

Consolidation of By-law 16-023, as amended by by-laws 17-003, 17-022, 17-038, 17-044, 17-049, 17-052, 17-056, 17-064, 17-074, 18-004, 18-023, 18-040, 18-041, 18-054, 19-005, 19-036, 19-041, 20-017, 20-043, 20-056, 20-065, 20-066, 21-009, 21-011, 21-021, 21-033, 21-039, 21-044, 21-050, 21-059, 22-015, 22-024, 22-025, 22-030, 22-041, 23-019, 23-020, 23-023, 23-031, 23-032, 23-033, 23-034, 23-035, 23-036, 23-038 and 23-040

By-Law Number 16-023

of

The Regional Municipality of Waterloo

A By-law to Regulate Traffic and Parking on Highways Under the Jurisdiction of the Regional Municipality of Waterloo and to Repeal By-law 06-072

Whereas the Municipal Act, 2001, S.O. 2001, c. 25, as amended, and the Highway Traffic Act, R.S.O. 1990, c. H.8, as amended, give The Regional Municipality of Waterloo the power to pass by-laws respecting its highways, including parking and traffic on highways;

Now Therefore, the Council of The Regional Municipality of Waterloo enacts as follows:

Part I – Short Title

This By-law may be cited as the Traffic and Parking By-law.

Part II – Definitions

The definitions contained within the Highway Traffic Act shall apply in the interpretation of this By-law except where they are inconsistent, in which case the definition under this By-law shall apply. For purposes of this By-law:

1. “accessible parking space” means a parking space designated under this By-law for the exclusive use of a vehicle displaying an accessible parking permit;
2. “administrative fee” means a fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality which may be imposed on a person in addition to an administrative penalty;
3. “administrative penalty” means an administrative penalty established under Part XXI - Penalties, Section 1(e) of this By-law;
4. “AMP municipality” means either the City of Kitchener or the City of Waterloo or the City of Cambridge, or all, as applicable;
5. “AMPS Policies and Procedures” means any policy or procedure of an AMP municipality established from time to time in relation to the system of administrative penalties for parking;
6. “authorized sign” means any traffic control device that has been erected on a highway under the authority of this By-law or the Highway Traffic Act for the purpose of regulating, warning or guiding traffic;

7. "boulevard" means that part of a highway from the edge of the roadway to the nearest lateral property line, but does not include a shoulder, sidewalk, cycling lane or multi-use trail;
8. "bus stop" means that part of a highway designated by the Region by a "bus stop" sign for the use of transit buses, as a space for loading and unloading passengers;
9. "City of Cambridge" means The Corporation of the City of Cambridge;
10. "City of Kitchener" means The Corporation of the City of Kitchener;
11. "City of Waterloo" means The Corporation of the City of Waterloo;
12. "commercial/essential parking permit" means a permit that, when properly affixed, will permit a vehicle to park at any on-street metered parking or loading zone within the local municipality specified on the permit;
13. "Commissioner" means the Commissioner of Transportation Services for the Region or any successor position, or his or her designate;
14. "cul-de-sac" means a highway terminating in a turn-around;
15. "curb line":
 - a) where a curb has been constructed, means the line of the curb; and
 - b) where no curb has been constructed, means the edge of the roadway;
16. "cycling lane" means a lane or portion of a highway marked with bicycle symbol or sign;
17. "designated provision" means any section of this By-law listed as a designated provision in Schedule 24 of this By-law;
18. "drive" means to drive, move or operate;
19. "driveway" means that part of a highway that provides vehicular access to and from the roadway and an adjacent property;
20. "e-scooter" has the same meaning as an "electric kick-scooter" in Ontario Regulation 389/19 of the Highway Traffic Act;
21. "hearing non-appearance fee" means an administrative fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality in respect of a person's failure to appear at the time and place scheduled for a hearing before a hearing officer;
22. "hearing officer" means a person appointed as a hearing officer under Part XXI.2, Section 23 of this By-law;

23. "heavy truck" means a motor vehicle having permanently attached thereto a truck or delivery body having a gross weight or registered gross weight of more than 4,500 kilograms but does not include an ambulance, hearse, casket wagon, fire apparatus, bus, mobile crane, motor home or road service vehicle;
24. "highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle under the jurisdiction of the Region, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;
25. "Highway Traffic Act" means the Highway Traffic Act, R.S.O. 1990, c. H.8 as amended, and any successor Act thereto;
26. "late payment fee" means an administrative fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality in respect of a person's failure to pay an administrative penalty within the time prescribed in this By-law;
27. "local municipality" means any of City of Kitchener, City of Cambridge, City of Waterloo, The Corporation of the Township of North Dumfries, The Corporation of the Township of Woolwich, The Corporation of the Township of Wilmot, or The Corporation of the Township of Wellesley;
28. "median" means that part of a highway that divides a roadway or separates two roadways within a highway, including any channelizing islands and the central islands of any roundabouts;
29. "motor-assisted vehicle" includes a motor-assisted bicycle, E-bike, power-assisted bicycle, segway, mini-bike, go-cart and any other motor-assisted transportation device that weighs not more than 55 kilograms and that does not have sufficient power to enable the transportation device to attain a speed greater than 50 kilometres per hour on level ground within a distance of 2 kilometres from a standing start, but does not include a wheelchair;
30. "motorized snow vehicle" has the same meaning as in the Motorized Snow Vehicles Act, R.S.O. 1990, c. M. 44, as amended, and any successor Act thereto;
31. "MTO search fee" means an administrative fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality for any search of the records of, or any inquiry to, the Ontario Ministry of Transportation, or related authority, made by the Region or by an AMP municipality for the purposes of this By-law;
32. "multi-use trail" means that part of a highway with surface improved with asphalt, concrete or gravel for the use of pedestrians and non-motorized vehicles;
33. "Municipal Act" means the Municipal Act, 2001, S.O. 2001, c. 25, as amended, and any successor Act thereto;
34. "municipal law enforcement officer" means a by-law enforcement officer appointed by the Region or a local municipality;

