



## **PUBLIC WORKS COMMITTEE REPORT 20-002**

**AS AMENDED BY COUNCIL ON FEBRUARY 12, 2020**

1:30 p.m.

Monday, February 3, 2020

Council Chambers

Hamilton City Hall

71 Main Street West

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

**Absent with  
Regrets:** Councillor T. Whitehead – Personal

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### **THE PUBLIC WORKS COMMITTEE PRESENTS REPORT 20-002 AND RESPECTFULLY RECOMMENDS:**

#### **1. Intersection Control List (PW20001) (Wards 8 and 9) (Item 7.1)**

That the appropriate By-law be presented to Council to provide traffic control as follows:

Intersection		Stop Control Direction		Class	Comments / Petition	Ward	
Street 1	Street 2	Existing	Requested				
Section “E” Hamilton							
(a)	McElroy Road East	Howard Avenue	All	NB/SB	A	Removing all-way stop - Clr approved	8
(b)	McElroy Road East	Clarendon Avenue	All	NB/SB	A	Removing all-way stop - Clr approved	8
(c)	Dana Drive	South Bend Road	EB/WB	NB/SB	A	Flipping stop control – Clr Approved	8
Section “F” Stoney Creek							

**Council – February 12, 2020**

Intersection		Stop Control Direction		Class	Comments / Petition	Ward
Street 1	Street 2	Existing	Requested			
(d) Highland Road East	Second Road East	NB/SB	All	C	Converting to all-way stop – Ctr approved	9
(e) Highland Road East	Third Road East	NB/SB	All	C	Converting to all-way stop – Ctr approved	9

**Legend**

No Control Existing (New Subdivision) - **NC**

Intersection Class: **A** - Local/Local **B** - Local/Collector **C** - Collector/Collector

**2. Tapleystown Yard (119 Tapleystown Road, Stoney Creek) Assessment Reports (PW20008) (Ward 9) (Item 7.2)**

That Report PW20008, respecting Tapleystown Yard (119 Tapleystown Road, Stoney Creek) Assessment Reports, be received.

**3. Proposed Permanent Closure and Sale of a Portion of Road Allowance Abutting 1479 Baseline Road, Stoney Creek (PW20007) (Ward 10) (Item 8.1)**

- (a) That the application of the Hamilton Region Conservation Authority to permanently close and purchase a portion of road allowance abutting 1479 Baseline Road, Stoney Creek ("Subject Lands"), as shown on Appendix "A", attached to Public Works Committee Report 20-002, be approved, subject to the following conditions:
  - (i) That the City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the highway, for enactment by Council;
  - (ii) The Real Estate Section of the Planning and Economic Development Department be authorized and directed to enter into any requisite easement agreements necessary to affect the orderly disposition of the Subject Lands and to proceed to sell the Subject Lands to the Hamilton Region Conservation Authority, as described in Report PW20007, 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 Hamilton Region Conservation Authority 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) That the City Solicitor be authorized and directed to register a certified copy of the by-law(s) permanently closing and selling the highway in the proper land registry office;
- (v) That the Public Works Department publish any required notice of the City's intention to pass the by-laws and/or permanently sell the closed highway pursuant to the City of Hamilton Sale of Land Policy By-law 14-204;
- (vi) That the applicant enter into any ancillary agreements required by the City and any Public Utility; and,
- (vii) 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 Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section.

**4. PRESTO Adoption (PW17033(d)) (City Wide) (Item 9.1)**

***That the following be referred back to Public Works staff for a further report at the next Public Works Committee meeting:***

That the Strategy For Legacy Paper Media Removal, be approved, as follows:

	Product	Notice	Action	Marketing
(a)	Paper Monthly Passes	Provided February 2020 - 4 months	June 2020 no paper passes	Provide literature with each pass sold advising of removal of paper pass and the benefits of PRESTO. Work with various program owners to implement the best solution for their client.
(b)	Paper Tickets and Day passes	Provided March 2020 - 6 months	September 1, 2020 no paper tickets or day passes at vendors Will continue to accept until December 31, 2020	Promote the benefits of Presto to ticket users via web and social media, in person at high boarding locations. Day pass functionality will not be available on PRESTO.
(c)	Vendors	Provided	Remove all HSR	This change may be

