City of Hamilton
PUBLIC WORKS COMMITTEE REVISED

Meeting #: 21-001

Date: January 11, 2021

Time: 1:30 p.m.

Location: Due to the COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at:

City's Website: https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas

City's YouTube Channel: https://www.youtube.com/user/InsideCityofHamilton or Cable 14

Alicia Davenport, Legislative Coordinator (905) 546-2424 ext. 2729

Pages

1. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

2. DECLARATIONS OF INTEREST

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1. December 7, 2020 — *5*

4. COMMUNICATIONS

*4.1. Correspondence from Steve Budz respecting Item 6.2 - Cycling Infrastructure 2021 (PED21021) (City Wide) — *31*

Recommendation: Be received and referred to the consideration of Item 6.2 - Cycling Infrastructure 2021 (PED21021) (City Wide).

12. GENERAL INFORMATION / OTHER BUSINESS

12.1. Amendments to the Outstanding Business List

12.1.a. Items Considered Complete and Needing to be Removed:

12.1.a.a. Implementation and Resources Required re: Corporate Goals and Areas of Focus for Climate Mitigation & Adaptation

Addressed as Item 4 of General Issues Committee Report 20-018 (CMO19008(a) / HSC19037(a))
Item on OBL: AAW

12.1.a.b. Peter McAlister, Stelco Canada, respecting a Request to Amend By-law 06-026 and By-law R84-026

Addressed as Item 16 of Public Works Committee Report 20-012 (PED20220/PW20067/LS20037)
Item on OBL: ABK

12.1.b. Items Requiring a New Due Date:

12.1.b.a. Minimum Maintenance Standards Changes

Item on OBL: AC
Current Due Date: January 11, 2021
Proposed New Due Date: February 1, 2021

12.1.b.b. Moving Hamilton Towards a Zero Plastic Waste Plan

Item on OBL: AY
Current Due Date: February 1, 2021
Proposed New Due Date: February 19, 2021

13. PRIVATE AND CONFIDENTIAL

13.1. Closed Session Minutes - December 7, 2020

Pursuant to Section 8.1, Sub-sections (e), (f), (g) and (k) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Subsections (e), (f), (g) and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; a matter in respect of which Council or a Committee may hold a closed meeting under an Act other than the *Municipal Act, 2001*; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

14. ADJOURNMENT

3.1

PUBLIC WORKS COMMITTEE
MINUTES 20-012

1:30 p.m.
Monday, December 7, 2020
Council Chambers
Hamilton City Hall
71 Main Street West

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

Absent with Regrets: Councillor S. Merulla (Vice-Chair) – Personal

Also Present: Councillor M. Wilson

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Appointment of Committee Chair and Vice-Chair for 2021 (Item 1)

(Pearson/Ferguson)

(a) That Councillor VanderBeek be appointed as Chair of the Public Works Committee for 2021; and,

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
NOT PRESENT - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(Pearson/Jackson)
(b) That Councillor Nann be appointed as Vice-Chair of the Public Works Committee for 2021.

Result: **Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
NOT PRESENT - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

2. Intersection Control List (PW20001(c)) (Wards 9 and 11) (Item 7.1)

(Pearson/Pauls)
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 "D" Glanbrook							
(a)	Pinnacle Court	Rosebury Way	NC	WB	A	Plan of new subdivision	11
(b)	Rosebury Way	Provident Way	NC	NB	A	Plan of new subdivision	11
(c)	Fairey Crescent	Provident Way	NC	WB	A	Plan of new subdivision	11
(d)	Freedom Crescent	Provident Way	NC	EB	A	Plan of new subdivision	11
Section "F" Stoney Creek							
(e)	Soho Street	Upper Red Hill Parkway	NC	WB	B	Housekeeping – missing stop control	9

Legend
No Control Existing (New Subdivision) - **NC**
Intersection Class: **A** - Local/Local **B** - Local/Collector **C** - Collector/Collector

Result: **Motion CARRIED by a vote of 10 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

3. Accessible Transportation Services (ATS) Eligibility Audit (AUD20009) (City Wide) (Item 9.1)

(Ferguson/Danko)

(a) That Appendices “A”, “C”, and “D” of Report AUD20009, respecting the Accessible Transportation Service (ATS) Eligibility Audit Report, be received;

(b) That the Management Responses as detailed in revised Appendix “B” be approved; and,

(c) That the General Manager of Public Works be directed to instruct the appropriate staff to have the Management Responses (attached as revised Appendix “B” to Report AUD20009) implemented.

Result: **Motion CARRIED by a vote of 10 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

4. Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Item 9.2)

(Nann/Danko)

(a) That the amending By-law to City of Hamilton By-law 01-215, being a by-law to Regulate Traffic (“City of Hamilton Traffic By-law”), to add the definition and regulations for the operation and use of electric kick-

scooters (“E-Scooters”), attached to Report PED20134/PW20050 as Appendix “A”, and which has been prepared in a form satisfactory to the City Solicitor be enacted and effective immediately;

(b) That a temporary prohibition on commercial E-Scooter operations be put in place until an operating framework and related regulations for commercial E-Scooters has been established;

(c) That the By-law to Regulate Commercial E-Scooters, attached as Appendix “B” to Report PED20134/PW20050, and which has been prepared in a form satisfactory to the City Solicitor, be enacted and effective immediately;

(d) That the set fines for regulations pertaining to E-Scooters and updated fines for the Traffic By-law, attached as Appendix “C” to Report PED20134/PW20050, and which has been prepared in a form satisfactory to the City Solicitor, be submitted to the Ministry of the Attorney General for approval;

(e) That the draft amending By-law to Manage and Regulate Municipal Parks and to amend By-law 17-225, being a By-law to Establish a System of Administrative Penalties, attached as Appendix “D” to Report PED20134/PW20050, and which has been prepared in a form satisfactory to the City Solicitor, be enacted and effective immediately;

(f) That the City of Hamilton User Fees and Charges By-law 20-168 be amended to reflect an administrative and enforcement cost of $246.01 and a storage charge of $62.83 per commercial E-Scooter per day; and,

(g) That staff be directed to report back to the Public Works Committee with a strategy for regulating commercial operations of E-Scooters and their integration with the bike-share system.

Result: **Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

5. Chedoke Watershed Improvement Evaluation (PW20083) (City Wide) (Item 9.3)

(Ferguson/Nann)
That Report PW20083, respecting the Chedoke Watershed Improvement Evaluation, be received.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

6. Hamilton Cycling Committee Budget 2021 (PED20212) (City Wide) (Item 10.1)

(Whitehead/Ferguson)

(a) That the Hamilton Cycling Committee 2021 base budget submission, in the amount of $10,000, as described in Appendix “A” attached to Report PED20212 be approved and referred to the 2021 budget process for consideration; and,

(b) That, in addition to the base funding, a one-time budget allocation for 2021 of $4,000, will be used to initiate a community grant program to support community events and initiatives that meet the mandate of the Committee, to be funded by the Hamilton Cycling Committee reserve, be approved and referred to the 2021 budget process for consideration.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

7. Wastewater Quality Management System (WWQMS) Operational Plan Summary Report (PW20076) (City Wide) (Item 10.2)

(Whitehead/Nann)

(a) That the Wastewater Quality Management System (WWQMS) Operational Plan Summary Report attached as Appendix "A" to Report PW20076 be approved; and,

