



City of Hamilton
PUBLIC WORKS COMMITTEE

Meeting #: 011
Date: August 16, 2018
Time: 9:30 a.m.
Location: Council Chambers, Hamilton City Hall
71 Main Street West

Lauri Leduc, Legislative Coordinator (905) 546-2424 ext. 4102

	Pages
1. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
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10. NOTICES OF MOTION

11. GENERAL INFORMATION / OTHER BUSINESS

11.1 Changes to the Outstanding Business List

11.1.a Items to be removed:

- 11.1.a.a Feasibility of Green Burials as a Burial Option in Hamilton (Addressed as Item 8.2 on today's agenda - Report PW18071)

11.1.b Proposed New Due Dates:

11.1.b.a Photo Radar on the LINC and Red Hill Expressway

Current Due Date: December 10, 2018

Proposed New Due Date: September 17, 2018

11.1.b.b Watermain Approval Issues and Recommendations
for the Master Water-Wastewater Servicing Studies

Current Due Date: August 16, 2018

Proposed New Due Date: September 17, 2018

11.1.b.c Mandatory Drive-Thru Garbage Containers

Current Due Date: August 16, 2018

Proposed New Due Date: September 17, 2018

12. PRIVATE AND CONFIDENTIAL

13. ADJOURNMENT



PUBLIC WORKS COMMITTEE

MINUTES 18-010

9:30 a.m.

Thursday, July 12, 2018

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillor L. Ferguson (Chair)
Councillor T. Jackson (Vice Chair)
Councillors C. Collins, S. Merulla, D. Conley, A. VanderBeek
T. Whitehead and R. Pasuta

Also Present: Mayor F. Eisenberger

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Sewer Use By-Law Program Annual Update (PW18059) (City Wide) (Item 5.2)

(Whitehead/Conley)

That Report PW18059 respecting the Sewer Use By-Law Program Annual Update, be received.

CARRIED

2. Electric Buses (PW18061) (City Wide) (Item 5.3)

(Eisenberger/VanderBeek)

That Report PW18061 respecting Electric Buses, be received.

CARRIED

3. Autonomous (Self Driving) Buses (PW18062) (City Wide) (Item 5.4)

(Eisenberger/Jackson)

That Report PW18062 respecting Autonomous (Self Driving) Buses, be received.

CARRIED

4. Fallen Fire Fighters Memorial (PW18052) (City Wide) (Item 8.9)**(Merulla/Collins)**

- (a) That the site selection for the Fallen Fire Fighters Memorial be confirmed at Gage Park (1000 Main Street East, Ward 3, Hamilton) as shown in Appendix "B" attached to Report PW18052, and staff continue with the detailed design of the memorial project;
- (b) That the capital and operating costs associated with the construction and maintenance of the Fallen Fire Fighters Memorial be referred to the 2019 Capital Budget process for consideration;
- (c) *That staff be directed to formally consult with the Friends of Gage Park in order to find a workable solution to address their concerns respecting the historical aspects and the continuity of the gardens in the construction of a Fallen Fire Fighters Memorial in Gage Park.*

Main Motion as Amended CARRIED

5. Mountainbrow Trail Feasibility Study (PW18053) (Ward 6, 7, 8 and 9) (Item 7.1)**(Jackson/Conley)**

- (a) That the implementation strategy for the Mountainbrow Multi-Use Trail identified in Report PW18053 be received;
- (b) That staff be directed to include the multi-use project initiatives for consideration in future capital budget processes, as part of larger projects or as stand-alone projects, within the implementation windows identified in the Mountainbrow Trail Feasibility Study.

CARRIED

6. Transit Complement Control Update (PW18057) (City Wide) (Item 7.2)**(Conley/Whitehead)**

The Report PW18057 respecting a Transit Complement Control Update, be received.

CARRIED

7. Hamilton Water Financial Plan (PW18051) (City Wide) (Item 8.1)

(Merulla/Whitehead)

- (a) That the "Hamilton Water Financial Plan" as prescribed by Ontario Regulation 453/07 be approved by a resolution that the Hamilton drinking water systems have the resources necessary to operate successfully over the next ten years based on current projections;
- (b) That the "Hamilton Water Financial Plan" be released for public review, and submitted to the Ontario Ministry of Municipal Affairs and Housing in response to Ontario Regulation 453/07 under the *Safe Drinking Water Act, 2002*;
- (c) That Appendix "A" attached to Report PW18053 respecting the "Hamilton Water Financial Plan" be approved.

CARRIED

8. Public Transit Infrastructure Fund (PTIF) – Debt Financing Re-appropriation (PW18054) (City Wide) (Item 8.2)

(Whitehead/Merulla)

That debt financing related to Public Transit Infrastructure Fund (PTIF) projects be re-appropriated as outlined in Appendix "A" to Report PW18054.

CARRIED

9. DARTS 2017 Variance Funding (PW18055) (City Wide) (Item 8.3)

(Merulla/Whitehead)

That the General Manager of Public Works be authorized to pay DARTS an additional \$250,228 from account 12607-006100 for services provided for the year 2017, over and above those funds approved within the 2017 Transit Division budget.

CARRIED

10. Sam Lawrence Park Master Plan 255 and 371 Concession Street (PW18056) (Ward 7) (Item 8.4)

(Whitehead/Jackson)

That staff acquire and work with an external consultant to undertake a design masterplan for Sam Lawrence Park, to consider existing and future use and condition of the park specifically considering escarpment degradation and lifecycle of current infrastructure, to be funded in the amount of \$250,000 from Ward 7 Area Rating Reserve Account #108057 to the Sam Lawrence Park Project Id #4401656603.

CARRIED

11. Standardization of Hamilton Water Equipment, Parts, Supplies and Services (PW18058) (City Wide) (Item 8.5)

(Whitehead/Merulla)

- (a) That the standardization of the products, services and suppliers identified in Appendices A, B and C to Report PW18058 pursuant to Procurement Policy #14 - Standardization be approved as the single source of supply for the listed equipment, parts, supplies and services for the Hamilton Water Division;
- (b) That the General Manager of Public Works, or his designate, be authorized to negotiate, enter into and execute any required Contract and any ancillary documents required to give effect thereto with those suppliers identified in Appendices A, B and C to Report PW18058 with content acceptable to the General Manager of Public Works, and in a form satisfactory to the City Solicitor;
- (c) That the General Manager of Public Works, or his designate, be authorized, in the event that a supplier identified in Appendices A, B and C to Report PW18058 undergoes a name change, to amend any Contracts executed and any ancillary documents as required in a form satisfactory to the City Solicitor.

CARRIED

12. Extension of Senior Project Manager, Master Plan (PW18060) (City Wide) (Item 8.6)

(Jackson/Whitehead)

- (a) That an extension to the temporary full-time Senior Project Manager, Master Plan position to end on or before June 2020, be approved;
- (b) That Hamilton Water staff work with Finance to have the Senior Project Manager, Master Plan staff charges be applied as development charges where applicable.

CARRIED

13. Waterfront (Bayfront) Trail Repair (PW18063) (City Wide) (Item 8.7)

(Whitehead/VanderBeek)

- (a) That Environmental Services Division staff be directed to implement Phase 1 - short term Trail Remediation Measures to repair the asphalt pathway for the trail areas from Bayfront Park to the floating bridge in the amount of \$157,150 to be funded through the unallocated Capital Reserve #108020;

- (b) That Environmental Services Division staff be directed to implement Phase 1 – short term Trail Remediation Measures to dredge the channel at the Floating Bridge and repair the bridge, in the amount of \$125,000 to be funded through the unallocated Capital Reserve #108020;
- (c) That Environmental Services Division staff be directed to implement Phase 1 -Trail Remediation Measures to raise the asphalt pathway for the trail areas from Princess Point to the Fishway above the current water level, in the amount of \$154,000 to be funded through the unallocated Capital Reserve #108020;
- (d) That Environmental Services Division staff be directed to submit their report and recommendations on the implementation of Phase 2 - Shoreline Protection Measures for the Waterfront Trail from Bayfront Park to the floating bridge, as identified in part b) of the Public Works Committee Report 18-006, Item 10.1 relating to Emergency Shoreline Protection Works, as part of the 2019 Capital Budget process.

CARRIED

14. Capital Lifecycle Renewal – Strategic Renewal of Facilities (PW18065) (City Wide) (Item 8.8)

(Merulla/Whitehead)

That Report PW18065 respecting Capital Lifecycle Renewal – Strategic Renewal of Facilities, be received.

CARRIED

15. Waiver of Park Rental Fees for the Dundas Driving Park for the Dundas Cactus Parade Staging Area (Added Item 10.1)

(VanderBeek/Merulla)

WHEREAS the Dundas Cactus Parade has been an integral part of the Dundas Cactus Festival Weekend in Dundas for the past 40 years;

WHEREAS the parade viewing is free and appeals to thousands of viewers from across the City of Hamilton;

WHEREAS the Dundas Driving Park has historically provided a safe and secure staging area for the parade lineup to be organized, positioned and deployed for the past 30 plus years;

WHEREAS there is no other location in Dundas where the parade can be assembled safely or securely;

WHEREAS the Dundas Driving Park has been closed to the public annually on the day of the parade for more than two decades;

WHEREAS, the Dundas Cactus Parade is organized entirely by volunteers with access to a minimal budget;

WHEREAS, the park rental fees, for the Dundas Cactus Parade, at the Dundas Driving Park, have recently increased from \$75.21 to \$848.99; and,

WHEREAS, the City of Hamilton would like to encourage broad community participation in the annual City-wide Dundas Cactus Parade;

THEREFORE, BE IT RESOLVED:

- (a) That Dundas Driving Park rental fees, in the amount of approximately \$750.00, be permanently waived for the Dundas Cactus Parade; and,
- (b) That the Dundas Driving Park remain closed annually, from 12:01 a.m. to 12 midnight, on the date of the Dundas Cactus Parade.

CARRIED

FOR INFORMATION:

(a) APPROVAL OF THE AGENDA (Item 1)

The Committee Clerk advised of the following changes to the agenda:

1. ADDED DELEGATION REQUEST (Item 4)

- 4.1 David Beland, Friends of Gage Park, respecting Item 8.9 on today's agenda about the Fallen Fire Fighters Memorial

2. ADDED NOTICE OF MOTION (Item 10)

- 10.1 Waiver of Park Rental Fees for the Dundas Driving Park for the Dundas Cactus Parade Staging Area

(Merulla/Pasuta)

That the Agenda for the July 12, 2018 meeting of the Public Works Committee be approved, as amended.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) June 18, 2018 (Item 3.1)

(VanderBeek/Pasuta)

That the Minutes of the June 18, 2018 Public Works Committee meeting be approved, as presented.

CARRIED

(d) DELEGATION REQUESTS (Item 4)

(i) David Beland, Friends of Gage Park, respecting the Fallen Fire Fighters Memorial (Added Item 4.1)

(Jackson/Eisenberger)

That the delegation request from David Beland, Friends of Gage Park, respecting the Fallen Fire Fighters Memorial, be approved for today's meeting.

CARRIED

(e) CONSENT ITEMS (Item 5)

(i) Minutes of Various Advisory Committee (Item 5.1)

- (i) Hamilton Cycling Committee - February 7, 2018 (Item 5.1(a))**
- (ii) Hamilton Cycling Committee - March 7, 2018 (Item 5.1(b))**
- (iii) Glanbrook Landfill Coordinating Committee - March 26, 2018 (Item 5.1(c))**

(Conley/VanderBeek)

That Items 5.1(a) through 5.1(c) being Minutes of Various Advisory Committees, be received.

CARRIED

(f) PUBLIC HEARINGS / DELEGATIONS (Item 6)

(i) David Beland, Friends of Gage Park, respecting the Fallen Fire Fighters Memorial (Added Item 6.1)

Mr. David Beland, with the Friends of Gage Park, addressed the Committee respecting the Fallen Fire Fighters Memorial with the aid of speaking notes. A copy of the notes have been retained for the official record and are available through the Office of the City Clerk or on-line at www.hamilton.ca.

Mr. Beland informed the Committee that the Friends of Gage Park are in opposition to the memorial as planned. He explained that the unique character of the Dunnington-Grubb gardens must be considered. He requested that the plan be brought to Heritage Planning before proceeding.

(Jackson/Whitehead)

That the delegation from David Beland, Friends of Gage Park, respecting the Fallen Fire Fighters Memorial, be received.

CARRIED

(Merulla/Collins)

That Item 8.9 being Report PW18052 about the Fallen Fire Fighters Memorial be moved up in the agenda to be considered at this time.

