

# Automated Traffic Enforcement Technology Guideline





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## A. Preamble

Automated traffic enforcement (ATE) technology, combined with other transportation safety strategies, such as education and awareness, can help reduce the number and severity of collisions on our highways.

On average, 1 in 4 fatal collisions and 1 in 10 injury collisions involved a driver or rider travelling at an unsafe speed (Alberta Collision Information). The Government of Alberta, together with traffic safety partners, undertake many different initiatives and tasks in an effort to reduce fatalities and serious injuries on Alberta's roads to improve safety. ATE is one tool to reduce collisions and the resulting casualties.

Under section 3 of the *Police Act*, the Government of Alberta is responsible for ensuring adequate and effective policing is maintained throughout Alberta. The Minister of Justice and Solicitor General, under section 3.1 of the Act, may establish standards for police services, police commissions, and policing committees and ensure standards are met. Police services that must comply with the standards include all police services in Alberta, including regional, municipal, and the provincial police service (i.e., Royal Canadian Mounted Police).

This Automated Traffic Enforcement Technology Guideline (Guideline), established under section 3.1 of the *Police Act*, provides direction, which police services shall adhere to prior to and when using ATE.

This Guideline is designed to promote consistent, fair, effective, and transparent use of ATE in municipalities by police services and peace officers across Alberta.

The Minister of Justice and Solicitor General approves this Guideline, after consulting with the Minister of Transportation, as required. The Minister of Justice and Solicitor General may provide additional direction and requirements at any time.

## B. Guiding Principles

- 1. Transportation safety must be the objective of ATE programs in the province.**
  - The Guideline ensures the purpose of ATE is transportation safety, not revenue generation.
- 2. Police services, in collaboration with municipalities, are accountable for ensuring ATE programs are used to improve transportation safety outcomes.**

- The Guideline clarifies roles and responsibilities for the administration, direction, and execution of ATE programs.
  - The Guideline requires local traffic safety plans to include ATE objectives and measureable outcomes.
3. **Ongoing evaluation of ATE programs will ensure they improve transportation safety outcomes.**
- The Guideline allows government to evaluate transportation safety improvements.
4. **Public transparency is paramount for the success of ATE programs.**
- The Guideline requires ongoing public reporting of municipally available data related to locations and traffic safety outcomes to improve public transparency.

## C. Roles & Responsibilities

### Police Services

Police services shall provide program direction for ATE in the form of:

- Ensuring enforcement is conducted in accordance with local traffic safety plans;
- Reviewing and approving site locations for ATE use;
- Directing at which sites automated traffic enforcement technology is to be used; and
- Setting periods of operation and duration of enforcement.

The Alberta Provincial Policing Standards Operations Policy 2.0 requires police services to establish partnerships with traffic safety stakeholders to effectively solve transportation safety issues. This includes assistance from provincial and local government road authorities to provide traffic information to establish sound traffic safety plans.

### Municipalities

Police services, in collaboration with municipalities, may choose to have municipalities provide administrative services related to ATE. Administrative services may include:

- Identifying and providing transportation safety data to police services to support the development of traffic safety plans;

- Providing equipment, technology, and training for ATE operators;
- Providing notification to the Ministry of Justice and Solicitor General regarding new or updated equipment and technology;
- Providing technical advice regarding equipment and technology used for ATE;
- Compiling the information to support site assessments for police services' review and approval;
- Updating the municipal website with ATE information;
- Hiring as peace officers, as defined by Alberta's *Peace Officer Act*, to be ATE operators, as long as the municipality is an authorized employer of peace officers;
- Processing and mailing violation tickets to offending registered vehicle owners; and
- Managing or conducting inspections, testing, certifying, and recertifying of ATE equipment and technology. Individuals conducting testing shall be qualified and certified by the Ministry of Justice and Solicitor General and/or appointed by the Minister of Transportation.

## Contract Service Providers

Municipalities and police services are authorized to hire contract service providers to support the administration and operation of ATE. Contract service providers are permitted to:

- Provide equipment, technology, and training for ATE operators;
- Provide technical advice regarding equipment and technology used for ATE;
- Provide individuals who could be hired by the municipality as peace officers, as defined by Alberta's *Peace Officer Act*, to be ATE operators, as long as the municipality is an authorized employer of peace officers;
- Process and mail violation tickets to offending registered vehicle owners; and
- Manage and conduct inspections, testing and certification/recertification of ATE equipment and technology. Individuals conducting testing shall be qualified and certified by the Ministry of Justice and Solicitor General and/or appointed by the Minister of Transportation.