(b) That the Mayor, City Clerk, General Manager of Public Works and Director of Hamilton Water, be authorized and directed to execute the Wastewater Quality Management System Operational Plan Summary Report by signing the Commitment and Endorsement page within the Summary Report, attached as Appendix "A" of Report PW20076.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

8. Red Light Camera Program (PW20077) (City Wide) (Item 10.3)

(Jackson/Danko)

(a) Pursuant to Procurement Policy By-law 20-205, Policy #11 Non-Competitive Procurements, that the General Manager of Public Works be authorized to negotiate, enter into and execute an amendment to the existing agreement and any ancillary documents for the provision of maintenance, operation and data transfer services of the existing 33 red light cameras with Traffipax LLC, to include:

(i) an extension of the agreement until December 31, 2026; and,

(ii) the conversion of the existing 33 red light camera locations to the new RLC technology in accordance with the principles contained in this Report PW20077, all in a form satisfactory to the City Solicitor;

(b) That the costs for the equipment rental and servicing under the existing agreement be charged to the Red Light Camera Reserve, account 55916-461010;

(c) Pursuant to Procurement Policy By-law 20-205, Policy #12 – Cooperative Procurements, that the General Manager of Public Works be authorized to negotiate, enter into and execute an agreement and any ancillary documents for the provision of new radar-equipped red light cameras, associated equipment, maintenance and data transfer services for the period of 2021-2027 with Traffipax LLC, in accordance with the terms and conditions of the Request for Approvals executed by the City of Toronto on behalf of the Red Light Camera consortium, all in a form satisfactory to the City Solicitor; and,

(d) That the costs for the new equipment rental and servicing to be charged to the Red Light Camera Reserve, account 55916-461010.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

9. Community Safety Zones (PW20045(a)) (City Wide) (Item 10.4)

(Jackson/Ferguson)

(a) That the amendment to the Automated Speed Enforcement pilot project deployment plan and schedule October 2020-September 2021, attached to Report PW20045(a) as Appendix “A” be approved; and,

(b) That the additional designated Community Safety Zones which supports the amendment to the Automated Speed Enforcement pilot project, attached to Report PW20045(a) as Appendix “B” and directs staff to amend By-law 01-215, Schedule 34, for implementation in 2021 be approved.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko

YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
NOT PRESENT - Ward 10 Councillor Maria Pearson

10. Hamilton General Hospital Safety Zone (PW20079) (Ward 3) (Item 10.5)

(Nann/Farr)

(a) That $5,000 in funding from each of the Ward 2 and Ward 3 Area Rating Funds ($10,000 total) be approved to implement an alleyway bike path with direct access to Hamilton General Hospital;

(b) That the operational improvements consisting of enhanced signage, pavement markings and traffic calming measures as outlined in Report PW20079 in the area of the Hamilton General Hospital be implemented; and,

(c) That the amendment to Schedule 34 (Designated Community Safety Zones) of City of Hamilton By-law 01-215, attached to Report PW20079 as Appendix “A”, be approved.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
NOT PRESENT - Ward 10 Councillor Maria Pearson

11. Park Improvements (Ward 3) (Item 11.1)

(Nann/VanderBeek)

WHEREAS, Parks in Ward 3 benefit the residents health and well-being by providing community space and recreational amenities, which is especially important during the COVID-19 pandemic, and;

WHEREAS, Dofasco Park, Hayward Park, Lucy Day Park, Keith Park, Lifesavers Park and Pinky Lewis Parkette have been identified for key capital park amenity improvements;

THEREFORE, BE IT RESOLVED:

(a) That the following projects be approved, and the Capital work be funded from Ward 3 Capital Infrastructure Reserve #108053:

(i) That Dofasco Park, located on 274B Beach Road, Hamilton, be improved with a play structure at a replacement cost of $25,000 and the installation of a new drinking water fountain at a cost of $45,000, with $2,500 in annual operating costs to be added to the 2021 base budget;

(ii) That Haywood Park, located at 13 Dalkeith Avenue, Hamilton, be improved with a play structure at a replacement cost of $35,000, a drinking water fountain replacement at a cost of $15,000, and asphalt pathway replacement at a cost of $15,000;

(iii) That three (3) new floral planters be installed in Haywood Park, located at 13 Dalkeith Avenue, Hamilton, and that a portion of the grassed area be converted to a pollinator garden, at a combined cost of $3,030, with $2,400 in annual operating costs added to the 2021 base budget;

(iv) That Lucy Day Park, located at 33 Clinton Street, Hamilton, be improved with new security fencing along the rear portion of the park, at a cost of $40,000, and that decorative fencing be added to the front portion of the park, at cost of $20,000;

(v) That Keith Park, located at 90 Burton Street, Hamilton, be improved with a play structure at a replacement cost of $50,000, and the installation of a new drinking water fountain at a cost of $45,000, with $2,500 in annual operating costs to be added to the 2021 base budget;

(vi) That eight (8) new floral planters be installed in Pinky Lewis Parkette, located at 169 Sanford Avenue North, Hamilton, and that a portion of the grassed area be converted to a pollinator garden, at a combined cost of $5,700, with $3,900 in annual operating costs and 0.16 FTE added to the 2021 base budget; and,

(vii) That Lifesavers Park, located at 100 Cumberland Avenue, Hamilton, be improved with pedestrian lighting at a cost of $35,000, with $500 in annual operating costs to be added to the 2021 base budget;

(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.

Result: **Motion CARRIED by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr

YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

12. Eastwood Park Improvements, 111 Burlington Street East, Hamilton (Ward 2) (Added Item 11.2)

(Farr/Jackson)
WHEREAS, the play structure and rubber safety surfacing located within Eastwood Park at 111 Burlington Street East, Hamilton has reached end of life; and,

WHEREAS, this community amenity is a valuable recreation opportunity for children, youth and families within the North End neighbourhoods, especially during the Covid-19 pandemic;

THEREFORE, BE IT RESOLVED:

(a) That the removal of the existing play structure, rubber safety surfacing, and the design and installation of a new play structure and rubber safety surfacing at 111 Burlington Street East (Eastwood Park), Hamilton, at an approximate cost of $70,000 be funded from the Ward 2 - Capital Infrastructure Reserve #108052, be approved; and,

(b) That the General Manager of Public Works, or their delegate, be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
NOT PRESENT - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

13. Roadway Safety Audit of Upper Gage Avenue, between Stone Church Road East and Rymal Road East, Hamilton (Ward 6) (Added Item 11.3)

(Jackson/Farr)
That Transportation Operations & Maintenance staff undertake a roadway safety audit, based on Vision Zero principles, of Upper Gage Avenue, between Stone Church Road East and Rymal Road East, to assess potential safety enhancements such as a reduced speed limit, school zone flashing lights, physical changes to the lane configuration, and the feasibility as a future location for an automated speed enforcement camera or red light camera.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

14. Service Provider Update (CONFIDENTIAL PW20057(a)/LS20024(a)) (City Wide) (Item 14.1)

(Ferguson/Pearson)
(a) That Report PW20057(a)/LS20024(a), respecting a Service Provider Update, be received; and,

(b) That Report PW20057(a)/LS20024(a), respecting a Service Provider Update, remain confidential.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
NOT PRESENT - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

