



PUBLIC WORKS COMMITTEE REPORT 19-016

AS AMENDED BY COUNCIL ON NOVEMBER 27 TO 28, 2019

9:30 a.m.

Monday, November 18, 2019

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors L. Ferguson (Chair), J.P. Danko (Vice-Chair), C. Collins, J. Farr, T. Jackson, S. Merulla, N. Nann, E. Pauls, M. Pearson, A. VanderBeek and T. Whitehead

Also Present: Councillors B. Clark and M. Wilson

THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 19-016 AND RESPECTFULLY RECOMMENDS:

**1. Emergency Shoreline Protection Works - Inventory & Assessments
(PW19095) (Wards 1, 2, 5 and 10) (Item 7.1)**

That Report PW19095, respecting Emergency Shoreline Protection Works - Inventory & Assessments, be received.

**2. Sackville Hill Senior Centre Expansion Feasibility (PW19098/HSC19061)
(Ward 7) (Item 7.2)**

That Report PW19098/HSC19061, respecting Sackville Hill Senior Centre Expansion Feasibility, be received.

3. Land Interests Over City-owned Land (PW19100) (City Wide) (Item 7.3)

That Report PW19100, respecting Land Interests over City-owned Land, be received.

4. Cycling Improvements at Queen Street South and Herkimer Street (PW19102/PED19236) (Wards 1 and 2) (Item 7.4)

That Report PW19102/PED19236, respecting Cycling Improvements at Queen Street South and Herkimer Street, be received.

5. Feasibility of Public Side Lead Water Service Line Replacement (PW19094) (City Wide) (Item 9.1)

That Report PW19094, respecting Feasibility of Public Side Lead Water Service Line Replacement, be received.

6. Alleyway Management Strategy - Classification System (PW17008(a)) (City Wide) (Item 9.2)

- (a) That the Alleyway Classification System, attached as Appendix “A” to Public Works Committee Report 19-016, be approved; and,
- (b) That the utilization categories, respecting an Alleyway Management Strategy - Classification System, be amended to include cycling in category 1.

7. 2020 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW19093) (City Wide) (Item 10.2)

That the Keep Hamilton Clean and Green Committee’s 2020 base budget submission attached as Appendix “B” to Public Works Committee Report 19-016 in the amount of \$18,250, representing a zero-net levy impact from the previous year’s budget, be approved and referred to the 2020 operating budget process for consideration.

8. City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096) (City Wide) (Outstanding Business List Item) (Item 10.3)

- (a) That the Watermain Fire Flow Requirement Design Guidelines Policy attached as Appendix “C” to Public Works Committee Report 19-016 be approved for a period of 10 months, with consultation with the Hamilton-Halton Homebuilders’ Association (HHHBA) to occur in the final 4 months;
- (b) That the appropriate staff be authorized and directed to revise and update the Comprehensive Development Guidelines and Financial Policies Manual as required, and to bring forward for Council’s consideration any

necessary amendments to the Adequate Services By-law or any other City of Hamilton By-laws; and,

- (c) That delegated authority be granted to the General Manager of Planning and Economic Development or a designate to make adjustments and changes as may be required to implement the Watermain Fire Flow Requirement Design Guidelines Policy, as described as a method of transition in Report PW19096, to any approved Draft Plan of Subdivision or Registered Plans of Subdivision.

9. Connected & Autonomous Vehicles Test Bed (PW19097) (City Wide) (Item 10.4)

That the General Manager of Public Works or designate be authorized and directed to execute, on behalf of the City of Hamilton, any agreements necessary to formalize the partnership between the City of Hamilton and the Centre for Integrated Transportation and Mobility to assist with their deployment of a Connected and Autonomous Vehicle Test Bed, in a form satisfactory to the City Solicitor.

10. Cootes Paradise and Borer's Falls-Rock Chapel Land Management Plans – Cootes to Escarpment EcoPark System (PW19099) (Wards 1, 13 and 15) (Item 10.5)

- (a) That Appendix "D" attached to Public Works Committee Report 19-016 respecting the Cootes Paradise Heritage Lands Management Plan be approved as a guiding document regarding future management actions for these lands; and,
- (b) That Appendix "E" attached to Public Works Committee Report 19-016 respecting the Borer's Falls-Rock Chapel Heritage Lands Management Plan be approved as a guiding document regarding future management actions for these lands.

11. Eligibility Requirements for Riders to Access DARTS Transit System (PW19105) (City Wide) (Item 10.6)

That Report PW19105, respecting Eligibility Requirements for Riders to Access DARTS Transit System, be received.

**12. PRESTO Equipment Supplier Renewal Extension (PW17033(c)) (City Wide)
(Item 10.7)**

- (a) That the single source procurement for the continued support, maintenance and repair of PRESTO equipment through Metrolinx and its agent Thales Transportation Systems S.A., pursuant to Procurement Policy #11 – Non-competitive Procurement, be approved until October 5, 2020, at the upset limit of \$528,000 plus HST; and,
- (b) That the General Manager, Public Works Department be authorized and directed to negotiate and execute all necessary documentation, including any agreements required, in a form satisfactory to the City Solicitor.

13. Truck Route Sub-Committee Report 19-002 - November 1, 2019 (Item 10.8)

(a) Truck Route Master Plan Review: Study Update (PED19073(a)) (City Wide) (Item 9.1)

That Report PED19073(a), respecting the Truck Route Master Plan Review: Study Update, be received.

(b) Truck Route Master Plan Review: Additions to the Consultation and Engagement Strategy (Item 9.1)

- (i) That neighbourhoods where residents who live adjacent to the current truck route and who experience disproportionate negative health impacts and economic inequities be identified as a specific focus group, be added to list of groups who will be invited to a moderated/facilitated panel discussion focus group, as laid out in Appendix “F” to Public Works Committee Report 19-016 respecting the Truck Route Master Plan Review: Consultation/Engagement Strategy; and,
- (ii) That the data collected from Environment Hamilton be factored into the data sets collected for the purpose of the Truck Route Master Plan Review.

(c) Formation of a Stakeholders Working Group for the Truck Route Master Plan Review (Item 9.1)

- (i) That a stakeholders working group be formed to enable the group to learn first hand the concerns and priorities of existing stakeholders in the Truck Route Master Plan Review, and provide them with an opportunity to contribute to the review process in a way that is equitable and fair;

- (ii) That the Stakeholders Working Group for the Truck Route Master Plan Review include members of the business community and other organized equity seeking groups who are being impacted by current truck routes throughout the city; and,
- (iii) That this stakeholder working group meet in accordance with the consultation meeting schedule set out in Appendix “F” to Public Works Committee Report 19-016, respecting the Truck Route Master Plan Review: Consultation/Engagement Strategy.

14. Removal of a City-Owned Tree at 107 First Street North, Hamilton (Ward 5) (Item 11.2)

WHEREAS, a City of Hamilton tree has caused extreme damage to the foundation of the home 107 First Street North, Hamilton;

THEREFORE, BE IT RESOLVED:

That Forestry Staff be directed to remove the City-owned 62cm Siberian Elm tree at 107 First Street North, Hamilton.

15. Mountain Bike Facility Study (City Wide) (Item 11.3)

WHEREAS, the City of Hamilton has a Recreational Trails Masterplan that guides development of a recreational trails network across the City;

WHEREAS, there is no existing City-wide study to determine the demand for mountain biking facilities across Hamilton;

WHEREAS, mountain biking has not been specifically incorporated in to the proposed and existing trails on city lands; and,

WHEREAS, mountain biking requires different types of trail design to challenge the users and to achieve the desired features on the trail;

THEREFORE, BE IT RESOLVED:

That City staff include consideration and study of mountain bike facilities as part of the Recreational Trails Masterplan update, currently scheduled for 2021 and pending capital budget approval, and increase the capital budget detail sheet to \$300,000 to reflect this increased scope.

16. Sam Lawrence Park Winter Seasonal Display Program (Ward 7) (Item 11.4)

WHEREAS, the City of Hamilton (City) offers various seasonal festive displays around dedicated areas of the City;

WHEREAS, the Environmental Services Division implements the work associated with existing seasonal displays, but has no available funding for additional festive displays; and,

WHEREAS, community interest has been expressed for a winter seasonal light display at Sam Lawrence Park gazebo;

THEREFORE, BE IT RESOLVED:

- (a) That a winter seasonal light display at Sam Lawrence Park gazebo be implemented, with a capital cost of \$2,000 (inclusive of HST), to be funded from the Ward 7 Area Rating Discretionary Project (3301709700);
- (b) That \$500 for the annual cost of electricity and maintenance be added to the Parks and Cemeteries Section's 2020 annual base operating budget; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents for the implementation of a winter seasonal light display at Sam Lawrence Park gazebo, with such terms and conditions in a form satisfactory to the City Solicitor.

17. Increase in the Minimum Vehicle Fee at the City's Transfer Stations and Community Recycling Centres (City Wide) (Item 11.5)

WHEREAS, the City of Hamilton currently faces a 5.5% property tax increase; and,

WHEREAS, the minimum vehicle fee at the City's Transfer Stations and Community Recycling Centres has not increased since 2011;

THEREFORE, BE IT RESOLVED:

That the City increase the minimum vehicle fee to \$10 (from the current \$8.50) as of January 1, 2020, and that the anticipated revenues of \$100,000 be used to offset the 2020 budget increase.