	<b>Product</b>	<b>Notice</b>	<b>Action</b>	<b>Marketing</b>
		February 2020 – 10 months	paper media product from all vendor locations as of September 1, 2020	disruptive to the vendors business. Provide a 10 month notice period to allow for the adjustment.
(d)	Special Paper Ticket	Provided March 2020 - 6 months	September 1, 2020 introduce special purpose ticket available at Customer Service Office for Social Agencies  Tickets will remain until new functionality is available.	Advise agencies of the availability so they can continue to support clients. Work with agencies to determine the future functionality that will best suit their needs.

**5. City of Hamilton Vision Zero Action Plan 2019 - 2025 Update (PW19015(a)) (City Wide) (Item 10.1)**

- (a) That the Hamilton Police Services Board be requested to review the feasibility of implementing a dedicated City-wide Traffic Enforcement Unit;
- (b) That the Hamilton Police Services Board, Hamilton-Wentworth District School Board and Hamilton-Wentworth Catholic District School Board be requested to review the feasibility of implementing school bus enforcement cameras; and,
- (c) That the City of Hamilton Strategic Road Safety Committee Terms of Reference, attached as Appendix “C” to Public Works Committee Report 20-002, be approved.

**6. Installation of Intersection Pedestrian Signal at the Intersection of Mohawk Road East and Moxley Drive, Hamilton (Ward 6) REVISED (Item 11.1)**

WHEREAS, residents in the area of Mohawk Road and Moxley Drive are concerned about pedestrian safety when crossing at this busy intersection; and,

WHEREAS, community leaders are requesting the installation of a traffic control device at this intersection to assist pedestrians in safely crossing the roadway;

THEREFORE, BE IT RESOLVED:

- (a) That Public Works staff be authorized and directed to install and activate an Intersection Pedestrian Signal at the intersection of Mohawk Road East and Moxley Drive, Hamilton, in 2020;
- (b) That funding for the installation, to an upset limit of \$200,000, come from the Road Maintenance Program (Project ID 4031611606); 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.

**7. Removal of Norway Maple Tree at 11 Star Avenue, Hamilton (Ward 5) (Item 11.2)**

WHEREAS, a recent survey of a tree at 11 Star Avenue, Hamilton, confirms the 60 cm Norway Maple is located on both public and private property;

WHEREAS, the same tree at 11 Star Avenue, Hamilton, has historically been maintained by City Forestry staff; and,

WHEREAS, the Norway Maple tree at 11 Star Avenue, Hamilton, has died;

THEREFORE, BE IT RESOLVED:

That Forestry staff be directed to remove the Norway Maple tree at 11 Star Avenue, Hamilton.

**8. Ridgemount Elementary School Play Structure Replacement (Ward 8) (Item 11.3)**

WHEREAS, since approximately 1994, the City of Hamilton (City) has inspected and maintained a playground structure on property owned by the Hamilton Wentworth District School Board (HWDSB) at 65 Hester Street, Hamilton (Ridgemount Elementary School), which was used by both elementary school students and members of the public; and,

WHEREAS, the structure was removed in recent years due to a school building expansion and the HWDSB has since requested the City's assistance in constructing a replacement structure;

THEREFORE, BE IT RESOLVED:

- (a) That the design and installation of a new play structure at 65 Hester Street, Hamilton (Ridgemount Elementary School) be funded from the Ward 8 Area Rating Reserve Fund (108058) to an upset limit of \$150,000, be approved;

- (b) That a formal agreement for the operation and maintenance of the proposed structure as a public amenity on non-City owned lands be executed between the City and the HWDSB; and,
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents for the installation and ongoing maintenance of the Play Structure located at 65 Hester Street, Hamilton, with such terms and conditions in a form satisfactory to the City Solicitor.

**9. Sidewalk Repairs and Rolled Curb Replacements (Ward 8) (Item 11.4)**

- (a) That \$68,000 be allocated to sidewalk repairs and rolled curb replacements in Ward 8, and that the capital works be funded by utilizing the Ward 8 – 2020 Area Rating Reserve Fund (108058); 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.