15. An Ontario Human Rights Tribunal Matter Involving Transportation (CONFIDENTIAL LS20033/PW20078) (City Wide) (Item 14.2)

(Whitehead/Pearson)

(a) That the direction provided to staff in Closed Session, respecting An Ontario Human Rights Tribunal Matter Involving Transportation, be approved; and,

(b) That Report LS20033/PW20078 and its recommendations, respecting An Ontario Human Rights Tribunal Matter Involving Transportation, remain confidential and not be released as a public document.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
NOT PRESENT - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

16. Stelco Inc. Severances - 386 Wilcox Street, Hamilton (CONFIDENTIAL PED20220/PW20067/LS20037) (Ward 3) (Added Item 14.3)

(Collins/Jackson)

(a) That the direction provided to staff in Closed Session, respecting Stelco Inc. Severances - 386 Wilcox Street, Hamilton, be approved;

(b) That Report PED20220/PW20067/LS20037, including the Recommendations therein, respecting Stelco Inc. Severances - 386 Wilcox Street, Hamilton, be released to the public following Council approval, except for Appendix “B” attached to Report PED20220/PW20067/LS20037, which shall remain confidential; and,

(c) That the presentation, respecting Report PED20220/PW20067/LS20037, Stelco Inc. Severances - 386 Wilcox Street, Hamilton, be received and remain confidential.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
NOT PRESENT - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins

YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

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 from John McGreal respecting Item 10.4 - Community Safety Zones (PW20045(a)) (City Wide)

Recommendation: Be received and referred to the consideration of Item 10.4 - Community Safety Zones (PW20045(a)) (City Wide).

6. DELEGATION REQUESTS (Item 6)

6.1 Chris Schafer, Bird Canada, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (for today's meeting)

6.2 Moaz Ahmad, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (for today's meeting)

6.3 Shoaib Ahmed, SCOOTY, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (for today's meeting)

6.4 Jessica Merolli, Hamilton Cycling Committee, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (for today's meeting)

9. STAFF PRESENTATIONS

9.1 Accessible Transportation Services (ATS) Eligibility Audit (AUD20009) (City Wide) (Outstanding Business List Item)

Appendix “B” was revised to correct the Management response to Recommendation 11.

12. NOTICES OF MOTION

12.1 Eastwood Park Improvements, 111 Burlington Street East, Hamilton (Ward 2)

12.2 Construction of a Cul-de-sac on Anchor Road, Hamilton (Ward 6)

14. PRIVATE AND CONFIDENTIAL (Item 14)

14.3 Stelco Inc. Severances - 386 Wilcox Street, Hamilton (PED20220/PW20067/LS20037) (Ward 3)

(VanderBeek/Nann)
That the agenda for the December 7, 2020 Public Works Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) November 16, 2020 (Item 4.1)

(Pearson/Whitehead)
That the Minutes of the November 16, 2020 meeting of the Public Works Committee be approved, as presented.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
NOT PRESENT - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead

YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(d) COMMUNICATIONS (Item 5)

(VanderBeek/Ferguson)
That Communication Items 5.1 and 5.2 be received, as presented, as follows:

(i) Correspondence from Peter Hurrell respecting Opposition to the Addition of a Traffic Light at Old Guelph Road and York Road, Hamilton (Ward 13) (Item 5.1)

Recommendation: Be received.

(ii) Correspondence from John McGreal respecting Item 10.4 - Community Safety Zones (PW20045(a)) (City Wide) (Added Item 5.2)

Recommendation: Be received and referred to the consideration of Item 10.4 - Community Safety Zones (PW20045(a)) (City Wide).

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(e) DELEGATION REQUESTS (Item 6)

(Pauls/Whitehead)
(a) That the following delegation requests be approved for today's meeting:

(i) Chris Schafer, Bird Canada, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 6.1)

(ii) Moaz Ahmad, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 6.2)

(iii) Shoaib Ahmed, SCOOTY, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 6.3)

(iv) Jessica Merolli, Hamilton Cycling Committee, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 6.4)

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

For further disposition of this matter, refer to Items (g)(i) – (g)(iv).

(f) CONSENT ITEMS (Item 7)

(Nann/Danko)
(a) That Consent Items 7.2 to 7.5 be received, as presented:

(i) Keep Hamilton Clean and Green Committee Meeting Minutes - January 28, 2020 (Item 7.2)

(ii) Keep Hamilton Clean and Green Committee Meeting Notes - February 25, 2020 (Item 7.3)

(iii) Keep Hamilton Clean and Green Committee Meeting Notes - September 15, 2020 (Item 7.4)

(iv) Keep Hamilton Clean and Green Committee Meeting Minutes - October 20, 2020 (Item 7.5)

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson

YES - Ward 10 Councillor Maria Pearson

(g) PUBLIC HEARINGS / WRITTEN DELEGATIONS / VIRTUAL DELEGATIONS (Item 8)

(i) Chris Schafer, Bird Canada, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 8.1)

Chris Schafer, Bird Canada, addressed the Committee respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), with the aid of a presentation.

(Farr/Collins)
That the delegation from Chris Schafer, Bird Canada, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), be received.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(ii) Moaz Ahmad, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 8.2)

Moaz Ahmad, addressed the Committee respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), with the aid of a presentation.

(Pearson/VanderBeek)
That the delegation from Moaz Ahmad, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), be received.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls

YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(iii) Shoaib Ahmed, SCOOTY, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 8.3)

Shoaib Ahmed, SCOOTY, addressed the Committee respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), with the aid of a presentation.

(Pearson/Collins)
That the delegation from Shoaib Ahmed, SCOOTY, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), be received.

Result: Motion CARRIED by a vote of 8 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
NOT PRESENT - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(iv) Jessica Merolli, Hamilton Cycling Committee, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Added Item 8.4)

Jessica Merolli, Hamilton Cycling Committee, addressed the Committee respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide).

(Whitehead/Pauls)
That the delegation from Jessica Merolli, Hamilton Cycling Committee, respecting Item 9.2 - Regulation of E-Scooters (PED20134/PW20050) (City Wide), be received.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla

YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(h) STAFF PRESENTATIONS (Item 9)

(i) Accessible Transportation Services (ATS) Eligibility Audit (AUD20009) (City Wide) (Item 9.1)

Charles Brown, City Auditor, addressed Committee respecting Report AUD20009, Accessible Transportation Services (ATS) Eligibility Audit, with the aid of a presentation.

(Ferguson/Whitehead)
That the presentation, respecting Report AUD20009, Accessible Transportation Services (ATS) Eligibility Audit, be received.

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
YES - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

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

(ii) Regulation of E-Scooters (PED20134/PW20050) (City Wide) (Item 9.2)

Peter Topalovic, Project Manager - Sustainable Mobility, addressed Committee respecting Report PED20134/PW20050, Regulation of E-Scooters, with the aid of a presentation.

(Nann/Danko)
That the presentation, respecting Report PED20134/PW20050, Regulation of E-Scooters, be received.

Result: Motion CARRIED by a vote of 9 to 0, as follows:

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

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

(iii) Chedoke Watershed Improvement Evaluation (PW20083) (City Wide) (Item 9.3)

Mark Bainbridge, Director, Water and Wastewater Planning and Capital, addressed Committee respecting Report PW20083, Chedoke Watershed Improvement Evaluation, with the aid of a presentation.