18. Road Resurfacing Projects in Ward 5 (Item 11.6)

- (a) That Public Works staff be authorized and directed to resurface the following roads, to be financed from the 2019 and 2020 Ward 5 Area Rating Reserve Fund (108055):
 - (i) \$480,000 for Kentley Drive (between Nash Road North and Kenora Avenue);
 - (ii) \$80,000 for Hounslow Court;
 - (iii) \$70,000 for Ilford Court;
 - (iv) \$620,000 for Oakland Drive (between Kentley Drive and Kenora Avenue);
 - (v) \$110,000 for Duchess Court;
 - (vi) \$60,000 for Kings Court; and,
 - (vii) \$60,000 for Queens Court;
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

19. Feasibility of an Active Transportation Connection (Ward 14) (Item 11.7)

WHEREAS, the City of Hamilton (City) offers various types of active transportation connections throughout the City;

WHEREAS, the residents of the Mountview and Scenic Woods neighbourhoods would benefit from more comprehensive active transportation corridors;

WHEREAS, Scenic Drive between Lavender Drive and Chateau Court currently has a rural road profile;

WHEREAS, the Recreational Trails Master Plan, Initiative 8.2, Olympic Park, Twin Pad Arena Link indicates a trail connection from Scenic Drive through lands owned by Hydro One Networks Inc.;

WHEREAS, the Environmental Services Division implements works associated with the Recreational Trails Master Plan; and,

WHEREAS, a feasibility study to determine opportunities for a pedestrian connection at this location is not currently captured in the Environmental Services 10-year capital forecast;

THEREFORE, BE IT RESOLVED:

- (a) That staff review the feasibility of an active transportation connection in the Mountview and Scenic Woods neighbourhoods, with a capital cost of

\$50,000.00 (inclusive of HST), to be funded from the Ward 14 Area Rating Reserve Fund (108064);

- (b) That staff be authorized and directed to discuss opportunities with Hydro One Networks Inc. with regards to a possible land use agreement for trail construction and maintenance through Hydro One Networks Inc. owned lands; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

20. Modification of the Waste Collection Services Request for Proposal to Remove Winter Collection of Leaf and Yard Waste (City Wide) (Item 11.8)

WHEREAS, Hamilton taxpayers are facing significant municipal property tax increases in the following years and Council is dedicated to identifying savings and efficiencies in waste management;

WHEREAS, in April 2017 the previous term of Council directed staff to “investigate opportunities for various alternative service delivery methods for the City’s waste collection programs for Council’s consideration, while retaining the current public/private service delivery model, the weekly collection service and the garbage collection days...”;

WHEREAS, the collection of leaf and yard waste during the winter months of December, January and February is largely unnecessary;

WHEREAS, City Staff executed a contractual one-year extension to the 2013 to 2020 waste collection service contract in order to evaluate impacts of the *Waste-Free Ontario Act, 2016*, Extended Producer Responsibility; and,

WHEREAS, City staff are currently preparing a Request for Proposals for waste collection services including the weekly collection of landfill waste, bulk waste, yard waste, organic waste and front-end bin service (multi-residential) garbage collection for the term of 2021-2028, and weekly collection of recyclables for the term of 2021 to 2025 to align with the *Waste-Free Ontario Act, 2016*, Extended Producer Responsibility;

THEREFORE, BE IT RESOLVED:

- (a) That staff amend the Request for Proposals for waste collection services that is currently being prepared to remove winter collection of leaf and yard waste for the months of December, January and February (excluding Christmas tree collection); and,

- (b) That staff report back to the Public Works Committee on the results of the bid for waste collection services.

21. Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (City Wide) (Item 11.1)

The following Motion was DEFEATED:

WHEREAS, in September 2019 City staff reported that the successful Request for Proposal for the Operations and Maintenance of the Material Recycling Facility would result in a net annual increase in cost of \$2.697 million for a total increase in cost to taxpayers of \$13.485 million over the five-year contract term;

WHEREAS, Hamilton taxpayers are facing significant municipal property tax increases in the following years and Council is dedicated to identifying savings and efficiencies in waste management;

WHEREAS, in October 2019 the Regional Municipality of Niagara approved changing from weekly collection of one container of landfill waste to bi-weekly collection of two containers of landfill waste;

WHEREAS, nine comparable municipalities including Halton, Waterloo and Ottawa all have bi-weekly collection of landfill waste which has resulted in significant improvements to diversion from landfills;

WHEREAS, the City of Hamilton has a landfill waste diversion goal of 65%;

WHEREAS, the City of Hamilton currently has a landfill waste diversion rate between 40% to 50% which has remained stagnant over the last several years;

WHEREAS, it is estimated that bi-weekly landfill waste collection will improve diversion rates and for every 5% of landfill waste diverted, the life of the Glanbrook Landfill would be extended by another four years resulting in an estimated value to taxpayers of \$63 million in landfill space;

WHEREAS, in January 2012 City staff recommended bi-weekly collection of landfill waste as the preferred option for the 2013 to 2020 waste collection service contract with an estimated savings of approximately \$3 million annually over the collection period of 2013 to 2020;

WHEREAS, in April 2017 the previous term of Council directed staff to "investigate opportunities for various alternative service delivery methods for the City's waste collection programs for Council's consideration, while

retaining the current public/private service delivery model, the weekly collection service and the garbage collection days...”;

WHEREAS, City Staff executed a contractual one-year extension to the 2013 to 2020 waste collection service contract in order to evaluate impacts of the Waste-Free Ontario Act, 2016, Extended Producer Responsibility; and,

WHEREAS, City staff are currently preparing a Request for Proposals for waste collection services including the weekly collection of landfill waste, bulk waste, yard waste, organic waste and front-end bin service garbage collection for the term of 2021-2028, and weekly collection of recyclables for the term of 2021 to 2025 to align with the Waste-Free Ontario Act, 2016, Extended Producer Responsibility;

THEREFORE, BE IT RESOLVED:

- (a) That staff amend the Request for Proposals for waste collection services that is currently being prepared to include the following two separate options for private sector bid:**
 - (i) CONTRACTED WEEKLY LANDFILL WASTE COLLECTION of a single container of landfill waste and weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection; and,**
 - (ii) CONTRACTED BI-WEEKLY LANDFILL WASTE COLLECTION of two containers of landfill waste and maintaining weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection;**
- (b) That staff conduct an internal costing exercise to bring the procured waste collection service contract work in-house including the following two separate options:**
 - (i) CITY WEEKLY LANDFILL WASTE COLLECTION of a single container of landfill waste and weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection; and,**
 - (ii) CITY BI-WEEKLY LANDFILL WASTE COLLECTION of two containers of landfill waste and maintaining weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection;**
- (c) That staff report back to the Public Works Committee on the results of the private sector bid for waste collection services and the staff**

internal costing exercise to bring the procured waste collection service contract work in-house.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

5. COMMUNICATIONS (Item 5)

5.2 Correspondence respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste

- 5.2(d) Grant Ranalli
- 5.2(e) Susan Woodrow
- 5.2(f) Greg Atkinson
- 5.2(g) Kevin McNally
- 5.2(h) Pamela F. Wise

Recommendation: Be received and referred to the consideration of Item 11.1.

6. DELEGATION REQUESTS (Item 6)

6.4 David N. Reed respecting Item 10.1 - Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (for today's meeting)

10. DISCUSSION ITEMS (Item 10)

10.1 Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (Ward 12)

10.1(a) Revised Report PW17022(b) and Additional Appendix "C"

12. NOTICES OF MOTION (Item 12)

12.1 Ward 1 Multi-Modal Connections Review

12.2 Transit Shelter Installation at Upper Paradise Road at Wingfield Place (Ward 14)

The agenda for the November 18, 2019 Public Works Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF THE PREVIOUS MEETING (Item 4)

(i) November 4, 2019 (Item 4.1)

The Minutes of the November 4, 2019 meeting of the Public Works Committee were approved, as presented.

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Paula Kilburn, Chair of the DARTS Board, respecting DARTS Budget Variances (Item 5.1)

The correspondence from Paula Kilburn, Chair of the DARTS Board, respecting DARTS Budget Variances, was received.

Communication Items 5.2(a) to 5.2(h), listed as follows, were received and referred to the consideration of Item 11.1:

(ii) Correspondence respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (Item 5.2)

- (1) John Bainbridge (Item 5.2(a))
- (2) Shekar Chandrashekar (Item 5.2(b))
- (3) Roman Caruk (Item 5.2(c))
- (4) Grant Ranalli (Added Item 5.2(d))
- (5) Susan Woodrow (Added Item 5.2(e))
- (6) Greg Atkinson (Added Item 5.2(f))
- (7) Kevin McNally (Added Item 5.2(g))
- (8) Pamela F. Wise (Added Item 5.2(h))

(e) DELEGATION REQUESTS (Item 6)

The following delegation requests were approved for today's meeting:

- (i) Delegation Requests respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (Item 6.1)
 - (1) Ian Borsuk, Environment Hamilton (Item 6.1(a))
 - (2) Ryan Tse, McMaster Students Union (Item 6.1(b))
- (ii) Hans Stief, Hamilton Burlington Mountain Bike Association (HBMBA), respecting Item 11.3 - Mountain Bike Facility Study (Item 6.2)
- (iii) Suzanne Mammel, Hamilton-Halton Home Builders' Association, respecting Item 10.3 - City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096) (Item 6.3)
- (iv) David N. Reed respecting Item 10.1 - Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (Added Item 6.4)

(f) CONSENT ITEMS (Item 7)

The following Motion was DEFEATED:

That the following Consent Items be received:

- (i) Approval of Water Servicing for Development (PW18084) (City Wide) (deferred from the September 17, 2018 meeting) (Item 7.5)
- (ii) Correspondence from Suzanne Mammel, Hamilton-Halton Home Builders' Association (deferred from the September 17, 2018 meeting) (Item 7.5(a))

(g) PUBLIC HEARINGS / DELEGATIONS (Item 8)

- (i) **Rachel Braithwaite, Barton Village Business Improvement Area, respecting a Request to Add Barton Street East to the 10 Year Master Plan for Road Redevelopment (approved on September 16, 2019) (Item 8.1)**

Rachel Braithwaite, Barton Village Business Improvement Area, addressed the Committee respecting a Request to Add Barton Street East to the 10 Year Master Plan for Road Redevelopment, with the aid of a handout and presentation.