35. “non-permitted vehicle” means a motor vehicle that does not have a currently validated permit issued to it, a number plate properly displayed nor evidence of current validation affixed to the number plate as prescribed in the Highway Traffic Act;
36. “NSF fee” means an administrative fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality in respect of any payment from a person for which there are insufficient funds available or the transaction is declined;
37. “one-way street” means a highway upon which vehicular traffic is limited to movement in one direction;
38. “Parking Administrative Penalty By-law” means any by-law passed by an AMP municipality from time to time, pursuant to the Regulation, to implement administrative penalties for parking;
39. “parking meter” means a device that indicates thereon the interval of time during which a vehicle may be parked, and that has a receptacle for receiving payment;
40. “parking space” means that part of a roadway that is designated by the Region for the purpose of parking one vehicle;
41. “pedestrian” means any person afoot, any person in a wheelchair, any child in a wheeled carriage, and any person riding a bicycle that is not a motor-assisted vehicle with wheels less than 50 centimetres in diameter;
42. “penalty notice” means a notice issued to a person under Part XXI.2, Section 3 of this By-law;
43. “permit properly affixed” or “properly affixed” means a permit that is clearly visible facing outward through the windshield of a vehicle;
44. “plate denial fee” means an administrative fee as set out in the Parking Administrative Penalty By-law of the applicable AMP municipality established for the purposes of Part XXI.2, Section 15 of this By-law;
45. “Provincial Offences Act” means the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended, and any successor Act thereto;
46. “Region” means The Regional Municipality of Waterloo;
47. “Regulation” means Ontario Regulation 333/07, made under the Municipal Act, 2001, as amended from time to time or any successor thereof;
48. “re-parking” means parking the same vehicle within 5 hours of initial parking within a “no re-parking” area designated by the Region or a local municipality;
49. “reserved lane” means a lane within a highway reserved under this By-law exclusively for use by bicycles, horse-drawn vehicles, buses or other specific classes or types of vehicles;

50. "reserved parking permit" means a permit that, when properly affixed, will permit any vehicle to park in any parking space beyond the time limit designated under this By-law at the prevailing rate;
51. "roadway" means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, and, where a highway includes two or more separate roadways, the term "roadway" refers to any one roadway separately and not to all of the roadways collectively;
52. "roundabout" means a form of intersection for a highway that accommodates traffic flows in a circular direction around a central island;
53. "school-purpose vehicle" means a vehicle under contract with a school or school board to transport one or more students, including but not limited to a school bus;
54. "Screening and Hearing Officer By-law" means any by-law passed by an AMP municipality from time to time to establish and provide for the appointment of screening and hearing officers for the purpose of carrying out duties pursuant to the Parking Administrative Penalty By-law of the City;
55. "screening officer" means a person appointed as a screening officer under Part XXI.2, Section 23 of this By-law;
56. "shoulder" means that part of the highway lying adjacent to the roadway that is improved with granular or paved surface and is not intended for the passage of motor vehicles or pedestrians;
57. "sidewalk" means that part of a highway with a surface improved with asphalt, concrete or gravel for the use of pedestrians;
58. "taxicab" means a taxicab that is licensed by the Region and has a taxicab top sign affixed to its roof;
59. "traffic control device" means a sign, marking or other device on a highway for the purpose of controlling, guiding or directing traffic;
60. "traffic control signal" means any device, manually, electrically or mechanically operated for the regulation of traffic;
61. "transit bus" includes a bus operated by Grand River Transit, an inter-city transit operator, or a charter transit operator but does not include a school-purpose vehicle; and
62. "wheelchair" means a chair mounted on wheels driven by muscular or any other kind of power that is designed for and used by a person whose mobility is limited by one or more conditions or functional impairments. For greater certainty, a "wheelchair" includes a scooter that is designed for and used by a person whose mobility is limited by one or more conditions or functional impairments."

Part III – Enforcement and Authority

1. Enforcement and Prosecution

A police officer may enforce all provisions of this By-law. A municipal law enforcement officer may enforce all provisions of this By-law except those pertaining to a moving vehicle. The local municipality in which the highway is located may enforce and prosecute all provisions of this By-law except those pertaining to a moving vehicle.

2. Authority

- a) The Commissioner is authorized to place, erect and maintain such traffic control devices and traffic control signals that are required to give effect to the provisions of this By-law and/or that are authorized by the schedules of this By-law.
- b) The Commissioner is authorized, notwithstanding the other provisions of this By-law, to place, erect, maintain, move and remove such traffic control devices and traffic control signals as are required for reasons of emergency or safety or for an activity for which the Region or a local municipality has granted a permit.
- c) No person shall place, maintain, or display upon any highway any sign, signal, marking or device that purports to be or is an imitation of or resembles any traffic control device or traffic control signal without the prior approval of the Commissioner.
- d) The Commissioner is authorized to issue a permit for use of a highway by a vehicle or combination of vehicles in excess of the dimension and weight limits set out in the Highway Traffic Act.

