



Appendix K

Memo for Traffic Calming Policy Update

Town of Collingwood

Type of Document:

Technical Memorandum

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MEMO

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Prepared by: EXP team

Town of Collingwood Traffic Calming Policy Update

Through the development of the Town of Collingwood's Master Mobility and Transportation Plan (MMTP), amendments to the Town's 2021 Traffic Calming Policy have been proposed.

Collingwood's Traffic Calming policies create a formal process to request, investigate and implement traffic calming procedures in the town. The Policy's objective is to ensure that the Town of Collingwood can address requests and provide treatments to enhance roadway conditions for all users. Given the current policy, few traffic calming requests have been processed due to certain policy procedures. The amendments proposed through the MMTP have been prepared to streamline the process of responding to and assessing Traffic Calming requests sent to the Town. The goal is that these amendments will ensure that the Town is able to respond to requests and provide suitable treatments that are supported by affected and engaged residents.

The policy follows an eight step-process that involves the completion of the following steps:

1. Traffic Calming Request
2. Town Screening
3. Data Collection
4. Preliminary Design Review
5. Community Notification
6. Prioritization & Council Notification
7. Final Design & Implementation
8. Monitoring & Evaluation

Overall, EXP proposes that applicants may issue new Traffic Calming requests three (3) years after the initial request, instead of after five (5) years. Further, within the Traffic Calming Policy's eight-step process, EXP identified the need to revise elements of *Steps 1* and *2*.

For *Step 1: Traffic Calming Request*, a petition must be conducted and completed, showing 51% support from respondents directly impacted by the proposed location for the Town to proceed with the Traffic Calming request. EXP notes that this portion of the Traffic Calming Implementation process is inefficient and slows down the approval process for handling

requests. After reviewing Traffic Calming Policies from other municipalities in Ontario¹ to expedite this process, EXP proposes the following amendment to this step of the policy:

- Remove the completion of an initial petition completely
- Town staff or consultants can recommend specific traffic calming at locations based on activities such as screenings of observed traffic volumes and speed conditions

To reflect this change, the following flowchart in *Appendix A* of the 2021 Traffic Calming Policy has amended.