The delegation by Rachel Braithwaite, Barton Village Business Improvement Area, respecting a Request to Add Barton Street East to the 10 Year Master Plan for Road Redevelopment, was received.

A copy of the handout and presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

(ii) Tom Ker respecting Various Road Infrastructure Concerns and the Storm Sewer Remediation Project (approved on November 4, 2019) (Item 8.2)

The delegation by Tom Ker respecting Various Road Infrastructure Concerns and the Storm Sewer Remediation Project will be scheduled at the Public Works Committee meeting on December 2, 2019.

(iii) Larry Di Ianni, Monument Builders of Hamilton, respecting the City of Hamilton's Cemeteries Business Plan (approved on September 30, 2019) (Item 8.3)

Larry Di Ianni, Monument Builders of Hamilton, addressed the Committee respecting the City of Hamilton's Cemeteries Business Plan, with the aid of a handout.

The delegation by Larry Di Ianni, Monument Builders of Hamilton, respecting the City of Hamilton's Cemeteries Business Plan, was received.

A copy of the handout is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

(iv) Doug King, Ontario Monument Builders Association, respecting the City of Hamilton's Cemeteries Business Plan (approved on September 30, 2019) (Item 8.4)

Doug King, Ontario Monument Builders Association, addressed the Committee respecting the City of Hamilton's Cemeteries Business Plan, with the aid of a handout

The delegation by Doug King, Ontario Monument Builders Association, respecting the City of Hamilton's Cemeteries Business Plan, was received.

A copy of the handout is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

- (v) Warren Haley, Sharp Monuments, respecting the City of Hamilton's Cemeteries Business Plan (approved on September 30, 2019) (Item 8.5)**

Warren Haley, Sharp Monuments, addressed the Committee respecting the City of Hamilton's Cemeteries Business Plan.

The delegation by Warren Haley, Sharp Monuments, respecting the City of Hamilton's Cemeteries Business Plan, was received.

- (vi) Marty Langlois, Woodland Memorials, respecting the City of Hamilton's Cemeteries Business Plan (approved on September 30, 2019) (Item 8.6)**

Marty Langlois, Woodland Memorials, addressed the Committee respecting the City of Hamilton's Cemeteries Business Plan.

The delegation by Marty Langlois, Woodland Memorials, respecting the City of Hamilton's Cemeteries Business Plan, was received.

The concerns raised by the delegations respecting the City of Hamilton's Cemeteries Business Plan, were referred to Cemeteries and Parks staff for appropriate consultation and a report back to the Public Works Committee, with no monuments to be sold by the City of Hamilton until further notice.

- (vii) Suzanne Mammel, Hamilton-Halton Home Builders' Association, respecting Item 7.5 - Approval of Water Servicing for Development (PW18084) (approved on September 17, 2018) (Item 8.7)**

Suzanne Mammel, Hamilton-Halton Home Builders' Association, addressed the Committee respecting Item 7.5 - Approval of Water Servicing for Development (PW18084).

The delegation by Suzanne Mammel, Hamilton-Halton Home Builders' Association, respecting Item 7.5 - Approval of Water Servicing for Development (PW18084), was received.

For further disposition of this matter, refer to Item (f).

- (viii) Ian Borsuk, Environment Hamilton, respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (Added Item 8.8(a))**

Lynda Lukasik delegated in Ian Borsuk's absence.

Lynda Lukasik, Environment Hamilton, addressed the Committee respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste.

The delegation by Lynda Lukasik, Environment Hamilton, respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste, was received.

For further disposition of this matter, refer to Item (j)(i) **and Item 21**.

(ix) Ryan Tse, McMaster Students Union, respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (Added Item 8.8(b))

Ryan Tse, McMaster Students Union, addressed the Committee respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste.

The delegation by Ryan Tse, McMaster Students Union, respecting Item 11.1 - Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste, was received.

For further disposition of this matter, refer to Item (j)(i) **and Item 21**.

(x) Hans Stief, Hamilton Burlington Mountain Bike Association (HBMBA), respecting Item 11.3 - Mountain Bike Facility Study (Added Item 8.9)

Hans Stief and Bryan Czerneda, Hamilton Burlington Mountain Bike Association (HBMBA), addressed the Committee respecting Item 11.3 - Mountain Bike Facility Study.

The delegation by Hans Stief and Bryan Czerneda, Hamilton Burlington Mountain Bike Association (HBMBA), respecting Item 11.3 - Mountain Bike Facility Study, was received.

For further disposition of this matter, refer to Item 15.

(xi) Suzanne Mammel, Hamilton-Halton Home Builders' Association, respecting Item 10.3 - City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096) (Added Item 8.10)

Suzanne Mammel, Hamilton-Halton Home Builders' Association, addressed the Committee respecting Item 10.3 - City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096).

Suzanne Mammel, Hamilton-Halton Home Builders' Association, was permitted to address the Committee for an additional 5 minutes in order to complete her presentation.

The delegation by Suzanne Mammel, Hamilton-Halton Home Builders' Association, respecting Item 10.3 - City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096), was received. For further disposition of this matter, refer to Item 8.

(xii) David N. Reed respecting Item 10.1 - Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (Added Item 8.11)

David N. Reed addressed the Committee respecting Item 10.1 - Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)).

The delegation by David N. Reed respecting Item 10.1 - Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)), was received.

For further disposition of this matter, refer to Item (i)(i).

(h) STAFF PRESENTATIONS (Item 9)

(i) Feasibility of Public Side Lead Water Service Line Replacement (PW19094) (City Wide) (Item 9.1)

Andrew Grice, Director, Hamilton Water, addressed Committee respecting Report PW19094, the Feasibility of Public Side Lead Water Service Line Replacement, with the aid of a presentation.

The presentation, respecting Report PW19094, the Feasibility of Public Side Lead Water Service Line Replacement, was received.

A copy of the presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

For further disposition of this matter, refer to Item 5.

(ii) Alleyway Management Strategy - Classification System (PW17008(a)) (City Wide) (Item 9.2)

Gord McGuire, Director, Engineering Services, addressed Committee respecting Report PW17008(a), an Alleyway Management Strategy - Classification System, with the aid of a presentation.

The presentation, respecting Report PW17008(a), an Alleyway Management Strategy - Classification System, was received.

A copy of the presentation is available on the City's website at www.hamilton.ca or through the Office of the City Clerk.

Report PW17008(a), respecting an Alleyway Management Strategy - Classification System, was **amended** by adding recommendation (b), as follows:

- (b) *That the utilization categories in Table 2 of Appendix "B" to Report PW17008(a), respecting an Alleyway Management Strategy - Classification System, be amended to include cycling in category 1.***

The amendment to Report PW17008(a), respecting an Alleyway Management Strategy - Classification System, was amended by deleting the words "in Table 2 of Appendix "B" to Report PW17008(a)" from added recommendation (b), to read as follows:

- (b) That the utilization categories ~~in Table 2 of Appendix "B" to Report PW17008(a)~~, respecting an Alleyway Management Strategy - Classification System, be amended to include cycling in category 1.**

For further disposition of this matter, refer to Item 6.

(i) DISCUSSION ITEMS (Item 10)

(i) Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir (PW17022(b)) (Ward 12) (Item 10.1)

Councillor Ferguson relinquished the Chair to Vice-Chair Danko.

Consideration of revised Report PW17022(b), respecting the Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir, was referred back to staff to allow for consultation with the Ward Councillor.

Councillor Ferguson assumed the Chair.

The Public Works Committee recessed at 1:34 p.m.

The Public Works Committee reconvened at 5:03 p.m.

(ii) City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy (PW19096) (City Wide) (Outstanding Business List Item) (Item 10.3)

Report PW19096, respecting City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy, was amended by revising recommendation (a), to read as follows:

- (a) That the Watermain Fire Flow Requirement Design Guidelines Policy attached as Appendix "A" to Report PW19096 be approved ***for a period of 10 months, with consultation with the Hamilton-Halton Homebuilders' Association (HHHBA) to occur in the final 4 months;***

For further disposition of this matter, refer to Item 8.

(iii) Eligibility Requirements for Riders to Access DARTS Transit System (PW19105) (City Wide) (Item 10.6)

Councillor Ferguson relinquished the Chair to Vice-Chair Danko.

