



**MEMO / NOTE DE SERVICE**

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**TO: Public Works and Infrastructure Committee**

**DESTINATAIRE : Comité des transports**

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**DATE: September 12, 2025**

**12 septembre 2025**

**FILE NUMBER: ACS2025-PWD-TRF-0002**

**SUBJECT: Report on the use of Delegated Authority during 2024 by the  
Public Works Department**

**OBJET : Rapport sur l'exercice des pouvoirs délégués en 2024 à la Direction  
générale des travaux publics**

**BACKGROUND**

The purpose of this memorandum is to report to the Public Works and Infrastructure Committee the use of delegated authority by the Public Works Department for 2024.

Roads and Parking Services reports on their use of delegated authority through the Parking Annual Report. This report will identify Traffic Services' use of delegated authority only.

By-law 2024-265 is “a by-law of the City of Ottawa respecting the delegation of authority to various officers of the City” and is referred to as the “Delegation of Authority By-law”. The By-law was enacted by Council on May 29, 2024, repealing By-law No. 2023-067.

This By-Law provided delegated authority to officers within the Public Works Department to perform various operational activities and requires that use of delegated authority be reported to the appropriate standing committee at least once per year.

## **DISCUSSION**

To fulfill reporting requirements identified in Schedule “J” Public Works Department of By-Law 2024-265, Traffic Services has prepared a consolidated list summarizing its use of delegated authority in 2024 (see Document 1).

## **CONCLUSION**

Traffic Services will continue to report to Public Works and Infrastructure Committee once per year on its use of delegated authority as per the current Delegation of Authority By-law.

For additional information on any of the items listed in Document 1, please contact Krista Tanaka, Director, Traffic Services at 613-316-5475, or by e-mail at [Krista.Tanaka@ottawa.ca](mailto:Krista.Tanaka@ottawa.ca).

Respectfully,

*Original signed by*

Alain Gonthier  
General Manager  
Public Works Department

Extended Senior Leadership Team  
Public Works Departmental Leadership Team  
Director, Public Information and Media Relations  
Manager, Council and Committee Services  
Coordinator, Public Works and Infrastructure Committee  
Traffic Services Service Area Leadership Team

## SUPPORTING DOCUMENTATION

Document 1 – 2024 Use of Delegated Authority by Traffic Services - Schedule “J” Public Works Department, By-Law 2024-265

### Schedule J Section 5. (1) - Intersection and Road Modifications

#### Accessibility Improvements

In 2024, Traffic Services supported accessibility improvements at existing traffic control locations through the Pedestrian Accessibility and Intersection Ramping (PAIR) Program. These improvements were completed to comply with the Integrated Accessibility Standards Regulation, 191/11 (IASR) adopted under the Accessibility for Ontarians with Disabilities Act, 2005, (AODA), as well as the City’s Accessibility Design Standards (ADS). Delegation of authority for intersection and roadway modifications was required for ten locations.

**Table 1 - 2024 Use of Delegated Authority for Intersection Accessibility Improvements**

Location	Ward(s)	Description
Pedestrian Crossover location on 8th Line Road between Eldo Street and Russell Street	Ward 20 - Osgoode	Tactile Walking Surface Indicators and curb depressions for both sides of the Pedestrian Crossover
Pedestrian Crossover location on Goldridge Drive between Blackdome Crescent and Stikine Drive	Ward 4 - Kanata North/Nord	Tactile Walking Surface Indicators and curb depressions for both sides of the Pedestrian Crossover
Pedestrian Crossover location on Bellman Street at Glencoe Street	Ward 9 - Knoxdale-Merivale	Tactile Walking Surface Indicators and curb depressions for both sides of the Pedestrian Crossover
Baseline Road at Prince of Wales Drive	Ward 16 - River	Tactile Walking Surface Indicators and short segment of sidewalk for connectivity and accessibility, removed flagstone and replaced with concrete pad
Leamington Way at Ventanna Way / Garrity Crescent	Ward 22 - Riverside South-Findlay Creek	Tactile Walking Surface Indicators and curb depressions on four corners

<b>Location</b>	<b>Ward(s)</b>	<b>Description</b>
Fernbank Road at Laird Street / Hartsmere Drive	Ward 6 - Stittsville-Kanata West	Tactile Walking Surface Indicators on four corners and new pedestrian landings on three corners
Fernbank Road at Sunnyside Drive / Brightside Avenue	Ward 6 - Stittsville-Kanata West	Tactile Walking Surface Indicators on four corners and new pedestrian landings on four corners
Hartsmere Drive at Arrowwood Drive	Ward 6 - Stittsville-Kanata West	Tactile Walking Surface Indicators and curb depressions required for both sides of school crossing
Hartsmere Drive at Dalmation Way	Ward 6 - Stittsville-Kanata West	Tactile Walking Surface Indicators and curb depressions required for both sides of school crossing
Laval Street at Charlevoix Street	Ward 12 - Rideau-Vanier	Tactile Walking Surface Indicators, curb depressions on four corners and bulb-out created to avoid conflicts with hydro pole

Safety Improvements

In 2024, Traffic Services supported safety improvements through the Road Safety Action Plan – 2024 Implementation Plan, Pedestrian Safety Improvement Program (PSEP), and the Safety Improvement Program. Delegation of authority for intersection and roadway modifications was required for eight locations.