Part IV - General

1. Operation of Vehicles

a) Driving on a Boulevard, Sidewalk or Multi-Use Trail

- (i) No person shall drive a motor vehicle, motor-assisted vehicle, bicycle, skateboard, coaster or scooter on a boulevard except on a driveway.
- (ii) No person shall drive a motor vehicle or motor-assisted vehicle on any multi-use trail except on a driveway.
- (iii) No person shall drive a motor vehicle or motor-assisted vehicle on a sidewalk except on a driveway.
- (iv) No person shall drive a bicycle having a wheel or wheels more than 50 centimetres in diameter on any sidewalk except on a driveway or to directly supervise a child riding a bicycle having wheels not more than 50 centimetres in diameter.
- (v) No person shall drive a motorized snow vehicle on any highway within city or settlement area limits, as defined by the local municipal official plan, except to cross.

- (vi) No person shall drive a skateboard or scooter, or roller blade or roller skate, on a sidewalk or multi-use trail without wearing a helmet and chin strap.
- (vii) No person shall drive a skateboard or scooter, or roller blade or roller skate, on a sidewalk or multi-use trail between sunset and sunrise without having or wearing front and back lights or a piece of reflective clothing either of which is visible at a distance of 200 metres.
- (viii) Every person driving a skateboard or scooter, or roller blading or roller skating, on a sidewalk or multi-use trail shall yield to a pedestrian.

b) Closed Highways

No person shall drive a vehicle, except an emergency vehicle or a vehicle authorized by the Commissioner or by a police officer, on any highway that is roped, barricaded or marked by an authorized sign prohibiting its use.

c) Newly Painted Lines

No person shall drive a vehicle, or attempt to drive a vehicle on or over, or tamper with, or walk on any newly painted line or series of lines, on any roadway or shoulder, when the presence of such is indicated by signs, markers, electric lanterns or otherwise.

d) Blocking Intersection

No driver of a vehicle approaching a traffic control signal showing a circular green or a green arrow shall enter the intersection unless traffic in front of him or her is moving in a manner that would reasonably lead him or her to believe that he or she can clear the intersection before the signal indication changes to a circular red indication.

This prohibition, however, does not apply to the driver of a vehicle who enters an intersection for the purpose of turning to the right or left onto an intersecting roadway and signals his or her intention to make the turn prior to entering the intersection.

e) Roundabouts

No person shall drive any vehicle or animal in a roundabout other than in a counterclockwise direction.

2. Pedestrians and Cyclists

a) Games or Sports

Unless allowed under a permit granted by the Region or a local municipality, no person shall play or take part in any game or sport upon a highway.

b) Transportation Devices

- (i) Unless allowed under a permit granted by the Region or local municipality, no person upon roller skates, roller blades or a skateboard or riding by means of any coaster,

toy vehicle, go-cart, segway, scooter or similar transportation device shall go upon a roadway except for the purpose of crossing the roadway and when so crossing such person shall have the rights and be subject to the obligations of a pedestrian pursuant to the Highway Traffic Act. Any person driving a skateboard shall dismount the skateboard when crossing the roadway pursuant to this subsection.

- (ii) Unless allowed under a permit granted by the Region or local municipality, no person riding by means of any toy vehicle, go-cart, segway or similar transportation device shall go upon a shoulder except for the purpose of crossing the shoulder and when so crossing such person shall have the rights and be subject to the obligations of a pedestrian pursuant to the Highway Traffic Act.

c) Parking a Bicycle

- (i) Unless otherwise permitted in this By-law, no person shall park a bicycle on any roadway or shoulder.
- (ii) No person shall park a bicycle on any highway except in an upright position.

d) Obstructing a Sidewalk or Multi-use Trail

No person shall obstruct or impede a pedestrian on a sidewalk or multi-use trail unless otherwise permitted by the Commissioner.

3. Animals

a) Riding on a Boulevard, Sidewalk or Multi-Use Trail

No person shall ride, drive, lead or back any animal that is not a household pet on any boulevard, sidewalk or multi-use trail except on a driveway.

b) Attendance While In Motion

No person shall drive an animal-drawn vehicle on a roadway or shoulder unless he or she remains upon the vehicle while it is in motion or walks beside the animal drawing it.

4. Objects on Roadway or Shoulder

Unless otherwise authorized, no person shall place or store any object or accumulation of material, including snow or ice, upon a roadway or shoulder.

Part V – Parking and Stopping Restrictions

1. Method of Parking or Stopping

a) General

Unless otherwise permitted in this By-law, no person shall park or stop a vehicle on any roadway except on the right side of the roadway having reference to the direction in

which the vehicle has been travelling, parallel to and not exceeding a distance of 0.15 metres from the curb line.

b) Parking on One-Way Streets

Unless otherwise permitted in this By-law, where parking is permitted on either side or both sides of a one-way street, no person shall park or stop a vehicle except parallel to and not exceeding a distance of 0.15 metres from the curb line and so that the front end of the vehicle is facing the direction in which the vehicle is permitted to proceed.

c) Angle Parking

Where angle parking is permitted, no person shall park or stop a vehicle except at the angle with the roadway indicated by markings and/or signs and so that the front end of the vehicle is angled toward the direction in which the vehicle is permitted to proceed.

d) Boulevard

Where boulevard parking is permitted, no person shall park a vehicle:

- (i) on the abutting roadway or shoulder or any part thereof; or
- (ii) facing the opposite direction in which the vehicle is permitted to proceed.

e) Parking Spaces

No person shall park a vehicle in such a manner as to encroach on a contiguous parking space unless the vehicle cannot be accommodated in one parking space.