WHEREAS, the number of riders has increased by 78% since 2013;

WHEREAS, 17,000 clients are registered and about half use the service;

WHEREAS, in 2019, 787,226 trips were taken, so the average person uses it 87 times per year;

WHEREAS, cost has increased significantly in recent years;

WHEREAS, the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), requires we only charge the same as a bus fare; and,

WHEREAS, since the service started in 1975, we have done no reassessment of any of the 17,000 clients, which AODA permits;

THEREFORE, BE IT RESOLVED:

That the City Auditor General be requested to complete an eligibility audit of clients registered for the Disabled and Aged Regional Transportation Service (DARTS) and report back to the Public Works Committee in Q1 2020.

Councillor Ferguson assumed the Chair.

For further disposition of this matter, refer to Item 11.

(j) MOTIONS (Item 11)

(i) Modification of the Waste Collection Services Request for Proposal to Include Options for Bi-Weekly Collection of Landfill Waste (City Wide) (Item 11.1)

The following Motion was DEFEATED:

WHEREAS, in September 2019 City staff reported that the successful Request for Proposal for the Operations and Maintenance of the Material Recycling Facility would result in a net annual increase in cost of \$2.697 million for a total increase in cost to taxpayers of \$13.485 million over the five-year contract term;

WHEREAS, Hamilton taxpayers are facing significant municipal property tax increases in the following years and Council is dedicated to identifying savings and efficiencies in waste management;

WHEREAS, in October 2019 the Regional Municipality of Niagara approved changing from weekly collection of one container of landfill waste to bi-weekly collection of two containers of landfill waste;

WHEREAS, nine comparable municipalities including Halton, Waterloo and Ottawa all have bi-weekly collection of landfill waste which has resulted in significant improvements to diversion from landfills;

WHEREAS, the City of Hamilton has a landfill waste diversion goal of 65%;

WHEREAS, the City of Hamilton currently has a landfill waste diversion rate between 40% to 50% which has remained stagnant over the last several years;

WHEREAS, it is estimated that bi-weekly landfill waste collection will improve diversion rates and for every 5% of landfill waste diverted, the life of the Glanbrook Landfill would be extended by another four years resulting in an estimated value to taxpayers of \$63 million in landfill space;

WHEREAS, in January 2012 City staff recommended bi-weekly collection of landfill waste as the preferred option for the 2013 to 2020 waste collection service contract with an estimated savings of approximately \$3 million annually over the collection period of 2013 to 2020;

WHEREAS, in April 2017 the previous term of Council directed staff to “investigate opportunities for various alternative service delivery methods for the City’s waste collection programs for Council’s consideration, while retaining the current public/private service delivery model, the weekly collection service and the garbage collection days...”;

WHEREAS, City Staff executed a contractual one-year extension to the 2013 to 2020 waste collection service contract in order to evaluate impacts of the *Waste-Free Ontario Act, 2016*, Extended Producer Responsibility; and,

WHEREAS, City staff are currently preparing a Request for Proposals for waste collection services including the weekly collection of landfill waste, bulk waste, yard waste, organic waste and front-end bin service garbage collection for the term of 2021-2028, and weekly collection of recyclables for the term of 2021 to 2025 to align with the *Waste-Free Ontario Act, 2016*, Extended Producer Responsibility;

THEREFORE, BE IT RESOLVED:

- (a) That staff amend the Request for Proposals for waste collection services that is currently being prepared to include the following two separate options for private sector bid:
 - (i) CONTRACTED WEEKLY LANDFILL WASTE COLLECTION of a single container of landfill waste and weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection; and,
 - (ii) CONTRACTED BI-WEEKLY LANDFILL WASTE COLLECTION of two containers of landfill waste and maintaining weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection;

- (b) That staff conduct an internal costing exercise to bring the procured waste collection service contract work in-house including the following two separate options:
 - (i) CITY WEEKLY LANDFILL WASTE COLLECTION of a single container of landfill waste and weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection; and,
 - (ii) CITY BI-WEEKLY LANDFILL WASTE COLLECTION of two containers of landfill waste and maintaining weekly collection of recycling, call-in bulk waste, yard waste, organic waste and front-end bin service garbage collection;
- (c) That staff report back to the Public Works Committee on the results of the private sector bid for waste collection services and the staff internal costing exercise to bring the procured waste collection service contract work in-house.

Item (j)(i) was lifted from the Information Section and added as Item 21 to Public Works Report 19-016.

For further disposition of this matter, refer to Item 21.

(k) NOTICES OF MOTION (Item 12)

Councillor Danko introduced the following Notice of Motion:

(i) Ward 1 Multi-Modal Connections Review (Added Item 12.1)

WHEREAS, Action 14 of the 2018 Council Approved Transportation Master Plan (TMP) is to integrate cycling infrastructure needs into the 10 Year Capital Budget for all road reconstruction, rehabilitation and new roads as guided by the updated Cycling Master Plan, with an emphasis on achieving physical separation;

WHEREAS, Action 15 of the TMP states that as part of the implementation of the cycling network, an evaluation of alternatives will be undertaken in order to select routes which maximize safety for cyclists and promote continuity of the network across the City;

WHEREAS, a number of local and collector streets within Ward 1 offer the potential to improve connections for cyclists, provide improved connections to transit and, with minor modifications, improve safety for all road users;

WHEREAS, the concept of neighborhood greenways involves use of small scale measures such as traffic calming and signage to improve conditions for pedestrians and cyclists on residential streets with lower traffic volumes and potential for lower speeds;

WHEREAS, the changes to the arterial road network associated with Light Rail Transit will present opportunities for, and a demand for, improved multi-modal connections;

WHEREAS, initial candidates for multi-modal improvements or neighborhood greenway interventions include Pearl Street, Kent Street, Breadalbane Street, Leland Street, Emerson Street, Longwood Road South, and various intersections along King Street/Main Street;

WHEREAS, advance planning and design work is required to assess the current list of candidate opportunities for multi-modal connections in Ward 1 and subsequent consideration in the capital budgeting process;

THEREFORE, BE IT RESOLVED:

- (a) That staff be authorized and directed to undertake a review of opportunities for improved multi-modal connections in Ward 1 and report back to Public Works Committee with an implementation plan and costs for the resultant package of measures identified;
- (b) That the estimated cost of \$125,000 to retain a consultant to undertake a feasibility assessment and develop concept designs for short-listed opportunities be funded from the Ward 1 Area Rating Reserve Fund (108051); and,
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

Councillor Whitehead introduced the following Notice of Motion:

(ii) Transit Shelter Installation at Upper Paradise Road at Wingfield Place (Ward 14) (Added Item 12.2)

WHEREAS, the City of Hamilton's Transit Division's strategic direction is to make transit your first choice, by providing customer-focused service that is safe and reliable;

WHEREAS, the City of Hamilton's transit stops act as gateways to residents in accessing transit services and transit shelters provide weather protection for transit customers;

WHEREAS, the Transit Division has received requests from residents through the Ward 14 Councillor office in 2018, and 2019, to install a transit shelter at the subject location; and,

WHEREAS, the Ward 14 Councillor has confirmed support for the installation of a transit shelter at the subject location to meet the transit needs of Ward 14 residents;

THEREFORE, BE IT RESOLVED:

- (a) That staff be authorized and directed to install a transit shelter and transit shelter pad at the bus stop on the northeast corner of Upper Paradise Road and Wingfield Place, to be funded from the Ward 14 Area Rating Reserve Fund (108064) at a cost of approximately \$15,000, with the installation to take place during the transit shelter installation schedule in 2020; and,
- (b) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

(I) GENERAL INFORMATION / OTHER BUSINESS (Item 13)

(i) Amendments to the Outstanding Business List (Item 13.1)

The following amendments to the Public Works Committee's Outstanding Business List, were approved:

- (a) Items Requiring a New Due Date:
 - (i) Redevelopment / Reuse of the former King George School Site, at 77 Gage Avenue North
Item on OBL: V
Current Due Date: December 2, 2019
Proposed New Due Date: March 2020
 - (ii) Waste Audits and Recycling in City of Hamilton Public Locations
Item on OBL: AAF
Current Due Date: December 2, 2019
Proposed New Due Date: January 13, 2020
- (b) Items Considered Complete and Needing to be Removed:
 - (i) Sackville Hill Seniors Recreation Centre's Expansion

Addressed as Item 7.2 on today's agenda
(PW19098/HSC19061)
Item on OBL: Q

- (ii) Emergency Shoreline Protection Works
Addressed as Item 7.1 on today's agenda (PW19095) and
Item 6 of General Issues Committee Report 19-009
(FCS19038)
Item on OBL: R
- (iii) Hamilton-Halton Homebuilders' Association (HHHBA)
Delegation on Water Main Approval Issues and
Recommendations for Master-water/wastewater Servicing
Studies
Addressed as Item 7.5 and 7.5(a) on today's agenda
(PW18084)
Item on OBL: T
- (iv) Lead Water Service Replacement Loan Program
Amendments
Addressed as Item 9.1 on today's agenda (PW19094)
Item on OBL: AT
- (v) Bollard Installation along Herkimer St. and Motor Vehicle
Turning Restriction at the Intersection of Herkimer St. and
Queen St. S. (Hamilton Cycling Committee - Citizen
Committee Report)
Addressed as Item 7.4 on today's agenda
(PW19102/PED19236)
Item on OBL: AU
- (vi) Eligibility Requirements for Riders to Access DARTS Transit
Addressed as Item 10.6 on today's agenda (PW19105)
Item on OBL: AN
- (vii) Correspondence from Suzanne Mammel, Hamilton-Halton
Home Builders' Association, respecting the Implementation
of the Proposed New Hamilton Fire Flow Policy
Addressed as Item 10.3 on today's agenda (PW19096)
Item on OBL: AAL

(m) ADJOURNMENT (Item 15)

There being no further business, the Public Works Committee was adjourned at
7:16 p.m.

