



MEMO

TO : Dragana Crkvenjas, Project Manager

COPY TO : Muhammad Imran, M.Eng., P.Eng.

FROM : Stephen Erwin, P.Eng.
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DATE : April 5, 2025

SUBJECT : Oakville Traffic By-Law Review and Update – Final Report

The Town of Oakville (the Town) retained CIMA+ to undertake a review and update of Oakville's Traffic By-law (1984-001). Since its last major review, Oakville has issued many additional amending by-laws modifying the original 1984 Traffic by-law. (1984-001). In addition, industry terminology has continued to evolve including updates and revisions to the *Highway Traffic Act*, R.S.O. 1990, c. H.8. as amended. This has resulted in several aspects of the Oakville's Traffic by-law containing incorrect references, outdated schedules, and outdated language.

In response to Town's request, CIMA+ has reviewed and updated Oakville's Traffic by-law and its associated schedules including a detailed best practices review of specific items identified by the Town and a detailed field-verification exercise to verify the signage in the field complies/aligns with the entries in the by-law schedules.

The Town identified the following specific issues for this work:

1. Correct any redundant items, references to schedules and ensure consistent formatting throughout the by-law;
2. Consistent references to any amending by-laws within the by-law text and schedules;
3. Consistent formatting of related schedules;
4. Remove, modify or add schedules to the by-law;
5. Delegation of authority to the Director, Transportation and Engineering to temporarily modify or establish truck routes to facilitate detours associated with capital projects;
6. Correct outdated terminology to ensure consistency with Highway Traffic Act (HTA) and Public Transportation and Highway Improvement Act (PTHIA);
7. Treatment of sports on municipal roads;

8. Treatment of U-Turns in front of Schools;
9. Connecting links; and
10. Micro-mobility.

This memorandum provides a summary of how the specific issues identified by Oakville and have been addressed in the updated by-law text and schedules.

1. Correct any redundant items, references to schedules and remove, modify or add schedules to the by-law as needed

Under this item, the entire by-law text document was reviewed to identify the total number of schedules and how they were referenced and named within the by-law text.

The review identified inconsistent numbering and references to the schedules document. For example: *Part II – General, Section 4 – General Regulations, Subsection (4)(e) Sidewalks* referred to Schedule 28. However, Schedule 28 in the Schedules Document was related to Section (17)(1) – Hours Or Days for Voluntary Payment. This indicated an incorrect reference to Schedule 28 in the text.

The review also identified that the schedules were not referenced in a chronological order within the by-law text. For example, *Section 4(4) – General Restrictions – Bicycles* appeared first in the by-law text. As such, Schedule 1 should have been associated bicycle restriction zones. However, Schedule 1 originally was for no parking restrictions at anytime. As such, the schedule numbers and names were reviewed and arranged in chronological order. Refer to Table 1 below for a summary of how the schedules were originally named and numbered as well as how they now appear in the updated by-law text and schedules.

There were some schedules which did not include any entries and referred to another document / by-law. These schedules were removed and any references to the documents were made within the by-law text. For example: *Part III – Parking and Stopping, Section 6 – Meter Parking, Subsection (1) Location* referred to Schedule 11. However, Schedule 11 in the Schedules Document further referred to By-law 1965-10 for details regarding parking meters within the Town of Oakville. As such, the references were updated to refer to By-law 1965-10 instead of the Schedule 11 in the by-law text to avoid any confusion and Schedule 11 was deleted.

Additionally, some schedules were removed, and some were merged upon discussion and final approval from the Town (refer to Table 1 below).

