

Road and Traffic Operations Decision Routing of Staff Reports

The following table (last revised May 7, 2023) describes the routing of staff reports to committees and Council related to road and traffic operation matters. This table incorporates the applicable decision routing as originally identified in **Table 2-Road and Traffic Operations Decision Routing, City of Toronto Road Classification System**, as adopted by City Council at its meeting of June 7, 8 and 9, 2000; and **Table 1-Enforcement and Exemptions to City By-laws and Policies in Certain Matters**, within the report entitled, **Delegation of Certain Matters to Community Councils** ([Report EX2.5](#)) as adopted by City Council at its meeting of February 5, 6, 7 and 8, 2007 and later updated August 9, 2007 to reflect O.Reg. 447/07(Listed Acts – Delegation by City); More recent City Council decisions related to delegation of authority have been incorporated in the table and are documented in the endnotes.

Abbreviations: Community Council (CC)
 Infrastructure and Environment Committee (IEC)
 Not applicable, or exceptions to be considered by IEC (NA)

Notes: All items with citations are referenced on pages 3 to 5.

All items identified as 'City Council' means final approving body via Community Council

| Matters | | Public Lanes /Alleys ¹³ | Local | Collector | Minor Arterial | Major Arterial | Expressways |
|--|---|------------------------------------|--------------|--------------|----------------|----------------|------------------|
| Dispute resolution regarding property access ⁷ | | CC | CC | CC | CC | IEC | NA |
| Speed Limit Changes, Restrictions and Reductions ² | In accordance with City regulations, by-laws and policy | CC | CC | CC | CC | CC | IEC ⁴ |
| | Deviation from City policy | CC | CC | CC | CC | City Council | IEC ⁴ |
| | Limitation to Delegation ⁵ | NA | City Council | City Council | City Council | City Council | NA |
| Road Alterations - includes, but not limited to: road narrowing and widening, installing medians and intersection re-alignments. | In accordance with City regulations, by-laws and policy ¹⁵ | NA | CC | CC | CC | CC | IEC ⁴ |
| | Limitation to Delegation ⁶ | NA | City Council | City Council | City Council | City Council | City Council |
| Sidewalks on Existing Streets | Limitation to Delegation ³ | NA | IEC | IEC | IEC | IEC | NA |

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| Matters | | Public Lanes /Alleys ¹³ | Local | Collector | Minor Arterial | Major Arterial | Expressways |
|---|--|------------------------------------|--------------|--------------|-----------------|-----------------|-------------|
| Bicycle Facilities: introduce, rescind or modify bicycle lanes. ¹ | | NA | IEC | IEC | IEC | IEC | NA |
| Reserved Lanes For certain classes of vehicles - includes but not limited to High Occupancy Vehicles (HOV), Public Transit Vehicles, etc. as defined in Chapter 950, § 950-503 | | NA | NA | NA | IEC | IEC | IEC |
| Installation of “Stop” Signs² | | CC | CC | CC | CC | NA ⁸ | NA |
| On-Street Traffic Regulations Includes but not limited to: <ul style="list-style-type: none"> • Turn Lane Restrictions and Entry Prohibitions • Traffic Signal Installations • Pedestrian Crossover (PXO) Installation or Relocation • Heavy Truck Prohibitions | In accordance with City by-laws and policy | CC ¹⁴ | CC | CC | CC | CC | NA |
| | Deviation from City policy | NA | CC | CC | CC | City Council | NA |
| | Limitation to Delegation ⁶ | NA | City Council | City Council | City Council | City Council | NA |
| On-Street Parking/Standing/Stopping Regulations¹⁰ | In accordance with City by-laws and policy | CC | CC | CC | CC | CC | NA |
| | Deviation from City policy | CC | CC | CC | CC | City Council | NA |
| | Limitation to Delegation ⁶ | NA | City Council | City Council | City Council | City Council | NA |
| On-Street Permit Parking¹¹ (installation or removal of permit parking) | In accordance with City by-laws and policy | CC | CC | CC | CC | CC | NA |
| | Deviation from City policy | CC | CC | CC | CC | City Council | NA |
| | Limitation to Delegation ⁶ | NA | City Council | City Council | City Council | City Council | NA |
| Traffic Calming | In accordance with City by-laws and policy | CC | CC | CC | NA ⁹ | NA ⁸ | NA |
| | Deviation from City policy | CC | CC | CC | NA ⁹ | NA ⁸ | NA |
| | Limitation to Delegation ⁶ | NA | City Council | City Council | NA | NA | NA |