CARRIED

(Merulla/Collins)

That Report PW18052 respecting the Fallen Fire Fighters Memorial be amended by adding sub-section (c) to read as follows:

- (c) That staff be directed to formally consult with the Friends of Gage Park in order to find a workable solution to address their concerns respecting the historical aspects and the continuity of the gardens in the construction of a Fallen Fire Fighters Memorial in Gage Park.**

Amendment CARRIED

- (ii) Correspondence from Nathan Shaw respecting the Hamilton Fallen Firefighter Memorial (Added Item 8.9(a))**

(Pasuta/Collins)

That the Correspondence from Nathan Shaw respecting the Hamilton Fallen Fighter Memorial, be received.

CARRIED

For disposition of this matter, refer to Item 4.

(g) STAFF PRESENTATIONS (Item 7)

- (i) Mountainbrow Trail Feasibility Study (PW18053) (Wards 6, 7, 8 and 9) (Item 7.1)**

Ms. Cynthia Graham, Manager of Landscape Architectural Services, and Ms. Louise Thomassin, Landscape Architect, addressed the Committee about Report PW18053 respecting the Mountainbrow Trail Feasibility Study with the aid of a PowerPoint presentation.

A copy of the presentation has been retained for the official record and is available on-line at www.hamilton.ca

(Jackson/Whitehead)

That the presentation respecting the Mountainbrow Trail Feasibility Study, be received.

CARRIED

For disposition of this matter refer to Item 5.

(ii) Transit Complement Control Update (PW18057) (City Wide) (Item 7.2)

Ms. Debbie Dalle Vedove, Direct of Transit, addressed the Committee about Report PW18057 respecting an Update on the Transit Compliment Control with the aid of a PowerPoint presentation.

A copy of the presentation has been retained for the official record and is available on-line at www.hamilton.ca

(Collins/VanderBeek)

That the presentation respecting a Transit Complement Control Update, be received.

CARRIED

For disposition of this matter refer to Item 6.

(h) DISCUSSION ITEMS (Item 8)

(i) Hamilton Water Financial Plan (PW18051) (City Wide) (Item 8.1) (tabled at the June 18, 2018 meeting)

(Merulla/Whitehead)

That Report PW18051 respecting the Hamilton Water Financial Plan, be lifted from the table.

CARRIED

For disposition of this matter refer to Item 7.

(i) NOTICES OF MOTION (Item 10)

(i) Waiver of Park Rental Fees for the Dundas Driving Park for the Dundas Cactus Parade Staging Area (Added Item 10.1)

Councillor VanderBeek introduced a notice of motion respecting the Waiver of Park Rental Fees for the Dundas Driving Park for the Dundas Cactus Parade Staging Area.

(VanderBeek/Merulla)

That the Rules of Order be waived to allow for the introduction of a motion respecting the Waiver of Park Rental Fees for the Dundas Driving Park for the Dundas Cactus Parade Staging Area.

CARRIED

For disposition of this matter refer to Item 15.

(j) GENERAL INFORMATION/OTHER BUSINESS (Item 11)**(i) Changes to the Outstanding Business List (Item 11.1)****(a) Items to be marked as completed and removed from the Outstanding Business List:****(Merulla/Whitehead)**

Item Q – Self-Driving Buses (Item 5.4 of today's agenda)

Item R – Electric Buses (Item 5.3 of today's agenda)

Item T(b) – Emergency Shoreline Protection Works (Item 8.7 of today's agenda)

CARRIED**(ii) Update from the General Manager of Public Works (Added Item 11.2)**

Dan McKinnon, General Manager of the Public Works Department, acknowledged Betty Matthews-Malone, Director of Roads and Traffic, as this was her last Committee meeting before her retirement.

Mr. McKinnon congratulated and thanked Brian Hughes, Manager of Capital Rehabilitation and Technical Operations, upon the occasion of his upcoming retirement and he also recognized Sam Sidawi, Manager of Asset Management, for his service to the City of Hamilton and wished him well in his new position in the Region of Peel.

(k) ADJOURNMENT (Item 13)

(Whitehead/Collins)

That there being no further business, the Public Works Committee be adjourned at 11:18 a.m.

CARRIED

Respectfully submitted,

Councillor L. Ferguson, Chair
Public Works Committee

Lauri Leduc
Legislative Coordinator
Office of the City Clerk



Hamilton

MINUTES

Keep Hamilton Clean & Green Committee
Tuesday January 23, 2018
5:00 pm

Hamilton City Hall, Room 264
71 Main Street East
Hamilton, ON

Present: Chair: Ron Speranzini
Vice-Chair: N/A
Members: Councillor M. Pearson
Lennox Toppin
Allan Mills
Bruce Thomson
Mallory Pace
Rick Lipsitt
Marisa DiCenso
Councillor C. Collins
Sue Dunlop

Absent with Regrets: Larry Husack, Dave Bazowsky, Councillor T. Jackson

Also Present: Peter Wobschall, Supervisor, Policy & Program, Public Works
Diedre Rozema, Clean & Green Coordinator, Policy & Programs, Public Works
Alex Moroz, Community Liaison Coordinator, Business Programs, Public Works

Minutes: Diedre Rozema

1. WELCOME AND INTRODUCTIONS

Welcome to new committee member Sue Dunlop, Superintendent of Student Achievement at HWDSB. Sue supervises 22 HWDSB schools from Westdale to Waterdown, and her portfolio includes the healthy schools and eco-schools programs.

2. APPROVAL OF AGENDA

(Thomson / Lipsitt)

That the agenda for the January 23, 2018 KHCG Committee meeting be approved.

CARRIED

3. DECLARATIONS OF INTEREST

None declared.

4. CONSENT ITEMS

N/A

5. PRESENTATIONS

N/A

6. MINUTES OF PREVIOUS MEETING

6.1. Minutes of October 17, 2017 and November 21, 2017 meetings

(Lipsitt / DiCenso)

That the Keep Hamilton Clean & Green Advisory Committee Meeting Minutes, dated October 17, 2017 be approved as presented.

CARRIED

(Pearson / Toppin)

That the Keep Hamilton Clean & Green Advisory Committee Meeting Notes dated November 21, 2017 be received.

CARRIED

6.2. Business arising from minutes: none

7. DISCUSSION ITEMS

7.1. Administrative:

7.1.1. HPS Community Survey

- Staff will email the survey details and online link to Committee members to complete before March 31, 2018.
- Committee members requested staff contact the HPS to request an update on clean and green related policing matters.

7.1.2. Business cards for committee members

(Mills / Pace)

That the design for KHCG business cards be approved as submitted and staff be directed to proceed to print the cards.

CARRIED

7.2. KAB 2018 national conference

- Committee member Lennox Toppin attended the Keep America Beautiful national conference in Dallas, Texas from January 17-19, 2018 to represent the Keep Hamilton Clean & Green Committee. Lennox shared his reflections and learnings from the conference with the Committee.
- Some KAB resources for Committee members to review were provided:
 - Video of conference highlights: <https://www.facebook.com/KeepAmericaBeautiful/videos/10155884826319303/>
 - Full video of the Youth Advisory Committee presentation: <https://www.facebook.com/KeepAmericaBeautiful/videos/10155882447694303/>
 - Conference press release: <https://www.kab.org/news-info/press-releases/keep-america-beautiful-hosts-2018-national-conference-dallas-kicks-65th>
 - Community Based Social Marketing as presented by Doug Mackenzie-Mohr: <http://www.cbsm.com/public/world.lasso> (an online version of the Fostering Sustainable Behaviour book is available through this link)
 - Take Pride Winnipeg, another Canadian KAB affiliate group: <https://www.takepride.mb.ca/mobile>
 - Tree tagging programs: <http://texasforestinfo.tamu.edu/> and <http://texasforestinfo.tamu.edu/treetrails/>
- Committee members expressed an interest in having a larger presence at the 2019 KAB national conference in Baltimore. Staff will explore the requirements to submit a presentation or apply for KAB awards in 2019.

7.3. Budget

7.3.1. 2017 Year End Budget

Staff presented a summary of the Committee's year end expenses.

Approximately \$500 in Committee funds was unspent at the end of 2017.

As the Committee's reserve accounts are currently at maximum, unspent funds will be transferred to the general levy.

7.3.2. 2018 Approved Budget

Staff presented a summary of the 2018 approved budget and expenses to date. Going forward, staff will continue shared information about the Committee's budget and expenses in this format.

7.4. Community Index Litter Audit

Staff presented for discussion four different options for audit focus areas.

Committee members' preferred option, Option A, includes focus areas of: downtown, central Hamilton, Central Mountain, Stoney Creek/Winona,

Dundas/Flamborough, West Mountain/Ancaster, and the Waterfront. Staff's recommended time of year to complete the annual audit is late March, after snow melts and before spring clean up activities begin.

(Mills / Lipsitt)

That staff proceed to create audit routes based on Option A as presented, to be completed by Committee members annually in March.

CARRIED

7.5. Team Up to Clean Up

7.5.1. 2017 TUTCU results

- Staff reported that, in 2017, over 24,000 volunteers participated in Team Up to Clean Up. Volunteers collected approximately 2,000 bags of garbage, 1,400 bags of recycling and invested more than 58,000 volunteer hours to help clean up our community.

7.5.2. Planning for 2018 TUTCU launch

- The Committee's representative from HWCDSB reported that their schools have large quantities of gloves remaining in storage from 2017 clean up activities and will not need any additional gloves for TUTCU in 2018. This will help to reduce the Committee's expenses in 2018.
- Staff will set up a meeting with the Committee's representatives from both school boards to plan the 2018 TUTCU launch event.

7.6. Grant Requests

7.6.1. Reviewed Requests:

- 7.6.1.1. Working Group recommendation re. Grace Christian School grant application

(DiCenso / Thomson)

That Grace Christian School's Clean and Green Neighbourhood Grant application be approved and that staff arrange payment in the amount of \$500 asap.

CARRIED

7.6.2. Intake process for 2018 applications

Staff proposed a timeline for the 2018 Clean and Green Neighbourhood grant program. The application deadline will be at the end of February. Staff will review grant applicants and pass along to Committee members to score. Final decisions on grant requests will be made at the Committee's March meeting.

(Lipsitt / Pace)

That the timeline for 2018 Clean and Green Neighbourhood Grants be approved as presented.

CARRIED

8. MOTIONS**9. NOTICE OF MOTIONS****10. GENERAL INFORMATION / OTHER BUSINESS**

- Committee members discussed anticipated changes to the blue box program that may result from the provincial review that is currently underway. City of Hamilton staff in the Recycling & Waste Disposal section have been providing input to the province. Staff will request a presentation from relevant staff to inform the committee about the proposed changes.
- Committee members also requested staff to schedule updates and presentations from Hamilton Police Services and staff in the Forestry section in regard to clean and green items in their work areas.

11. ADJOURNMENT**(PEARSON / DICENSO)**

That, there being no further business, the meeting be adjourned at 6:34 p.m.

CARRIED

Next Meeting: Tuesday, February 20, 2018 City Hall, Room 192



Hamilton

MINUTES

Keep Hamilton Clean & Green Committee
 Tuesday March 20, 2018
 5:00 pm

Hamilton City Hall, Room 192
 71 Main Street East
 Hamilton, ON

Present: Chair: Larry Husack
 Vice-Chair: Ron Speranzini
 Members: Councillor M. Pearson
 Lennox Toppin
 Allan Mills
 Bruce Thomson
 Mallory Pace
 Rick Lipsitt
 Marisa DiCenso
 Councillor C. Collins
 Councillor T. Jackson

Absent with Regrets: Dave Bazowsky, Sue Dunlop, Alex Moroz

Also Present: Jennifer DiDomenico, Manager, Policy & Programs, Public Works
 Peter Wobschall, Supervisor, Policy & Programs, Public Works
 Diedre Rozema, Clean & Green Coordinator, Policy & Programs, Public Works

Minutes: Diedre Rozema

1. WELCOME AND INTRODUCTIONS

2. APPROVAL OF AGENDA

Staff requested to remove item 7.2 Budget from the agenda as information is not currently available.

(Thomson /Lipsitt)

That the agenda for the March 20, 2018 KHCG Committee meeting be approved (as amended).

CARRIED

3. DECLARATIONS OF INTEREST

Engaging citizens to take greater responsibility for improving our Hamilton community environments.

None declared.

4. CONSENT ITEMS

N/A

5. PRESENTATIONS

N/A

6. MINUTES OF PREVIOUS MEETING

6.1. Minutes of January 23, 2018 and notes of February 20, 2018 meetings

(Mills / Lipsitt)

That the Keep Hamilton Clean & Green Advisory Committee Meeting Minutes, dated January 23, 2018 be approved as presented.

CARRIED

(Pearson / Lipsitt)

That the Keep Hamilton Clean & Green Advisory Committee Meeting Notes dated February 20, 2017 be received.

CARRIED

6.2. Business arising from minutes: none

7. DISCUSSION ITEMS

7.1. Administrative:

7.1.1. Business cards for committee members

Business cards were distributed to Committee members to share as they attend community events on Committee business.