**Table 2 - 2024 Use of Delegated Authority for Intersection Safety Improvements**

<b>Location</b>	<b>Ward(s)</b>	<b>Description</b>
Carling Avenue at Edgeworth Avenue	Ward 7 – Bay	Pedestrian safety improvements at signalized intersection
Bayview Station Road at Scott Street	Ward 15 - Kitchissippi	Conversion of standard signalized intersection to protected intersection
Smyth Road at Riverside Hospital	Ward 17 - Capital / Ward 18 - Alta Vista	Conversion of standard signalized intersection to partial protected intersection

Location	Ward(s)	Description
Earl Armstrong Road and Spratt Road	Ward 22 - Riverside South-Findlay Creek	Intersection modification for fully protected left turn phasing
Carling Avenue and Broadview Avenue	Ward 7 - Bay / Ward 15 - Kitchissippi	Intersection modification for fully protected left turn phasing
Carling Avenue and Clyde Avenue/Cole Avenue	Ward 7 - Bay / Ward 15 - Kitchissippi / Ward 16 - River	Intersection modification for fully protected left turn phasing
Hunt Club Road and Riverside Drive	Ward 16 - River / Ward 10 - Gloucester Southgate	Safety and capacity related intersection improvements; joint project with Transportation Planning within the Planning Development & Building Services Department)

### Pedestrian Crossover Installations

In 2024, Traffic Services supported the installation of 11 Pedestrian Crossovers city-wide through the Pedestrian Crossover Program.

There are three types of Pedestrian Crossovers implemented in the City of Ottawa which include:

- Type B – Distinguished by overhead signs, side mounted signs, and rapid rectangular flashing beacons. These are typically used on arterial/major collector roads with higher speeds (up to 60km/h).
- Type C – Distinguished by side mounted signs and rapid rectangular flashing beacons. These are typically used on collector roads, or lower volume multi-lane roundabouts.
- Type D – This type is the most basic. It includes only the side mounted signs. These are typically used on local roads, or single lane roundabouts.

The table below provides details on the implementation locations and the type of Pedestrian Crossovers implemented (Type B, C or D). In addition, these crossing facilities require roadway modifications for curb depressions and Tactile Walking Surface Indicators. Delegation of authority was required for needed roadway modifications. Details on the implementation locations are listed in Table 3 below.

**Table 3 - 2024 Use of Delegated Authority for Pedestrian Crossovers**

Location	Ward(s)	Description
Canyon Walk Drive and Owl Cabin Avenue	Ward 22 - Riverside South-Findlay Creek	Type C
Cedarwood Drive and 170 metres West of Baycrest Drive	Ward 18 - Alta Vista	Type C
Pike Street and 50 metres North of Huntersfield Drive	Ward 10 - Gloucester-Southgate	Type C
Varenes Boulevard and Como Crescent	Ward 1 - Orléans East - Cumberland	Type C
Klondike Road and Roy Errington Way	Ward 4 - Kanata North	Type C
Cresthaven Drive and Baypointe Crescent	Ward 24 - Barrhaven East	Type B
North River Road and Stevens Avenue	Ward 12 - Rideau-Vanier	Type C
St Joseph Boulevard and Jeanne D'Arc Boulevard	Ward 2 - Orléans West-Innes	Type B
Abbott Street and Talltree Crescent	Ward 6 - Stittsville	Type C
Halton Terrace and Goward Drive	Ward 4 - Kanata North	Type B
Halton Terrace and Brady Avenue	Ward 4 - Kanata North	Type B

**New Traffic Control Device Installations**

In 2024, Traffic Services supported new traffic signal and roundabout installations through the New Traffic Control Devices Program (NTCD). Delegation of authority for new traffic control signals and roundabouts and associated roadway modifications was required for three locations.

**Table 4 - 2024 Use of Delegated Authority for New Traffic Control Devices**

Location	Ward(s)	Description
Frank Kenny Road and Innes Road	Ward 1 - Orléans East-Cumberland / Ward 19 - Orléans South-Navan	New roundabout
Huntmar Drive and Maple Grove Road	Ward 6 - Stittsville	New traffic control signal/protected intersection
Laurier Avenue and Percy Street	Ward 14 - Somerset	New traffic control signal

**Schedule J Section 7. (1) and (2) Signs, Traffic Signals, Pavement Markings and Street Lighting**

In 2024, delegated authority as referenced in Schedule J Section 7. (1) and (2) – Signs, Traffic Signals, Pavement Markings and Street Lighting was used to install, and/or operate, and/or maintain the following:

- 6,619 signs installed and 38,000 signs maintained
- ~4.9 million meters of longitudinal pavement markings
- 1,215 signalized intersections, of which 87 per cent are equipped with audible signals
- 60 active speed cameras and 85 active red-light cameras, across the city
- 364 traffic cameras
- 78,089 streetlights
- 20 gateway speed zones installed, certain funded via Temporary Traffic Calming Ward budgets. Details on the zone implementation locations are listed Table 5 below.