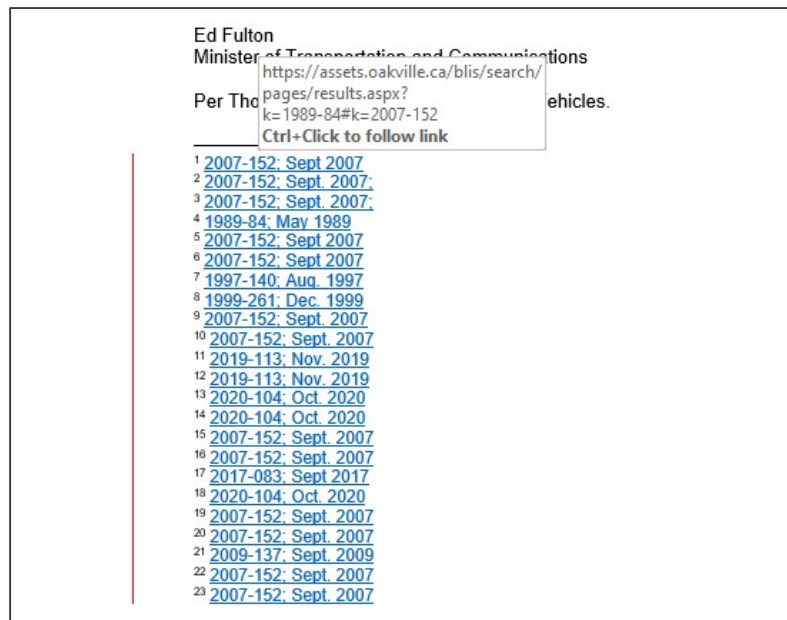
Table 1: Schedules Numbering and Naming

Schedules (as originally numbered and names)	Schedules (as updated)
Schedule 28 Hours Or Days For Voluntary Payment	Schedule 1 Sidewalk Bicycle Restriction Zones
Schedule 30 No Parking Of Commercial Motor Vehicles	Schedule 2 No Parking Of Commercial Motor Vehicles
Schedule 1 No Parking At Anytime – Signs On Display	Schedule 3 No Parking At Anytime
Schedule 3 No Parking For Restricted Times – Signs On Display	Schedule 4 No Parking For Restricted Times
Schedule 4 Angle Parking - Signs On Display	Schedule 5 Angle Parking
Schedule 5 Boulevard Parking - Signs On Display	Schedule 6 Boulevard Parking
Schedule 33 Stopping Within An Intersection	Schedule 7 Stopping Within An Intersection
Schedule 6 No Stopping At Anytime – Signs On Display	Schedule 8 No Stopping At Anytime
Schedule 7 No Stopping For Restricted Times – Signs On Display	Schedule 9 No Stopping For Restricted Times
Schedule 8 Loading Zones - Signs On Display	Schedule 10 Loading Zones
Schedule 9 Taxi Cab Stand	Schedule 11 Taxi Cab Stand
Schedule 32 Accessible Parking Spaces – Signs On Display	Schedule 12 Accessible Parking Spaces
Schedule 12 Through Highways	Schedule 13 Through Highways
Schedule 15 Intersections - Yield Signs	Schedule 14 Yield Signs
Schedule 16 U-Turns - Signs On Display	Schedule 15 U-Turns
Schedule 18 Prohibited Turns Or Through Movements - Signs On Display	Schedule 16 Prohibited Turns Or Through Movements
Schedule 19 Multi-Lane Turns - Signs Etc. On Display	Schedule 17 Multi-Lane Turns
Schedule 20 One-Way Streets - Signs On Display	Schedule 18 One-Way Streets

Schedules (as originally numbered and names)	Schedules (as updated)
Schedule 21 Centre Lane Turns - Signs On Display	Schedule 19 Centre Lane Turns
Schedule 22a Designated Lanes	Schedule 20 Designated Lanes
Schedule 22b Cycle Lanes – Signs, Etc. On Display	Schedule 21 Bicycle Lanes
Schedule 31 Community Safety Zones - Signs On Display	Schedule 22 Community Safety Zones
Schedule 23 Rates Of Speed - Signs On Display	Schedule 23 Rates Of Speed
Schedule 24 Reduced Loads On Highways - Signs On Display	Schedule 24 Reduced Loads On Highways
Schedule 25 Truck Route	Schedule 25 Truck Route
Schedule 26 Heavy Traffic Prohibited – Signs On Display	Schedule 26 Heavy Traffic Prohibited
Schedule 27 School Bus Loading Zone	Schedule 27 School Bus Loading Zone
Schedule 2 Extended Parking Time Beyond 3 Hours	Removed
Schedule 10 Overnight Parking	Removed
Schedule 11 Meter Parking	Removed
Schedule 13 Intersections – Stop Signs	Merged With Previously Named Schedule 12 - Through Highways (Now Schedule 11)
Schedule 14 Through Highways – Yield Signs	None Were Confirmed For This Schedule
Schedule 17 Do Not Enter	Merged With Previously Named Schedule 20 One-Way Streets (Now Schedule 16)
Schedule 29	Did not exist