(Pearson/Nann)
That the presentation, respecting Report PW20083, Chedoke Watershed Improvement Evaluation, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

NOT PRESENT - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
NOT PRESENT - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

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

(Whitehead/Danko)
That the Public Works Committee be recessed at 5:44 p.m.

CARRIED

The Public Works Committee reconvened at 6:01 p.m.

(i) NOTICES OF MOTION (Item 12)

(i) Eastwood Park Improvements, 111 Burlington Street East, Hamilton (Ward 2) (Added Item 12.1)

(Farr/Jackson)
That the Rules of Order be waived to allow for the introduction of a Motion respecting Eastwood Park Improvements, 111 Burlington Street East, Hamilton (Ward 2).

Result: **Motion CARRIED by a ⅔'s majority by a vote of 8 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
NOT PRESENT - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

For further disposition of this matter, refer to Item 12.

Councillor Jackson introduced the following Notice of Motion:

(ii) Construction of a Cul-de-sac on Anchor Road, Hamilton (Ward 6) (Added Item 12.2)

WHEREAS, the North Hannon Neighbourhood Plan was amended in 2017 with the approval of Report PED17205;

WHEREAS, as the approved changes resulted in the elimination of any future extension of Anchor Road to the south;

WHEREAS, Pritchard Road abuts the south east limit of Anchor Road and development applications are proceeding;

WHEREAS, the future scope of any development will require the works within the existing Anchor Road Right of Way;

WHEREAS, the existing Anchor Road was constructed in the 1980's without a cul-de-sac,

WHEREAS, there will be an operational benefits to have a proper cul-de-sac in place; and,

WHEREAS, there will be opportunities to enhance any natural trails in the vicinity with this project;

THEREFORE, BE IT RESOLVED:

(a) That a proper cul-de-sac be constructed on Anchor Road, Hamilton, to be funded from the Ward 6 Special Capital Re-Investment Reserve Account (108056), to an upset limit of $230,000; 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.

(iii) Roadway Safety Audit of Upper Gage Avenue, between Stone Church Road East and Rymal Road East, Hamilton (Ward 6) (Added Item 12.3)

(Jackson/Farr)
That the Rules of Order be waived to allow for the introduction of a Motion respecting Roadway Safety Audit of Upper Gage Avenue, between Stone Church Road East and Rymal Road East, Hamilton (Ward 6).

Result: **Motion CARRIED by a ⅔'s majority by a vote of 9 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

For further disposition of this matter, refer to Item 13.

Councillor Danko relinquished the Chair to Councillor VanderBeek at 6:14 p.m.

Councillor Danko assumed the Chair at 6:20 p.m.

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

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

(Pearson/Nann)
That the following amendments to the Public Works Committee's Outstanding Business List, be approved:

(a) Items Requiring a New Due Date:

(i) Minimum Maintenance Standards Changes
Item on OBL: AC
Current Due Date: Q2 2021
Proposed New Due Date: January 11, 2021

(ii) Operations and Maintenance of the Central Composting Facility
Item on OBL: AV
Current Due Date: February 1, 2021
Proposed New Due Date: March 22, 2021

(iii) Roadway Safety Measures on Aberdeen Avenue from Queen Street to Longwood Road
Item on OBL: AZ
Current Due Date: 2021
Proposed New Due Date: May 3, 2021

(iv) City of Hamilton's Cemeteries Business Plan
Item on OBL: AAO
Current Due Date: Q1 2021
Proposed New Due Date: February 19, 2021

(v) Municipal Class Environmental Assessment and Conceptual Design of Ancaster Elevated Water Reservoir
Item on OBL: AAP
Current Due Date: December 7, 2020
Proposed New Due Date: Q1 2021

(vi) Automated Speed Enforcement
Item on OBL: AAT
Current Due Date: Q1 2021
Proposed New Due Date: Q1 2022

(vii) Feasibility of Implementation of a Digital Automated Information System on the Lincoln Alexander Parkway and Red Hill Valley Parkway
Item on OBL: AAU
Current Due Date: January 11, 2021
Proposed New Due Date: June 14, 2021

(viii) Management of the Aviary at 85 Oak Knoll Drive
Item on OBL: AAY
Current Due Date: Q2 2021
Proposed New Due Date: June 14, 2021

(ix) Enhanced Inspections and Monitoring – Hamilton Water and Wastewater
Item on OBL: ABB
Current Due Date: December 7, 2020
Proposed New Due Date: Q2 2021

(x) COVID-19 Recovery Phase Mobility Plan
Item on OBL: ABE
Current Due Date: December 7, 2020
Proposed New Due Date: March 22, 2021

(b) Items Considered Complete and Needing to be Removed:

(i) Eligibility Audit of Clients Registered for DARTS
Addressed as Items (h)(i) and 3 on today's agenda - Report AUD20009
Item on OBL: AAQ

(ii) Auxiliary List of Potential Automated Speed Enforcement Locations
Addressed as Item 9 on today's agenda - Report PW20045(a)
Item on OBL: ABF

(iii) To Create a Hamilton General Hospital Safety Zone
Addressed as Item 10 on today's agenda - Report PW20079
Item on OBL: U

Result: **Motion CARRIED by a vote of 8 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
YES - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
NOT PRESENT - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(k) PRIVATE AND CONFIDENTIAL (Item 14)

(Pearson/Danko)
That Committee move into Closed Session respecting Items 14.1, 14.2 and 14.3, pursuant to Section 8.1, Sub-sections (e), (f), (g) and (k) of the City's Procedural By-law 18-270, as amended, and Section 239(2), Subsections (e), (f), (g) and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to

litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; a matter in respect of which Council or a Committee may hold a closed meeting under an Act other than the *Municipal Act, 2001*; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Result: **Motion CARRIED by a vote of 8 to 0, as follows:**

YES - Ward 2 Councillor Jason Farr
NOT PRESENT - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins
YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
YES - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

(i) Service Provider Update (PW20057(a)/LS20024(a)) (City Wide) (Item 14.1)

For disposition of this matter, refer to Item 14.

(ii) An Ontario Human Rights Tribunal Matter Involving Transportation (LS20033/PW20078) (City Wide) (Item 14.2)

For disposition of this matter, refer to Item 15.

(iii) Stelco Inc. Severances - 386 Wilcox Street, Hamilton (PED20220/PW20067/LS20037) (Ward 3) (Added Item 14.3)

For disposition of this matter, refer to Item 16.

(l) ADJOURNMENT (Item 15)

(Pearson/Collins)
That there being no further business, the Public Works Committee be adjourned at 8:39 p.m.