7.2. Budget

7.2.1. 2017 expenses update

7.2.2. 2017 value of work

This item was removed from the agenda as information is not currently available.

7.3. Community Index Litter Audit

Audit to be completed by early April by a team of 3-6 volunteers from Committee and 2-3 staff. Staff will email Committee members a link to a Doodle Poll to determine the audit date and audit team members.

Engaging citizens to take greater responsibility for improving our Hamilton community environments.

7.4. Team Up to Clean Up

7.4.1. Inventory

Staff distributed an update on Team Up to Clean Up inventory prior to the meeting. Supplies will be sufficient for spring clean ups. Committee inquired as to whether further cost savings could be realized if larger quantities of supplies are purchased at a time. Staff will look into whether volume pricing of bags and gloves is available and report back to Committee.

HWDSB and HWCDSB schools are beginning to register for TUTCU supplies for their spring schoolyard cleanups. Once all registrations have been received, staff will notify Committee members of the date to pack each school's supply kit at Powell Park and deliver to each school board's main office.

7.4.2. Planning for 2018 TUTCU launch

HWDSB representatives have selected Gordon Price Elementary (11 Guildwood Dr) as the host school for the Team Up to Clean Up launch event. Staff visited the school and met with the principal and staff Eco Team representatives to discuss the launch event.

7.5. Grants

7.5.1. Reviewed Requests

17 applications for Clean & Green Neighbourhood grants were received. Committee reviewed and discussed the funding recommendations submitted by the Grants Adjudication sub-committee. Although all the proposed initiatives are worthwhile environmental projects, only \$4,500 in funding is available for 2018 projects. Staff will report back to the Committee at the May meeting regarding options to reallocate funds in the Committee's budget to make more grants available in 2018.

Committee would also like to provide grant recipients with a sign to install at each project location to acknowledge the Committee's support. Staff will explore options for providing KHCG branded signage for each project location.

(DiCenso / Jackson)

That the Keep Hamilton Clean and Green Committee approves Clean & Green Neighbourhood funding at a value of \$500 per project for nine project applications as recommended by the Grants sub-committee: Stinson Community Association; Brandon Agnew & neighbours; Candy Venning & Sunset Cultural Garden; Beautiful Alleys; Lottridge Alley Group; Stuart Street Community Garden; Environment Hamilton; Surprise! Hamilton; and Prince of Wales Home School Association.

CARRIED

8. MOTIONS

9. NOTICE OF MOTIONS

10. GENERAL INFORMATION / OTHER BUSINESS

11. ADJOURNMENT

(PEARSON / TOPPIN)

That, there being no further business, the meeting be adjourned at 6:15 p.m.

CARRIED

Next Meeting: Tuesday, April 17, 2018 City Hall, Room 192



Hamilton

MINUTES

Keep Hamilton Clean & Green Committee
 Tuesday May 15, 2018
 5:00 pm

Hamilton City Hall, Room 192
 71 Main Street East
 Hamilton, ON

Present: Chair: Larry Husack
 Vice-Chair: Ron Speranzini
 Members: Dave Bazowsky
 Lennox Toppin
 Allan Mills
 Bruce Thomson
 Mallory Pace
 Rick Lipsitt
 Marisa DiCenso
 Sue Dunlop
 Councillor C. Collins
 Councillor T. Jackson
 Councillor M. Pearson

Absent with Regrets: Alex Moroz, Jennifer DiDomenico

Also Present: Alan Hansell, Executive Director, Stewards of Cootes
 Baljit Chhabra, Intern, Stewards of Cootes
 Jay Carter, Program Manager, Evergreen Hamilton
 Peter Wobschall, Supervisor, Policy & Programs, Public Works
 Florence Pirrera, Community Program Analyst, Business Programs,
 Public Works
 Diedre Rozema, Clean & Green Coordinator, Policy & Programs,
 Public Works

Minutes: Diedre Rozema

1. WELCOME AND INTRODUCTIONS

The chair welcomed the guests present.

2. APPROVAL OF AGENDA

(LIPSITT / MILLS)

That the agenda for the May 15, 2018 KHCG Committee meeting be approved.

CARRIED**3. DECLARATIONS OF INTEREST**

None declared.

4. CONSENT ITEMS

N/A

5. PRESENTATIONS**5.1 Stewards of Cootes Paradise & Red Hill Watersheds**

Alan Hansell, Executive Director of the Stewards of Cootes and Red Hill Watershed, presented an update about the organization's strategy and approach to cleaning Hamilton's watersheds and keeping the watersheds clean on a long-term basis.

Clean up of Cootes watershed began in September 2012 and expansion of the group's activities into Red Hill watershed began in 2017. The group's volunteers have removed a variety of objects from Hamilton's watersheds, including: industrial wire, metal culverts, needles, cars, tires, etc. Removal of these objectives has resulted in restoration of natural habitats and an increase in wildlife populations.

5.2 100in1day Presentation and Exercise

Jay Carter, Program Manager of Evergreen Hamilton, presented information about the 100in1Day program to illustrate how small, community based projects have led to longer term policy changes in Hamilton and opened doors for community members looking to create change in their community. Some community projects which began as 100in1Day interventions, for example, Surprise! Hamilton, have since been supported by the Keep Hamilton Clean & Green Committee's Clean & Green Neighbourhood Grant.

Committee members participated in a 100in1Day brainstorming activity to explore what types of changes they would like to see in the community. Activity results will be used to inform development of the Committee's workplan.

6. MINUTES OF PREVIOUS MEETING**6.1. Minutes of March 20, 2018 meeting.****(Lipsitt / DiCenso)**

That the Keep Hamilton Clean & Green Advisory Committee Meeting Minutes, dated March 20, 2018 be approved as presented.

CARRIED

6.2. Business arising from minutes: none

7. DISCUSSION ITEMS

7.1. Administrative:

No administrative items to discuss.

7.2. Budget:

A summary of the Committee's year to date expenses was presented.

7.3. Community Index Litter Audit:

Initial audit results from April 17 were presented. May 24 was selected as the date to complete the Community Index Litter Audit. Committee members will be sent an email invitation with the details to participate in the audit.

7.4. Team Up to Clean Up:

A summary of year to date participation was presented.

7.5. Graffiti Victim Assistance:

Staff presented an update about the Graffiti Management Strategy and work completed by Municipal Law Enforcement co-op students. Committee discussed the request to fund the purchase of vouchers for the co-op students to distribute to repeat victims of graffiti to assist with the costs of graffiti removal. Committee requests that the role of the Committee in providing the vouchers be acknowledged. Committee members are interested in received further information about the results and success of the voucher program once implemented.

(DICENSO / LIPSITT)

That the motion for funding for graffiti victim assistance materials be approved as amended.

CARRIED

See Item 8.

7.6. Clean & Green Neighbourhood Grants:

7.6.1. Environment Hamilton final report

Committee members reviewed a map showing the location of 2018 Clean & Green projects. Committee discussed the success of Environment Hamilton's project and considered opportunities to share information and promote successful projects. Staff will work with the City's web team to pursue opportunities.

7.7. Keep Hamilton Clean & Green bumper/window stickers:

Committee discussed the feasibility of creating KHCG bumper stickers. Potential messaging/themes were suggested. Staff were directed to look for examples from other municipalities and environmental organizations and get quotes.

8. MOTIONS

CITY OF HAMILTON

MOTION

Keep Hamilton Clean and Green Committee

Date: May 15, 2018

MOVED BY DICENSO / LIPSITT

Funding for graffiti victim assistance materials (City-Wide)

WHEREAS, the role of the Keep Hamilton Clean and Green (KHCG) Committee is to encourage Hamilton residents, property owners and visitors to engage in neighbourhood/community initiatives that aim to beautify our community and prevent litter, illegal dumping and graffiti as well as promoting desired behaviours in the community that support the Clean and Green Hamilton goals; and

WHEREAS, the KHCG Committee's 2018 budget includes \$2,000 to support City of Hamilton graffiti victim assistance programs; and

WHEREAS, evidence demonstrates that rapid removal of graffiti serves to mitigate further occurrences of graffiti within proximity; and

WHEREAS, through consultation with property owners that have been impacted by graffiti, Municipal Law Enforcement staff have identified that the cost of graffiti removal is a barrier to graffiti removal; and

WHEREAS, property owners that are the victims of graffiti related incidents may be penalized if they do not remove graffiti from their property; and

WHEREAS, property owners that are the victims of repeated graffiti incidents have indicated that the following resources or tools would assist them in the removal of graffiti in accordance with City bylaws: paint, painting supplies, specialized cleaning products,

and anti-graffiti coating available for purchase at local paint or home improvement retailers;

THEREFORE BE IT RESOLVED:

- (a) That Public Works staff be directed to purchase vouchers totalling an amount of up to \$2,000 from a local paint or home improvement retailer;
- (b) That the cost of the vouchers be applied to the Keep Hamilton Clean and Green (KHCG) Committee's 2018 budget;
- (c) That the vouchers be distributed by Municipal Law Enforcement staff to eligible victims of repeated graffiti incidents.
- (d) That staff provide a report back to the KHCG Committee detailing the results the voucher program after implementation.

9. NOTICE OF MOTIONS

10. GENERAL INFORMATION / OTHER BUSINESS

10.1. [Changes To The Recycling Program](#)

Committee members discussed the implications of the changes to the municipal recycling program.

10.2. [Cigarette Butt Litter](#)

As per Council direction, staff are looking for potential funding sources for the Cigarette Butt Litter Strategy. Committee members will be invited to participate in implementation of the strategy when funding is secured.

11. ADJOURNMENT

(THOMSON / BAZOWSKY)

That, there being no further business, the meeting be adjourned at 7:35 p.m.

CARRIED

Next Meeting: Tuesday, June 19, 2018 City Hall, Room 192



Hamilton

**ACCESSIBLE TRANSIT SERVICES REVIEW SUB-COMMITTEE
MINUTES 18-002**

Friday, April 27, 2018

10:00 a.m.

Room 264

Hamilton City Hall

Present: Councillors S. Merulla (Chair), J. Farr, C. Collins

Absent Councillor T. Whitehead– City Business
with Regrets: Councillor D. Conley - Illness

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised there were no changes to the agenda.

(Collins/Farr)

That the agenda for the April 27, 2018 meeting of the Accessible Transit Services Review Sub-Committee be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) January 18, 2018 (Item 3.1)

(Farr/Collins)

That the Minutes of the January 18, 2018 Accessible Transit Services Review Committee meeting be approved, as presented.

CARRIED

(d) PUBLIC HEARINGS/DELEGATIONS (Item 6)**(i) DARTS 2018 1st Quarter Service Update (Item 6.1)**

Mark Mindorff, Executive Director of DARTS, addressed the Committee respecting the DARTS 2018 1st Quarter Service Update and distributed revised copies of the presentation. A copy of the presentation has been retained for the official record and is available online at www.hamilton.ca.

(Collins/Farr)

That the Delegation from Mark Mindorff, respecting DARTS 2018 1st Quarter Service Update, be received.

CARRIED**(ii) Master Operational Agreement Negotiations Update (Item 6.2)**

Mark Mindorff, Executive Director of DARTS, addressed the Committee respecting the Master Operational Agreement Negotiations Update and distributed revised copies of the presentation. A copy of the presentation has been retained for the official record and is available online at www.hamilton.ca.

(Collins/Farr)

That the Delegation from Mark Mindorff, respecting the Master Operational Agreement Negotiations Update, be received.

CARRIED**(e) PRIVATE AND CONFIDENTIAL (Item 12)****(i) DARTS/CUPE Negotiations (Item 12.1)****(Collins/Farr)**

That the Committee move into Closed Session respecting Item 12.1 pursuant to Section 8.1, Sub-section (d) of the City's Procedural By-law 14-300, and Section 239(2), Sub-section (d) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to labour relations or employee negotiations.

CARRIED

Staff was provided with direction in Closed Session with nothing further to report in Open Session.

Committee reconvened in Open Session at 10:59 a.m.

(f) ADJOURNMENT (Item 13)

(Collins/Farr)

That there being no further business, the Accessible Transit Services Review Sub-Committee be adjourned at 11:01 a.m.

CARRIED

Respectfully submitted,

Councillor S. Merulla, Chair
Accessible Transit Services
Review Committee

Lisa Chamberlain
Legislative Coordinator
Office of the City Clerk



INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	August 16, 2018
SUBJECT/REPORT NO:	2018 Mid-Term Report on Stadium Event Bookings at Tim Hortons Field (PW18075) (Ward 3)
WARD(S) AFFECTED:	Ward 3
PREPARED BY:	Rob Gatto (905) 546-2424, Extension 5448
SUBMITTED BY:	Rom D'Angelo, C.E.T.; CFM Director, Energy, Fleet and Facilities Management Public Works Department
SIGNATURE:	

Council Direction:

The purpose of this Information Report is to provide the Mayor's office and City Council a 2018 Mid-Term report as well as an update of the Stadium's Event Booking pilot program at Tim Horton's Field with Spectra Venue Management and the City of Hamilton that commenced on April 1st 2018, ending on or before December 31st 2018.