Respectfully submitted,

Councillor L. Ferguson
Chair, Public Works Committee

Alicia Davenport
Legislative Coordinator
Office of the City Clerk

Alleyway Classification System

Hierarchy Class	Description
A	Alleyway is assumed and provides a critical role to support surrounding businesses. Alleyway is located in a priority area and provides either commercial parking and delivery and/or public waste collection.
B	Alleyway is assumed and provides an important role in the community. Alleyway is located in any of the following: <ul style="list-style-type: none"> ▪ priority area; ▪ commercial parking and delivery area/route; ▪ public/private waste collection; and ▪ special consideration
C	Alleyway is assumed and only used for basic purposes, such as access to rear of yards, recreational spaces or overland flow routes.
D	Alleyway is unassumed and could be used for any of the following: <ul style="list-style-type: none"> ▪ commercial parking; ▪ public/private waste collection; ▪ special consideration; and ▪ access to rear yards or overland flow routes
E	Alleyway is either assumed or unassumed and is not being used by the surrounding community, often because it is fully encroached. Alleyway may have either Third-Party or City-Owned above/below ground infrastructure.

CITY OF HAMILTON

2020

ADVISORY COMMITTEES

BUDGET SUBMISSION

KEEP HAMILTON CLEAN & GREEN ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Lennox Toppin (Chair)	Felicia Van Dyk (Vice Chair)
Brenda Duke	Danielle Hudson
Heather Donison	Kerry Jarvi (BIAAC Representative)
Leisha Dawson	Marisa DiCenso (HWCDSD Representative)
Rick Lipsitt	Sue Dunlop (HWDSB Representative)
Clr. N. Nann (Council Representative)	

MANDATE:

Reporting through the Public Works Committee, the Keep Hamilton Clean & Green (KHCG) committee will provide input and advice to staff and Council on engaging citizens to take greater responsibility for improving our community environments. The KHCG's primary focus is on effecting behaviours and attitudes conducive to a clean, healthy and safe community through leadership and action.

The committee will provide input and guidance to City staff, Council and other stakeholders on community involvement, private sector involvement and identification of resources to sustain Clean & Green Hamilton programs and initiatives that aim to beautify our community, promote environmental stewardship and prevent litter, illegal dumping and graffiti.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

Litter

- Support the development and marketing of a coordinated cigarette litter prevention program.
- Lead the promotion and collaboration with community partners for the implementation of Team Up to Clean Up.
- Administer Keep America Beautiful's Community Appearance Index survey in 2020.
- Support and promote City and community litter remediation and prevention initiatives.

Illegal Dumping

- Support the development of educational and communication tools to prevent illegal dumping.

Graffiti

- Support stakeholder engagement strategies and victim assistance initiatives with prevention and remediation tools.

Beautification

- Recognize volunteer contributions to beautification initiatives and projects that support the Clean & Green Hamilton Strategy.
- Support neighbourhood beautification and greening initiatives as needed.

Environmental Stewardship

- Support and promote the engagement of citizen volunteers in programs and initiatives that encourage ecological integrity and minimize human impact on natural habitats and ecosystems on public and private properties.

ALIGNMENT WITH CORPORATE GOALS:

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	✓	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	✓	4) Clean & Green	✓
5) Built Environment & Infrastructure	✓	6) Culture & Diversity	
7) Our People & Performance			

PART C: Budget Request

INCIDENTAL COSTS:

Meeting Expenses	\$1,450
Keep America Beautiful Affiliate Fee / Training and Development	\$3,600
SUB TOTAL	\$5,050

SPECIAL EVENT/PROJECT COSTS:

Cigarette Litter Prevention	\$2,500
Team Up to Clean Up	\$3,100
Graffiti	\$2,000
Volunteer recognition	\$600
Clean & Green Neighbourhood Grants	\$5,000
SUB TOTAL	\$13,200

TOTAL COSTS	\$18,250
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$0
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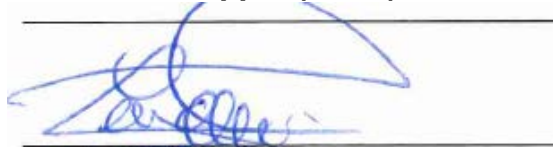

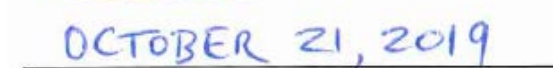
TOTAL 2020 BUDGET REQUEST (net of reserve funding)	\$18,250
PREVIOUS YEAR (2019) APPROVED BUDGET (Includes base budget of \$18,250 and reserve funding of \$15,615)	\$33,865

CERTIFICATION:

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

Representative's Name: **Lennox Toppin (Chair)**

Signature:

Date:

Telephone # : Staff Liaison Diedre Rozema ext. 5089

City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy

Table 1 - City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy Table

Policy No.	Policy Area	Policy Statement	Best Practices and Criteria
2019-FF-1	Development Application Approach	“The City of Hamilton endeavours, through this policy, to provide a water distribution network with a system Available Fire Flow (AFF – water available for fighting a fire) that meets the greater of the Required Fire Flow calculated using the Ontario Building Code (OBC) water supply flow rate method or the City’s Target AFF based on land use. Developers shall be responsible for providing the system AFF appropriate for the development being proposed.”	<ul style="list-style-type: none"> • Shorter approvals times with fewer submissions • Potential reduced construction, maintenance and replacement costs • Clarity and consistency in the calculations approach • Reasonable sizing of local watermains • Aligns with established Ontario Building Code-OBC practice
2019-FF-1a	Development Application Approach	“Developers are required to meet OBC standards for building construction. No credits will be considered for reducing required fire flow outside of any provisions contained within the <i>Ontario Building Code Act</i> or regulations under the <i>Act</i> .”	
2019-FF-1b	Development Application Approach	“OBC required fire flow calculations will be required as part of any development application submission. The required fire flow will be determined using the OBC water supply flow rate method (OBC section A-3.2.5.7). This methodology will be applied to all buildings falling under Part 3 and Part 9 of the Building Code (OBC sections 1.1.2.2 and 1.1.2.4). “	
2019-FF-1c	Development Application Approach	“System available fire flow calculations will be required as part of a development application submission and will be based on field testing and/or hydraulic modelling (as directed by the City). System available fire flow shall meet or exceed the greater of OBC required fire flow or the target AFF for the land use being proposed. For mixed use developments the target available fire flow	

City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy

Policy No.	Policy Area	Policy Statement	Best Practices and Criteria																		
		<p>will be based on the proposed land-use with the highest target available fire flow. The target available fire flow will be as defined in Table 1: Target AFF”</p> <p>Table 1: Target AFF</p> <table><tr><th>Land Use (L/s)</th><th>Target AFF</th></tr><tr><td>Commercial</td><td>150</td></tr><tr><td>Small ICI (<1,800 m3)¹</td><td>100</td></tr><tr><td>Industrial</td><td>250</td></tr><tr><td>Institutional</td><td>150</td></tr><tr><td>Residential Multi²</td><td>150</td></tr><tr><td>Residential Medium (3 or less units)³</td><td>125</td></tr><tr><td>Residential Single</td><td>75</td></tr><tr><td>Residential Single (Dead End)</td><td>50</td></tr></table> <p>1 1800m3 represents a maximum building volume that qualifies as “Small ICI”</p> <p>2Residential Multi is defined as a residential dwelling with > 3 units</p> <p>3Residential Medium is defined as a residential dwelling with ≤ 3 units</p>	Land Use (L/s)	Target AFF	Commercial	150	Small ICI (<1,800 m3) ¹	100	Industrial	250	Institutional	150	Residential Multi ²	150	Residential Medium (3 or less units) ³	125	Residential Single	75	Residential Single (Dead End)	50	
Land Use (L/s)	Target AFF																				
Commercial	150																				
Small ICI (<1,800 m3) ¹	100																				
Industrial	250																				
Institutional	150																				
Residential Multi ²	150																				
Residential Medium (3 or less units) ³	125																				
Residential Single	75																				
Residential Single (Dead End)	50																				
2019-FF-1d	Development Application Approach	“System upgrades required to achieve the greater of the OBC required fire flow or the target available fire flow (Table 1) will be the responsibility of the developer subject																			

City of Hamilton Watermain Fire Flow Requirement Design Guidelines Policy

Policy No.	Policy Area	Policy Statement	Best Practices and Criteria
		to local servicing policy and subject to the City’s state of good repair program.”	
2019-FF-2	Master Plan Approach	“The City of Hamilton will establish acceptable trunk infrastructure levels of service for fire flow and storage through consideration of land use and the Ministry of Environment, Conservation and Parks Design Guidelines”.	<ul style="list-style-type: none"> • Robust and reliable trunk network and infrastructure from which local sub-networks are serviced • Offers flexibility in growth options and GRIDS2 growth strategies
2019-FF-2a	Master Plan Approach	“The City’s Master Plan process will continue to establish system level of service for fire flow (trunk system and facilities)”.	
2019-FF-2b	Master Plan Approach	“The City’s Master Plan process, which will be based on Growth Related Integrated Development Strategy (GRIDS2) and the City’s Official Plan, will proactively develop intensification programs that will identify development related upgrades that can address both growth and fire flow deficiencies”.	
2019-FF-3	State of Good Repair Approach	“The City will be setting minimum available fire flow targets based on the recommendations of this study. The City will upgrade watermains to achieve target available fire flows, where practically feasible, through its ongoing state of good repair program”.	
2019-FF-4	Conformity with Legislation	As required this policy will be reviewed and amended to align with changes in related legislation.	