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| Matters | | Public Lanes /Alleys ¹³ | Local | Collector | Minor Arterial | Major Arterial | Expressways |
|--|--|------------------------------------|--------------|--------------|----------------|----------------|--------------|
| Community Safety Zones | Limitation to Delegation ¹⁶ | NA | City Council | City Council | City Council | City Council | NA |
| Permanent Road Closures ⁷ | | CC | CC | CC | IEC | IEC | IEC |
| Temporary Road Closures ^{2, 12} | | CC | CC | CC | CC | City Council | City Council |
| Road Classification (new or existing streets) ⁷ | | NA | NA | IEC | IEC | IEC | IEC |

¹ Report entitled, "[Streamlining the Bicycle Lane Approval Process](#)" dated December 18, 2007, as adopted by City Council at its meeting of January 29 and 30, 2008, recommended that City Council rescind the delegation to Community Councils of final decision on bicycle lane matters. City Council directed that all bicycle lane matters be routed to Council through the Public Works and Infrastructure Committee (now the Infrastructure and Environment Committee), in order to streamline the City's bicycle lane approval process. **Note:** Multi-use paths which allow cycling do not require reporting as there are no associated bylaws.

² "Delegation of Certain Matters to Community Councils" report, as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07, does not refer to the Table 2 "Road and Traffic Operations Decision Routing" of the report entitled, "Road Classification – Review of Outstanding Issues and Proposed Classifications (All Wards)," adopted by City Council at its meeting of February 29, March 1 and 2, 2000, as the applicable policy for the specific matter.

³ Report entitled, "Vision Zero 2.0 - Road Safety Plan Update (IE6.8)" dated June 13, 2019, as adopted by City Council at its meeting of July 16, 17 and 18, 2019, recommended that City Council rescind the delegation to Community Councils of final decision on sidewalk proposals. Subsection 27-18.4B(7), which previously delegated sidewalk proposals was deleted July 18, 2019 by By-law 1101-2019. Accordingly,

- (i) Council has delegated final decision making authority to the General Manager, Transportation Services to add sidewalks to local roads as part of a reconstruction or to accommodate a request for a person with a disability; and
- (ii) Sidewalk proposals not otherwise delegated to the General Manager, Transportation Services shall be reported on an annual basis to the Infrastructure and Environment Committee for recommendation to City Council.

⁴ Expressways are not identified in the "Delegation of Certain Matters to Community Councils" report as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07, for this specific matter. Table 2 "Road and Traffic Operations Decision Routing" of the report entitled, "Road Classification – Review of Outstanding Issues and Proposed Classifications (All Wards)," adopted by City Council at its meeting of February 29, March 1 and 2, 2000 provides direction on decision routing for the specific matter.

⁵ Delegation of Authority is limited when proposals are:

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- a) In designated school zones restricting speed only on days on which school is regularly held; and
 - b) On designated portion of a highway with a grade of 6 percent or higher restricting speed for only certain classes of vehicles when traveling down grade, requires Council approval.
- ⁶ Limitation to Delegation of Authority occurs when proposals to alter any portion of a road where there is an established TTC route must be approved by City Council.
- ⁷ The matter was not identified in the "*Delegation of Certain Matters to Community Councils*" report as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07. Table 2 "*Road and Traffic Operations Decision Routing*" of the report entitled, "*Road Classification – Review of Outstanding Issues and Proposed Classifications (All Wards)*," adopted by City Council at its meeting of February 29, March 1 and 2, 2000, continues to be the applicable policy for the specific matter.
- ⁸ "*Delegation of Certain Matters to Community Councils*" report as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07. Stated that Community Council may not approve installation of stop signs or traffic calming on major arterial roads.
- ⁹ Minor arterial roads were not identified in the "*Delegation of Certain Matters to Community Councils*" report as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07, for the specific matter. Table 2 "*Road and Traffic Operations Decision Routing*" of the report entitled, "*Road Classification – Review of Outstanding Issues and Proposed Classifications (All Wards)*," adopted by City Council at its meeting of February 29, March 1 and 2, 2000, provides direction on decision routing for the specific matter.
- ¹⁰ On-Street Parking/Standing/Stopping Regulations includes, but is not limited to the following: On-street parking, Standing or Stopping, Side and time restrictions, Drop-off and pick-up zones, Accessible parking for persons with a disability, Meter parking, On-street loading zones and Taxi-cab stands. [By-law 355-2009: Amended Municipal Code Ch. 27, Council Procedures, to clarify delegation to Community Council by modifying wording to say, "including but not limited to the following"]
- ¹¹ Section §925-4, of Municipal Code Chapter 925 - Permit Parking, states the conditions under which permit parking can be applied to local, collector and minor arterial roads; other roads at the enactment of this chapter; and other roads determined by the General Manager except for roads identified as excluded areas defined in Section §925-1.
- ¹² Section §937-5, of Municipal Code Chapter 937 - Temporary Closing of Highways, states that staff shall prior to approving any temporary street closures under § 937-1 to 937-3.1, notify the ward councillor(s) in whose ward the road closure is pending. If requested by the affected ward's councillor, Deputy City Manager (formerly Commissioner, Works and Emergency Services) shall not approve the temporary street closure but shall report the matter to the appropriate Community Council for final decision under delegated authority, or for recommendation to Council for final decision.
- "*Delegation of Certain Matters to Community Councils*" report as adopted by City Council at its meeting on February 5, 6, 7 and 8, 2007 and updated August 9, 2007 to reflect O.Reg. 447/07 states that temporary road closures for **local and collector roads where Council approval is required are delegated to Community Council for final decisions** and temporary closure of major arterials and expressways, where Council approval is required continue to require

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Council approval (**see section §937-4 of Chapter 937**), but no delegation of authority for minor arterial or other major arterials and expressways identified in section §937-4 of Chapter 937.

Final Interpretation:

If ward councillor(s), affected by the temporary road closure of a local or collector road, requests a report on the matter, the report will be forwarded to the appropriate Community Council otherwise the DCM approves the temporary road closure, (with the exception of roads identified in section § 937-3 of Chapter 937, and temporary closure of road for greater than four consecutive days).

- ¹³ Amended 2021-04-08 by By-law 260-2021 City of Toronto Municipal Code Chapter 27, Council Procedures, to delegate final decision-making authority to Community Councils with respect to public lanes or public alleys as well as with respect to the establishment of designated areas and to amend City of Toronto Municipal Code Chapter 950, Traffic and Parking, with respect to the designation of speed limit designated areas and 30 kilometers per hour on public lanes or public alleys and local roads.
- ¹⁴ Applicable to 'Prohibited Turns' and 'Entry Prohibitions', under City of Toronto Municipal Code Chapter 950, Traffic and Parking, (Schedules XXIII and XXV, respectively) with respect to on-street traffic regulations.
- ¹⁵ As per the ['Road Alteration Report Guidelines'](#) dated April 16, 2019, road alteration reports shall continue to be required in the following situations:
- Where the road user capacity is materially affected (i.e., number of travel lanes physically increased or decreased).
 - Where private access would be adversely affected with the installation of a median.
 - Where the local Councillor has requested a road alteration report on a delegated matter.
- ¹⁶ 214.1(1) of the Highway Traffic Act to designate Community Safety Zones was not included in the Regulation as powers that could be delegated by Council.