Information:

Spectra are widely recognized as a world leader in hosting, entertaining, and partnering with over 300 clients at 400 Global properties. Spectra Venue Management has been operating the City of Hamilton owned First Ontario Centre, the First Ontario Concert Hall, and the Studio theatre since March of 2013. As part of the agreement Spectra has provided a full time on-site employee at Tim Hortons Field with an exceptional marketing background, and proven success in growing event revenues and excellent customer service relations.

The 2017 & 2018 six month comparison during January 1st to June 30th is enclosed in Appendices "A", "B", "C", and is measured in two categories of utilization, Room & Space Bookings, & Field of Play usage.

❖ Field of Play Bookings:

The stadium field of play is available 7day/week from 7:00am -11:00pm. During this period the available hours are based on 'non-prime' & prime time slots. Prime time hours are defined as Mon-Fri, 5:00pm - 11:00pm and weekends 8:00am - 10:00pm. Comparison in 2017 & 2018 field of play bookings during April - June, we have seen a 5.5% increase overall. Total of 194 field of play bookings compared to 184 in 2017.

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OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

SUBJECT: 2018 Mid-Term Report on Stadium Event Bookings at Tim Hortons Field (PW18075) (Ward 3) ~ Page 2 of 2

Hours booked for field of play in comparison during April – June of 2017 were 790, and in 2018 during April – June, a total of 818 hours, an overall 4 % increase.

❖ **Room & Space Bookings:**

Tim Hortons Field offers a number of interior spaces for small meetings & conferences, trade shows and private lounge and bar set ups, this space is ideal for, rehearsals, dinners, and presentations. In addition, there are interior spaces that are conducive to recreational purposes as well. In total, there are 11 interior rooms at various sizes that may be reconfigured to serve small functions, meetings or large events in the club suite which converts into 5 smaller rooms to one large banquet room.

In comparison, during April - June 2017 / 2018 bookings, we have seen a 22 % increase for room & space bookings. There were 562 rooms booked during 2017, April - June, and in 2018 during April - June, there has been 685 rooms and space bookings.

❖ **Financials & Revenues:**

The agreement between the City of Hamilton & Spectra Venue Management is performance base model where the City is paying a monthly management fee plus a revenue share of the net proceeds for new stadium bookings. Spectra are not receiving a commission on any renewals of events associated with existing users. In comparison during 2017 January - June, gross revenues were (\$568,202) & 2018 January - June, gross revenues are (\$602,090), with a 6 % increase in revenues. Exclusive of the 20-year license agreement between the Ti-Cat organization & the City of Hamilton and from revenues generated through event ticket sales, room bookings, Spectra also focus on revenues generated from food & beverages, the use of functional space, the sale of consumer goods, and advertising in the stadium.

Future stadium bookings for 2019 such as, the Canadian Quidditch & the Provincial Amateur Football Championships are on hold. Spectra Management are in discussions with Live Nation one of the leading concert promoters in the country, in bringing future concerts to the stadium. Tim Hortons Field is building a solid reputation as a place to hold International, National, and high profile local Community Events. This past June the stadium held 2 successful events with the International friendly women's soccer match, Canada & Germany, followed by the Arkells concert that played in front of the largest crowd in history at Tim Hortons Field of 24,000 fans.

Appendices and Schedules Attached

Appendix A: Room Bookings

Appendix B: Hours Booked

Appendix C: 2018 New Bookings & Holds (May to December)

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Room Bookings

January	2017	2018	Notes
Meetings - Internal	2	3	
Meetings - Ticats	15	21	
Meetings - Community	26	40	
Meetings - Room Rental	4	5	
January - Total # Rooms Booked	47	69	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	0	
January - Total # Field Of Plays Booked	0	0	

February	2017	2018	Notes
Meetings - Internal	1	1	
Meetings - Ticats	25	25	
Meetings - Community	30	32	
Meetings - Room Rental	3	6	
February - Total # Rooms Booked	59	64	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	0	
February - Total # Field Of Plays Booked	0	0	

March	2017	2018	Notes
Meetings - Internal	6	0	
Meetings - Ticats	31	39	
Meetings - Community	31	35	
Meetings - Room Rental	7	6	
March - Total # Rooms Booked	75	80	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	1	
March - Total # Field Of Plays Booked	0	1	

April	2017	2018	Notes
Meetings - Internal	4	3	April 17 - Apr 30 Club level not in use due to HOF renos - Legal Aid moved to suite level for meetings counts for 5 room rentals each wkday
Meetings - Ticats	36	33	
Meetings - Community	33	16	
Meetings - Room Rental	37	40	
April - Total # Rooms Booked	110	92	Notes
Field of Play - Ticats	4	4	
Field of Play - Community	7	0	
Field of Play - Rental	34	79	
April - Total # Field Of Plays Booked	45	83	

May	2017	2018	Notes
Meetings - Internal	7	7	May 1 - 17 Club level not in use due to HOF renos - Legal Aid moved to suite level for meetings counts for 5 room rentals each wkday
Meetings - Ticats	33	71	
Meetings - Community	41	39	
Meetings - Room Rental	10	71	
May - Total # Rooms Booked	91	188	Notes
Field of Play - Ticats	12	8	
Field of Play - Community	16	7	
Field of Play - Rental	78	63	
May - Total # Field Of Plays Booked	106	78	

June	2017	2018	Notes
Meetings - Internal	6	3	
Meetings - Ticats	142	159	
Meetings - Community	21	27	
Meetings - Room Rental	11	9	
June - Total # Rooms Booked	180	198	Notes
Field of Play - Ticats	14	24	Field of Play Rentals low due to busy month of 2 Ticats games and 2 licensee events (Canada vs. Germany Soccer and Arkells). Dates blocked for field/event prep.
Field of Play - Community	4	3	
Field of Play - Rental	15	5	
June - Total # Field Of Plays Booked	33	32	

Hours Booked

January	2017	2018	Notes
Meetings - Internal	3	7	
Meetings - Ticats	81	50.5	
Meetings - Community	112	142.5	
Meetings - Room Rental	24	19	
January - Total Hours Booked	219	219	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	0	
January - Total Field Of Plays Hours Booked	0	0	

February	2017	2018	Notes
Meetings - Internal	1	7.5	
Meetings - Ticats	74	73	
Meetings - Community	119	138.5	
Meetings - Room Rental	7	16	
February - Total Hours Booked	201	235	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	0	
February - Total Field Of Plays Hours Booked	0	0	

March	2017	2018	Notes
Meetings - Internal	11	0	
Meetings - Ticats	87	122.5	
Meetings - Community	140	134.5	
Meetings - Room Rental	20	35	
March - Total Hours Booked	257	292	Notes
Field of Play - Ticats	0	0	
Field of Play - Community	0	0	
Field of Play - Rental	0	15	
March - Total Field Of Plays Hours Booked	0	15	

April	2017	2018	Notes
Meetings - Internal	8	5	April 17 - Apr 30 Club level not in use due to HOF renos - Legal Aid moved to suite level for meetings counts for 5 room rentals each wkday at 8 hours/day
Meetings - Ticats	139	174.5	
Meetings - Community	137	58	
Meetings - Room Rental	25	116.5	
April - Total Hours Booked	308	354	Notes
Field of Play - Ticats	25	26	
Field of Play - Community	12	0	
Field of Play - Rental	237	189.5	
April - Total Field Of Plays Hours Booked	273	215.5	

Hours Booked

May	2017	2018	Notes
Meetings - Internal	15	12	May 1 - 17 Club level not in use due to HOF renos - Legal Aid moved to suite level for meetings counts for 5 room rentals each wkday at 8 hrs/day
Meetings - Ticats	178	477	
Meetings - Community	280	168.5	
Meetings - Room Rental	38	122	
May - Total Hours Booked	509	779.5	Notes
Field of Play - Ticats	30	41	
Field of Play - Community	18	23.5	
Field of Play - Rental	187	185.5	
May - Total Field Of Plays Hours Booked	235	250	

June	2017	2018	Notes
Meetings - Internal	21	16.5	Busy month with Ticats Games and Licensee Events (2 Games and 2 Licensee Events) venue is blocked for prep/load in/show/load out specific to the show. I accounted for 11 rooms booked per day (Alumni/Caretakers/City Lounge/ 5 Club Level Rooms/ 3 Community Rooms) and 1 field rental per day) at 17 hours per location, since we would not have been able to book those spaces.
Meetings - Ticats	1,411.5	2,372	
Meetings - Community	95.5	103	
Meetings - Room Rental	43.5	23.5	
June - Total Hours Booked	1571.5	2515	Notes
Field of Play - Ticats	207	297	
Field of Play - Community	31	5	
Field of Play - Rental	44	20	
June - Total Field Of Plays Hours Booked	282	322	

May - December 2018 New Bookings + Holds				
	Use Of Space	Date	Hours	Notes
Kicking Camp	Field	May 18	2.5	
Film Shoot	Field	June 4	2	Ticats partner looking to film a promo video
Adult Soccer	Field	June 15	2	
Retirement Party	Meeting Room	June 21	4	
YMCA Meeting (new group)	Meeting Room	July 26	5	Attended Legal Aid meetings in April/May
Film Shoot	Stadium	July 8 - 12	62.5	During Ti-cats bye week/away schedule - have not had a film shoot since 2016 at THF
Film Shoot	Field/Stadium	July 22-24	38	TBC - 1/2 load in + 2 full days approx. 15 hrs/day
Birthday party on the field	Field	August 3	2	Working on details - confirming next week
OFL OPFL - Championship Games	Field	August 4 - 5	20	Looking to hold in 2019 as well
70th Birthday Party	Meeting Room	August 25	5	
CCMA - Media Launch	Meeting Room	September 6	6	Hold - with CCMA committee for approval
Under Armour - Flag Football	Field	September 8	3	Weekly booking for 8 weeks
Soccer Team Year End Party	Field/Meeting Room	Septembr 8	4	
Under Armour - Flag Football	Field	September 13	3	
Under Armour - Flag Football	Field	September 22	3	
Under Armour - Flag Football	Field	September 27	3	
Under Armour - Flag Football	Field	October 6	3	
Keller Williams - Meeting	Meeting Room	October 10	8.5	Hold - weekly meetings over 2 months
Tourism and Culture Day	2 - Meeting Rooms	October 15	9	Hold - for booking
Under Armour - Flag Football	Field	October 20	3	
Keller Williams - Meeting	Meeting Room	October 23	8.5	
Under Armour - Flag Football	Field	October 25	3	
Keller Williams - Meeting	Meeting Room	October 30	8.5	
Under Armour - Flag Football	Field	November 1	3	
Keller Williams - Meeting	Meeting Room	November 6	8.5	
Keller Williams - Meeting	Meeting Room	November 13	8.5	
Keller Williams - Meeting	Meeting Room	November 20	8.5	
Keller Williams - Meeting	Meeting Room	November 27	8.5	
Keller Williams - Christmas Party	Meeting Room	December 1	6	
Total Hours To Date			251.5	
2019				
Quidditch Canada	Field	March 23-24	26	Occurred in 2018 however working with Tourism to resecure in 2019 and 2020 - Hamilton has been short-listed
KPMG - Event	Meeting Room	May 7 or May 8	5	Hold - until CPL and Ticats schedule confirms dates
OFL OPFL - Championship Games	Field	August 3 - 4	20	Hold - until CPL and Ticats schedule confirms dates
Extereme Dodgeball Tournament	Stadium	TBC April - August	TBC	Exploring - Would be over a weekend - working through avails and abiltiy to execute on the field



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Engineering Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	August 16, 2018
SUBJECT/REPORT NO:	Proposed Permanent Closure and Sale of a Portion of Public Assumed Alley and a Portion of Public Unassumed Alley Abutting 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton (PW18072) (Ward 3)
WARD(S) AFFECTED:	Ward 3
PREPARED BY:	Gary Kirchknopf Corridor Management (905) 546-2424, Extension 7217 Cetina Farruggia Corridor Management (905) 546-2424, Extension 5803
SUBMITTED BY:	Gord McGuire Director, Engineering Services Public Works
SIGNATURE:	

RECOMMENDATION

That the application of the owners of 286 Sanford Avenue North and 276 Sanford Avenue North, to permanently close and purchase a portion of the assumed and unassumed alleyway abutting the South side of 286 Sanford Ave N and the North Side of 276 Sanford Avenue North ("Subject Lands"), as shown on Appendix "A", attached to Report PW18049, be approved, subject to the following conditions:

- (a) That the applicant makes an application to the Ontario Superior Court of Justice, under Section 88 of the Registry Act, for an order to permanently close the Subject Lands, if required by the City, subject to:
 - (i) The General Manager of Public Works, or designate, signing the appropriate documentation to obtain any required court order;
 - (ii) The documentation regarding any required application to the Ontario Superior Court of Justice being prepared by the applicant, to the satisfaction of the City Solicitor;
- (b) That the applicant be fully responsible for the deposit of a reference plan in the proper land registry office, and that said plan be prepared by an Ontario Land Surveyor, to the satisfaction of the Manager, Geomatics and Corridor Management

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SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Assumed Alley and a Portion of Public Unassumed Alley Abutting 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton (PW18072) (Ward 3) - Page 2 of 5

Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section;

- (c) That, subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved:
- (i) The City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the alleyway, for enactment by Council;
 - (ii) The Real Estate Section of the Planning and Economic Development Department be authorized and directed to sell the closed alleyway to the owners of 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton, as described in Report PW18072, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204;
 - (iii) The City Solicitor be authorized to complete the transfer of the Subject Lands to the owners of 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Real Estate Section of the Planning and Economic Development Department;
 - (iv) The City Solicitor be authorized and directed to register a certified copy of the by-laws permanently closing and selling the alleyway in the proper land registry office;
 - (v) The Public Works Department provide any required notice of the City's intention to pass the by-laws and/or permanently sell the closed alleyway pursuant to City of Hamilton Sale of Land Policy By-law 14-204.