Result: **Motion CARRIED by a vote of 6 to 0, as follows:**

NOT PRESENT - Ward 2 Councillor Jason Farr
NOT PRESENT - Ward 3 Councillor Nrinder Nann
NOT PRESENT - Vice Chair - Ward 4 Councillor Sam Merulla
YES - Ward 5 Councillor Chad Collins

YES - Ward 6 Councillor Tom Jackson
NOT PRESENT - Ward 7 Councillor Esther Pauls
YES - Chair - Ward 8 Councillor John-Paul Danko
YES - Ward 14 Councillor Terry Whitehead
NOT PRESENT - Ward 13 Councillor Arlene VanderBeek
YES - Ward 12 Councillor Lloyd Ferguson
YES - Ward 10 Councillor Maria Pearson

Respectfully submitted,

Councillor J.P. Danko
Chair, Public Works Committee

Alicia Davenport
Legislative Coordinator
Office of the City Clerk

4.1

From: Steve Budz
Sent: January 7, 2021 2:39 PM
To: clerk@hamilton.ca
Cc: Pearson, Maria <Maria.Pearson@hamilton.ca>; Collins, Chad <Chad.Collins@hamilton.ca>

To: Chair and members of the Public Works Committee

Re: Item 6.2 of Public Works agenda for meeting of January 11, 2021 - Cycling Infrastructure 2021

In reviewing the proposed projects for 2021 and beyond, I would like to draw your attention to an important safety enhancement that is no longer being proposed and has not been completed. This relates to King Street East at the RHVP. Currently there are painted cycling lanes on King Street East between just east of Centennial Parkway to Potruff Road. Painted cycling lanes continue from Lawerence Road at King, but there is a gap at the RHVP interchange between Potruff Road and Lawerence Road.

This is an extremely busy area and is hazardous, especially for westbound cyclists. Once the westbound cycling lane ends at Potruff Road, cyclists continue westbound in the curb lane for approximately 210 metres as that section of King Street expands from two to four lanes of vehicular traffic. From the intersection of King Street and the northbound RHVP on/off ramps, it is approximately an additional 280 metres to Lawerence Road. During this particular stretch, westbound King Street continues with four lanes - a curb lane to southbound RHVP ramp, two through lanes, and a lefthand turn lane to Lawerence Road. Currently a cyclist must safely navigate across three lanes of fast moving traffic to get to the lefthand turn lane to Lawerence Road. This is extremely difficult without stopping in the live curb lane to wait for a break in westbound vehicular traffic.

In reviewing the prior PWC minutes I have noted the following:

January 13, 2020 - Item 7.2 - A capital investment of $250,000 was proposed for cycling lanes with some barrier separation. This was a city and provincial OMCC funded project which was to be completed by end of 2020 to receive the provincial funds. There was no further mention of this project in the 2020 minutes

of the PWC or the Hamilton Cycling Committee. A visual inspection of this area on January 7, 2021 found that there were no enhancements made.

I urge that the Public Works committee have this project included in the proposed list of 2021 cycling projects; to instruct public works staff to further enhance proposed safety features to include priority signals for westbound cyclists, that would enable them to safely access Lawerence Road; to instruct public works staff to designate this project as a high priority for completion.

I have corresponded with Daryl Bender several times about this as far back as 2016. This has been a long outstanding safety issue that needs to be addressed as soon as possible.

Thank you for your attention to this matter.

Sincerely

Steve Budz, Winona

5.1

Request to Speak to Committee of Council

Submitted on Monday, January 4, 2021 - 9:35 am

==Committee Requested==
Committee: Public Works Committee

==Requestor Information==
Name of Individual: Cloe Mitchell; Dr. Edward Berkelaar

Name of Organization: Redeemer University

Contact Number: 905-648-2139 ext. 4401

Email Address: eberkel@redeemer.ca

Mailing Address:
777 Garner Rd. E
Ancaster ON
L9K 1J4

Reason(s) for delegation request: In mid-December, Councillor Danko invited Dr. Berkelaar to submit a delegation request for a few of his students to speak to the Public Works Committee about their research on the Chedoke Watershed water quality monitoring.

Will you be requesting funds from the City? No

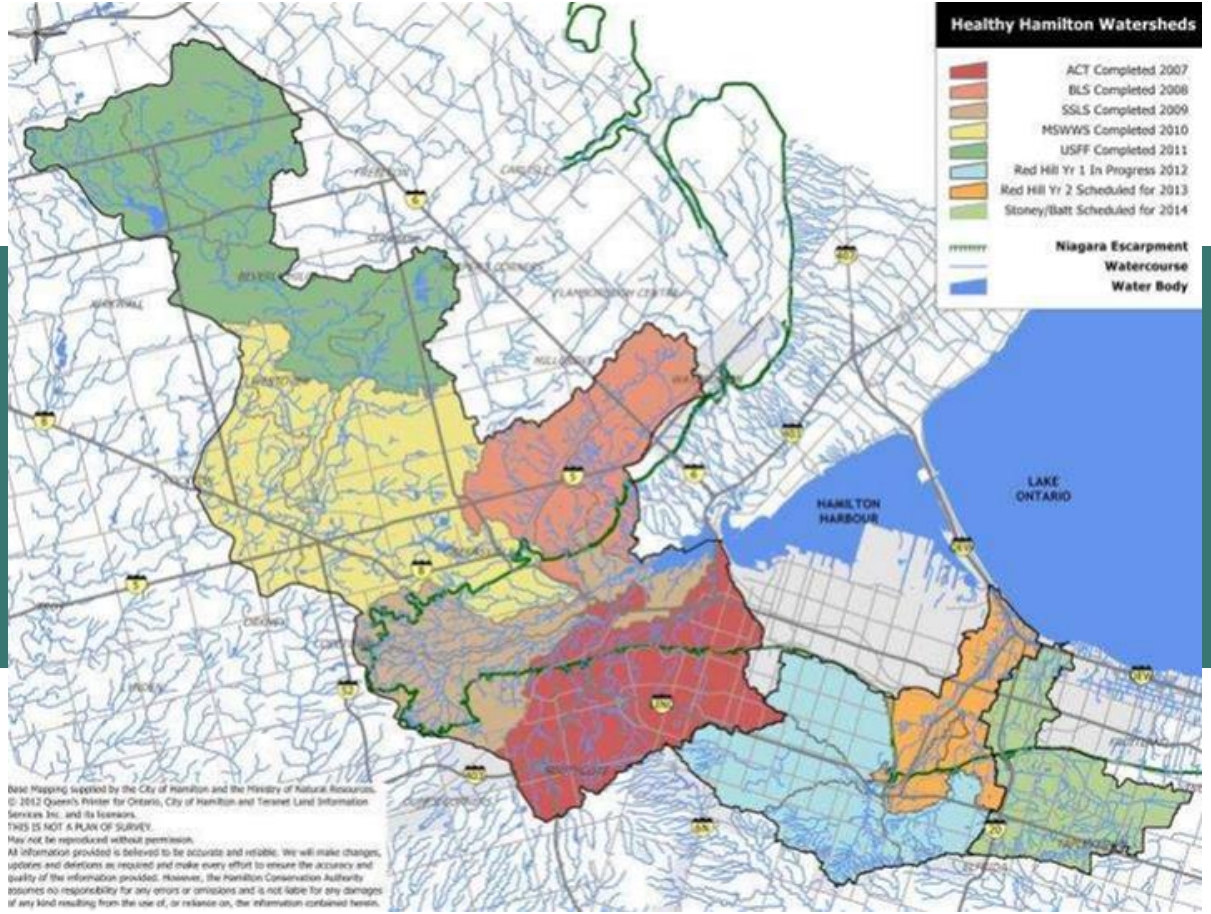
Will you be submitting a formal presentation? Yes