2. Consistent referencing of modifying by-laws within the text

Amending by-laws were originally listed at the end of each page within the by-law text and schedules. During the first round of revisions, references to amending by-laws within the by-law text as well as the schedules were made using “**End-Notes**” (see image below). Hyperlinks were used to direct the reader to the referenced amending by-law, available at the Town’s website.



Upon further direction from the Town, the references to amending by-laws within the schedules were added next to the entries which were amended by that particular amending by-law, in a separate column (see image below).

Highway	Location From	Location To	Amending By-Law
Alfred Hughes Avenue	Easterly Side of Robert Brown Boulevard	Westerly Side of Trailside Drive	
Alison Crescent	Southerly Side of Nautical Boulevard (Westerly Intersection)	Southerly Side of Nautical Boulevard (Eastern Intersection)	
All Saints Crescent	Easterly Side of Charnwood Drive	Easterly Side of Elmhurst Avenue	1987-100
Allan Street	Lake Ontario	Southerly Side of Lakeshore Road East	1985-201
Allan Street	Northerly Side of Lakeshore Road East	Southerly Side of Randall Street	1985-201
Allan Street	Northerly Side of Randall Street	Southerly Side of Sumner Avenue	1985-201
Allan Street	Northerly Side of Sumner Avenue	Southerly Side of Macdonald Road	1985-201
Allan Street	Northerly Side of Macdonald Road	Southerly Side of Maple Avenue	1995-136, 1994-201, 1985-201
Allan Street	Northerly Side of Maple Avenue	Southerly Side of Cornwall Road	1995-136, 1994-201, 1985-201
Alscot Crescent	Westerly Side of Wedgewood Drive (Northern Intersection)	Westerly Side of Wedgewood Drive (Southern Intersection)	
Alstep Way	Easterly Side of Grand Oak Trail	Westerly Side of Quetico Crescent	

3. Consistent formatting of schedules

In the original version of the by-law, all schedules were combined in a single word document which made it difficult to easily navigable through the document as individual schedule headings were not identified in the navigations tab. There were several other formatting issues including:

- Inconsistent page numbering
- Information was not properly organized in tables/columns
- Schedules heading did not match with the by-law text document.

As such, a separate document was produced for each schedule with all of the above-mentioned formatting issues addressed it in.

4. Remove, modify or add schedules to the by-law;

As mentioned under Item 1, schedules were removed, added, merged, or modified as required, upon discussion and final approval from the Town. Refer to Table 1 above for a complete list of schedules as they appear now in the updated version.

5. Delegation of authority to the Director, Transportation and Engineering to temporarily modify or establish truck routes to facilitate detours associated with capital projects

The current traffic by-law has two individual sections (Section 14 – Truck Routes and Section 15 – Heavy Traffic) that deal with truck movements on municipal roads. However, the by-law text only allows one section to be in effect at a time.

Section 14 adopts “Permissive Approach” to truck traffic i.e., trucks can go only on highways with authorized truck route signs, identified in Schedule 25. Section 15, on the other hand, adopts a “Restrictive Approach” i.e., trucks cannot drive on highways with authorized prohibition signs on display, as identified in Schedule 26.

Section 14 is only enforced when there are no highways identified in Schedule 26. Currently, there are several highways identified in Schedule 26 where truck movements are not allowed. Hence, Section 14 is not enforceable at this time. As such, the Town currently has “Restrictive Approach” for heavy traffic on municipal roads, i.e., prohibited highways are signed.

A review of the by-laws of selected municipalities indicated that only Hamilton has a Permissive Approach to manage truck traffic.