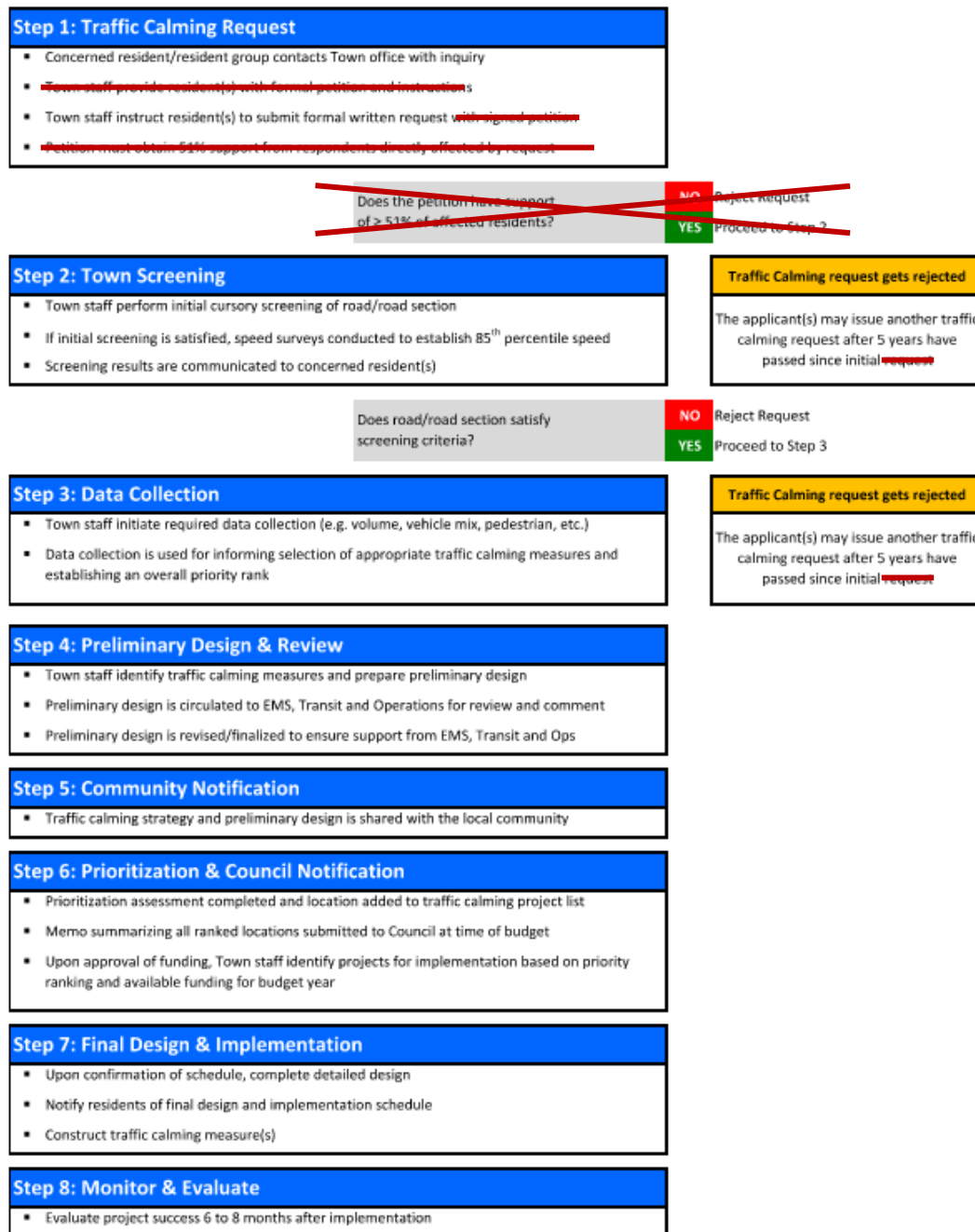


Figure 1: Appendix A, 2021 Traffic Calming Policy

For *Step 2: Traffic Calming Request*, EXP identified that revisions should be applied to ‘table 2’ and associated text to match recommendations derived from the completed speed reduction policy. ‘Table 2’ from the Traffic Calming Policy is referenced below.

Table 1: 85th Percentile Speed Considerations, Table 2, 2021 Traffic Calming Policy

Posted Speed Limit	85 th Percentile Speed	Exceedance of Speed Limit
40 km/h	45 km/h	+ 5km/h
50	60	+10
60	70	+10

In addition to this revision, EXP also noted that the provision of a checklist covering all elements of the *Town Screening* should be provided to ensure that all elements have been covered before either rejecting the request or proceeding to Steps 3 to 8.

The proposed checklist is as follows:

Table 2: Town Screening Checklist

Criteria	Yes	No
Road section is a local road maintained by the Town of Collingwood		
Road section has a minimum average annual daily traffic volume of 900 vehicles		
Road section has sidewalk on one or both sides of street		
Road section has cycling facilities		
Road section has a minimum length of 220 m without being a dead-end road section or cul-de-sac		
Road section has a grade that does not exceed 6%		
Road section has not been the subject of a rejected speed study or traffic calming request within the past 3 years		
All other reasonable efforts have been made to address the concerns using utilizing other means including education and enforcement tools		
The zoning of the affected location is primarily residential		
All criteria above should be satisfied for traffic calming to be considered further in this checklist.		
The observed 85 th percentile speed exceeds the posted speed limit according to the thresholds noted in ‘table 2’		
The criteria above should be satisfied for traffic calming to be considered further.		

If all the criteria from the Town Screening Checklist is satisfied, Steps 3 to 8 of the Traffic Calming Process remain in effect. If the checklist remains unsatisfied, an exception to the three (3) year requirement can be made if significant changes to the road section have been made since the previous review.

Traffic Calming Requests 2021-2025

Table 3 provides a list of traffic calming requests between 2021-2025.

Table 3: Traffic Calming Requests (2021-2025)

Road Section	Year	Comments
Second Street between Elm Street and Pine Street	2021	Speed survey results, determined that there is not a significant exceedance of the speed limit.
Connor Avenue between Georgian Meadows Drive and Brooke Avenue	2023	The speed survey results, determined that only 1.68% of the overall traffic was travelling in the 41km/h+ range giving this location a low enforcement rating. This investigation also revealed that the combined average daily traffic (ADT) volume is 535 vehicles per day. The Policy requires that the road section must have a minimum of 900 vehicles per day, in order to be considered for traffic calming.
Fifth Street – High to Hurontario	2023	The speed survey determined that only 6.1% of the overall traffic was travelling in the 55km/h+ range giving this location a low enforcement rating. The road segment can be reconsidered for another review in 3 years from now, in September of 2026.
Minnesota Street between Hume Street and Manning Avenue/Dillon Drive	2023	The speed survey determined that only 7.2% of the overall traffic was travelling in the 55km/h+ range giving this location a low enforcement rating. The road segment can be reconsidered for another review in 3 years from now, in October of 2026.
Pine Street between Fourth Street and Fifth Street	2023	The speed survey determined that there is not a significant exceedance of the speed limit, as only 2.7% of vehicles breached the enforcement limit. The road segment can be reconsidered for another review in 3 years from now, in July of 2026.
Raglan Street	2024	Speed survey conducted - Based on the findings, the majority of vehicles travelling on this stretch of Raglan Street appear to be operating below the posted speed limit.
Balsam Street	2025	Traffic Calming petition submitted – Speed survey being completed, and findings will be shared with resident.