Contract service providers are prohibited from setting program direction. Program direction is provided by police services and includes, but is not restricted, to the following:

- Directing at which sites ATE is to be used;
- Reviewing and approving site assessments; and/or
- Setting periods of operation and duration of enforcement.

For duties and responsibilities not listed above, municipalities and police services shall contact the Director of Policing Standards and Audits and receive approval before allowing their contract service provider the ability to conduct those duties and responsibilities not listed.

Police services are responsible for ensuring contract service providers adhere to this Guideline, whether they are hired by the municipality or police service. This includes ensuring equipment and technology used has been reported, reviewed, and approved by the Ministry of Justice and Solicitor General, in consultation with the Ministry of Transportation as required.

More information about approving ATE equipment and technology is in section I. New & Existing Technology Testing.

## D. Traffic Safety Plans

The Alberta Provincial Policing Standards Operations Policy 2.4 requires each police service to have a local traffic safety plan that cover at minimum of three years. The purpose of the plan is to ensure there is a coordinated strategy to ensure transportation safety outcomes can be and are being achieved. The plan must include, but is not limited to, the following:

- Enforcement;
- Education;
- Research and evaluation;
- Communication and awareness;
- Engineering and technology;
- Related stakeholders; and is
- Reviewed annually and updated as necessary.

Police services involved in an ATE program shall ensure their traffic safety plan is reviewed and updated annually and at minimum:

- Includes an ATE strategy and the most recent collision data available to the police service;
- Includes and is in line with section B. Guiding Principles;
- Requires the ATE strategy to be evaluated annually to ensure ATE is focused on traffic safety outcomes; and
- Is submitted to the Director of Policing Standards and Audits every three years

**Local traffic safety plans must be updated to meet the ATE requirements and the first annual ATE evaluation completed by March 1, 2020.**

## E. Eligibility for ATE Use

Police services, in municipalities who assume responsibility for the provision of policing services by entering into a municipal policing agreement with the Royal Canadian Mounted Police or by establishing their own municipal police service, may use ATE.

When determining whether and where to use ATE, transportation safety principles shall be used. These principles include, but are not restricted to, high-risk, high-frequency, high-collision and high-pedestrian volume locations.

- **High-risk locations** are those where the safety of citizens or police officers or peace officers would be at risk through conventional enforcement methods.
- **High-frequency locations** are those where data indicate drivers are ignoring or breaking transportation laws on an ongoing basis.
- **High-collision locations** are those where data indicate a greater frequency of property damage, injury, or fatal collisions.
- **High-pedestrian volume locations** are those where data indicate a high volume of pedestrian traffic.

It is also essential that ATE be used in conjunction with existing conventional enforcement and not used as a replacement for officer contact.

ATE shall only be used to enforce intersection and speed related offences approved by the Ministry of Justice and Solicitor General, in consultation with the Ministry of Transportation, as required.

## F. Site Selection Criteria

**ATE technology sites shall not be selected randomly.**

Sites, where ATE is used, shall be approved by the police service of the jurisdiction and shall meet one or more of the following criteria:

- Areas or intersections where conventional enforcement is unsafe or ineffective;
- Areas or intersections with an identifiable, documented history of collisions;
- Areas or intersections with an identifiable, documented history of speeding problems;
- Intersections with an identifiable, documented history of offences;
- Intersections near schools, post-secondary institutions, or other areas with high pedestrian volumes;
- School and playground zones or areas;
- Construction zones; or
- Areas where the public or a community has expressed concerns related to speeding.

**Violation tickets shall not be issued for ATE violations to vehicles travelling in transition zones as per the definition found in Section N of the Guideline. This does not apply to intersections, school zones, playground zones, or construction zones.**

**Defined transition zones and site selection criteria comes into effect June 1, 2019.**

Each ATE site shall have a corresponding site assessment document issued by the police service of jurisdiction, in a format determined by the Director of Policing Standards and Audits.

The site assessment document provides information on why the site was selected, including specifying the site selection criteria. The site assessment document shall be refreshed every three years for mobile locations and every five years for intersection safety device locations.

# G. Public Awareness & Transparency

A key element to the success of any enforcement practice, including the use of ATE technology, is public awareness and transparency.