The Town completed a Goods Movement Study in 2016. The report recommendations relevant to this work include:

- Further restrictions should be avoided;
- Review truck route signs and ensure consistency with neighbouring municipalities.

It was noted that too many restrictions could affect goods movement within the Town. As such, it was agreed to keep the current “Restrictive Approach”.

In addition, subsection 15(2) has now been added to give Director the authority to temporarily modify or establish truck routes restrictions.

6. Correct outdated terminology to ensure consistency with Highway Traffic Act (HTA) and Public Transportation and Highway Improvement Act (PTHIA)

Definitions in the by-law text were checked against HTA and PTHIA for consistency. Definitions in the by-law text were updated to match the HTA/PTHIA terminology. Some new definitions (e.g., road-building machine, motor cycle, motor-assisted bicycle, bridges) which did not exist in the current by-law were also added.

In addition, there were some incorrect references to the HTA (see few examples listed below) which have now been updated.

- *Part IV – Traffic Movements, Section 9 – Turns, Subsection (1)(a) U-Turns* referred to Section 123 of the Highway Act. This reference is incorrect – it should be 143 for the U-turn prohibition that applies to all roads under specific conditions (generally poor sight lines).
- *Part IV – Traffic Movements, Section 11A – Community Safety Zones* referred to *Section 214 of the HTA*. This reference is incorrect – it should be 214.1 which allows the council of a municipality to 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.
- *Part VI – Limited Loads, Truck Traffic and Loading Zones, Section 13 – Reduced Loads on Highways, Subsection (1)* referred to Sections 104a and 104b of the HTA. This reference is incorrect – it should be Section 122 for the Reduced load periods.

7. Treatment of sports on municipal roads

The Town, currently, does not permit sports on municipal road. The wording in the by-law is as follows:

Section (4)(2)(c): No person shall play or take part in any game or sport upon a highway.

As per further direction from the Town, this will be updated by the Town in the future.

8. Treatment of U-Turns in front of schools

The current guidance related to U-turn prohibitions is as follows:

Section (9)(1)(a):

In addition to the requirements of Section 123 of the Highway Traffic Act, R.S.O. 1980 c. 198 as amended, where authorized signs to that effect are on display, no person operating a vehicle shall make a U-turn on any highway described in Column 1 of Schedule "16" to this By-law from the direction identified in Column 2 of said Schedule.

Schedule 16 (old) identified a set of roads with a prohibition of a U-turn in both directions. It may or may not include the roads that schools are on, but if it does the prohibition

would cover the full road as the schedule does not have provision for a ‘from-to’ type description.

As per discussion with the Town, Schedule 16 (now Schedule 15) has been updated to include exact locations (intersections) where U-Turns are prohibited instead of just identifying the full lengths of highways as it was originally done. The exact locations where signs were identified on the field through the field verification exercise have been added to the schedule.

9. Connecting links

A review of the Ministry of Transportation (MTO) Connecting Links Program 2022-23 Guide (September 2021) indicated that there are no connecting links within the Town of Oakville. To further confirm this finding, CIMA+ had reached out to the MTO Central Region connecting links contact (Phil Iannacito) to confirm that no connecting links exists within Oakville.

Upon discussion with the Town, it was determined that any references to connecting links within the by-law text as well the schedules should be removed. As such, all reference have now been removed.

10. Micro-mobility

This item will be addressed at a later stage at the time of the completion of the Oakville Active Transportation Plan. CIMA+ has completed a review of the current available guidance related to micromobility (see below).

What is micromobility? What is and what isn’t allowed on the sidewalk / MUP? What does the Highway Traffic Act say?

There is no official definition in Canada but “micromobility” is generally a term to describe small, lightweight electrically-powered or electrically-assisted vehicles. A useful threshold is to include all small vehicles that fall outside of the jurisdiction of the Canadian Motor Vehicle Safety Regulations (typically with maximum speed <32 km/h, power <500 W). Despite the above, in some cases the term “micromobility” is intended to also include non-electric vehicles such as conventional bicycles.