EXECUTIVE SUMMARY

The owner of 286 Sanford Avenue North, Hamilton has applied to permanently close and purchase a portion of the public assumed and unassumed alleyway running East/West at the South side of their property for the purpose of expanding the current parking lot for the Westinghouse lands. Upon internal circulation, there were no objections received from any City Departments, Divisions, or Public Utilities. Upon external circulation, there was one in favour received from the owner of 276 Sanford Avenue North, who stated he has been using a portion of the assumed alleyway for parking for the past 20 years. He expressed he would be in favour of the closure and sale if he was able to purchase his portion of the alleyway. After correspondence with the initial applicant, being the owner of 286 Sanford Avenue North, an agreement was made to close and sell a portion of the westerly section of the Subject Lands to the owner of 276 Sanford Avenue North, and to sell a portion of the Easterly portion of the Subject Lands to the owner of 286 Sandford Avenue North so as to acquire enough land to meet minimum parking space standards. As the owners were both in agreement and there were no objections received from any other abutting land owners, City

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SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Assumed Alley and a Portion of Public Unassumed Alley Abutting 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton (PW18072) (Ward 3) - Page 3 of 5

Departments, Divisions, or Public Utilities, staff are supportive of the closure and sale of the Subject Lands to the owners of 286 Sanford Avenue North and 276 Sanford Avenue North, Hamilton.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The applicant has paid the Council approved user fee of \$4,454.00. The Subject Lands will be sold to the owners of 286 Sanford Avenue North and 276 Sanford Avenue North, Hamilton, as determined by the Real Estate Section of the Planning and Economic Development Department, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204.

Staffing: An agreement to purchase the Subject Lands will be negotiated by the Real Estate Section of the Planning and Economic Development Department.

Legal: Subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved, the City Solicitor will prepare all necessary by-laws to permanently close and sell the Subject Lands and will register such by-laws in the Land Registry Office once Council has approved the by-law. The by-law does not take effect until the certified copy of the by-law is registered in the proper land registry office. The City Solicitor will complete the transfer of the Subject Lands to the owners of 286 Sanford Avenue North and 276 Sanford Avenue North, Hamilton, pursuant to an agreement negotiated by the Real Estate Section of the Planning and Economic Development Department.

HISTORICAL BACKGROUND

The majority of the westerly portion of Subject Lands is Part of Lot 13, Registered Plan 167 and was established by Judge's Order, as in Registered Instrument HA298258 and is assumed. A small portion of the Easterly portion of the Subject Lands was created by Registered Plan 167 and is unassumed. On February 20, 2018, an application was received by the owner of 286 Sanford Avenue North to close and purchase the Subject Lands to expand the limits of the existing parking lot of the Westinghouse building. Although assumed, the Subject Lands are not travelled and is impeded by vegetation. The owner of 276 Sanford Avenue North has provided comment regarding his historical use of a portion of the Subject Lands for parking for the past 20 years and made application to purchase a portion of the alleyway on June 17, 2018 to maintain a parking space. An agreement was made between the owners of 286 Sanford Avenue North and 276 Sanford Avenue North to divide the Subject Lands, in order to close and sell a portion of the Westerly portion of the Subject Lands to the owner of 276 Sanford Avenue North, and a portion of the Easterly portion of the Subject Lands to the owner of 286 Sanford Avenue North.

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SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public Assumed Alley and a Portion of Public Unassumed Alley Abutting 286 Sanford Ave N and 276 Sanford Avenue North, Hamilton (PW18072) (Ward 3) - Page 4 of 5

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The closure of the Subject Lands will be subject to any application required by the City. In addition, a by-law must be passed to permanently close the Subject Lands in accordance with the *Municipal Act, 2001*.

RELEVANT CONSULTATION

The following public utilities, City departments and divisions were provided with a copy of the application and were invited to provide comments:

- Planning and Economic Development Department: Development Engineering, Building, Economic Development, Real Estate, and Planning
- Public Works Department: Engineering Services, Hamilton Water, Operations, Environmental Services, and Transportation
- Hamilton Emergency Services
- Corporate Services Department: Budgets and Finance
- Mayor and Ward Councillor
- Bell, Horizon Utilities/Alectra Utilities, Hydro One, and Union Gas

There were no objections received from any public utilities, City departments and divisions.

Notice of the proposal was sent to all abutting property owners of the Subject Lands, as shown on Appendix "B", for comment. In this instance, there were 19 notices mailed, and the results are as follows:

In favour:1 Opposed:0 No comment:0

The owner of 276 Sanford Avenue North was in favour as long as he could purchase his portion of the alleyway to maintain the parking he has been using for the past 20 years.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

As there were no objections received from any City Departments, Divisions, or Public Utilities, and no objections received from any abutting owners, and as an agreement as made between the owners of 286 Sanford Avenue North and 276 Sanford Avenue North to divide the alleyway, staff support the permanent closure and sale of the Subject Lands to the owners of 286 Sanford Avenue North and 276 Sanford Avenue North, Hamilton.

ALTERNATIVES FOR CONSIDERATION

The City could deny this application and the alleyway would remain public assumed and public unassumed accordingly.

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**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public
Assumed Alley and a Portion of Public Unassumed Alley Abutting 286
Sanford Ave N and 276 Sanford Avenue North, Hamilton
(PW18072) (Ward 3) - Page 5 of 5**

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

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APPENDICES AND SCHEDULES ATTACHED

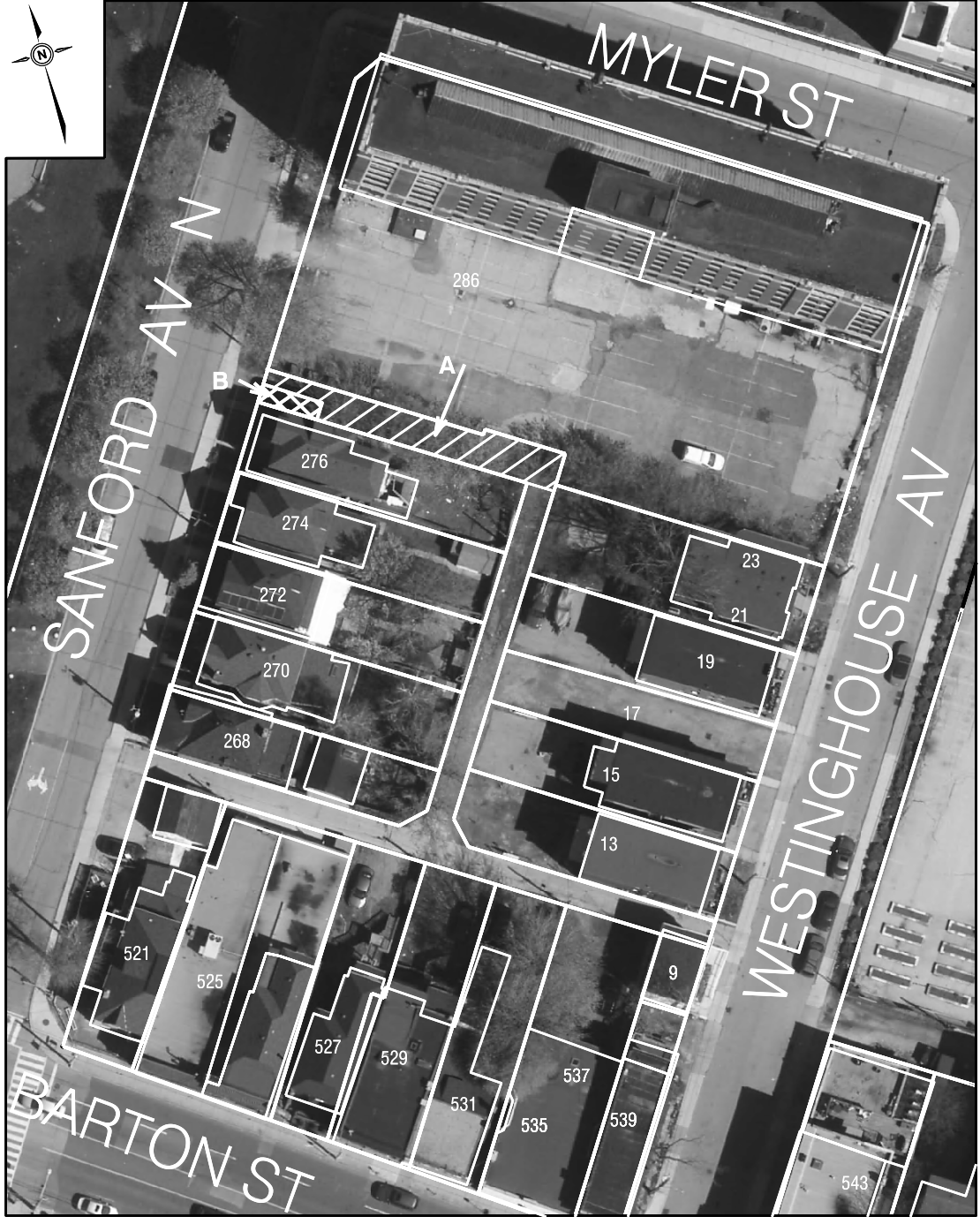
Appendix A: Aerial Drawing

Appendix B: Location Plan

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- A. Proposed Closure of Portion of Assumed and Unassumed Alley At 286 Sanford Ave N
- B. Proposed Closure of Portion of Assumed Alley At 276 Sanford Ave N