2. Parking Prohibited

a) General

Unless otherwise permitted in this By-law, no person shall park a vehicle on any highway:

- (i) on or overhanging any curb line;
- (ii) on or overhanging any boulevard, sidewalk or multi use trail;
- (iii) on or overhanging any railway track, light rail transit track or other area designated through a sign or road marking for light rail transit vehicles;
- (iv) within an intersection, including a roundabout;
- (v) within 3 metres of a point on the curb line nearest a fire hydrant;
- (vi) within 15 metres of the nearest rail of a level railway crossing;

- (vii) within 9 metres of an intersecting roadway as measured from the intersecting curb line;
- (viii) within 15 metres of an intersection controlled by traffic control signals or a roundabout as measured from the intersecting curb line;
- (ix) in front of or within 1.5 metres of the entrance to a driveway or so as to prevent ingress to or egress from such driveway;
- (x) in such a manner as to obstruct an entrance on the highway to or from a private road or lane;
- (xi) in such a manner as to obstruct a crosswalk;
- (xii) in such a manner as to obstruct traffic;
- (xiii) in a position or place that prevents or is likely to prevent the removal of any vehicle already parked on the highway;
- (xiv) for a longer period of time than 3 consecutive hours;
- (xv) between the hours of 2:30 a.m. and 6:00 a.m.;
- (xvi) for the purpose of repairing, washing, or maintenance of a vehicle, except when such use of the highway is unavoidable through emergency;
- (xvii) for the purpose of soliciting, vending, buying or selling goods and/or services, unless otherwise permitted by by-law;
- (xviii) in front of or adjacent to a bus stop or light rail transit station or stop or in a manner so as to obstruct a bus stop or light rail transit station or stop;
- (xix) within a reserved lane during the hours and days that the reserved lane is in effect;
- (xx) if such vehicle is a transit bus, except at a bus stop or at a location where the transit bus is waiting for charter or emergency passengers;
- (xxi) if such vehicle is a school bus, except within a school bus loading zone;
- (xxii) if such vehicle is a heavy truck;
- (xxiii) if such vehicle is a trailer more than 10 metres in length;
- (xxiv) if such vehicle is a non-permitted vehicle; or
- (xxv) if such vehicle is leaking gasoline, engine oil or any other vehicular fluid.

b) Emergency Prohibition of Parking

Despite any other provision of this By-law, when an authorized "emergency" sign is on display, no person shall park on any highway during any emergency. For this purpose "emergency" includes, but is not limited to:

- (i) a fire, flood or other natural disaster;
- (ii) work under a permit granted by the Region or a local municipality; or
- (iii) any circumstance in which Section 134 of the Highway Traffic Act, or any successor provision, applies.

3. No Parking

- a) When signs establishing a "no parking" zone are on display, no person shall park a vehicle on a highway within such zone.
- b) Without limiting the generality of the provisions of Part V, Section 3 a) of this By-law, an authorized sign may be erected prohibiting the parking of a vehicle on any highway:
 - (i) named or described in Schedule 1 of this By-law, on the side or sides of the highway set out therein, during the times and/or days set out therein;
 - (ii) that is a public lane;
 - (iii) in a cul-de-sac along the turn around;
 - (iv) within 15 metres of the termination of a dead-end highway;
 - (v) in front of an emergency entrance to or exit from a hospital, theatre, auditorium or other building in which persons may be expected to congregate in large numbers;
 - (vi) within 30 metres on the approach or 15 metres on the departure side of a bus stop or light rail transit station or stop;
 - (vii) on that side of the highway where the same abuts onto the property of any public park or public playground;
 - (viii) where there is a school, on both sides of the highway contiguous to the limit of land used for school purposes;
 - (ix) within 15 metres on either side of an access to a multi-use trail;
 - (x) within 8 metres of any fire hall access on the side of the highway on which the fire hall is located and/or within 30 metres of such fire hall access on the opposite side of the highway;
 - (xi) within 15 metres of an intersection; or

- (xii) within 30 metres of an intersection controlled by traffic control signals or a roundabout.

4. Limited Parking

When an authorized sign is on display, no person shall park a vehicle on any highway named or described in Schedule 2 of this By-law, except on the side or sides of the highway set out therein, during the times and/or days set out therein, for the length of time set out therein, for the specific class or type of vehicle set out therein.

5. Angle Parking

When an authorized sign is on display, no person shall park a vehicle on any highway named or described in Schedule 3 of this By-law, on the side or sides of the highway set out therein, except in accordance with Part V, Section 1 c) of this By-law.

6. Stopping Prohibited

Unless otherwise permitted in this By-law, no person shall stop a vehicle on a highway:

- a) within a school bus loading zone;
- b) on or adjacent to a median;
- c) on, under or within 30 metres of a bridge, elevated structure, tunnel or underpass;
- d) within a roundabout;
- e) on or overhanging any railway track, light rail transit track or other area designated through a sign or road marking for light rail transit vehicles; or
- f) in such a manner as to obstruct traffic or the movement of a light rail transit vehicle.

7. No Stopping

- a) When an authorized sign establishing a "no stopping" zone is on display, no person shall stop a vehicle within such zone on a highway other than a transit bus at a bus stop or a school-purpose vehicle within a school bus loading zone.
- b) Without limiting the generality of the provision of Part V, Section 7 a) of this By-law, an authorized sign may be erected prohibiting the stopping of a vehicle:
 - (i) on any highway named or described in Schedule 4 of this By-law, on the side or sides of the highway set out therein, during the times and/or days set out therein;
 - (ii) on any highway within 30 metres of a school crosswalk designated by the Region;
 - (iii) on that side of any highway where the same abuts on school property except a school-purpose vehicle while actually engaged in loading or unloading passengers;