Power-Assisted Bicycles vs. Motor-Assisted Bicycles vs. E-Bikes:

Power-Assisted Bicycles and Motor-Assisted Bicycles are very similar with main difference being the maximum speed each vehicle can attained. Power-Assisted Bicycles can attain a maximum of 32 km/hr where as Motor-Assisted Bicycles can go up to 50 km/hr.

Power-Assisted bicycles are treated as normal bikes and are covered in the definition of ‘Bicycles’ and are often referred to as “E-Bikes”.

The most popular forms of micromobility vehicles:

e-bikes – On November 19, 2024, Ontario Bill 197* came into effect, removing all references to e-bikes (“power-assisted bicycles”) from the HTA. Previously, e-bikes were included as part of the definition of a “bicycle” and were thus classified as “vehicles” rather than “motor vehicles”. Our understanding is that the Province plans to move micromobility-related definitions into a separate regulation, though to our knowledge that has not yet happened. Until e-bike regulations are re-introduced, the legal status of e-bikes in Ontario is ambiguous.

The Province of Ontario is currently undertaking a pilot program from March 2021 to March 2026 to create an additional vehicle category of ‘cargo power-assisted bicycle’ that partially overlaps with the former ‘power-assisted bicycle’ (PAB) class. Compared to the conventional PAB class, Cargo PABs can have a higher power output (1000 W vs 500 W and a higher weight (no weight limit, vs 120 kg). Cargo PABs are distinguished by a minimum weight of 55 kg and the presence of a platform, basket or container for carrying cargo, parcels or goods (Pilot Project Cargo Power Assisted Bicycles, 2021). As a result, cargo e-bikes between 55 and 120 kg with a power output under 500 W can be categorized as both PAB classes. However, whereas conventional PABs were permitted as-of-right on public roads in Ontario (until 2024), Cargo PABs are only road-legal in municipalities where a bylaw has been created specifically to permit them.

The maximum permitted speed at which any e-bike in Ontario may receive electrical assistance is 32 km/h. Ideally the maximum speed for unlicensed/uninsured e-bikes would have been set at 25 km/h or lower (as is the case in BC for ‘light e-bikes’, as well as nearly the entire world outside of Canada and the US), but there’s no practical way to implement that at the Regional level.

* <https://www.ola.org/en/legislative-business/bills/parliament-43/session-1/bill-197>

e-scooters –These are only legal in Ontario as part of a provincial pilot if municipalities choose to participate.

To date none of the local municipalities in Halton Region have participated although Burlington did produce a white paper as part of their Active Transportation plan that recommended participating.

The maximum permitted speed for an e-scooter in Ontario is 24 km/h. This is comparable to the speed of a conventional bicycle so the municipalities’ positions on e-scooters have little to no effect on the design of transportation facilities. If e-scooters

are permitted in municipalities, they would be permitted in all locations where conventional bicycles are permitted (ideally on multi-use paths but not sidewalks).

e-skateboards and self-balancing devices - These are not road-legal in Ontario (including on sidewalks), though they are legal in Québec subject to.

Shared micromobility - Refers to micromobility vehicle-share systems (e.g. e-scooter-share, e-bikeshare), but the term is sometimes used to include all shared small vehicle systems including conventional bikeshare systems as well.

Where micromobility devices are permitted?

What is and isn't allowed on the sidewalk is mostly the responsibility of municipalities through their bylaws. Most municipalities don't allow bikes on sidewalks but have exceptions for children to ride on sidewalks. MUPs, of course, allow bicycles – including e-bikes as long as they meet the definitions. Some municipalities restrict e-bikes on certain trails or locations as part of their local by-laws.

Due to the lax provincial regulations, some municipalities have created detailed regulations for micromobility, including subdividing vehicle classes for municipal bylaw purposes. One such example is Toronto, which divides e-bikes into sub-classes based on weight (more or less than 40 kg), and ability to provide assistance when not pedalling.

The changes and language discussed in this memorandum have been reflected in the revised Bylaw and Schedules which have been provided to the Town of Oakville in editable form to facilitate continued efforts by the Town to keep them current.