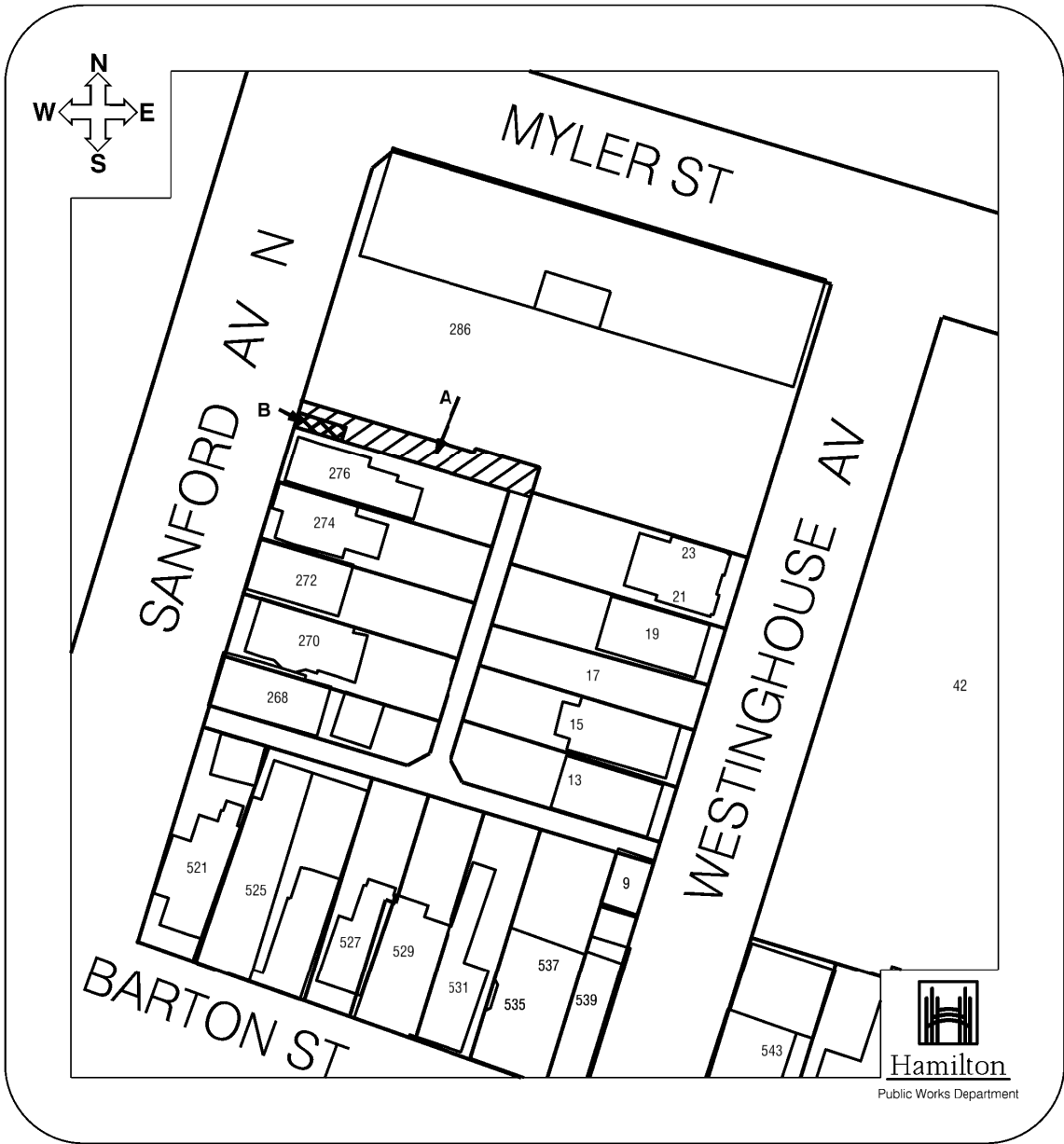
LEGEND

 **Lands to be Closed**



Hamilton

Geomatics & Corridor Management Section
Public Works Department



LOCATION PLAN

- A. Proposed Closure of Portion of Assumed and Unassumed Alley at 286 Sanford Ave N
- B. Proposed Closure of Portion of Assumed Alley at 276 Sanford Ave N

CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT

LEGEND



SUBJECT LANDS

DATE: JUNE 13 2018

Not to Scale

REFERENCE FILE NO : PW17_



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Engineering Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	August 16, 2018
SUBJECT/REPORT NO:	Proposed Permanent Closure and Sale of a Portion of Public Assumed Alley Abutting 542 Upper Sherman Avenue, Hamilton (PW18073) (Ward 7)
WARD(S) AFFECTED:	Ward 7
PREPARED BY:	Gary Kirchknopf Corridor Management (905) 546-2424, Extension 7217 Cetina Farruggia Corridor Management (905) 546-2424, Extension 5803
SUBMITTED BY:	Gord McGuire Director, Engineering Services Public Works
SIGNATURE:	

RECOMMENDATION

That the application of the owner of 542 Upper Sherman Avenue, Hamilton, to permanently close and purchase a portion of the assumed alleyway abutting the East side of 542 Upper Sherman Avenue, Hamilton, ("Subject Lands"), as shown on Appendix "A", attached to Report PW18073, be approved, subject to the following conditions:

- (a) That the applicant makes an application to the Ontario Superior Court of Justice, under Section 88 of the Registry Act, for an order to permanently close the Subject Lands, if required by the City, subject to:
 - (i) The General Manager of Public Works, or designate, signing the appropriate documentation to obtain any required court order; and
 - (ii) The documentation regarding any required application to the Ontario Superior Court of Justice being prepared by the applicant, to the satisfaction of the City Solicitor;
- (b) That the applicant be fully responsible for the deposit of a reference plan in the proper land registry office, and that said plan be prepared by an Ontario Land Surveyor, to the satisfaction of the Manager, Geomatics and Corridor Management

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**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public
Assumed Alley Abutting 542 Upper Sherman Avenue, Hamilton
(PW18073) (Ward 7) - Page 2 of 4**

- Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section;
- (c) That, subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved:
- (i) The City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the alleyway, for enactment by Council;
 - (ii) The Real Estate Section of the Planning and Economic Development Department be authorized and directed to sell the closed alleyway to the owners of 542 Upper Sherman Avenue, Hamilton, as described in Report PW18073, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204;
 - (iii) The City Solicitor be authorized to complete the transfer of the Subject Lands to the owners of 542 Upper Sherman Avenue, Hamilton, pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Real Estate Section of the Planning and Economic Development Department;
 - (iv) The City Solicitor be authorized and directed to register a certified copy of the by-laws permanently closing and selling the alleyway in the proper land registry office;
 - (v) The Public Works Department provide any required notice of the City's intention to pass the by-laws and/or permanently sell the closed alleyway pursuant to City of Hamilton Sale of Land Policy By-law 14-204;
- (d) That the applicant enters into agreements with any Public Utility requiring easement protection.

EXECUTIVE SUMMARY

The owner of 542 Upper Sherman Avenue, Hamilton, has applied to permanently close and purchase a portion of the public assumed alleyway running North/South at the rear of the property between Brucedale Avenue and Fennel Avenue East in Hamilton, in order to accommodate an addition to his home and garage at the rear of his property. As there were no objections received from any City Departments, Divisions, or Public Utilities and only one objection received from an abutting land owner, who did not provide appropriate comments on how their property would be impacted by the proposed closure, staff are supportive of the permanent closure and sale of the Subject Lands to the owner of 542 Upper Sherman Avenue, Hamilton.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The applicant has paid the Council approved user fee of \$4,454.00. The Subject Lands will be sold to the owners of 542 Upper Sherman Avenue,

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**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public
Assumed Alley Abutting 542 Upper Sherman Avenue, Hamilton
(PW18073) (Ward 7) - Page 3 of 4**

Hamilton, as determined by the Real Estate Section of the Planning and Economic Development Department, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204.

Staffing: An agreement to purchase the Subject Lands will be negotiated by the Real Estate Section of the Planning and Economic Development Department.

Legal: Subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved, the City Solicitor will prepare all necessary by-laws to permanently close and sell the Subject Lands and will register such by-laws in the Land Registry Office once Council has approved the by-law. The by-law does not take effect until the certified copy of the by-law is registered in the proper land registry office. The City Solicitor will complete the transfer of the Subject Lands to the owners of 542 Upper Sherman Avenue, Hamilton, pursuant to an agreement negotiated by the Real Estate Section of the Planning and Economic Development Department.

HISTORICAL BACKGROUND

The Subject Lands are a portion of alleyway created by Registered Plan 608 and assumed by the City of Hamilton by By-Law 75-39 registered as Registered Instrument AB363729. Although assumed, the majority of the alleyway South of the Subject Lands is encroached upon and encumbered by vegetation and therefore untravelled. On March 15, 2018 the owner of 542 Upper Sherman Avenue, Hamilton made application to close and purchase a portion of the Subject Lands in order to accommodate for a future addition to his home and garage at the rear of his property.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The closure of the Subject Lands will be subject to any application required by the City. In addition, a by-law must be passed to permanently close the Subject Lands in accordance with the *Municipal Act, 2001*.

RELEVANT CONSULTATION

The following public utilities, City departments and divisions were provided with a copy of the application and were invited to provide comments:

- Planning and Economic Development Department: Development Engineering, Building, Economic Development, Real Estate, and Planning
- Public Works Department: Engineering Services, Hamilton Water, Operations, Environmental Services, and Transportation
- Hamilton Emergency Services
- Corporate Services Department: Budgets and Finance
- Mayor and Ward Councillor

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**SUBJECT: Proposed Permanent Closure and Sale of a Portion of Public
Assumed Alley Abutting 542 Upper Sherman Avenue, Hamilton
(PW18073) (Ward 7) - Page 4 of 4**

- Bell, Horizon Utilities/Alectra Utilities, Hydro One, and Union Gas

There were no objections received from any public utilities, City departments and divisions.

Bell has advised that they will require easement protection.

Notice of the proposal was sent to all abutting property owners of the Subject Lands, as shown on Appendix “B”, for comment. In this instance, there were 34 notices mailed, and the results are as follows:

In favour: 0 Opposed: 1 No comment: 0

The opposed response was received from an abutting owner to the alleyway, not the subject lands and did not provide a sufficient explanation as to how their property was affected by the proposed closure.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

As there were no objections received from any City Departments, Divisions, or Public Utilities, and only one objection received from an abutting land owner who did not abut the Subject Lands directly, staff are supportive of the permanent closure and sale of the Subject Lands to the owner of 542 Upper Sherman Avenue, Hamilton.

ALTERNATIVES FOR CONSIDERATION

The City could deny this application and the Subject Lands would remain public assumed.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

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APPENDICES AND SCHEDULES ATTACHED

Appendix A: Aerial Drawing

Appendix B: Location Plan

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Hamilton

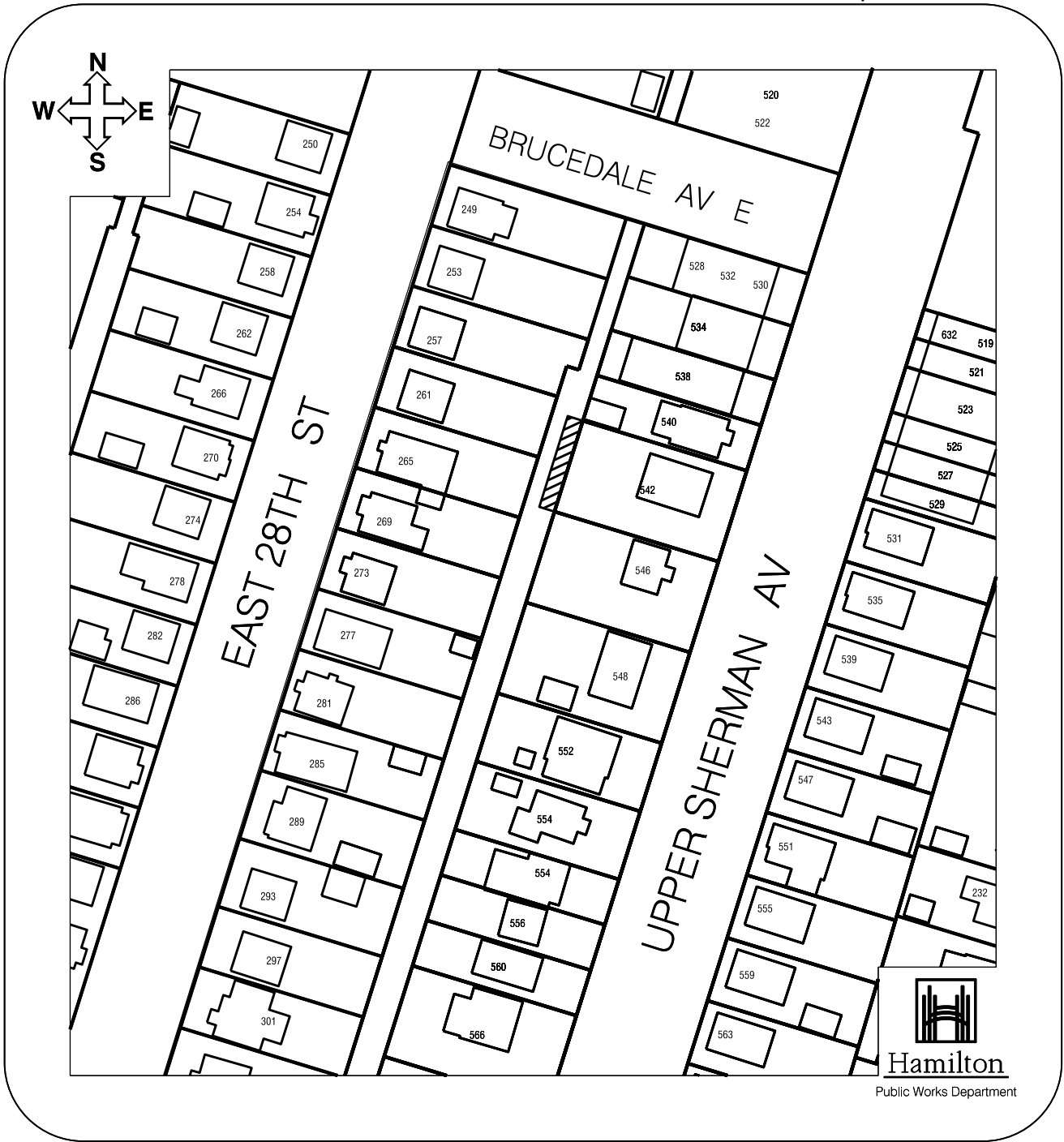
PROPOSED CLOSURE OF PORTION OF ASSUMED
ALLEY AT 542 UPPER SHERMAN AVENUE

Geomatics & Corridor Management Section
Public Works Department

LEGEND



Lands to be Closed



LOCATION PLAN

PROPOSED CLOSURE OF
 ASSUMED ALLEY AT

542 UPPER SHERMAN AVENUE

CITY OF HAMILTON
 PUBLIC WORKS DEPARTMENT

LEGEND



SUBJECT LANDS

DATE: MARCH 15, 2018

Not to Scale

REFERENCE FILE NO : PW18_



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	August 16, 2018
SUBJECT/REPORT NO:	Parkside Cemetery (PW18074) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Kara Bunn (905) 546-2424, Extension 4334
SUBMITTED BY:	Craig Murdoch, B. Sc., Director, Environmental Services Division Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the establishment of a new city-owned and operated cemetery on the entire property municipally known as 31 Parkside Avenue in Dundas be approved and staff be directed to send a copy of its decision to the Registrar appointed under the Funeral, Burial and Cremation Services Act, 2002 ("FBCSA") (the "Registrar") and to publish notice of the decision in a local newspaper;
- (b) That staff be directed to seek the consent of the Registrar for the establishment of the cemetery as required pursuant to FBCSA by submitting the prescribed application, together with the required supporting documentation, and the General Manager of Public Works be authorized to execute any documentation respecting the application for consent;
- (c) That staff be directed to and authorized to execute the documents required with the Registrar of Cemeteries to designate 31 Parkside Avenue as a cemetery;
- (d) That staff be directed to proceed with applications to fulfil the Planning Act requirements for zoning approval, site plan approval and Official Plan amendment.