WATER QUALITY ANALYSIS OF THE CHEDOKE WATERSHED

Research completed by students of Redeemer University

Redeemer University

HAMILTON WATERSHEDS



http://www.hiea.org/presentations/HHWSP-Presentation-to-Sep-2012.pdf

A TEAM EFFORT

2012 — Water Monitoring in Chemistry Course

2015 — Expanded Summer Monitoring

2018 — Participated in CityLab

2020 — Water Monitoring in Environmental Science Course

CHEDOKE WATERSHED

Adapted from Stormwater Management Overview, City of Hamilton

SAMPLING SITES

Scenic Falls

Princess Falls

Mountview Falls

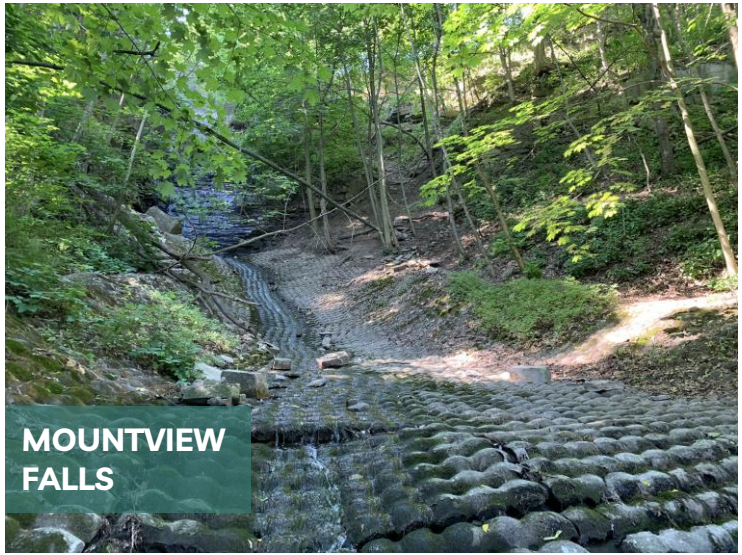
Westcliff Falls

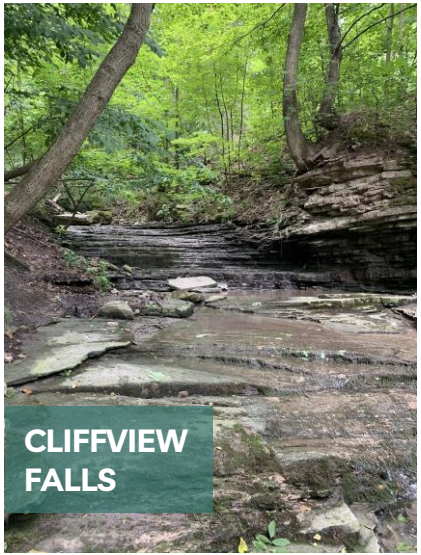
Cliffview Falls

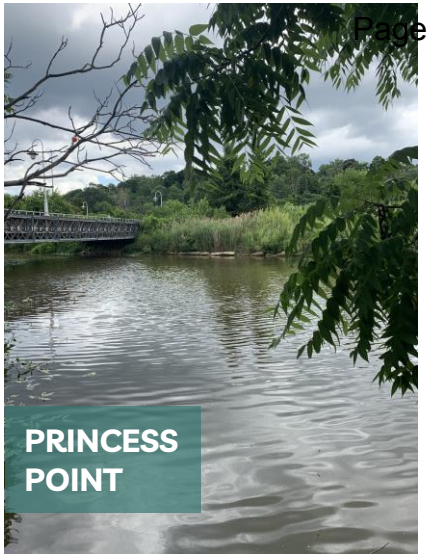
Chedoke Falls

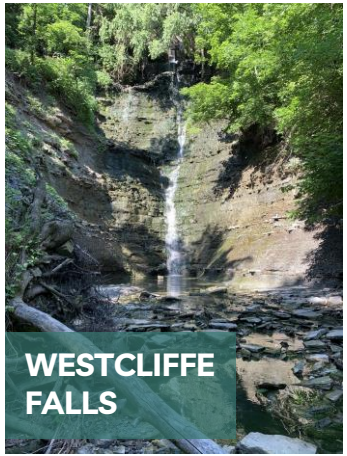
Cootes Paradise

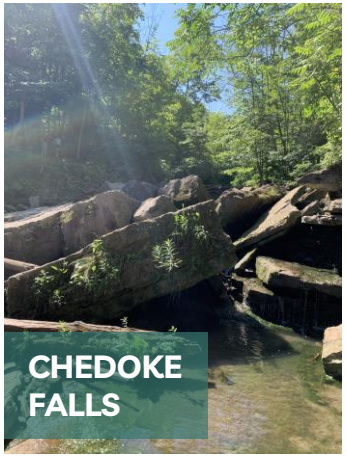
SAMPLING SITES



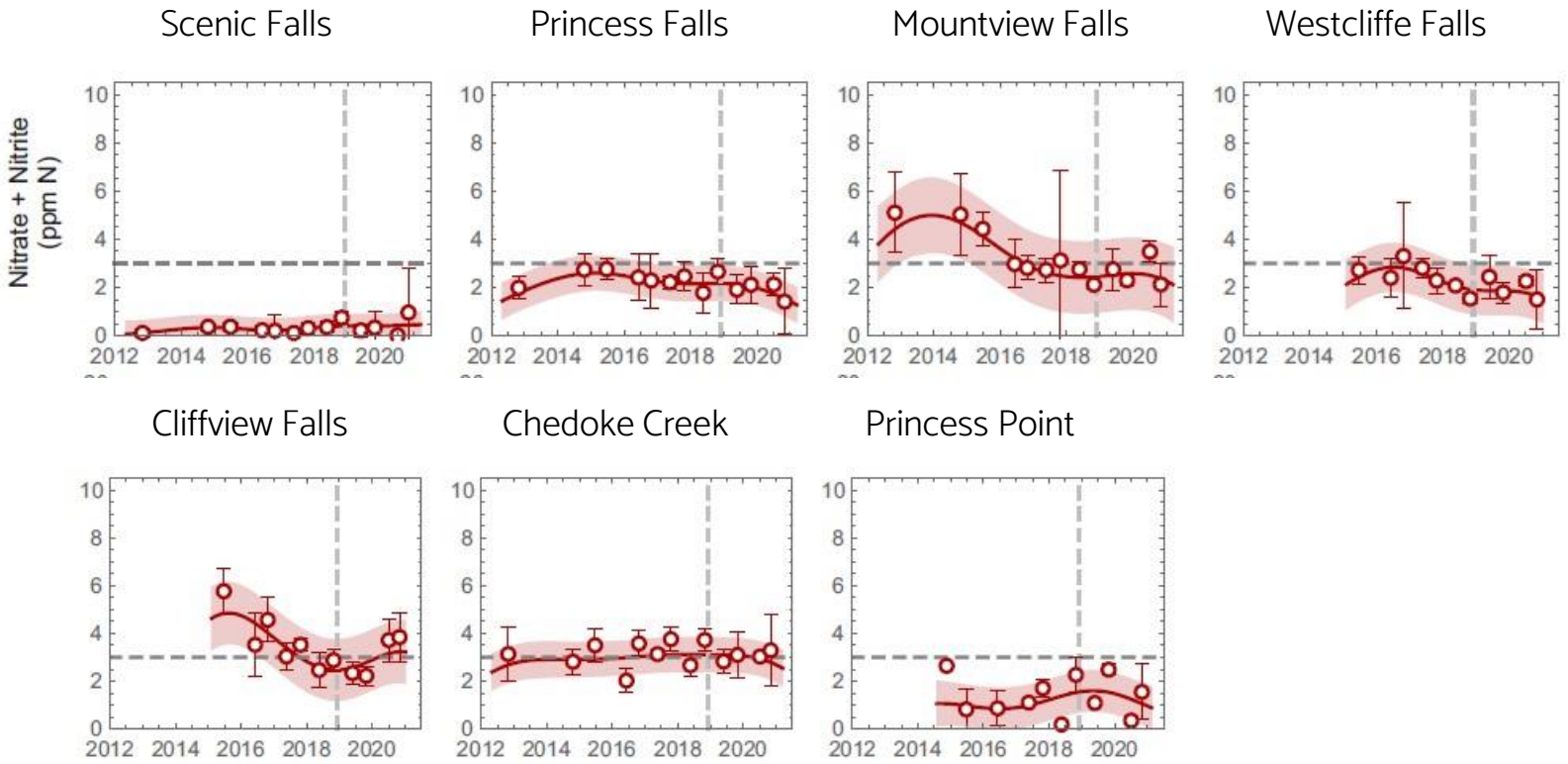








TRENDS NITRATE



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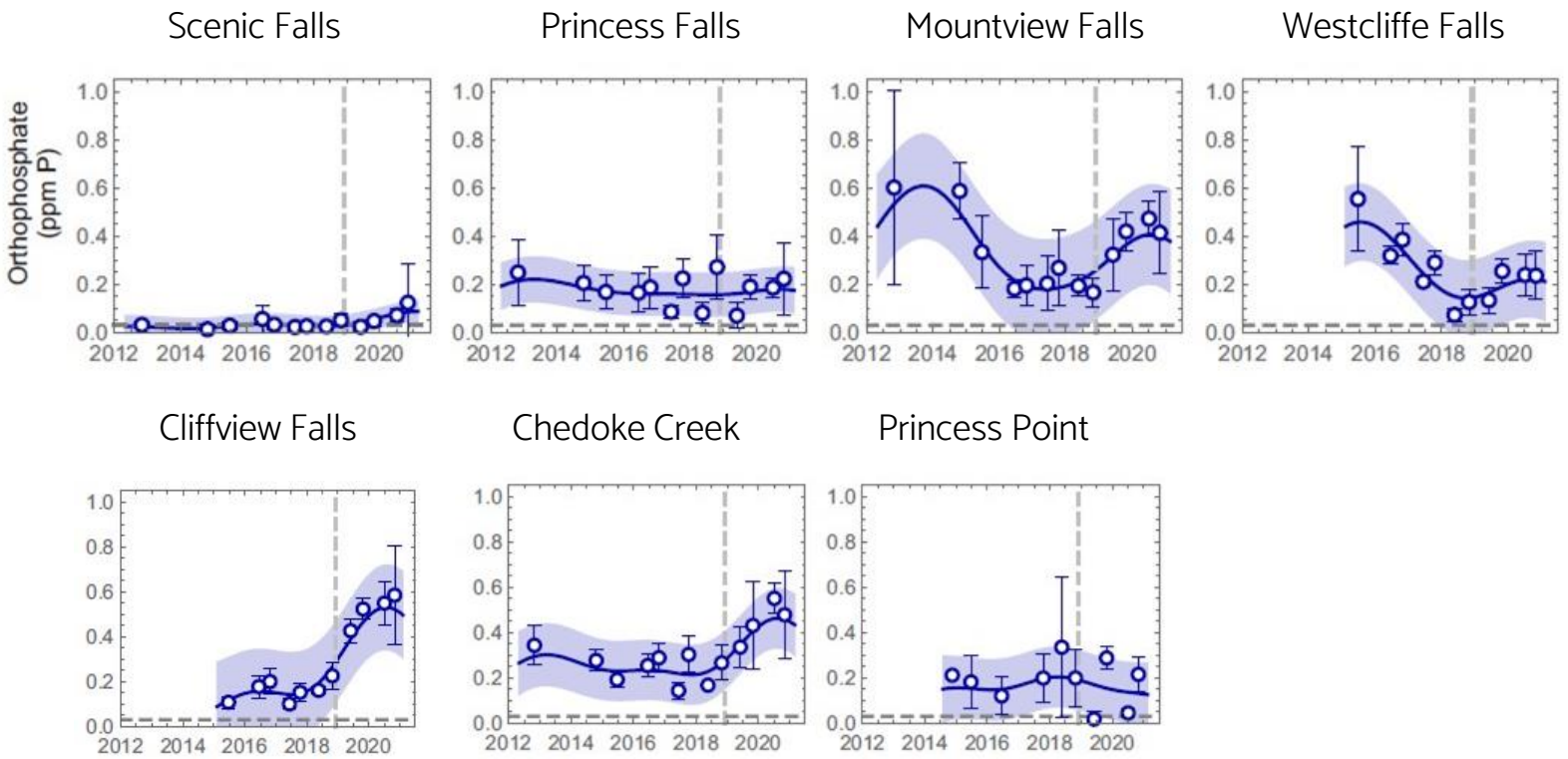