**Table 5 - 2024 Use of Delegated Authority for 30 km/h or 40 km/h Gateway Speed Zones**

Location Description/Boundary	Ward(s)*
Winsome Terrace area (north of Valin Street, south of future Bus Rapid Transit corridor and west of Trim Road)	1 – Orléans East-Cumberland
Derbeyshire Street from March Road to Dunrobin Road	5 – West Carleton-March

<b>Location Description/Boundary</b>	<b>Ward(s)*</b>
Area bounded by Robert Grant Avenue, Cransbill Road, Fernbank Road and Terry Fox Drive	6 – Stittsville
Area of Clyde Avenue, Cameo Drive and Glenmount Avenue, northeast of Maitland Avenue	8 – College
Huntersfield Drive east of Pike Street - Area bounded by Hunt Club Road, Pike Street, Conroy Road, and Lorry Greenberg Drive	10 – Gloucester-Southgate
Paul Anka Drive Area bounded by Hunt Club Road, Wisteria Crescent, and Gibford Drive	10 – Gloucester-Southgate
Area bounded by Byron Avenue, Churchill Avenue, Clare Street, and Kirkwood Avenue	15 – Kitchissippi
Carlington East Neighborhood – Area bounded by Carling Avenue, Shillington Avenue, Merivale Road, and Fisher Avenue	16 – River
Lamarche Avenue and roadways within Ciavan subdivision south of Innes Road	19 – Orléans South-Navan
Lichen Avenue from Portobello Drive and Scala Avenue	19 – Orléans South-Navan
Area bounded by Cedarlakes Way, Empire Grove Street, Wellwood Street, Blossom Trail Drive and Spartan Grove Street	20 – Osgoode
Area bounded by Cedar Lane and Cedar Acres Drive	20 – Osgoode
Area bounded by D'Arcy Street, Good Street, Terry Street and Meadow Drive	20 – Osgoode
Area bounded by Deermeadow Drive and Elkwood Drive	20 – Osgoode
Area bounded by Iveson Drive and Adam Baker Way	20 – Osgoode
Lakeshore Drive, area east of Stagecoach Road	20 – Osgoode
Pebblewoods Drive from Emerald Links Drive to Green Links Way (adding to adjacent gateway area)	20 – Osgoode
Area including Cherrystone Drive, Cobe Terrace and Blue Rock Avenue, River Inlet Court, and Rolling Hills Place (south of Roger Stevens Drive and east of Rideau Valley Drive South)	21 – Rideau-Jock
Manotick – Bridge Street and Manotick Main Street	21 – Rideau-Jock
Shoreline Drive – Area bounded by Earl Armstrong Road, River Road, and Spratt Road (west of Spratt Road)	22 – Riverside South-Findlay Creek
Area of Northgraves Crescent, north of Cope Drive	23 – Kanata South
Area of Stonemeadow Drive, east of Stonehaven Drive	23 – Kanata South

Location Description/Boundary	Ward(s)*
Area bounded by Cresthaven Drive, Crestway Drive, Prince of Wales Drive and Strandherd Drive	24 – Barrhaven East

Costs associated to install, and/or operate, and/or maintain the items listed immediately above Table 5 include:

- \$16,924,358 for work undertaken on behalf of other departments or external agencies
- \$4,763,876.55 for sign maintenance\*
- \$8,882,733 for signal maintenance
- \$5,498,466.01 for pavement markings\*
- \$11,739,978.28 for streetlighting

*\*The total costs for sign maintenance and for pavement markings also include those for the installation of signs and pavement markings for various types of traffic control devices and measures including but not limited to Pedestrian Crossovers (PXO) and No Right Turn on Reds at signalized intersections, in addition to designated zones (i.e., Gateway Zones, Community Safety Zones, etc.), and automated speed enforcement.*

It is important to note that in 2024, 20 new automated speed enforcement cameras were installed. Speed camera locations are reported to council through [ACS2023-PWD-TRF-0007](#)).

**Schedule J Section 9. (1) – Temporary Traffic and Parking Control**

In 2024, delegated authority as referenced in Schedule J Section 9. (1) – Temporary Traffic and Parking Control was used to respond to and manage:

- 1,050 incidents with moderate to high impacts on the flow of traffic
- 911 incidents that required temporary lane or road closures
- 505 Special Event/Film Permits, 195 Film Applications and 204 related Work Orders in support of miscellaneous events including demonstrations, festivals, parades, films, etc.)

The work associated with temporary closures and temporary traffic and parking control work for special events, including demonstrations, festivals, parades, and temporary road closures/emergency events totaled \$279,197.41.