to backfill of the role in the fall.

The Township has a backlog of traffic operation review requests (e.g. parking, speed zone reviews, etc.) and traffic calming requests. Staff have been developing a program and policy to help organize, prioritize and scope eligibility of requests, as well as to develop a program that meets the Level of Service Council desires to provide to the community. With partial staffing resources in place, a calming policy and implementation plan was slated for Council mid-2024.

The Level of Service in operating programs historically has been focused on the rotational Radar Speed Display Sign program, which primarily takes Engineering and Roads operating resources to implement on a bi-weekly basis from approximately May to October. There are other administrative elements, such as Traffic Coordinators Committee and WRPS programs that staff sit in on. The capital program includes future studies for Huron Road in Haysville, Mannheim Road and Wilmot Line, which have a number of other operational issues that would be assessed in addition to traffic calming review needs. Elements included in the operating and capital budget have been developed and included in more recent years with Council support.

### **REGION OF WATERLOO & WRPS COLLABORATION**

The Township works with the Region and area municipalities on local traffic concerns related to traffic or safety issues on Regional roads through the Traffic Coordinators Committee. The Region is the Road Authority and has jurisdiction over their rights of way, so the Township role is to advocate and bring to attention any areas of local concern. The Committee also works to

standardize road treatments across the Regional and local networks, including such things as speed reduction zones and Automated Speed Enforcement initiatives. This also includes largely standardizing the form of the Traffic and Parking By-Law that each municipality has in place. The WRPS also sit in on this committee, and enforcement related items and things such as the STEP program (enhanced traffic enforcement program) are coordinated.

Most recently, the Committee has been looking at rural settlement traffic calming on Regional roads, and how implementing traffic calming and speed mitigation measures on Regional roads in the settlement areas may impact the Township road system. Staff were expecting to advise Council later in 2024 on this initiative with respect to scope of work and cost-sharing, once determined.

## REPORT

The Township of Wilmot's Strategic Plan has a Goal of Quality of Life which carries the Strategies of Accessibility and Inclusivity as well as Active Transportation and Transit. In order to develop a comprehensive, collaborative and engaging traffic safety and speed mitigation program, annual resourcing is needed. In order to expedite the program development and implementation in 2024/25, traffic engineering consulting resources and capital funding is needed to assess and establish program needs, conduct detailed reviews, provide traffic engineering advice to Council and undertake implementation of selected recommended treatments. As noted, this is anticipated to be an annual need, with initial need related to consulting services in order to give the program momentum in a shorter period of time.

As such, to achieve an accelerated delivery timeline, expansion of the current Level of Service is recommended, as follows:

1. Traffic data collection on Township of Wilmot roadways:
  - The first step in traffic initiatives is collection of data. Staff will deploy traffic data collection tools to collect reliable and relevant speed data. The deployment of some of these tools will be limited seasonally due to the nature of the equipment, and will be scheduled for May through September, for approximately 20 operating weeks.
2. Preparation of a Traffic Calming Policy and implementation framework for adoption by Council:
  - A Traffic Calming Policy would consist of a transparent framework for collecting traffic related complaints on Township roads, as well as a framework for reviewing, prioritizing and addressing warranted complaints.
3. Preparation of a toolbox of appropriate traffic calming measures that can be implemented on Township of Wilmot Rights of Way:
  - Traffic Calming generally requires the roadways to be modified such that drivers no longer feel comfortable exceeding the speeds. Modifications can be generally scaled based on cost and impacts. Modifications will generally fall under visual modifications, lane narrowing, on-street parking, as well as the use of street furniture to visually narrow the travelled portion of the right of way, or

modifications will be physical such as speed tables, raised intersections and entrance features.

4. Review of existing Roadways as identified to have speed compliance issues to see which roadway(s) should be prioritized for a design modification and implementation as well as assist with an on-going budget estimation for Council Approval.

The Township currently has one staff who will be approximately 30% utilized for traffic review and assessment by Q2 2024, which was the initial plan for this role in 2023 budget approvals. Operations staff are currently utilized to support the RSDS rotational program. The Manager of Engineering and the Director are involved with the Traffic Coordinators group and collaboration with WRPS, and will continue in that capacity. It is expected that, in establishing a program, Council will also need to decide on the scope of what can be considered for calming needs, prioritizing recommendations and what Level of Service they desire to provide the community in terms of annual workload and treatment implementation. It should be expected that dedicated funding, additional resources and staffing will need to be allocated to provide an effective and comprehensive program that includes engagement and collaboration with stakeholders, as well as Council level reporting. This need can be summarized when returning to Council with the report and a policy.

**ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:**

This initiative supports the goals and strategies of enhancing:

- Quality of Life through Active Transportation and Transit; and
- Responsible Governance through Active Communications, Fiscal Responsibility, Infrastructure Investments and Service Reviews.

**FINANCIAL CONSIDERATIONS:**

Costs in 2024 for the above noted program, above and beyond staffing costs and implementation costs, would be estimated as follows:

Item/Description	
Traffic Data Collection Tools	\$35,000
Contribution to Regional Traffic Calming Program	\$25,000
Township of Wilmot Consultant	
• Traffic Calming Policy	\$15,000
• Traffic Calming Toolbox	\$25,000
• Review of Existing R.O.W. (limited)	\$50,000
Total Estimated 2024 Budget Impact	\$150,000

Note: these figures exclude design and construction costs of recommended treatments. These will be summarized in a report to Council with the Consultant study.

Annual budgetary implications to establish and run a comprehensive and collaborative program would be in the range of \$100,000-200,000 annually, depending on the Level of Service Council wishes to establish. These figures do not include staffing resources required to operate the program at the Level of Service Council desires to provide to the community.

As it is likely that Council would expect an ongoing increased level of service in regards to traffic management as discussed in this report, the funding would need to be levy sourced for such a program due to its recurring nature.

ATTACHMENTS:

None.