Cootes Paradise Heritage Lands Management Plan

EXECUTIVE SUMMARY

The purpose of this Management Plan is to develop a set of management directions for the Cootes Paradise Heritage Lands, which is one of six Heritage Lands within the Cootes to Escarpment EcoPark System. The Heritage Lands are owned by Royal Botanical Gardens, City of Hamilton and the Hamilton Conservation Authority. This Management Plan will inform the protection, enhancement and communication of the important natural and cultural features within the Cootes Paradise Heritage Lands. This Management Plan is a compilation of detailed information about the Cootes Paradise Heritage Lands and the articulation of the partner agencies’ joint vision for the holistic management of their lands. It provides a framework for future planning and implementation actions at the individual site level.

Development of this Management Plan involved community consultation to identify management issues and concerns as well as compilation of information on the recreational, natural and cultural resources of the Heritage Lands (detailed in the Inventory, Issues and Opportunities report for the Cootes Paradise Heritage Lands, North-South Environmental Inc. et al. 2018). This Management Plan also applied the Niagara Escarpment Parks and Open Space System planning framework to identify classifications and zones (detailed in the Classification and Zoning report for the Cootes Paradise Heritage Lands, Appendix 1).

This Management Plan contains a summary of the background and context of the Cootes Paradise Heritage Lands area followed by a summary of significance. Further detailed information can be found in the Inventory, Issues and Opportunities Report (North-South Environmental Inc. et al. 2018). Section 3.0 discusses issues and opportunities. Section 4.0 summarizes the management recommendations for the Heritage Lands, including the classification and zoning of the Heritage Lands, followed by implementation recommendations in Section 5.0 and monitoring recommendations in Section 6.0.

This Management Plan recommends several actions for future management of the Cootes Paradise Heritage Lands. The recommendations are organized into three categories:

- Approach to Management Recommendations;
- Overarching Management Recommendations; and
- Cootes Paradise Heritage Lands Management Recommendations.

An outline for implementing the recommended management actions is provided in Section 5.0 after which monitoring, and evaluation are identified in Section 6.0.

For the full report please visit: <https://www.cootestoescarpmentpark.ca/cootes-paradise-plan>

Borer’s Falls – Rock Chapel Heritage Lands Management Plan

EXECUTIVE SUMMARY

The purpose of this Management Plan is to develop a set of management directions for the Borer’s Falls – Rock Chapel Heritage Lands, which is one of six Heritage Lands within the Cootes to Escarpment EcoPark System. The Heritage Lands are owned by the Hamilton Conservation Authority, Royal Botanical Gardens, Conservation Halton, and the City of Hamilton. This Management Plan will inform the protection, enhancement and communication of the important natural and cultural features within the Borer’s Falls - Rock Chapel Heritage Lands. This Management Plan is a compilation of detailed information about the Borer’s Falls - Rock Chapel Heritage Lands and the articulation of the partner agencies’ joint vision for the holistic management of their lands. It provides a framework for future planning and implementation actions at the individual site level.

Development of this Management Plan involved community consultation to identify management issues and concerns as well as compilation of information on the recreational, natural and cultural resources of the Heritage Lands (detailed in the Inventory, Issues and Opportunities report for the Borer’s Falls - Rock Chapel Heritage Lands, North-South Environmental Inc. et al. 2018). This Management Plan also applied the Niagara Escarpment Parks and Open Space System planning framework to identify classifications and zones (detailed in the Classification and Zoning report for the Borer’s Falls - Rock Chapel Heritage Lands, Appendix 1).

This Management Plan contains a summary of the background and context of the Borer’s Falls - Rock Chapel Heritage Lands area followed by a summary of significance. Further detailed information can be found in the Inventory, Issues and Opportunities Report (North-South Environmental Inc. et al. 2018). Section 3.0 discusses issues and opportunities. Section 4.0 summarizes the management recommendations for the Heritage Lands, including the classification and zoning of the Heritage Lands, followed by implementation recommendations in Section 5.0 and monitoring recommendations in Section 6.0.

This Management Plan recommends several actions for future management of the Borer’s Falls - Rock Chapel Heritage Lands. The recommendations are organized into three categories:

- Approach to Management Recommendations;
- Overarching Management Recommendations; and
- Borer’s Falls - Rock Chapel Heritage Lands Management Recommendations.

An outline for implementing the recommended management actions is provided in Section 5.0 after which monitoring, and evaluation are identified in Section 6.0.

For the full report please visit: <https://www.cootestoescarpmentpark.ca/borer%27s-falls-rock-chapel-plan>



Final

Truck Route Master Plan Review: Consultation/Engagement Strategy



Prepared for City of Hamilton
by IBI Group
In association with GLPi and David Kriger Consultants Inc.
October 23, 2019

CLIENT:	City of Hamilton
PROJECT NAME:	Hamilton Truck Route Master Plan Review
REPORT TITLE:	Truck Route Master Plan Review: Consultation/Engagement Strategy
IBI REFERENCE:	121911
VERSION:	1.1
DIGITAL MASTER:	J:\121911_HMN_truckMP\5.0_Correspondence\5.8_Consultation\Strategy\TTW_TRM P-consultation-engagement-strategy_2019-09-04.docx
ORIGINATOR:	Andrae Griffith, Trevor Jenkins
REVIEWER:	Matt Colwill
AUTHORIZATION:	Ron Stewart
CIRCULATION LIST:	Omar Shams, Steve Molloy, Brian Hollingworth
HISTORY:	V0.3 Draft

1	Approach	1
2	Work Plan	1
2.1	Communication Strategy.....	1
	Task 1: City Website Updates and Social Media.....	1
2.2	Consultation/Engagement Plan	2
	Task 2: City Project Team/Technical Advisory Committee Meetings.....	2
	Task 3: Stakeholder Meetings	2
	Task 4: City-Wide Public Information Centres and Pop-Up Engagement	6
	Task 5: Online Survey/Questionnaire	7
	Task 6: City Council Presentation.....	8
3	Schedule	8

1 Approach

The project team will identify a comprehensive set of needs and concerns by purposefully engaging various affected communities and facilitating dialogue with City of Hamilton residents, the Council Truck Route Sub-committee, adjacent municipalities/provincial agencies and other stakeholders throughout the study. The vision will be “collaboration, not confrontation”.

This Public Consultation/Engagement Strategy outlines the actions that will be undertaken to provide residents and key stakeholders the opportunity to understand the study scope and purpose, and keep them up to date on study activities and progress. The study requires a balanced assessment of the needs and objectives of the community, the City and its stakeholders.

IBI Group will consult stakeholder groups and members of the public in two phases over the course of the project:

- **Phase 1** will be conducted near the beginning of the study. This phase will adopt a two-fold “Let’s Talk Trucks” approach:
 - a. The first goal will be to provide information to stakeholders on the policies, structure and trade-offs within Hamilton’s Official Plan and strategies, and the existing truck route network. This may include discussion on the difference between types of networks (e.g. permissive vs. hybrid), trade-offs of having a dense versus leaner network, reasons trucks travel within Hamilton and the types of truck (e.g. weights, categories); and,
 - b. The second goal will be to focus on listening to stakeholders, collecting comments and answering questions for all topics related to the truck route network and study. This will include existing issues (e.g. hotspots), direction for the study and lived experiences of residents, travellers and businesses on how the truck route network works or does not work for them.
- **Phase 2** will be conducted further along in the study to present the study’s preliminary findings and recommendations. Members of the public and stakeholders will be given an opportunity to provide feedback, which will be used to refine and finalize the recommended truck route network.

All consultation activity content will be submitted to City Project Staff for review and approval. IBI Group will prepare all notices, advertisements, and display and presentation materials (as required), and provide professional staff to lead discussions. The consultation activity venues are assumed to be secured by City Project Staff, and they are also assumed to arrange for stakeholder and public notification through email blasts, postings on the City’s website, social media advertisements, and/or newspaper advertisements.

2 Work Plan

2.1 Communication Strategy

Task 1: City Website Updates and Social Media

With a view to keeping the public and stakeholders up to date on the study’s progress, communicating public consultation/engagement activities, and providing an alternative method of asking questions providing feedback, IBI Group will prepare materials for the City to post on its

dedicated study website. This will include providing all relevant project materials, including notices, stakeholder meeting materials, PIC boards and handouts, and Pop-Up Engagement handouts in a format that can be posted onto the City of Hamilton website (e.g. PDF file). Development of communication materials will incorporate the recommended practices from the City of Hamilton's *Equity, Diversity and Inclusion Handbook*.