- (iv) on the opposite side of any highway adjacent to school property, between the hours of 8:00 a.m. and 4:30 p.m., from Monday to Friday inclusive;
 - (v) On that side of any highway where the same abuts on fire department property;
 - (vi) On the opposite side of any highway adjacent to the fire department property;
 - (vii) within 30 metres on the approach or 15 metres on the departure side of a bus stop or light rail transit station or stop;
 - (viii) on any highway within 15 metres of a pedestrian crossover.
- c) When an authorized sign establishing “no stopping” in “school zone” is on display, no person shall stop a vehicle within such school zone other than a transit bus at a bus stop or a school-purpose vehicle within a school bus loading zone.
- d) An authorized tab sign indicating a “school zone” may be added to a “no stopping” sign to prohibit the stopping of a vehicle:
- (i) on any highway within 30 metres of a school crosswalk designated by the Region, provided the school crossing is located on that same highway within 30 metres of the school property;
 - (ii) on that side of any highway where the same abuts on school property; or
 - (iii) on the opposite side of any highway adjacent to school property, between the hours of 8:00 a.m. and 4:30 p.m., from Monday to Friday inclusive.

8. Loading Zones

- a) When an authorized sign establishing “loading” zone is on display, no person shall park or stop a vehicle on any highway named or described in Schedule 5 of this By-law, on the side or sides of the highway set out therein, during the times and/or days set out therein, except for the purpose of and while actually engaged in loading or unloading passengers and/or merchandise.
- b) When an authorized sign establishing “commercial loading” zone is on display, no person shall park or stop a vehicle other than a commercial motor vehicle on any highway named or described in Schedule 5 of this By-law, on the side or sides of the highway set out therein, during the times and/or days set out therein, except for the purpose of and while actually engaged in loading or unloading merchandise from the commercial motor vehicle.

9. Taxicab Stands

When an authorized sign is on display establishing a “taxicab stand”, no person shall park or stop a vehicle other than a taxicab on any highway named or described in Schedule 6 of this By-law, on the side or sides of the highway set out therein.

10. Accessible Parking for Persons with Disabilities

When an authorized sign is on display establishing “accessible parking”, no person shall park or stop a vehicle in an accessible parking space on any highway named or described in Schedule 7 of this By-law, on the side or sides of the highway set out therein, other than a vehicle upon which is properly affixed a valid accessible parking permit that is issued and displayed in accordance with the Highway Traffic Act and is at the time being used to transport a disabled person.

Part VI – Parking Meters and Parking Permits

1. Parking Meter Zones

When an authorized sign establishing a “parking meter zone” is on display on any highway named or described in Schedule 8 of this By-law, the side or sides of the highway set out therein are designated as parking meter zones. Within a parking meter zone, no person shall:

- a) park a vehicle between the hours and during the days set out in Schedule 8 of this By-law, except when such days are statutory holidays, unless the person pays the required fee in the parking meter provided for the parking space occupied;
- b) allow a vehicle to remain parked for a period longer than that for which payment has been made, provided however, that this shall not prevent the driver of a vehicle from using the unexpired time remaining in the meter or meters from its previous use without further payment;
- c) allow a vehicle to remain parked for a period longer than the maximum length of time for which continuous parking is permitted as set out in Schedule 8 of this By-law;
- d) deposit or cause to be deposited in any parking meter any slug, device or other substitute for the required fee; or
- e) park a vehicle in such a manner that it is not wholly within a parking space unless the vehicle is of such length as to prevent it being parked within one space, in which case the person parking same shall make the necessary payment in the parking meter provided for each parking space occupied.

2. Funeral Services

Churches, other places of worship and funeral homes within a parking zone at which funeral services are being held are hereby given authority to place signs on parking meters or otherwise in a manner approved by the Commissioner indicating that parking, except for those attending such service, is temporarily prohibited in the parking spaces so marked for a period of one hour in advance of the scheduled time of such service, and during such service, and any person disobeying the instructions of said signs shall be considered as violating the provisions of this part of the By-law. It shall not be

necessary for the owner or driver of a vehicle validly parked in connection with such service in the parking spaces so marked to make any payment for parking during the aforesaid period.

3. Commercial/Essential Parking Permit

- a) The Commissioner may issue a commercial/essential parking permit to the owner of any motor vehicle.
- b) Any motor vehicle for which a commercial/essential parking permit has been issued and properly affixed may be parked at any on-street parking or loading zone within the local municipality specified on the permit without further payment for any period of time not exceeding the time limit designated under this By-law.

4. Reserved Parking Permit

- a) The Commissioner may issue a reserved parking permit to the owner of any motor vehicle.
- b) Any motor vehicle for which a reserved parking permit has been issued and properly affixed may be parked at any parking space on a highway within the local municipality specified on the permit beyond the time limit designated under this By-law, provided that such vehicle is engaged in loading or unloading or carrying out repairs to public utilities or other essential public services.

Part VII – Tow Trucks

1. Offer of Service (Amended 18-023)

No person shall make or convey an offer of services of a tow truck while that person is within 200 metres of,

- a) the scene of an accident or apparent accident; or
- b) a vehicle involved in an accident, on a highway.

2. Station / Position (Amended 18-023)

No person shall station or position a tow truck on a highway within 200 metres of,

- a) the scene of an accident or apparent accident; or
- b) a vehicle involved in an accident.

3. Exception

Part VII, Sections 1 and 2 do not apply to a person who is at the scene of the accident at the request of a police officer, a municipal law enforcement officer, a person engaged in highway maintenance or a person involved in the accident.

Part VIII – Pedestrian Crossovers

1. Level 1 Pedestrian Crossovers

When an authorized sign establishing “Level 1 pedestrian crossover” is on display on any highway named or described in Schedule 9 of this By-law, any location set out therein is designated as a Level 1 pedestrian crossover.