**10. Installation of Elevator Cameras in 181 Jackson Street West and 95 Hess Street South, Hamilton (Ward 2) (Added Item 11.5)**

- (a) That the installation of two elevator cameras in 181 Jackson Street West and two elevator cameras in 95 Hess Street South be funded from the Ward 2 Area Rating Special Capital Reinvestment Reserve No. 108052 to an upset limit of \$7,890; 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.

**FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

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

**5. COMMUNICATIONS (Item 5)**

- 5.1 Correspondence from Pierre Ranger, Let's Remember Adam, respecting City of Hamilton Vision Zero Action Plan 2019 - 2025 Update

Recommendation: Be received and referred to the consideration of Item 10.1.

**11. MOTIONS (Item 11)**

- 11.1 Installation of Intersection Pedestrian Signal at the Intersection of Mohawk Road East and Moxley Drive, Hamilton (Ward 6)  
**REVISED**

**12. NOTICES OF MOTION (Item 12)**

- 12.1 Installation of Elevator Cameras in 181 Jackson Street West and 95 Hess Street South, Hamilton (Ward 2)

The agenda for the February 3, 2020 Public Works Committee meeting was approved, as amended.

**(b) DECLARATIONS OF INTEREST (Item 3)**

Councillor E. Pauls declared an interest to recommendations (a) and (b) of Item 10.1, respecting City of Hamilton Vision Zero Action Plan 2019 - 2025 Update (PW19015(a)), as her son is a Staff Sergeant for Hamilton Police Service.

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

**(i) January 13, 2020 (Item 4.1)**

WHEREAS, the 'WHEREAS' statements included in the Public Works Committee Minutes 20-001 respecting Item 7, Feasibility of Implementation of a Digital Automated Information System on the Lincoln Alexander Parkway and Red Hill Valley Parkway were included in error and refer to another project;

THEREFORE, BE IT RESOLVED:

That the 'WHEREAS' statements included in the Public Works Committee Minutes 20-001 respecting Item 7, Feasibility of Implementation of a Digital Automated Information System on the Lincoln Alexander Parkway and Red Hill Valley Parkway, be deleted in their entirety:

**7. Feasibility of Implementation of a Digital Automated Information System on the Lincoln Alexander Parkway and Red Hill Valley Parkway (City Wide) (Item 11.1)**

~~WHEREAS, a request respecting the conversion of Sanford Avenue from Delaware Avenue to Barton Street East, from one-way to two-way traffic was received; and,~~

~~WHEREAS, Sanford Avenue was identified in the Council approved Transportation Master Plan for two-way traffic consideration and ranked number five for conversion;~~

THEREFORE, BE IT RESOLVED:

- (a) That Transportation, Operations and Maintenance staff be directed to undertake a feasibility study for the implementation of a digital automated information system that provides incident and travel time information to road users on the Lincoln Alexander Parkway and Red Hill Valley Parkway and report back to the Public Works Committee in September 2020 with a proposal for funding and implementation; and,
- (b) That staff be directed to consult with the Ministry of Transportation Ontario on co-ordinating incident management messaging as part of a digital automated information system.

The Minutes of the January 13, 2020 meeting of the Public Works Committee were approved, as amended.

**(d) COMMUNICATIONS (Item 5)**

- (i) Correspondence from Pierre Ranger, Let's Remember Adam, respecting City of Hamilton Vision Zero Action Plan 2019 - 2025 Update (Added Item 5.1)**

The correspondence from Pierre Ranger, Let's Remember Adam, respecting City of Hamilton Vision Zero Action Plan 2019 - 2025 Update, was received and referred to the consideration of Item 10.1.

**(e) PUBLIC HEARINGS / DELEGATIONS (Item 8)**

- (i) Proposed Permanent Closure and Sale of a Portion of Road Allowance Abutting 1479 Baseline Road, Stoney Creek (PW20007) (Ward 10) (Item 8.1)**

Councillor Danko advised that notice of the Proposed Permanent Closure and Sale of a Portion of Road Allowance Abutting 1479 Baseline Road, Stoney Creek (PW20007) (Ward 10) was given as required under the City's By-law #14-204 – the Sale of Land Policy By-law.