EXECUTIVE SUMMARY

Pursuant to the General Issues Committee Meeting Report 16-004, Item 11 (b), the purchase of the property municipally known as 31 Parkside Avenue was approved for

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SUBJECT: Parkside Cemetery (PW18074) (Ward 13) - Page 2 of 6

the purposes of cemetery development, with any excess land to be sold for development to offset the costs of acquisition. On April 12, 2017, the property was purchased by the City.

Staff undertook a design of the site, and reviewed a business case related to the operation of a cemetery, and concluded that in order to run a viable cemetery in this location, the entire site is required for cemetery use.

The proposed design of the cemetery considers the access required for utility easement and continues to allow the public to use the slope on site for park activities, without impact to the cemetery.

Alternatives for Consideration – See Page 6

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The conceptual design of the cemetery was completed by Landscape Architectural Services staff. Detailed design, and construction of the site will be a future capital budget requirement, and is to be phased over time as the cemetery is used and new areas are required. The first phase would establish the roadway and walkways, grading, ground cover, the first areas for burial and one columbarium. The first phase is estimated to cost \$370,000, and the remaining phases are estimated to cost \$950,000 in 2018 dollars. The remaining phases, which include additional burial areas, columbaria, and memorial spaces, would be constructed over time, throughout the lifespan of the cemetery.

Annual operating costs will be shown as an Operating Impact from Capital on a future capital budget detail sheet submission. Operating costs for the first phase only is \$110,000 and 1.33 FTE.

Staffing: A cemetery staff staging location is included in the design of this cemetery, to be staffed by future cemeteries employees, on an as-needed basis. As burial and maintenance occurs and increases over time, staff needs will increase totalling 2.66 FTE in future phases.

Legal: Prior to the establishment of a new cemetery, the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) (requires the approval of the local municipality in which the cemetery would be situate. If Council grants this authority by approving recommendation (a) the City must provide notice of its decision to the Registrar and must publish notice of the decision in a local newspaper. Thereafter, the City must seek consent from the Registrar by submitting the prescribed application form together with the required supporting documentation respecting the proposed cemetery. Consent must

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SUBJECT: Parkside Cemetery (PW18074) (Ward 13) - Page 3 of 6

be obtained before any interments are permitted. If the Registrar consents to the establishment of a cemetery, a Certificate of Consent (the "Certificate") will be provided to the City and once the Certificate is registered in the land registry office, the lands described in the Certificate become a cemetery. Pursuant to the requirements of Ontario Regulation 30/11, staff will give notice of intention to apply to the Registrar for consent to establish a cemetery concurrently with this report.

HISTORICAL BACKGROUND

In 2014, a study conducted by Lees and Associates identified a need for more cemetery lands in Dundas.

In light of this, when the property municipally known as 31 Parkside Avenue (formerly a high school), shown in Appendix "A" attached to Report PW18074, was declared surplus by the Hamilton-Wentworth District School Board, staff identified the possibility for a future cemetery on the site. The City purchased the property through the authorization of General Issues Committee Report 16-004, Item 11 (b). Through this report, staff were directed to pursue the use of a portion of the subject site for cemetery purposes.

In the Spring of 2017, the building on site was demolished, with existing trees and the entrance feature preserved.

Staff worked to develop a preliminary conceptual design for the cemetery. Through this process, the property restrictions, including easements, grading, and existing trees were considered as part of the design.

Public consultation took place on January 22, 2018 with the adjacent residents and the Ward Councillor.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Bereavement Authority of Ontario ("the Authority") administers provisions of the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) on behalf of the Ministry of Government and Consumer Services. The Authority is responsible for protection of the public interest, and works toward the regulation and licensing of the bereavement sector across Ontario by reviewing and approving cemetery plans and municipal by-laws.

The FBCSA provides the framework for the regulation of the bereavement sector including cemeteries, funeral establishments, transfer services, crematoriums and staff employed by these businesses.

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SUBJECT: Parkside Cemetery (PW18074) (Ward 13) - Page 4 of 6

The FBCSA requires that all cemeteries that sell, assign, or transfer interment rights establish a trust fund called a “Care and Maintenance Fund”, for the purpose of providing money for the long-term preservation and operation of the cemetery. Payments must be made into the fund upon installation of markers, the construction of private structures, the sale or transfer of interment and scattering rights, and other times as may be prescribed by Ontario Regulation 33/11, made under the FBCSA (Sections 166–168). A cemetery operator can only use amounts paid into the fund for prescribed purposes and in accordance with the rules prescribed in Ontario Regulation 33/11, (Section 93).

Following the preparation of the conceptual design, the following Planning Act considerations must be addressed:

- The official plan designation for the subject lands;
- The zoning for the subject lands, and
- The need for site plan approval under Section 41 of the Planning Act.

A planning justification study follows and then the process is to move into detailed design.

A permit application and sales drawings are required as a final step pursuant to the FBCSA and Ontario Regulation 30/11; which will be reviewed by local regulatory agencies; an application to the provincial Ministry of Consumers Services, Consumer Protection Branch, Cemeteries Regulation Unit is also required.

Any procurement of services or goods required for the development and construction of the cemetery shall be done in accordance with the City of Hamilton’s Procurement Policy.

RELEVANT CONSULTATION

The following internal stakeholders were consulted about this report’s recommendations, and are supportive:

Ward 13 Councillor
 Corporate Services Department, Legal Services Division
 Corporate Services Department, Financial Services Division, Procurement Section

In addition, there was a public meeting held on January 22, 2018, and a summary of the comments from the public are as follows:

- Preference for the site was for cemetery over other development options

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SUBJECT: Parkside Cemetery (PW18074) (Ward 13) - Page 5 of 6

- Concern for screening of staging area and equipment storage area, which is addressed in the concept plan, shown in Appendix “B” attached to Report PW18074
- Maintenance of the access for some park activities, which is addressed in the concept plan, shown in Appendix “B” attached to Report PW18074.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Staff have identified that the Dundas area has increasingly fewer interment and columbaria availability for residents; however, it should be noted that this cemetery will provide services for all City of Hamilton residents.

In the 2014 City of Hamilton Business Plan Strategy and Land Need Assessment by Lees and Associates it was noted that:

- a) The communities of Dundas and Hamilton are expected to drive demand with their higher proportion of seniors and higher death rates;
- b) The community of Dundas is the most constrained with respect to potential cemetery inventory and interment space;
- c) If the recent pattern of cemetery use does not change, Dundas has only about 15 years of cemetery space remaining (as of 2014), and no additional land to develop;
- d) The main capacity challenge in Dundas is accommodating traditional in-ground burial at the current Grove cemetery;
- e) The planning, approval and development of cemetery land can take up to ten years in Ontario and best practices suggests that the initial stage of acquisition for any new lands that are required is often done 5-10 years in advance of the start of the planning phase;
- f) We should maintain the opportunity for Hamiltonians to be buried within their individual communities.

The site has several challenges relating to geography, vehicular access, utility corridor and other site constraints which reduce the developable land area. In order to meet the need for in ground burials, as well as building a cemetery that will be visually appealing and functional, the entire site is required.

The proposed concept design maximizes the available burial space, utilizing a loop road for efficiency, and offering different types of burial options including columbarium, traditional burial plots, a celebration of life outdoor space and a space for storage of

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SUBJECT: Parkside Cemetery (PW18074) (Ward 13) - Page 6 of 6

equipment. This allows the site to be viable beyond the 50 year timeframes that were analysed in the 2014 City of Hamilton Business Plan Strategy and Land Need Assessment by Lees and Associates.

ALTERNATIVES FOR CONSIDERATION

An alternative to the recommendation is to approve only a portion of the site for a future cemetery. Council may choose to direct staff to undertake a plan for only part of the site to be cemetery, with the remaining portion to be sold for development lots. A challenge with this alternative is that the road frontage limits the number of buildable lots that would be possible, and restricts the capacity of the cemetery. In addition, impacts to the existing neighbourhood must to be considered in this alternative. In the meeting with the adjacent landowners, the desire expressed was for a cemetery over other development possibilities. As this does not maximize the longevity of the cemetery, filling a need in the community for places to be buried where people live their lives and make their homes, this alternative is not recommended.

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APPENDICES AND SCHEDULES ATTACHED

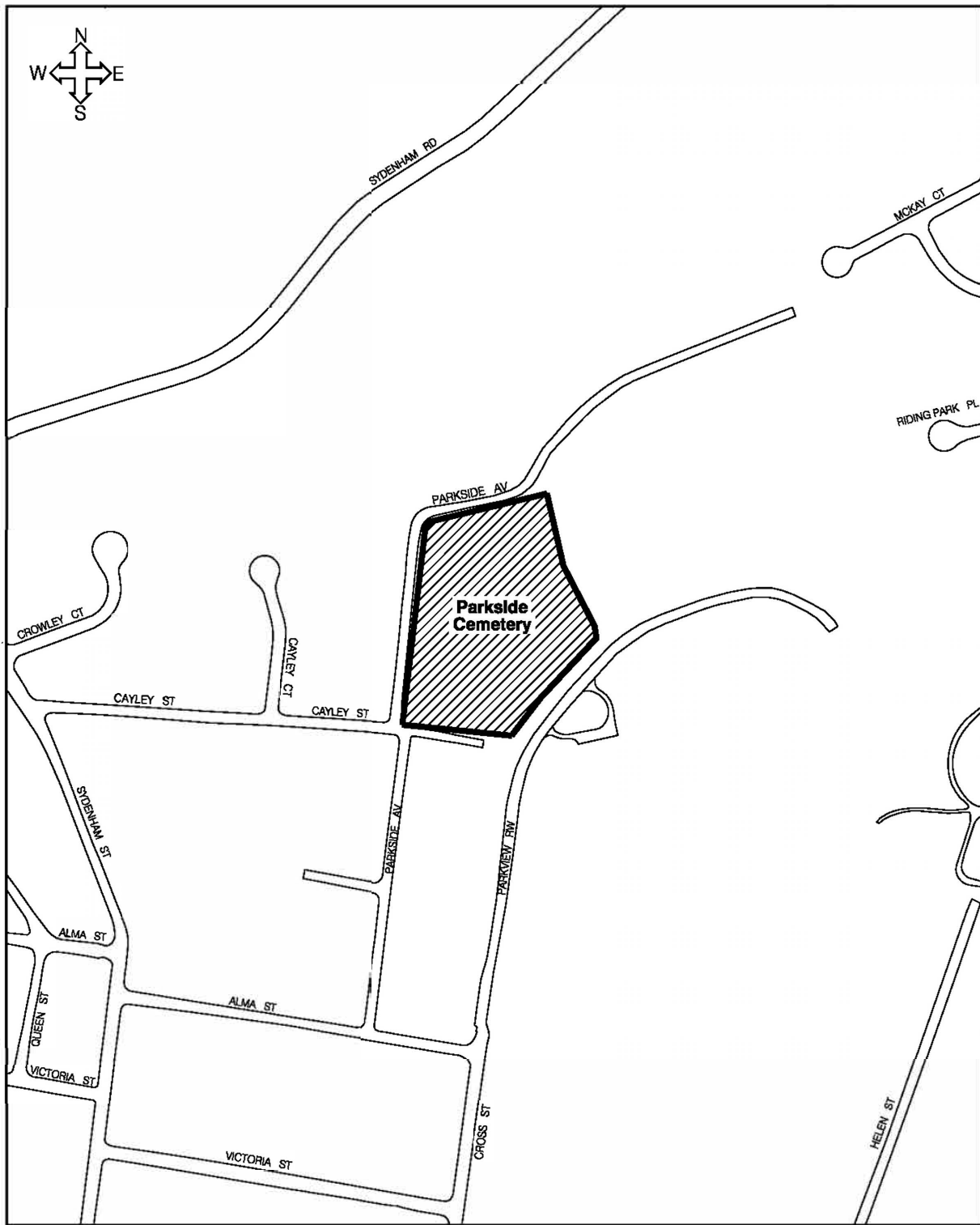
Appendix A: 31 Parkside Avenue Site Location