2. Level 2 Pedestrian Crossovers

When an authorized sign establishing “Level 2 pedestrian crossover” is on display on any highway named or described in Schedule 10 of this By-law, any location set out therein is designated as a Level 2 pedestrian crossover.

Part IX – Through Highways

Any highway named or described in Schedule 11 of this By-law is designated as a “through highway” except at an intersection thereon where there is a traffic control signal, an all-way stop or a roundabout. For any highway designated as a “through highway”, a stop sign or a yield sign shall be erected facing approaching traffic on any roadway intersecting the “through highway”.

Part X – Intersection Stop Signs

Stop signs shall be erected at the intersections named or described in Schedule 12 of this By-law, facing the traffic travelling in the direction specified therein.

Part XI – Vehicle Movements

1. U-Turns

When an authorized sign prohibiting “u-turns” is on display, no person shall operate a vehicle in such a manner as to make a U-turn on any highway named or described in Schedule 13 of this By-law.

2. Prohibited Movement(s)

When an authorized sign prohibiting “movements” is on display, no person operating a vehicle on any highway named or described in Schedule 14 of this By-law, proceeding in the direction or emerging from a property set out therein, shall make the movement(s) set out therein, during the times and/or days set out therein.

3. Lane Designation

When an authorized sign designating “lanes” is on display, no person operating a vehicle on any highway named or described in Schedule 15 of this By-law, proceeding in the direction set out therein, at the location set out therein, shall make any movement other than the movement(s) set out therein.

Part XII – One-Way Streets

When an authorized sign designating a “one-way street” is on display, any highway named or described in Schedule 16 of this By-law is designated as a one-way street in the direction of travel stated therein.

Part XIII – Rates of Speed (km/h)

When an authorized sign designating a “rate of speed” is on display, the maximum permissible rate of speed on any highway named or described in Schedule 17 of this By-law shall be that rate of speed set out therein.

Part XIV – Centre Lane: Two-Way Left Turns

When an authorized sign designating a “centre lane” is on display, no person shall operate a vehicle on the centre lane of any highway named or described in Schedule 18 of this By-law, except for the purpose of turning left.

Part XV - Loads

1. Reduced Loads on Highways

When an authorized sign designating a “reduced load” is on display, no person shall drive a vehicle or combination of vehicles if the gross weight is in excess of the weight posted on the highway.

2. Reduced Loads on Bridges

When an authorized sign designating a “reduced load” is on display, no person shall drive a vehicle or combination of vehicles if the gross weight is in excess of the weight posted for a bridge on a highway.

3. Oversize Loads

No person shall drive a vehicle or combination of vehicles on a highway that is in excess of the dimensions and weight set out in the Highway Traffic Act without first having obtained a permit from the Commissioner.

Part XVI – Heavy Truck Prohibitions

1. No Heavy Trucks

When an authorized sign designating “no heavy trucks” is on display, no person shall drive a heavy truck on any highway named or described in Schedule 19 of this By-law, during the times and/or days set out therein.

2. Exception

Part XVI, Section 1 of this By-law shall not apply to the driver of a heavy truck making a delivery to, or a collection from a premise or premises that cannot be reached by any route other than the highway where heavy trucks are prohibited within this By-law, provided that when making such a delivery or collection the same highway is travelled only as far as is unavoidable in getting to and from such premise or premises.

Part XVII – School Bus Loading Zones

When an authorized sign designating a “school bus loading zone” is on display, the driver of a school-purpose vehicle must not stop on any highway named or described in Schedule 20 of this By-law other than on the side or sides of the highway set out therein.

Part XVIII – Community Safety Zones

When an authorized sign designating a “community safety zone” is on display, any highway named or described in Schedule 21 of this By-law is designated as a community safety zone as set out therein.

Part XIX – Reserved Lanes

When an authorized sign designating “reserved lanes” is on display, no person shall drive a vehicle on the reserved lanes named or described in Schedule 22 of

this By-law, during the times and/or days set out therein, unless the person is driving a vehicle of the specific class or type set out therein.

Part XIX.1 – School Zones (Added 21-050)

The portions of the highways located at the schools as set out in Schedule 23 of this By-law, together with 150 metres along the highways in either direction beyond the limits of the land used for the purposes of the schools, are designated as school zones.

Part XIX.2 – E-Scooters (Added 22-015)

1. a) Subject to subsection b) of this section, a person is permitted to operate an e-scooter on the following portions of a highway:
 - i) A multi-use trail;
 - ii) A cycling lane;
 - iii) A reserved lane;
 - iv) The shoulder of a highway with a posted rate of speed of 50 kilometers per hour or less if the highway has no cycling lane or reserved lane; and
 - v) The roadway of a highway with a posted rate of speed of 50 kilometers per hour or less if the highway has no cycling lane, reserved lane or shoulder.
- b) Subsection a) of this section shall not apply if an authorized sign is posted on a multi-use trail, cycling lane, reserved lane, shoulder or roadway that e-scooters are not permitted.
2. Where cycling lanes and reserved lanes are not provided on a highway with a posted rate of speed of 50 kilometers per hour or less, the operator of an e-scooter shall,
 - a) if there is a shoulder on the highway, stay on the shoulder as close to the right edge of the shoulder as possible; and
 - b) if there is no shoulder on the highway, stay on the right side of the roadway as close to the edge of the roadway as possible.
3. No person shall:
 - a) operate an e-scooter on a highway except in compliance with section 1 of this Part;
 - b) operate an e-scooter on a highway without wearing a helmet and chin strap;
 - c) operate an e-scooter on a sidewalk except to cross;
 - d) operate an e-scooter on a multi-use trail at a speed that is markedly greater than the speed of the pedestrians who are proximate to the e-scooter;
 - e) operate an e-scooter at a bus stop, transit station or light rail transit platform that is on or adjacent to a highway;
 - f) operate, stop or leave an e-scooter on any railway track, light rail transit track or other area designated with an authorized sign or marking for light rail transit vehicles;
 - g) leave an e-scooter in a location on a highway, including a sidewalk, that is intended for the passage of vehicles or pedestrians;

h) operate an e-scooter on any section of a multi-use trail, cycling lane, reserved lane, or roadway that is unpaved and/or closed for maintenance, construction, or emergency reasons; or

i) use an e-scooter for commercial use unless authorized by the Commissioner.