The Committee Clerk advised that there were no registered speakers.



The Chair asked three times if there were any members of the public in attendance who wished to come forward to speak to the matter. No individuals came forward.

The public meeting was closed.

For further disposition of this matter, refer to Item 3.

**(f) STAFF PRESENTATIONS (Item 9)**

**(i) PRESTO Adoption (PW17033(d)) (City Wide) (Outstanding Business List Item) (Item 9.1)**

Nancy Purser, Manager, Transit Support Services, addressed Committee respecting Report PW17033(d), PRESTO Adoption, with the aid of a presentation.

The presentation, respecting Report PW17033(d), PRESTO Adoption, was received.

A copy of the presentation is available on the City's website at [www.hamilton.ca](http://www.hamilton.ca) or through the Office of the City Clerk.

For further disposition of this matter, refer to Item 4.

**(g) NOTICES OF MOTION (Item 12)**

**(i) Installation of Elevator Cameras in 181 Jackson Street West and 95 Hess Street South, Hamilton (Ward 2) (Added Item 12.1)**

The Rules of Order were waived to allow for the introduction of a Motion respecting the Installation of Elevator Cameras in 181 Jackson Street West and 95 Hess Street South, Hamilton (Ward 2).

For further disposition of this matter, refer to Item 10.

**(h) 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 Considered Complete and Needing to be Removed:

- (i) Review of the Service Delivery Model for Accessible Transit  
Addressed as Item 20 of Public Works Committee Report  
19-017 (PW19110/LS19047)  
Item on OBL: AK

***Due to the amendment to Item 4 of Public Works Committee Report 20-002, this has been reinstated on the Public Works Committee's Outstanding Business List:***

- (ii) PRESTO Operating Agreement  
Addressed as Item 9.1 on today's agenda (PW17033(d))  
Item on OBL: N***

- (iii) Additional Report on Vision Zero  
Addressed as Item 10.1 on today's agenda (PW19015(a))  
Item on OBL: AP

(b) Items Requiring a New Due Date:

- (i) Waste Management System Development – Public  
Engagement Strategy Results and Preliminary Waste  
Management System Alternatives  
Item on OBL: I  
Current Due Date: April 6, 2020  
Proposed New Due Date: April 20, 2020
- (ii) To Create a Hamilton General Hospital Safety Zone  
Item on OBL: U  
Current Due Date: February 21, 2020  
Proposed New Due Date: April 20, 2020
- (iii) Operations and Maintenance of the Central Composting  
Facility  
Item on OBL: AV  
Current Due Date: March 23, 2020  
Proposed New Due Date: May 22, 2020
- (iv) Road Safety Review and Appropriate Measures at the York  
Road and Newman Road Intersection  
Item on OBL: AAE  
Current Due Date: February 21, 2020  
Proposed New Due Date: April 20, 2020
- (v) Theft and Vandalism Prevention in City-Owned Public  
Spaces  
Item on OBL: AAH  
Current Due Date: December 9, 2019

Proposed New Due Date: March 25, 2020

**(i) PRIVATE AND CONFIDENTIAL (Item 14)**

Committee determined that discussion of Item 14.1 was not required in Closed Session, so the item was addressed in Open Session, as follows:

**(i) Closed Session Minutes – January 13, 2020 (Item 14.1)**

The Closed Session Minutes of the January 13, 2020 meeting of the Public Works Committee were approved, as presented, and shall remain confidential.