Ongoing maintenance of website content is not assumed to be part of this scope. IBI Group will also create a set of local and social media advertisements introducing the study and providing information about public engagement activities for the City to post.

2.2 Consultation/Engagement Plan

Task 2: City Project Team/Technical Advisory Committee Meetings

Four City Project Team meetings are anticipated at the following key junctures in the study:

- **Study Initiation Meeting (Completed August 2019):** IBI Group will prepare an updated Work Plan, Engagement Plan and Schedule to present at this meeting. This session will set the course for the collection of GIS data and other information and background materials;
- **Phase 1 Completion Meeting:** This will discuss the policy directions and other findings of Phase 1, as well as preliminary findings from Stage 2 review of practices and policies. This meeting will be very important in setting a firm foundation for the remaining technical work. Technical Memorandum #1 will be refined based on the outcomes of this meeting;
- **Recommended Truck Network Meeting:** This meeting will discuss the findings of Stages 2 and 3, including the recommended truck route network and how it was developed. Technical Memorandum #3 will be refined based on the findings of this meeting; and,
- **Draft Final Report Meeting:** This meeting will discuss the contents of, and obtain final feedback for the Draft Final Report, and all supporting documents.

Task 3: Stakeholder Meetings

Key industry stakeholders will be invited to meet with IBI Group and the City Project Team. Throughout the course of the study, the following stakeholder meetings will be conducted:

- One (1) Joint meeting with adjacent municipalities and provincial agencies;
- Three (3) Council Truck Route Sub-committee meetings;
- Two (2) Moderated-facilitated Panel Discussion/Focus Groups;
- Two (2) Goods movement community (port, airport, and trucking association) meetings;
- Four (4) Business Community (BIAs and Chamber of Commerce) meetings;
- Two (2) major phases of broader City-wide engagement meetings/community forums at four locations; and,
- One (1) City Council meeting.

Depending on the meeting's timing and purpose, the stakeholder meetings will consist of an IBI Group led presentation discussing the study's purpose, methodology, analysis, and/or preliminary findings and recommendations. The formal presentation will be followed by some mix of open and structured discussion where attendees will be provided an opportunity to ask

questions and provide feedback. Feedback collected during these meetings will be given due consideration in the further refinement and finalization of the study's analysis, findings, and recommendations. The stakeholder meetings aim to incorporate the principles and strategies outlined in the City's *Equity, Diversity and Inclusion Handbook*.

The City Project Team will be responsible for issuing invitations and securing venues for the stakeholder meetings.

Phase 1 Stakeholder Meetings – Fall 2019

Meetings conducted during Phase 1 will follow the 'Let's Talk Trucks' format discussed in Section 1. The objective of the meetings in this phase will be to provide a foundation on what the truck route master plan is and how it works, followed by a listening stage to collect stakeholder feedback, comments, questions, and perspectives on their lived experiences using, interacting or conversing with the network.

Truck Route Sub-committee Meeting #1 – Fall 2019

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| Objective | <ul style="list-style-type: none"> • Introduce core members of the IBI Group project team to the sub-committee. • Present the draft consultation and engagement plan for input from members prior to implementing it. |
| Approach | <ul style="list-style-type: none"> • Staff report, presentation and Q&A at a subcommittee meeting. |
| Outcome | <ul style="list-style-type: none"> • Support for the consultation and engagement plan. Feedback from subcommittee on the document will be considered and may be incorporated into the final plan. |

Adjacent Municipalities and Provincial Agencies – Fall 2019

- | | |
|-----------|--|
| Objective | <ul style="list-style-type: none"> • Understand any upcoming or potential changes to truck routes in adjacent municipalities and MTO roadways. • Collect feedback on truck-related hotspots. |
| Approach | <ul style="list-style-type: none"> • Daytime meeting with representatives from municipalities and provincial agencies. • Initial presentation outlining the study and existing truck route network and masterplan followed by a structured discussion. |
| Outcome | <ul style="list-style-type: none"> • Minutes outlining the comments, feedback and ideas discussed in the meeting that document inter-city connections input for Phase 2. |

Business Community Meeting #1A (Chamber of Commerce) and 1B (BIAs) – Fall 2019

- | | |
|-----------|--|
| Objective | <ul style="list-style-type: none"> • Collect feedback from business groups that may rely on goods movement to operate, but are not necessarily be in the business of goods movement • Understand hotspots, challenges/opportunities, major origins/destinations and how local businesses rely on goods movements to operate. |
| Approach | <ul style="list-style-type: none"> • A daytime facilitated workshop to listen to concerns from a cross-section of businesses representatives. The workshop will be held at a central, accessible venue. • The session will follow the Let's Talk Trucks approach: it will start with a brief educational presentation to provide attendees with an understanding of how the network works and is structured. It will be followed by an open workshop discussion among those present. |
| Outcome | <ul style="list-style-type: none"> • Meeting minutes that summarize the feedback provided by representatives. |

Goods Movement Community Meeting #1 – Fall 2019

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| Objective | <ul style="list-style-type: none"> Collect feedback from existing users on of the truck route network and master plan Understand hotspots, challenges/opportunities, major origins/destinations and how goods movement firms use the network. |
| Approach | <ul style="list-style-type: none"> A daytime facilitated workshop to listen to concerns from a cross-section of goods movement groups/agencies. The workshop will be held at a central, accessible venue. The session will follow the Let's Talk Trucks approach: it will start with a brief educational presentation to provide attendees with an understanding of how the network works and is structured. It will be followed by an open workshop discussion among those present. |
| Outcome | <ul style="list-style-type: none"> Meeting minutes that summarize the feedback provided by representatives. |

Moderated-Facilitated Panel Discussion/Focus Group #1 – Fall 2019

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| Objective | <ul style="list-style-type: none"> Collect feedback from representatives of groups with interests related to the study, including groups that may not typically attend other consultation and engagement events (e.g. equity seeking groups) to ensure their voices are heard. |
| Approach | <ul style="list-style-type: none"> An evening facilitated workshop with representatives from a cross-section of stakeholder groups. The workshop will be held at a central, accessible venue and be led by an independent facilitator (Glenn Pothier). The session will follow the Let's Talk Trucks approach: it will start with a brief educational presentation to provide attendees with an understanding of how the network works and is structured. It will be followed by small-group workshop where facilitators will listen and record feedback. Invite representatives from a cross-section of interest and advocacy groups. Possible sectors that could be invited include: <ul style="list-style-type: none"> Transportation (e.g. Truck Route Reboot, Environment Hamilton, Cycle Hamilton); Equity (e.g. Hamilton Roundtable for Poverty Reduction, Immigrant Workers Centre, Hamilton Centre for Civic Inclusion); Resident groups (e.g. neighbourhood associations, student associations); Health/accessibility (e.g. Advisory Committee for Persons with Disabilities, Seniors Advisory Committee); and, Other groups as identified, which could include individuals from previous stakeholder meetings who could be a willing and constructive part of the collaborative process. |
| Outcome | <ul style="list-style-type: none"> Meeting minutes that summarize the feedback provided by representatives. |

Truck Route Sub-committee Meeting #2 – Winter 2020

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| Objective | <ul style="list-style-type: none"> Discuss the policy direction and other findings of Phase 1 (e.g. themes and hotspots identified during consultation). Preliminary findings from Phase 2 review of practices and policies. |
| Approach | <ul style="list-style-type: none"> Staff report, presentation and Q&A at a meeting of the subcommittee. |
| Outcome | <ul style="list-style-type: none"> Direction from subcommittee for Stage 2, if applicable. |

Phase 2 Stakeholder Meetings – Winter 2020

The second phase of consultation will take place throughout winter 2020. The objective of this phase is to present the preliminary findings and recommendations to stakeholders and collect their feedback and input on how the plan can be refined.

Goods Movement Community Meeting #2 – Winter 2020

Objective	<ul style="list-style-type: none"> • Present the preliminary findings and recommendations and collect feedback on them, prior to going to PIC #2. • Identify potential refinements and improvements to the preliminary findings and recommendations prior to going to PIC #2.
Approach	<ul style="list-style-type: none"> • The session will start with a report back on Phase 1 consultation themes, and introduce preliminary Phase 2 findings and recommendations. The groups could then discuss different aspects (e.g. policy, route network, etc.) in facilitated discussion on specific topics of interest. • A similar time, venue and format will be used for this meeting.
Outcome	<ul style="list-style-type: none"> • Meeting minutes that summarize the feedback provided by representatives.

Business Community Meeting #2A (Chamber of Commerce) and 2B (BIAs) – Winter 2020

Objective	<ul style="list-style-type: none"> • Present the preliminary findings and recommendations and collect feedback on them, prior to going to PIC #2. • Identify potential refinements and improvements to the preliminary findings and recommendations prior to going to PIC #2.
Approach	<ul style="list-style-type: none"> • The session will start with a report back on Phase 1 consultation themes, and introduce preliminary Phase 2 findings and recommendations. The groups could then discuss different aspects (e.g. policy, route network, etc.) in facilitated discussion on specific topics of interest. • A similar time, venue and format will be used for this meeting.
Outcome	<ul style="list-style-type: none"> • Meeting minutes that summarize the feedback provided by representatives.