4. The operator of an e-scooter shall:

a) keep a safe distance from pedestrians and other users of the highway where the e-scooter is permitted pursuant to section 1 of this Part at all times; and

b) give way to a pedestrian or bicycle by slowing or stopping, as necessary, where there is insufficient space for the pedestrian or bicycle and the e-scooter to pass.

Part XX - Exception

This By-law shall not, if compliance therewith would be impractical, apply to an emergency vehicle or a vehicle engaged in works undertaken for or on behalf of the Region, local municipalities or public utilities.

Part XXI - Penalties

1. a) Every person who contravenes a provision of this By-law, except a designated provision within the geographic area of an AMP municipality, is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- b) The owner of a vehicle that is parked, stopped or left standing in contravention of this By-law is guilty of an offence and is liable to such penalties as are provided for by this By-law unless, at the time of the offence, the vehicle was in the possession of some person other than the owner without the owner's consent.
- c) Notwithstanding Part XXI, Section 1 a) of this By-law, any person violating Part V, Section 10 of this By-law is guilty of an offence and upon conviction is liable to a fine of not less than \$300 and not more than \$5,000.
- d) Part XXI, Section 1a) of this By-law shall be in addition to, and shall not limit the application of, the Highway Traffic Act.
- e) Within the geographic areas of an AMP municipality, as may be applicable, the sections of this By-law that are listed in Schedule 24 to this By-law are hereby designated provisions as parts of this By-law to which the system of administrative penalties applies, for the purposes of Section 102.1 of the Municipal Act, 2001 and Section 3 of the Regulation, as set out herein.

- f) The provisions of the Provincial Offences Act shall not apply to a designated provision of this By-law within the geographic area of an AMP municipality.
- g) If a vehicle has been left parked, standing or stopped in contravention of a designated provision of this By-law within the geographic area of an AMP municipality, the owner of the vehicle shall, upon issuance of a penalty notice in accordance with the provisions herein, be liable to pay an administrative penalty in the amounts as set out in Schedule 24 to this By-law, and any applicable administrative fees.
- h) Except as set out herein, all provisions of this By-law and of any other applicable legislation shall continue to apply to the designated provisions of this By-law within the geographic areas of an AMP municipality, in addition to the administrative penalty provisions of this By-law.”

Part XXI.1 – Vehicle Removal

In addition to any other penalties provided for in this By-law, a police officer, police cadet, municipal law enforcement officer or an officer appointed for carrying out the provisions of this By-law, upon discovery of any vehicle parked or standing in contravention of any provision of this By-law may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for the removal, care and storage of the vehicle, if any, are a lien upon the vehicle, which may be enforced in the manner provided by the Repair and Storage Liens Act, R.S.O. 1990, Chapter R. 25, as amended, or any successor Act thereto.

Part XXI.2 – Administrative Penalty System

1. A police officer or a municipal law enforcement officer who has reason to believe that a vehicle has been left parked, standing or stopped in contravention of a designated provision of this By-law within the geographic area of an AMP municipality may issue a penalty notice in accordance with the provisions of the applicable AMP municipality’s Parking Administrative Penalty By-law.
2. A penalty notice issued for any contravention of a designated provision of this By-law within the geographic area of an AMP municipality shall contain the information as specified in the applicable AMP municipality’s Parking Administrative Penalty By-law, and shall be served in accordance with the provisions of said by-law.
3. No police officer or municipal law enforcement officer may accept payment of an administrative penalty or administrative fee.
4. A person who is served a penalty notice for a contravention of a designated provision of this By-law occurring within the geographic area of

an AMP municipality may, in accordance with the applicable AMP municipality's Parking Administrative Penalty By-law, request that the administrative penalty be reviewed by a screening officer, and the provisions of the applicable AMP municipality's Parking Administrative Penalty By-law governing screening reviews shall apply.

5. Any person to whom a screening decision is issued in relation to a penalty notice issued for a contravention of a designated provision of this By-law occurring within the geographic area of an AMP municipality may, in accordance with the applicable AMP municipality's Parking Administrative Penalty By-law, request a review of the screening decision by a hearing officer, and the provisions of the applicable AMP municipality's Parking Administrative Penalty By-law shall apply.
6. The provisions of the applicable AMP municipality's Parking Administrative Penalty By-law governing the service of documents, shall apply to the service of documents relating to a penalty notice issued under this By-law for a contravention within the geographic area of the applicable AMP municipality.
7. Except as may be otherwise provided in this By-law, where a penalty notice is issued for a contravention of a designated provision of this By-law occurring within the geographic area of an AMP municipality, the applicable AMP municipality's Parking Administrative Penalty By-law, Screening and Hearing Officer By-law and AMPS Policies and Procedures shall apply.
8. Any administrative penalty and applicable administrative fees relating to a penalty notice issued for a contravention of a designated provision of this By-law within the geographic area of an AMP municipality, which are due and payable in accordance with this By-law, shall form a debt of the owner of the vehicle payable to the Region, which may be collected by the applicable AMP municipality where the contravention occurred.
9. Unless otherwise stated in this By-law, an administrative penalty is due and payable within 15 calendar days following the effective date of service, as determined in accordance with the applicable AMP municipality's Parking Administrative Penalty By-law, where the penalty notice is issued for a contravention of a designated provision of this By-law occurring within the geographic area of the AMP municipality.
10. Where an administrative penalty, including any administrative fees, is affirmed or reduced by a screening officer or a hearing officer, the administrative penalty and any administrative fees shall be due and payable on the date specified in the screening decision or hearing decision, as the case may be.