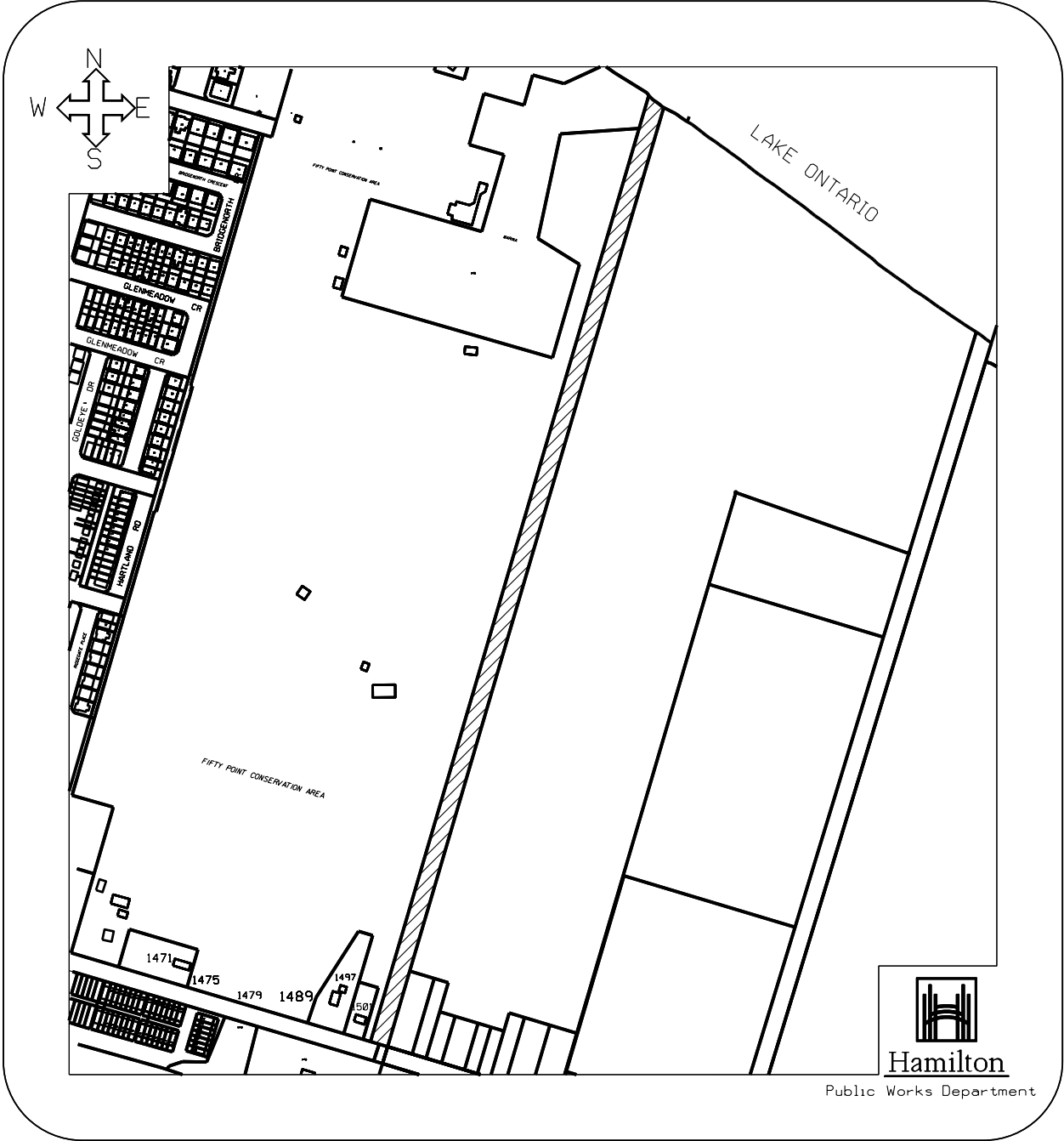
**(j) ADJOURNMENT (Item 15)**

There being no further business, the Public Works Committee was adjourned at 2:50 p.m.

