



Neighbourhood Traffic Watch

Introductory Letter

Date: _____

Re: Neighbourhood Traffic Watch

Thank you for expressing a concern about the traffic conditions in your neighbourhood. In response to concerns such as yours, the Durham Regional Police Service in partnership with The Town of Ajax and the City of Pickering have established the Neighbourhood Traffic Watch Program.

The Neighbourhood Traffic Watch Program is an awareness and community action initiative with participation from/by area residents, municipal staff and Durham Regional Police. It is intended to bring a heightened awareness to the community and specifically the offenders, who are typically other area residents, that they will be identified and that their actions will not be tolerated.

Upon enrollment in the program, municipal staff in conjunction with Durham Regional Police will initiate a traffic study on the street(s) in question, review the data and conduct a local traffic enforcement campaign. Please find attached the Neighbourhood Traffic Watch Program Implementation Outline and the associated form for enrolment.

Should you have any questions please do not hesitate to contact the undersigned.

Yours truly,

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Neighbourhood Traffic Watch

Program Implementation Outline

Ajax-Pickering Traffic Advisory Committee

The Municipalities of Ajax and Pickering shall establish a Traffic Advisory Committee consisting of a member of staff from each of the municipalities, a public representative as appointed by the respective Councils and a member of the Durham Regional Police Service.

The Committee will be tasked with creating innovative methods of effectively combating excessive vehicle speeds in the communities of Ajax and Pickering and administering the distribution and use of the speed display equipment throughout the community. The Committee may also be requested to investigate and report on other traffic complaints including intersection safety, stop sign warrants, etc.

Neighbourhood Traffic Watch Implementation Plan

Upon receipt of a traffic complaint or a request from the community for participation in the Neighbourhood Traffic Watch Program, municipal staff and/or Durham Regional Police shall provide the complainant and/or the interested group with an information package. The package shall include an Introductory Letter, Program Implementation Outline and an Application Form. The availability of the program will be subject to the following terms and conditions:

- the application to have the names and signatures of a minimum of twelve individuals from different households willing to voluntarily participate in the program. Failure to obtain the minimum number of volunteers may result in the Committee denying the program request;
- one of the twelve volunteers shall be identified as the contact person and shall be responsible for the community use of the radar speed display equipment;
- the application form shall clearly identify the exact traffic problem (i.e., speeding, fail to stop or yield, erratic driving) as well as the location of the problem and time of day it occurs;
- applications that note any identifiable individuals, agencies or groups as the source of the problem will be re-directed to the Durham Regional Police for action;
- the application to include the names and addresses of individuals in the neighbourhood willing to allow municipal staff and/or Durham Regional Police Service to use their driveways or property for study and/or enforcement purposes;
- the program will not be implemented on Provincial or Regional multi-lane arterial roadways;
- only one program per municipality will be operated at any given time;
- participation in the program will be scheduled in sequence based on the date successful applications are received.

Following the return of a completed application, the Committee shall review the request to ensure that it meets with all program requirements. If approved, the Committee shall notify the applicants, schedule a program start date and if necessary hold an on-site meeting with the community to discuss all applicable details.

Stage 1

The start of the program shall consist of a technical review of the road(s) in question by staff from the host municipality. The comprehensive review shall include:

- an examination of current traffic controls, pavement line markings and signage,
- prevailing roadway conditions and operational data as obtained by roadway monitoring,
- discussions with area residents with respect to their complaints and issues.

The results of the traffic study will be reviewed by the Committee. The data obtained must establish that the 85th percentile vehicular speed is 10 km/hr or more above the maximum speed limit. If the operating speed is found to be less than 10 km/hr above the maximum limit the program will proceed no further.

Stage 2

Should the study data confirm a speeding and/or traffic problem the applicants will be given additional material including a Community Distribution Notice, an Agreement for Equipment Borrow and Return and a Citizen Report Form. If necessary, an on-site meeting will be established between the Committee and the resident stakeholders/applicants to discuss the program and any alternate strategies.

Residents participating in the Neighbourhood Traffic Watch Program will be required to distribute a Community Distribution Notice, as provided by the Committee, to area households. The letter shall identify the purpose of the program and request community co-operation to resolve the problem. The volunteers will then undertake a speed monitoring program on the streets as identified on the application form. As a condition of the program the equipment must be in use for a minimum of two hours a day for a consecutive five day period.

Residents using the speed display board shall track and record all vehicles travelling in excess of 10 km/hr above the maximum speed limit. **Under no circumstances are vehicles and or drivers to be confronted.** The information recorded on the supplied forms is to be returned with the equipment upon completion of the program within the dates stipulated on the application form.

Stage 3

The data collected by the residents/applicants shall be returned to municipal staff for submission to the Durham Regional Police Service. The processing of plate information and the generation of offender notices will follow. The Durham Regional Police Service shall also schedule and conduct within a reasonable time frame a one week area specific “zero tolerance” traffic enforcement campaign. Municipal staff will conduct a follow up technical traffic study. The Ajax-Pickering Traffic Advisory Committee will review the results and issue a report to the resident/applicants on the success of the program. If the Committee deems it necessary a meeting may be held with the resident/applicants to discuss future and or long term strategies.



Neighbourhood Traffic Watch

Application Form

NAME OF NEIGHBOURHOOD: _____

CONTACT PERSON: _____ PHONE: _____

DESCRIBE BOUNDARY OF NEIGHBOURHOOD (ATTACH MAP OR SKETCH IF POSSIBLE):

LIST STREET(S) AND RELATED TRAFFIC PROBLEM (MAXIMUM OF TWO STREETS):

STREET 1:

STREET 2:

LIST 12 NEIGHBOURHOOD VOLUNTEERS WHO WILL PARTICIPATE IN THE PROGRAM:

	NAME:	ADDRESS:	PHONE:
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____



Neighbourhood Traffic Watch

Agreement for Equipment Borrow and Return

I / We the undersigned, acknowledge receipt of the Neighbourhood Traffic Watch radar equipment consisting of:

- tripod,
- radar unit, tuning fork, hook up cables and power supply,
- speed display board and protective case,
- 100ft. Extension cable,
- two roadway display signs.
- other: _____
- other: _____
- other: _____

The equipment will be used for monitoring the speed of vehicles at (Location):

The above noted equipment will be returned by me / us on _____ in its entirety and in the same condition as taken. If any equipment is lost, stolen or damaged, I / We hereby agree to replace the equipment in similar or better condition, within two (2) weeks of the above date.

By signing this agreement, the applicant(s) agrees to indemnify and save harmless the Corporation of the Town of Ajax, Corporation of the City of Pickering and Durham Regional Police, their officers, employees, servants and agents from and against any and all actions, causes of actions, demands, losses, damages, liability claims, suits of any nature whatsoever arising out of, or in any way connected with the borrowing and use of this equipment.

Signature: _____ Date: _____

THIS AREA IS FOR ADMINISTRATION USE ONLY

DATE APPLICATION ISSUED: _____ BY: _____
DATE APPLICATION RECEIVED: _____ BY: _____
DATE EQUIPMENT GIVEN: _____ BY: _____
DATE PROGRAM STARTED: _____
DATE EQUIPMENT RETURNED: _____ INSPECTED BY: _____