Appendix B: Conceptual Design

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 Proposed Works

City of Hamilton
Ward 13
Parkside Cemetery

CITY OF HAMILTON
Public Works Department
General Manager, Dan McKinnon

July 2018

PARKSIDE CEMETERY - Proposed Concept



- TOTALS:**
- 645 Full size (4' x 10' standard plot)
 - 800 Cremation (24" x 30")
 - 252 Columbarium niches
- 1697 Plots (does not include expansion area)
- Note:
 Expansion area includes 252 niches
- Scale = 1:300
- 0 5 10 15 20 25m

February 2018





INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	August 16, 2018
SUBJECT/REPORT NO:	Feasibility of Green Burials as a Burial Option in Hamilton (PW18071) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	John Perrotta (905) 546-2424, Extension 4402
SUBMITTED BY:	Craig Murdoch, B. Sc., Director, Environmental Services Division Public Works Department
SIGNATURE:	

Council Direction:

At its meeting of January 24, 2018, Council approved a motion as part of Public Works Committee Report 18-001, Item 7.2 which directed staff to investigate both the community interest and feasibility of natural/green burials as a burial option in Hamilton and to report back to the Public Works Committee.

Information:

A green burial, also known as a natural burial or eco-burial, is a relatively new trend emerging in North America for the ecologically, spiritually or financially conscious person. A natural/green burial offers an environmentally friendly alternative for a final resting place as naturally as possible. The process uses minimal energy and resource consumption and reduces one's ecological footprint once a person passes. The process includes no embalming, direct earth burial, biodegradable containers, and some form of communal memorialization. The concept dates back thousands of years and has been practiced by indigenous peoples and other cultures for centuries. Trends indicate demand for natural/green burials is increasing as people become aware of the option.

Natural/green burial has three core tenets, being social, economic and environmental sustainability. Societal trends exhibit a preference for environmentally sustainable choices, opening natural/green burial as an additional service option and new opportunity for revenue.

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**SUBJECT: Feasibility of Green Burials as a Burial Option in Hamilton (PW18071)
(City Wide) - Page 2 of 3**

In 2014, Lees and Associates were commissioned to assess, analyse and provide recommendations to the City regarding the delivery of sustainable cemetery services. In analysing future cemetery land needs and development opportunities, the study encouraged new interment options for residents, and recommended a natural/green burial area at Mount Hamilton Cemetery to enhance the attractiveness of City Cemeteries.

The report also emphasises natural/green burial as an emerging trend in Ontario. Several communities in the 2013 Southern Ontario Benchmarking Survey reported that families have been inquiring about the availability of this service option in their area. Trends indicate that the demand for natural/green burials is slowly increasing as people become aware of the option. The United Kingdom is leading the way with green burials where green cemeteries have been in operation since the early 1990's.

In Ontario, natural/green burial services are currently offered at Union Cemetery in Coburg, Meadowvale Cemetery in Brampton, Woodlawn Memorial Park in Guelph, Dufferin Meadows in Pickering and Fairview Cemetery in Niagara Falls. Currently, the City of Hamilton cemetery administrative office records inquires for natural/green burial and they are receiving, on average, 7 inquires per month.

An article published in the Hamilton Spectator on January 4, 2018, titled "Hamilton resident pushes for green burials", and a subsequent private social media campaign resulted in cemetery staff receiving 85 emails from residents expressing their interest in having a natural/green burial option at one of the Hamilton Municipal Cemeteries.

In addition, in the spring of 2018, cemetery staff engaged the general public and determined that natural/green burial was an option that Hamilton residents wish to see offered. A general survey on cemetery interment options, supplies and services, was conducted at two events, the Hamilton Cemetery Open House and Tour (June 16, 2018), and the Seniors Kick-off Show (May 30, 2018). There were 24 participants in the survey. The results indicate that 62.5% of the participants surveyed knew what green or natural burial is, and 58.3% of participants surveyed would have interest in this type of burial option.

As part of a staff initiated master planning process for Mount Hamilton Cemetery, an area has been identified to accommodate a natural/green burial section, as shown in Appendix "A" to Report PW18071. In order to implement the program, capital funding is required to survey, design and construct the area. The capital costs are an estimated \$100,000 which will be referred to the 2019 capital budget process. It should be noted that the costs cannot be accommodated within the limited Block Funding received by the Parks and Cemeteries Section, the requested Capital will be shown without a

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**SUBJECT: Feasibility of Green Burials as a Burial Option in Hamilton (PW18071)
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funding source. All administration, maintenance and education outreach can be accommodated within the existing operating budget and staff complement.

The Bereavement Authority of Ontario (BAO) administers provisions of the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) on behalf of the Ministry of Government and Consumer Services. They are responsible for protection of the public interest, and work towards the regulation and licensing of the bereavement sector across Ontario by reviewing and approving cemetery plans and municipal by-laws.

To establish a natural/green burial section, the BAO requires the registered cemetery plan to be updated and resubmitted with the addition of the natural/green burial section identified on the plan for review and approval. Lot dimensions, burial depth, and a numbering system to track the burials are to be outlined on the plan, to ensure the new section is in compliance with the physical standards of in-ground graves outlined in Section 154 of Ontario Regulation 30/11.

In addition, to ensure a standard of natural/green burials is being followed, the Municipal By-laws (12-151) governing Cemeteries requires updating to reflect the rules and regulations for the natural/green burial section of the cemetery.

The updated by-laws must be submitted to the BAO for approval before they are deemed official. Once approved, the by-laws must be published in a local newspaper with general circulation, posted clearly at all active Cemetery entrances for four weeks, and delivered to each supplier of memorials who have delivered a memorial to the cemetery during the last year. The BAO will then require a copy of the newspaper notice, a photo of the sign that was posted at the cemetery entrance indicating the start and end dates of posting written on the back of the photo, a list of the names and addresses of the memorial dealers who received notice of the proposed changes, and two copies of the proposed by-laws.

Staff find merit in the pursuance of establishing a green burial site in Mount Hamilton Cemetery, supported both by study recommendations and community input. If approved, the one-time capital funding request, to be identified as part of the 2019 budget process as unfunded, will provide for the implementation of the green burial site with operational costs to be maintained at existing levels. This new green burial program is consistent with the 2016-2025 Strategic Plan priority of Clean and Green, offering a progressive and sustainable service to residents.

Appendices and Schedules Attached

Appendix A: Mount Hamilton Cemetery – Master Plan – Natural / Green Burial Section

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Mount Hamilton Cemetery – Master Plan – Green Burial Section



MOUNT HAMILTON CEMETERY
SCHEMATIC DESIGN
January 18, 2018 Scale 1:1000 0 10 30 50m

Hamilton DILLON CONSULTING

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SUBJECT: Green Burials (City Wide) Page 2 of 2

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9.1

CITY OF HAMILTON MOTION

Public Works Committee: August 16, 2018

MOVED BY COUNCILLOR R. PASUTA.....

SECONDED BY COUNCILLOR

Investment in Flamborough Parking Lots (Ward 14)

WHEREAS, the majority of City of Hamilton owned facility and park assets in Ward 14 are operated and maintained by volunteer community groups and park sub-committees;

WHEREAS, many of the current parking lots at the volunteered operated facilities and parks in Ward 14 are in need of repair;

WHEREAS, the volunteer community groups and park sub-committees do not have sufficient funds to repair their parking lots; and,

WHEREAS, the parking lots at Sheffield Town Hall, Sheffield Baseball Diamond Park, Strabane Park, Greensville Baseball Diamond Park, Freelton Centennial Park and Freelton Baseball Diamond are all in need of repair;

THEREFORE, BE IT RESOLVED:

That staff be directed to complete the parking lot paving work at the current projects listed below at the estimated cost of \$ 250,000, to be funded from Capital Account 4031611614 (Ward 14 Roads Minor Maintenance - \$ 739,000 unspent):

- (a) Sheffield Town Hall;
- (b) Sheffield Baseball Diamond Park;
- (c) Strabane Park;
- (d) Greensville Baseball Diamond Park;
- (e) Freelton Centennial Park; and,
- (f) Freelton Baseball Diamond

CITY OF HAMILTON MOTION

Public Works Committee Date: August 16, 2018

MOVED BY COUNCILLOR S. MERULLA.....

SECONDED BY COUNCILLOR L. FERGUSON.....

Expediting Approvals and Permits for Odour Mitigation at the Central Composting Facility

WHEREAS, City Council has maintained an adequate capital budget for necessary upgrades to the Central Composting Facility since its commissioning in 2006;

WHEREAS, on October 31, 2016, City Council directed staff to investigate opportunities to improve odour control at the facility;

WHEREAS, on December 4, 2017, City Council supported the pilot testing and implementation of a long-term odour mitigation solution in the form of carbon filters;

WHEREAS, the City of Hamilton's Central Composting Facility had a high number of odour complaints in May and June of 2018;

WHEREAS, the City of Hamilton voluntarily shut down the Central Composting Facility and stopped receiving organic waste until an odour control solution is found; and,

WHEREAS, City Council approved a capital budget of approximately \$2,600,000 for a variety of measures including odour control management upgrades at the Central Composting Facility.

THEREFORE, BE IT RESOLVED:

- (a) That City of Hamilton staff be directed to work with both the Hamilton District and the Environmental Approvals Branch of the Ministry of the Environment, Conservation and Parks, to expedite any issuance of permits or approvals that may be required to implement any short-term and/or long-term odour mitigation solutions, as identified by the City for the Central Composting Facility; and,
- (b) That the Mayor correspond with the Honourable Rod Phillips, Minister of the Environment, Conservation and Parks, requesting that any permits and/or approvals for odour mitigation solutions at the Central Composting Facility, be expedited.

CITY OF HAMILTON MOTION

Council: August 17, 2018

MOVED BY COUNCILLOR A. VANDERBEEK.....

SECONDED BY COUNCILLOR

New Stop Controls – Market Street South at Mill Street (Dundas) (Ward 13)

WHEREAS, the City of Hamilton is committed to creating safe neighbourhoods and vibrant communities; and,

WHEREAS, ensuring the safety of both pedestrians and motorists is a priority;

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to take the required steps to add new stop controls on Market Street South at Mill Street (Dundas), as illustrated on Appendix “A” attached hereto; and,
- (b) That the By-law, being a by-law to Amend By-law No. 01-215, being a By-law to Regulate Traffic, as it relates to new Stop Controls on Market Street South at Mill Street (Dundas) attached hereto as Appendix “B”, be enacted.

Appendix "B"

Authority: Report:
CM: Date
Ward: 13

Bill No.**CITY OF HAMILTON****BY-LAW NO. 18-**

**To Amend By-law No. 01-215
Being a By-law To Regulate Traffic**

WHEREAS sections 8, 9 and 10 of the *Municipal Act*, 2001, S.O. 2001, c. 25, authorize the City of Hamilton to pass by-laws as necessary or desirable for the public and municipal purposes, and in particular paragraphs 4 through 8 of subsection 10(2) authorize by-laws respecting: assets of the municipality, the economic, social and environmental well-being of the municipality; health, safety and well-being of persons; the provision of any service or thing that it considers necessary or desirable for the public; and the protection of persons and property;

AND WHEREAS on the 18th day of September, 2001, the Council of the City of Hamilton enacted By-law No. 01-215 to regulate traffic;

AND WHEREAS it is necessary to amend By-law No. 01-215.

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

1. Schedule 5 (Stop Control) of By-law No. 01-215, as amended, is hereby further amended by adding to Section "B" (Dundas) thereof the following items, namely;

Market Street	Northbound & Southbound	Mill Street
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2. Subject to the amendments made in this By-law, in all other respects, By-law No. 01-215, including all Schedules thereto, as amended, is hereby confirmed unchanged.

This By-law shall come into force and take effect on the date of its passing and enactment.

PASSED and ENACTED this 17th day of August 2018.

Fred Eisenberger
Mayor

Janet Pilon
Acting City Clerk