Respectfully submitted,

Councillor J.P. Danko  
Chair, Public Works Committee

Alicia Davenport  
Legislative Coordinator  
Office of the City Clerk



LOCATION PLAN

PROPOSED CLOSURE OF  
PORTION OF ROAD ALLOWANCE  
BETWEEN THE TOWNSHIPS  
OF SALT FLEET  
AND NORTH GRIMSBY

CITY OF HAMILTON  
PUBLIC WORKS DEPARTMENT

LEGEND



SUBJECT LANDS

DATE:

Not to Scale

REFERENCE FILE NO :

**Appendix “B” to Public Works  
Committee Report 20-002 was inserted  
directly into Item 4 of Public Works  
Committee Report 20-002.**



# **CITY OF HAMILTON**

## **STRATEGIC ROAD SAFETY COMMITTEE**

### **TERMS OF REFERENCE**

# **CITY OF HAMILTON**

## **STRATEGIC ROAD SAFETY COMMITTEE**

### **Program Charter and Terms of Reference**

#### **Introduction**

This Committee program charter and terms of reference is informed by the Hamilton Vision Zero Action Plan which guides Vision Zero and Road Safety to 2025 and beyond. The Hamilton Road Strategic Safety Committee will act as a taskforce to lead the implementation of Vision Zero.

Vision Zero is about recognizing that traffic deaths and injuries are preventable, and improving the safety of roadways through education, enforcement, engineering, evaluation and engagement. Fundamentally, Vision Zero uses a data-driven approach to road safety with the goal of reducing traffic related serious injuries and fatalities towards the only acceptable goal: zero.

Through progressive growth and development, Hamilton is playing a role as a key urban centre within the Greater Toronto and Hamilton Area. As the City of Hamilton grows, ensuring the safety and well-being of all road users is a top priority. The City officially adopted Vision Zero in 2019 to guide their approach to road safety. The City of Hamilton has made great strides in traffic safety over the past five years and the Vision Zero Action Plan will take the City to the next level of traffic safety with a focus on analytic collision data analysis and public engagement.

The Hamilton Vision Zero program promotes a safe system through safe roads, safe vehicles, safe speeds and safe road users. It is noted within the Action Plan and as a key pillar of the Hamilton Vision Zero program that striving towards a holistic safe system will take a collaborative approach that includes a cross-disciplinary team.



## Strategic Road Safety Committee: Vision, Mission Statement

The vision of the Strategic Road Safety Committee is to strive for a road system where there are no unnecessary injuries or loss of life.

The mission of the Strategic Road Safety Committee will be to advance the City of Hamilton towards this vision by implementing a diverse toolset of road safety initiatives.

### Vision Zero Core Principles<sup>1</sup>

#### Vision Zero is based on the following principles:

**No loss of life is acceptable:** traffic fatalities and serious injuries are preventable.

**We all make mistakes:** the transportation system should be designed to anticipate error so the consequences are not serious injury or fatality.

**We are all responsible for road safety:** those of us who design and maintain the roads, those of us who make and enforce the rules of the roads, and those of us who use the roads.

**Working together** will contribute to a safer road network.





## Vision Zero Principles Continued...

The Committee will operate with the understanding that:

**Vision Zero is engaging:** Vision Zero is an engaging and open program, which embraces the community and supports local prosperity by striving towards a safe, reliable road network

**Vision Zero is holistic:** Although Vision Zero is fundamentally rooted in engineering solutions, it also needs to be looked at from a holistic perspective

**Vision Zero is data-driven:** Vision Zero is rooted in a data-driven approach. The committee will prioritize data collection, evaluation and monitoring of initiatives

**Vision Zero should support sustainability:** Vision Zero encourages active modes of transportation by addressing road safety for vulnerable road users of all ages and abilities, reducing Hamilton’s contribution to climate change and encouraging a healthy lifestyle

**Vision Zero is a public health issue:** Traffic crashes are a preventable epidemic that must be addressed with the same data-driven rigor used by public health officials to address any other epidemic

**Vision Zero is a public safety issue:** Traffic violence impacts the safety of the general public every day, with the same negative outcomes we see from crime, natural disasters and other public safety issues

**Vision Zero is a quality of life issue:** Safe streets create a walkable, bikeable environment that is welcoming and safe for people of all ages and abilities

**Vision Zero is an equity issue:** Traffic violence disproportionately impacts disadvantaged and vulnerable populations <sup>2</sup>

## **Mandate**

The Strategic Road Safety Committee’s mandate is to guide the implementation of the City’s Vision Zero Action Plan toward a safe, balanced, and integrated transportation network that offers a choice of travel modes for all road users and eliminates collisions that result in injury or death.