Moderated-Facilitated Panel Discussion/Focus Group #2 – Winter 2020

Objective	<ul style="list-style-type: none"> • Present the preliminary findings and recommendations to attendees and collect feedback on them, prior to going to PIC #2. • Identify potential refinements and improvements to the preliminary findings and recommendations prior to going to PIC #2.
Approach	<ul style="list-style-type: none"> • An evening facilitated workshop to listen to concerns from a cross-section of stakeholder groups. The workshop will be held at a central, accessible venue. An independent facilitator (Glenn Pothier) will lead the workshop. • The session will start with a report back on Phase 1 consultation themes, and introduce preliminary Phase 2 findings and recommendations. The groups could then discuss different aspects (e.g. policy, route network, etc.) in facilitated table discussion on specific topics of interest. • The same groups will be invited to participate in this session as in Session #1
Outcome	<ul style="list-style-type: none"> • Meeting minutes that summarize the feedback provided by representatives.

Truck Route Sub-committee Meeting #3 – Summer/Fall 2020

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| Objective | <ul style="list-style-type: none"> • Present the final findings and recommendations. • Obtain a recommendation from the sub-committee to adopt the Truck Route Master Plan Review by City Council. |
| Approach | <ul style="list-style-type: none"> • Staff report, presentation and Q&A at a meeting of the subcommittee. • Provide an overview of the recommended master plan, policies and network and address comments or questions that members or the community or debutants may have. |
| Outcome | <ul style="list-style-type: none"> • Recommendation to City Council to approve the Truck Route Master Plan Review. |

City Council Meeting #1 – Fall 2020

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|------------|---|
| Objective: | <ul style="list-style-type: none"> • Present the recommendations of the study to City Council for adoption, including the preferred truck route network. |
| Approach: | <ul style="list-style-type: none"> • Presentation and Q&A at a meeting of City Council. |
| Outcome: | <ul style="list-style-type: none"> • Approved truck route master plan. |

Task 4: City-Wide Public Information Centres and Pop-Up Engagement

Two rounds of four Public Information Centres (PICs) will be conducted during the course of the study (eight PICs total). These will be complemented by two rounds of two pop-up events that will occur at approximately the same time (four pop-ups total).

PIC Round #1 – Fall 2019

The first round of PICs would will be held shortly after the project commencement to ensure the public and relevant stakeholders are given an opportunity to provide input in shaping the study. These PICs will adopt the “Let’s Talk Trucks” approach. Handout sheets and display boards will be developed to educate attendees on attributes related to the plan, including:

- Providing information on the Hamilton Official Plan and other strategies that influence the truck route network;
- Providing information on the different types of trucks (e.g. categories of sizes and weights);
- Displaying the current truck route network;
- Explaining what the types of truck route networks (e.g. hybrid vs. permissive); and,
- Discussing the pros and cons of dense versus lean network,

The event attendees will be encouraged to provide feedback on truck route network concerns and issues via comment sheets and maps created by IBI Group. The aim would be to understand what the public likes and doesn’t like about truck route movements, and how they would like the truck route network to perform.

Based on IBI Group’s past experience, a “drop-in” open house format, with boards on display to present existing conditions to help lead discussions, is found to be effective. Alternative event formats include workshops or a presentation with a questions/answers period. The exact format of the event will be confirmed with City Staff.

PIC Round #2 – Winter 2020

The second round of PICs will be conducted at the end of the technical component to present and discuss the preliminary findings and recommendations. It would follow a similar format to PIC #1 (TBC with City Staff). The content of this PIC will centre on:

- The methodology used to develop alternatives network;
- How network alternatives were evaluated; and,
- The preliminary recommended truck route network.

At a minimum, event attendees will be encouraged to provide feedback via comment sheets created by IBI Group.

Pop-Up Events – Fall 2019 and Winter 2020

In addition to the formal PICs, two rounds of two pop-up community events will be hosted throughout the City that are timed to take place around the same time as the PICs. The objective of these events is to connect with residents who may not typically come out to PIC events, raise awareness of the study, and collect feedback. The timing of the pop-up events will be in line with the PICs.

The pop-up events will consist of two staff members with a banner, small table and handout materials. They will have relevant background information to inform individuals about the studies, collect comments, and provide handout cards that will direct individuals to the survey, website and study contacts. Depending on the specific location, rovers can also disseminate into the crowds to hand out information cards. Possible locations for these pop-up events could include those listed in Exhibit 1. The location of the events will be strategically determined through consultation with City Staff.

Exhibit 1: Potential Events and Venues for Pop-Up Events

FESTIVALS & EVENTS	REGULAR EVENTS	OTHER EVENTS
CP Holiday Train (Dec/TBA)	Art Crawl (second Friday of every month)	Lime Ridge Mall
Winterfest (Feb/TBA)	Barton Village BIA First Friday (first Friday of every month)	Library Branch
March Break Activities (e.g. Westfield Heritage Village Maple Syrup Festival)	Concession Street BIA Sidewalk Sounds (third Friday of every month)	Recreation Centre
	Ti-Cat Shuttle pick-up (e.g. Lime Ridge, Eastgate or University Plaza)	

IBI Group can also provide pop-up booth materials to the City should they choose to conduct additional pop-up events outside the scope of this assignment.

Task 5: Online Survey/Questionnaire

An online survey/questionnaire will be completed as part of the public engagement activities during the first phase of engagement near the end of Stage 1. The survey will target both stakeholders and City of Hamilton residents. The online survey can be hosted on a website such as Survey Monkey, LimeSurvey or on the City's website, and will be launched at the first PIC/Workshop/Open House and made available for a six-week period.

Draft survey questions will be submitted to the City Project Team for review, and will focus on identifying existing issues, truck route network problem areas, and desired study outcomes. The questions will be finalized based on comments provided by the City.

Task 6: City Council Presentation

The culminating activity of the study is to present the final TRMP Study Review report to City Council and responding to Council questions and comments.

3 Schedule

The workflow of meetings and consultation/engagement activities identified in Section 2 are shown in Exhibit 2. A high-level schedule of each phase of consultation is shown in Exhibit 3. Exact dates will be confirmed in consultation with City staff.

Exhibit 2: Engagement and Consultation Activity Work Flow

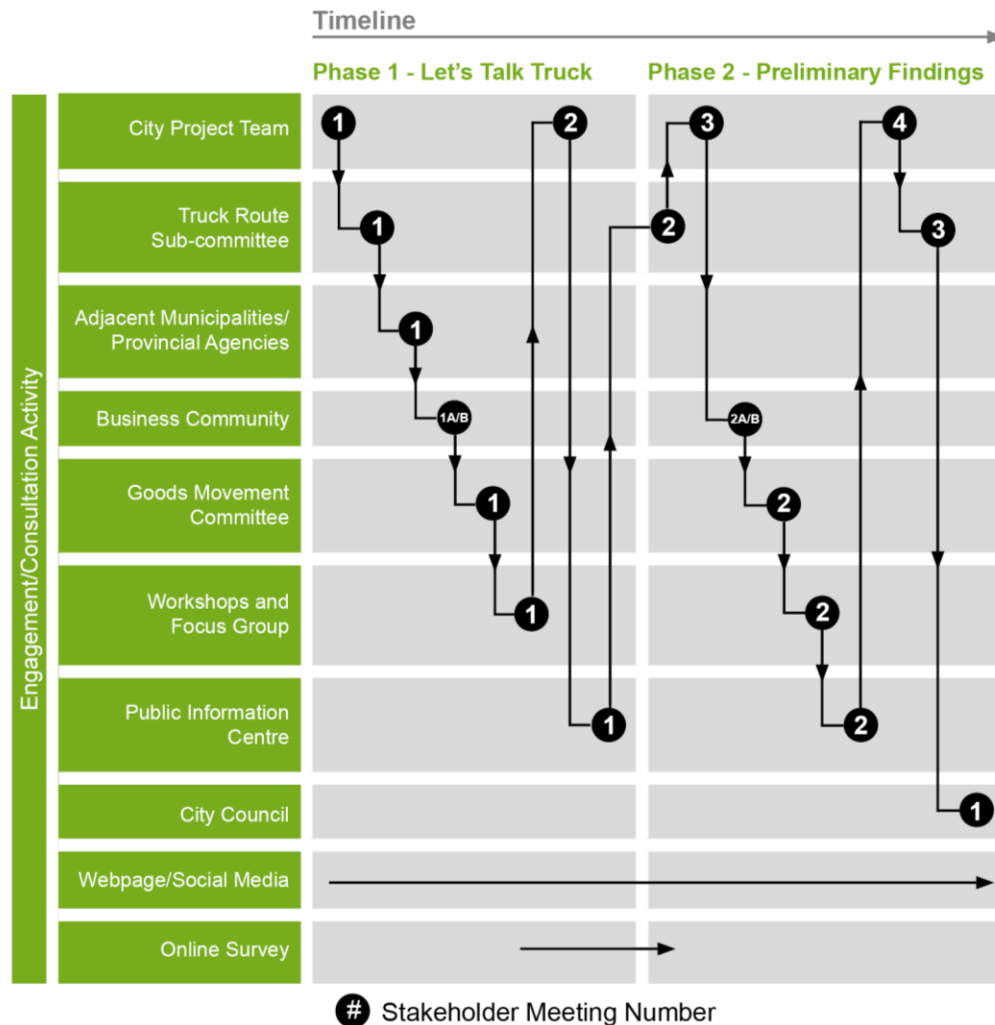


Exhibit 3: Tentative Consultation and Engagement Schedule