## Highway Signage

- Permanent signs shall be posted on primary access highways entering municipalities where ATE technology is used, alerting the public that the technology is used as a tool to enforce speed and intersection laws in the municipality.
- Highways monitored by ATE technology shall have permanent signs along the route, in both directions, advising that speed and/or intersection laws are monitored using ATE technology.
- Intersections where ATE technology is used to monitor speed and/or intersection laws shall have signs posted in advance of the intersection, from all directions, to advise drivers that an intersection safety device may be in operation. This includes both permanent and mobile intersection safety devices.

## Public Information

ATE information shall be posted on the municipal or police service website and updated, as required. At minimum, the following information shall be posted on the website:

On a monthly basis:

- The location of each approved ATE technology site, including both mobile units and intersection safety devices; and
- The rationale for ATE use for each site (i.e., site selection criteria).

On an annual basis:

- As outlined in the local traffic safety plan, release a report on ATE program results that demonstrate the impact ATE has had on traffic safety, and how ATE is supporting the objectives within the local traffic safety plan.
- The report would include specific locations where ATE was deployed in the municipalities and corresponding collision statistics for each location and how collision rates compared to previous years.

**Monthly automated traffic enforcement site information come into effect June 1, 2019.  
Annual evaluation reporting requirements shall be completed by March 1, 2020.**

## H. Device Requirements

The maximum time between when an offence is detected using ATE by mobile units and intersection safety devices, and a violation ticket is placed in the mail for service shall not normally exceed 21 working days.

### Mobile Units

Mobile units shall have a human operator on site, unless approved by the Ministry of Justice and Solicitor General because of special safety needs or other exceptional circumstances.

In cases where technology is not mounted on a vehicle and is set up away from the vehicle for safety or practical purposes, the human operator shall still be positioned in close proximity to the equipment and technology.

Equipment and technology shall be tested as per the manufacturer's recommendation, or as required by the Ministry of Justice and Solicitor General.

### Intersection Safety Devices

Intersection safety devices shall be tested every 30 days at minimum, by a qualified individual appointed by the Minister of Transportation, as required under the *Traffic Safety Act*.

Individuals who test intersection safety devices shall not be considered for appointment under the *Traffic Safety Act* until they provide to Alberta Transportation suitable documentation from the device manufacturer demonstrating that the individual is competent in the inspection and testing of the intersection safety device.

Independent verification with a known and approved speed-measuring device shall be conducted once every 30 days in order to test the accuracy of the intersection safety device.

Intersection safety device test results shall be forwarded quarterly to the Director of Policing Standards and Audits.

Intersection safety devices shall record evidence related to both speed and red light infractions. Intersection safety devices that record evidence relating to speed may only be used at intersections where there is ATE technology capable of conducting red light enforcement.

*Note: Red/yellow light timing at intersections monitored by an intersection safety device shall be established by a qualified engineer or other qualified professional according to accepted national and/or international technical and professional specifications.*

## I. New & Existing Technology Testing

The use of new equipment and technology and any material changes made to existing equipment and technology requires the approval of the Ministry of Justice and Solicitor General. Failure to properly notify and obtain prior approval from the Ministry of Justice and Solicitor General may compromise trials and prevent proper proof of offences from being presented by Alberta Crown Prosecution Service. This degrades the effectiveness of enforcement, and diminishes public confidence in ATE and the justice system.

All new equipment and technology and all material changes to existing equipment and technology shall be reported to, reviewed, and approved by the Director of Policing Standards and Audits, in consultation with Alberta Transportation and Alberta Crown Prosecution Service, as needed, prior to new or updated equipment and technology being put into use within the municipality.

New affidavits shall be created in response to new and material changes to existing equipment and technology, and shall be submitted to, reviewed and approved by the Director of Policing Standards and Audits, in consultation with Alberta Crown Prosecution Service.

Equipment and technology includes cameras, computers, and software used to record offence information once it has been detected by the primary device.

Requests for review and approval of equipment and technology are to be forwarded to the following:

Director, Policing Standards and Audits  
Public Security Division  
Ministry of Justice and Solicitor General

The use of any equipment and technology that has not been reviewed and approved by the Ministry of Justice and Solicitor General may be suspended immediately, and any violation tickets issued may be withdrawn at the discretion of the Alberta Crown Prosecution Service.

## J. Starting a New ATE Program

Any police service wanting to begin using ATE shall contact the Director of Policing Standards and Audits prior to using ATE.

An Alberta Policing Standards and Audits Unit employee(s) and an Alberta Crown Prosecution Service employee(s) shall meet with the representative(s) from the police service and municipality to discuss the requirements set out in this Guideline as well as the *Automated Traffic Enforcement Training Guidelines* (January 2009).