## **Committee Objective/Goals**

Through the Committee’s work plan, members will provide direction to the City and its partners to guide implementation of the Vision Zero Action Plan, including reviewing and informing projects and programs, overseeing that Action Plan commitments are met, and tracking performance measure reporting.

The Committee will share information and solicit feedback to inform implementation of the Vision Zero Action Plan. This committee is designed to guide and implement the City of Hamilton’s Vision Zero Action Plan.

This committee will be, at its core, a collaborative approach to road safety and acknowledges the multi-disciplinary nature of a safe system approach.

This committee will promote, evaluate, and educate the public on Vision Zero through its work plan.



## Work Plan

The Committee work plan will follow the 5 E’s of Vision Zero, based on the Vision Zero Action Plan:

**Engineering:** Strategic use of resources to improve existing engineering practices and policies, as they pertain to road safety

**Enforcement:** Strategic use of enforcement resources in key areas for maximized effectiveness

**Evaluation:** Identification of key challenges on Hamilton’s road network using a data driven approach

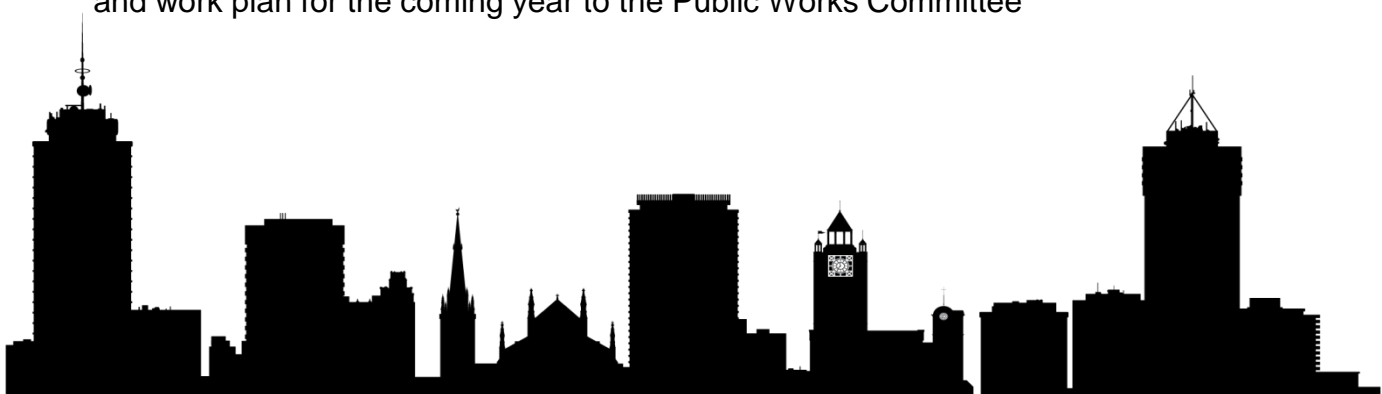
**Education:** Targeted and collaborative campaigns to address safety for all road users

**Engagement:** Enhanced community engagement to create a safe roads culture

All of these elements need to be implemented in a coordinated and strategic manner to achieve improvements to road safety and to strive towards the goal of zero fatalities and severe injuries on the City of Hamilton’s roads. However, the Committee itself will focus on Evaluation, Education, and Engagement as their main pillars for implementation

The action plan will need to be carefully crafted in order to meet the Committee’s mandate and objectives, and will be updated each calendar year

The Committee shall prepare and present an annual report of Committee activities and work plan for the coming year to the Public Works Committee



## Membership

The Committee shall be comprised of technical members consisting of City departments and external agencies that have an interest in road safety

Members who miss more than 3 meetings during their term, without Committee approval, may be subject to replacement on the Committee and may not be eligible for re-appointment.

