

**To:** SPECIAL COUNCIL

**Meeting Date:** 5/31/2022

**Subject:** City of Cambridge and Region of Waterloo Oversize Load Permit Agreement

**Submitted By:** Kevin De Leebeeck, Director of Engineering

**Prepared By:** Dennis Lopes, Senior Civil Engineering Technologist

**Report No.:** 22-049-CD

**File No.:** N/A

**Wards Affected:** All Wards

### **RECOMMENDATION(S):**

THAT Report 22-049 (CD), City of Cambridge and Region of Waterloo Oversize Load Permit Agreement be received;

AND THAT Council authorize the Director of Engineering to execute an Oversize Load Permit Agreement with the Region of Waterloo, to the satisfaction of the City Solicitor, for the administration and approval of oversize load permits on City roads.

### **EXECUTIVE SUMMARY:**

#### **Purpose:**

To obtain Council approval for the execution of an Oversize Load Permit Agreement to allow the Region of Waterloo to review and approve oversize load permits on City road allowances.

#### **Key Findings:**

- An Oversize Load Permit is required to move oversized loads that exceed Ministry of Transportation height, length, width or weight limits as set out in the Highway Traffic Act.
- Oversize Load Permits are administered through the Region of Waterloo for Region and area municipality roads.
- A working group consisting of staff from the Region, the local municipalities and Waterloo Regional Police Services reviewed the existing Oversize Load Program

and identified the need for an agreement for the Region of Waterloo administration of Oversize Load Permits

- The objective of the Oversize Load Permit Agreement is to streamline and facilitate the timely review and approval of Oversize Load Permit applications for Regional and Area Municipal roads.
- Council approval is required for the execution of an Oversize Load Permit Agreement.

### **Financial Implications:**

There are no financial implications.

### **STRATEGIC ALIGNMENT:**

- ☐ Strategic Action; or
- ☒ Core Service

**Objective(s):** Not Applicable

**Strategic Action:** Not Applicable

**Program:** Transportation Management

**Core Service:** Traffic Operations

The development of the Oversize Load Permit agreement will provide a consistent and streamline regional permit program in alignment with the Highway Traffic Act.

### **BACKGROUND:**

An Oversize Load Permit is required to move oversized loads that exceed Ministry of Transportation height, length, width or weight limits as set out in the Highway Traffic Act. The Highway Traffic Act enables municipalities to regulate oversize vehicles on their roadways. Carriers wishing to travel on Regional and/or Area Municipal roadways with vehicles and/or loads that exceed the dimensions must apply and obtain a permit to travel on any Regional and/or Area Municipal roadways.

The Oversize Load Permit program for Regional and Area Municipal roadways is administered through the Region of Waterloo Transportation Division.

A working group consisting of staff from the Region, the local municipalities and Waterloo Regional Police Services reviewed the existing Oversize Load Program to identify deficiencies or operational concerns that could be addressed through an update

of the program. As a result, in 2021, the Region of Waterloo Legal and Transportation Departments requested that the local municipalities enter into an Oversize Load Permit Agreement to allow the Region to continue administering Oversize Load Permits.

### **ANALYSIS:**

The objective of the Oversize Load Permit agreement is to streamline the process to facilitate the timely review and approval of Oversize Load Permit applications for Regional and Area Municipal roads.

To achieve this objective, the Oversize Load Permit Agreement incorporates the following principles:

- Delegating authority to the Region of Waterloo Manager of Transportation to approve permits for the use of City roads;
- Maintaining municipal objectives related to the requirements of the City's Traffic and Parking By-law for heavy truck movements on City roads;
- Implementation of a digital online application process to simplify the application process for carriers;
- Integration of the current Highway Traffic Act legislation for oversize loads in Ontario.

City staff are supportive of the execution of this agreement as it provides a consistent process for oversize load carriers within the City, regardless of whether they are travelling on a City or Region road.

### **EXISTING POLICY / BY-LAW(S):**

#### **FINANCIAL IMPACT:**

There is no financial impact.

#### **PUBLIC VALUE:**

#### **Collaboration:**

The Region of Waterloo, Cities of Kitchener, Waterloo and area Townships have worked in partnership to develop a region-wide Oversize Load Permit program.

#### **ADVISORY COMMITTEE INPUT:**

Not Applicable.

**PUBLIC INPUT:**

Posted publicly as part of the report process.

**INTERNAL / EXTERNAL CONSULTATION:**

The Oversize Load Permit Agreement has been developed in consultation with Legal Services staff from both the Region of Waterloo and the City of Cambridge.

The Cities of Cambridge, Kitchener, Waterloo and area Townships have worked collaboratively in the development of the Oversize Load Permit Agreement.

**CONCLUSION:**

The execution of an Oversize Load Permit Agreement between the Region of Waterloo and City of Cambridge will streamline the permit process, simplify the application process for carriers and ensure the program is aligned with the Highway Traffic Act.

Council approval is required for execution of the agreement.

**REPORT IMPACTS:**

Agreement: **Yes**

By-law: **No**

Budget Amendment: **No**

Policy: **No**

**APPROVALS:**

**This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:**

**Director**

**Deputy City Manager**

**Chief Financial Officer**

**City Solicitor**

**City Manager**

**ATTACHMENTS:**

N/A