11. Where an administrative penalty is not paid within 15 calendar days after it becomes due and payable, the owner of the vehicle in respect of which the penalty notice was issued shall pay the MTO search fee.
12. Where an administrative penalty is not paid within 45 calendar days after it becomes due and payable, the owner of the vehicle in respect of which the penalty notice was issued shall pay, in addition to any other fees, a late payment fee.
13. Notwithstanding Part XXI.2, Sections 11 and 12, where an administrative penalty is not paid within 15 calendar days after it becomes due and payable in accordance with a hearing decision, the owner of the vehicle in respect of which the penalty notice was issued shall pay, in addition to any other fees, an MTO search fee and a late payment fee.
14. Where an administrative penalty and any administrative fees are not paid within 60 calendar days after they become due and payable, the Region, or the applicable AMP municipality on behalf of the Region, may:
 - a) notify the Registrar of Motor Vehicles of the default and the Registrar shall not validate the permit of a person name in the default notice nor issue a new permit to that person, in respect of the vehicle to which the Administrative Penalty and Administrative Fees apply, until the penalty is paid, and the owner of the vehicle in respect of which the Penalty Notice was issued shall, in addition to any other fees, pay to the applicable AMP municipality a plate denial fee; and
 - b) pursue any other collection mechanisms available to the Region or applicable AMP municipality on behalf of the Region, pursuant to the Regulation, applicable Parking Administrative Penalty By-Law or at law.
15. Where a person provides a method of payment for payment of any administrative penalty or administrative fee, which has insufficient funds available in the account on which the instrument was drawn, the owner shall, in addition to any other fees, be liable to pay to an NSF fee.
16. Where a person makes a request for an extension of time for payment, and the request is granted, the date on which the administrative penalty is due and payable shall be the date established in accordance with the extension of time, and:
 - a) the penalty notice will not be subject to the late payment fee or the MTO search fee, until the time for payment has expired, and then in accordance with the provisions herein; and

- b) the enforcement mechanisms available shall be suspended until the extension of time has expired, and then shall apply in accordance with the provisions herein
17. Where an administrative penalty is cancelled by a screening officer or a hearing officer, any administrative fee is also cancelled.
 18. Where a person has paid an administrative penalty or an administrative fee that is cancelled or reduced by a screening officer or hearing officer, the amount cancelled or reduced shall be refunded.
 19. Payments of an administrative penalty or administrative fee must be received by the date on which they are due and payable (or any extended due date in accordance with this By-law), and will not be credited until received.
 20. For the purposes of Part XXI.2 of this By-law, the screening officers and hearing officers appointed by an AMP municipality from time to time pursuant to the AMP municipality's Screening and Hearing Officer By-law, are hereby appointed as screening officers and hearing officers respectively, of the Region, for the geographic area of the AMP municipality with respect to this By-law.
 21. No person shall attempt, directly or indirectly, to communicate with a screening officer or hearing officer for the purpose of influencing or interfering, financially, politically or otherwise with, the screening officer or hearing officer respecting a penalty notice and/or respecting a power of decision in a proceeding that is or will be pending before a screening officer or hearing officer, except:
 - a) A person who is entitled to be heard in the proceeding or the person's lawyer, licensed paralegal or authorized representative; and
 - b) Only by that person or the person's lawyer, licensed paralegal or authorized representative during the hearing of the proceeding in which the issues arises.

Nothing in this Section prevents a screening officer or a hearing officer from seeking or receiving legal advice.

22. Any person who contravenes Part XXI.2, Section 21 is guilty of an offence and, upon conviction, is subject to a penalty in accordance with the Provincial Offences Act."

Part XXII – Enactment

1. Enactment

This By-law shall come into force and effect at 12:01 a.m. on January 1, 2017.

2. Repeal

By-law Number 06-072 of the Region, as amended, is hereby repealed as of the effective date set out in Part XXII, Section 1 of this By-law.

3. Exception

Notwithstanding Part XXII, Section 2 of this By-law, By-law Number 06-072 of the Region, as amended, shall continue to apply to proceedings in respect of offences that occurred before its repeal.

Part XXIII - Validity

Should any part, section or provision of this By-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or in part thereof, other than the part that was declared to be invalid.

By-law read a first, second and third time and finally passed in the Council Chamber in The Regional Municipality of Waterloo this 1st day of June, A.D., 2016.

Regional Clerk

Regional Chair

Schedules 1 – 24

1	No Parking
2	Limited Parking
3	Angle Parking
4	No Stopping
5	Loading Zones
6	Taxicab Stands
7	Accessible Parking For Persons With Disabilities
8	Parking Meter Zones
9	Level 1 Pedestrian Crossovers
10	Level 2 Pedestrian Crossovers
11	Through Highways
12	Intersection Stop Signs
13	U-Turns
14	Prohibited Movement(S)
15	Lane Designation
16	One-Way Streets
17	Rates of Speed (km/h)
18	Centre Lane: Two-Way Left-Turns
19	No Heavy Trucks
20	School Bus Loading Zones
21	Community Safety Zones
22	Reserved Lanes
23	School Zones (Added 21-050)
24	Designated Provisions for Administrative Penalties (Added 23-040)