The Chair is responsible for the proper conduct of the Committee, providing leadership, and advancing the agenda of the Committee

It is expected that the Committee will always include one voting representative from the following areas:

- a) Transportation Operations & Maintenance
- b) Transportation Planning
- c) HSR (Transit)
- d) Public Health
- e) Hamilton Police Services
- f) Hamilton Wentworth District School Board
- g) Hamilton Wentworth Catholic District School Board
- h) Hamilton Fire Department
- i) Parking Enforcement and School Safety

Other key stakeholders/advisors (non-voting members) may include:

- a) Additional City Departments (Parks and Recreation, Communications, etc.)
- b) Identified Organizations and companies with a focus on roadway safety
- c) Seniors Advisory Committee
- d) Hamilton Cycling Committee
- e) Advisory Committee for Persons with Disabilities
- f) Educational Institutions

## **Working Groups**

The working group has the authority to establish committees as required to address specific purposes of the working group.

Working Group(s) shall report their activities and progress to the committee.

Working Group leads may be chosen, such as:

### **Evaluation**

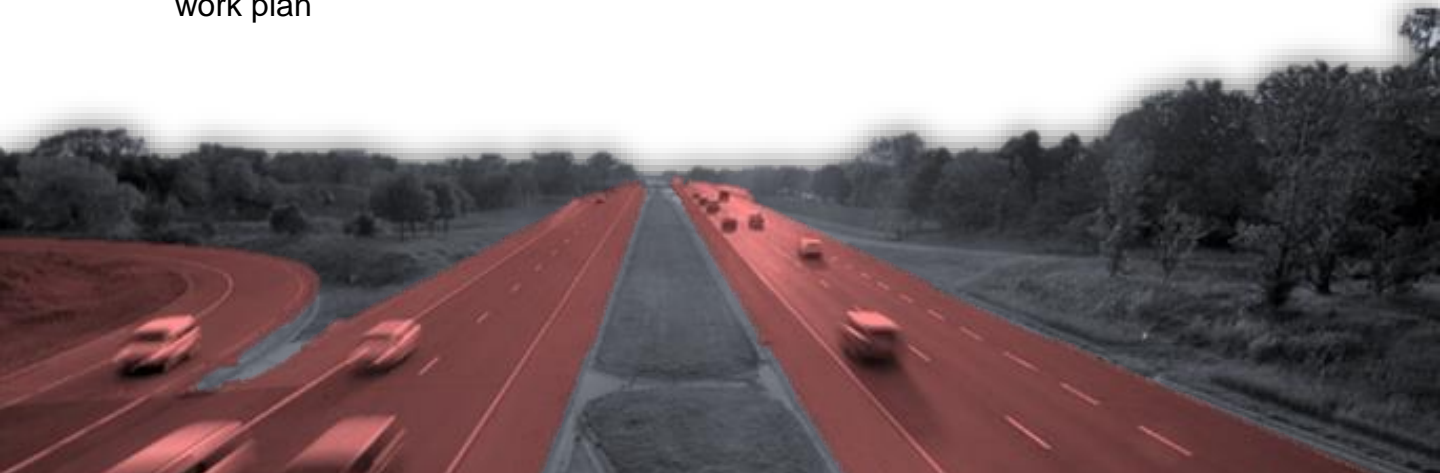
- Oversee implementation of evaluation initiatives within the Action Plan
- Ensure Vision Zero initiatives are appropriately evaluated and reported on

### **Engagement**

- Oversee implementation of engagement initiatives within the Action Plan
- Coordinate the development and subsequent updates of the working group’s communication plan

### **Education**

- Provide input on the development and implementation of the City’s annual education plan
- Each working group lead will work with the committee to establish a designated work plan



## **Procedures and Frequency of Meetings/Quorum**

- The Strategic Road Safety Committee shall meet on a quarterly basis within a calendar year; additional meetings may be held as required
- Working groups may meet as necessary
- Quorum shall be a half of the voting membership rounded up to the nearest whole number. During the absence of quorum, no decisions may be approved. Non-voting members are not counted in determining the number required for quorum or in determining whether or not quorum is present.
- The Committee members actively listen to colleagues, participate in dialogue and support consensus recommendations of the committee upon conclusion of discussion
- Each member shall have a singular vote on issues warranting a Committee motion
- Committee members will be bound by Appendix “I” of the City of Hamilton Procedural By-law.

## **Amendments**

- Any of these rules of procedure may be amended. However, any amendment proposal affecting these rules would require the prior approval of the Committee