Prior to implementing ATE, the police service, in collaboration with the municipality, shall:

- Meet all the requirements in this Guideline or show these will and can be met;
- Advertise in the local media for a period of three months prior to enforcement taking place;
- Advertise on the municipal or police services' website for a period of three months prior to enforcement taking place; and
- Conduct a four-week familiarization period that would see ATE in regular use, but only issue "warning notices" to drivers. This shall occur prior to full implementation.

## K. Ceasing an ATE Program

The police service of any municipality that intends to cease using ATE shall notify the Director of Policing Standards and Audits, in writing, 30 days prior to ceasing operations.

Police services are encouraged to provide their rationale for ceasing the municipal ATE program in their correspondence to the Director of Policing Standards and Audits.

## L. Data Collection & Retention

Police services, in collaboration with the municipality, shall collect data on the use of ATE. Data refers to but is not restricted to, violation data, collision data used to support site assessments, images and any other data collected that may be required to be reported to the Director of Policing Standards and Audits.

The data shall be collected monthly for each site and reported quarterly to the Director of Policing Standards and Audits. At minimum, the data collected shall provide information as outlined in

Appendix A. All data generated by an ATE program shall be retained by the police service for a minimum of ten years.

## M. Audits

The Ministry of Justice and Solicitor General shall audit police services against all requirements in this Guideline once every two years.

The Ministry of Justice and Solicitor General may conduct additional directed reviews, at its discretion.

The Director of Policing Standards and Audits may request any ATE information at any time, at its discretion. Police services, in collaboration with the municipality, shall make available all ATE records to a representative of the Ministry of Justice and Solicitor General upon request.

At any time, if non-compliance with the Guidelines is found, an ATE program may be subject to suspension until compliance with the Guidelines is achieved.

## N. Definitions

Throughout this Guideline, the following definitions apply:

**Automated Traffic Enforcement Technology:** Any technology, device, or process that replaces a police or peace officer in the detection, evidence gathering process, or issuance of traffic violations. Examples include, but are not limited, to computer-controlled cameras and speed determination technologies. The Guideline does not capture purely administrative use of computer systems that assist in the issuance of tickets. The devices can either be stand-alone (intersection safety devices) or human-operated (mobile units).

**Construction Zone:** A portion or length of a highway that has been indicated by proper signage to be under construction or repair by or on behalf of the road authority of the highway. This includes but is not limited to widening, improvement, repairs or other similar work whether or not construction, repairs or similar work has begun or completed.

**Conventional Enforcement:** The use of police and/or peace officers to conduct enforcement of transportation laws where a human normally issues a traffic violation ticket roadside.

**Highway:** Any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of them, whether publicly or privately owned that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles.

**Intersection:** The area contained within the prolongation or connection of the lateral curb lines, or if there are not any lateral curb lines, the exterior edges of the of two or more highways which join one another at an angle whether or not one highway crosses the other.

**School/Playground Zones:** A portion of a highway identified as a school zone or playground zone by a traffic control device.

**Transition Zone:** The area immediately adjacent to a regulatory maximum speed limit sign, when the sign indicates a speed change from a higher speed to a lower speed; or vice versa, in accordance with the following table.

Speed Change In Kilometres per Hour	Area Adjacent to Speed Change Sign
10 km/hr speed change e.g. from 50 km/hr to 40 km/hr	10m on either side of sign, 20m total
20 km/hr speed change e.g. from 80 km/hr to 100 km/hr	25m on either side of sign, 50m total
30 km/hr or greater speed change e.g. from 100 km/hr to 50 km/hr	100m on either side of sign, 200m total

## O. Effective Date

The requirements in this Guideline come into effect upon signing of Ministerial Order 04-2019 by the Minister of Justice and Solicitor General, unless another date is specified within this Guideline.



Please select the traffic flow direction at each camera location.	Date when camera was activated at each camera location (month, date, year).	Time when camera was activated at each camera location (24 hr clock).	Date when camera was inactivated at each camera location.	Time when camera was inactivated at each camera location (24 hr clock).	Total Number of vehicles monitored at each camera location.	Total number of speed offences at each camera location.	Total number of speeding tickets issued at each camera location.	Total number of speed violating vehicles registered in Alberta.

Total number of speed violating vehicles registered in Alberta (captured using speed on green only).	Total number of speed violating vehicles registered outside Alberta (captured using speed on green only).	Total number of red light offences committed within the municipality.	Total number of red light infractions committed within the municipality.	Total number of red light violating vehicles registered in Alberta.	Total number of red light violating vehicles registered outside Alberta.