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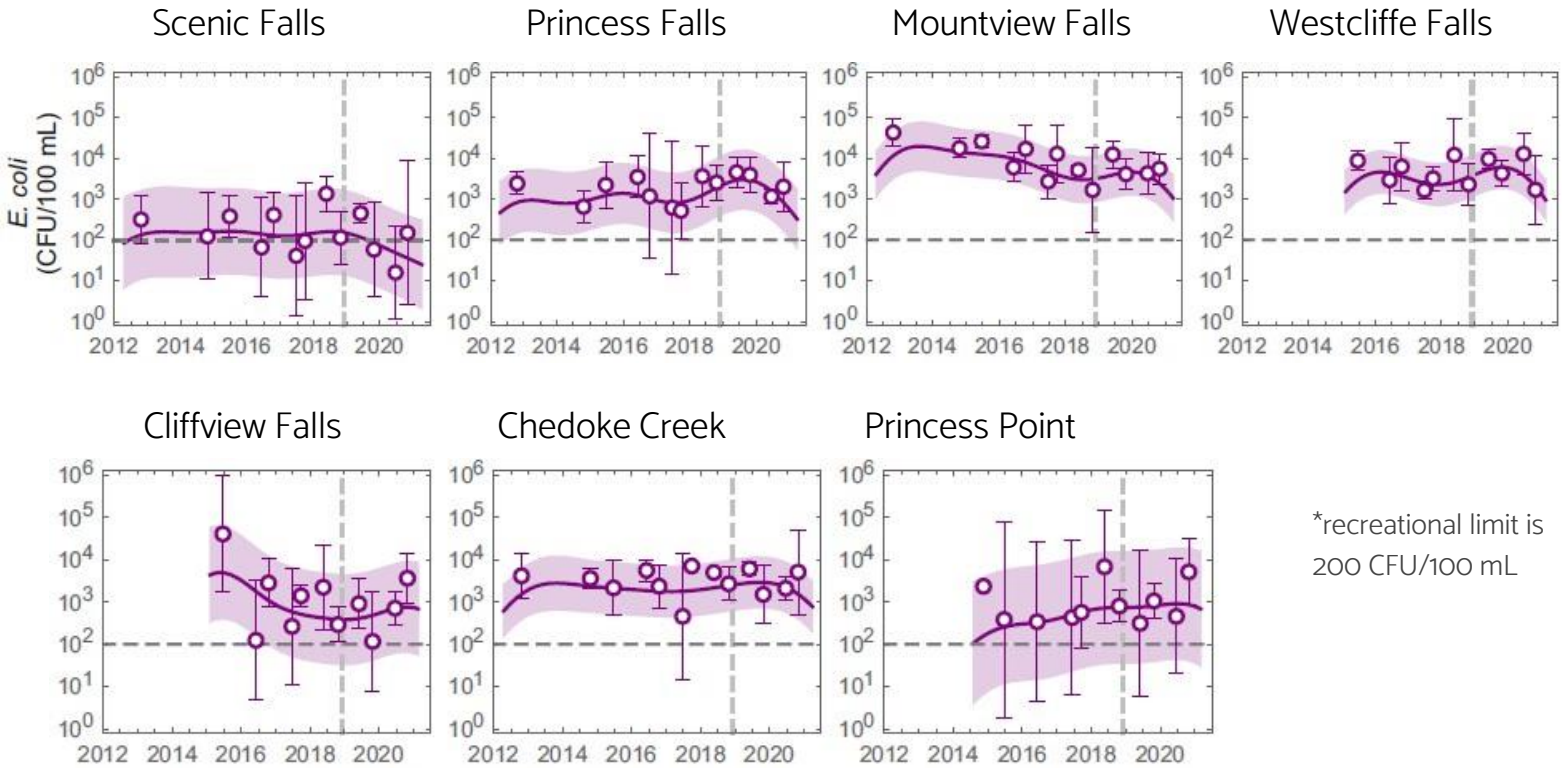
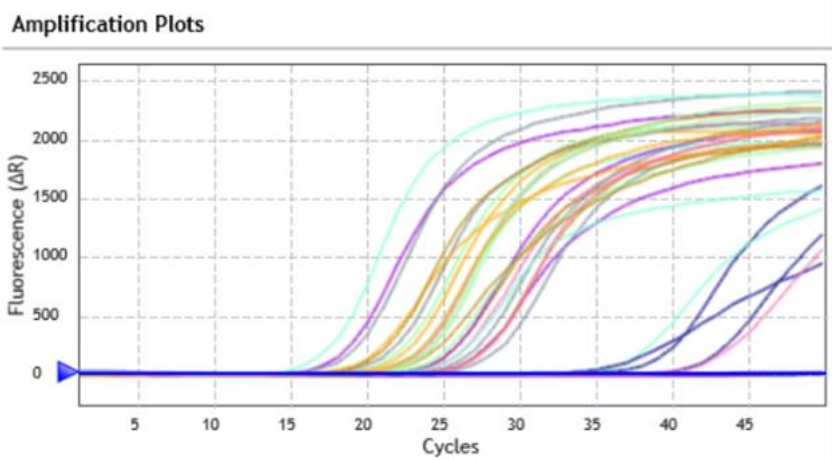
RESULTS



*recreational limit is 200 CFU/100 mL

MICROBIAL SOURCE TRACKING NOV. 3, 2020

RESULTS



Microbial Source Tracking allows us to determine the source of fecal contamination

Our data suggest that human sewage is widespread

CONCLUSIONS

- More urbanized sites are more contaminated than our site in Iroquois Heights
- Several sites improved prior to 2018 (while city was repairing cross-connections)
- Microbial Source Tracking confirms presence of human sewage
- Phosphate concentrations have increased since 2018 (when phosphate was added to address lead)

Redeemer University

ACKNOWLEDGEMENTS

Redeemer University

Redeemer University
CENTRE FOR CHRISTIAN SCHOLARSHIP

ROYAL BOTANICAL GARDENS

HAMILTON HARBOUR
REMEDIAL ACTION PLAN

Hamilton

BAY AREA RESTORATION COUNCIL

NSERC
CRSNG

Great Lakes Sustainability Fund / Le Fonds de durabilité des Grands Lacs

CityLAB
HAMILTON

Hamilton Conservation Authority
Healthy Streams...Healthy Communities!

5.2

Request to Speak to Committee of Council

Submitted on Tuesday, December 29, 2020 - 1:25 pm

==Committee Requested==
Committee: Public Works Committee

==Requestor Information==
Name of Individual: Timothy Taylor & Tiffany Bound-Koocher

Name of Organization:

Contact Number: [redacted]

Email Address: [redacted]

Mailing Address:
[redacted]

Reason(s) for delegation request: Petition to lower speed limit on Upper Gage between Stonechurch and Rymal

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? No

5.3

Request to Speak to Committee of Council

Submitted on Sunday, January 3, 2021 - 11:24 am

==Committee Requested==
Committee: Public Works Committee

==Requestor Information==
Name of Individual: Peter Nielsen
(on behalf of Robert & Valerie Nielsen)

Name of Organization:

Contact Number: [redacted]

Email Address: [redacted]

Mailing Address:
[redacted]

Reason(s) for delegation request: Delegation request and presentation to Public Works Committee concerning Trillium Open Space - Erosion Protection Plan

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? Yes

Hamilton

HAMILTON CYCLING COMMITTEE (HCyC) MINUTES

Wednesday November 4, 2020
5:45 p.m.
Virtual Meeting

Present:	Chair:	Chris Ritsma
	Vice-Chair:	Sharon Gibbons
	Members:	Ann McKay, Kevin Vander Meulen, Cora Muis, Gary Rogerson, Roman Caruk, William Oates, Kate Berry, Jeff Axisa, Cathy Sutherland, Jessica Merolli and Christine Yachouh

Absent with Regrets: Councillor Esther Pauls, Jane Jamnik, Councillor Terry Whitehead, Yaejin Kim, and Joachim Brouwer

Also Present: Rachel Johnson, Project Manager, Sustainable Mobility
Peter Topalovic, Program Manager, Sustainable Mobility
Daryl Bender, Project Manager, Active Transportation
Ciaran Egan, Sustainable Mobility Student

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1. APPROVAL OF AGENDA

(Yachouh/Caruk)
That the agenda of the November 4, 2020 meeting of the Hamilton Cycling Committee be approved.

CARRIED

2. DECLARATIONS OF INTEREST

None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(i) October 7, 2020 (Item 4.1)

(Caruk/McKay)
That the minutes of the October 7, 2020 meeting of the Hamilton Cycling Committee be approved, as presented.

CARRIED

4. COMMUNICATIONS

None

5. CONSENT ITEMS

(i) Hamilton Bike Share Update (Item 5.1)

Committee received an update from Hamilton Bike Share regarding their operations since re-starting in June.

(Merolli/Vander Muelen)
That the update from Hamilton Bike Share be received.

CARRIED

6. STAFF PRESENTATIONS

None

7. DISCUSSION ITEMS

(i) Planning and Project Updates (Item 7.1)

Staff provided Committee with an update on 2020 completed projects and 2021 prospective projects. The Committee expressed interest in seeing plans and designs for future plans as and when possible in order to review and comment. Due to time constraints, planning and project updates will continue at the next meeting.

(Yachouh/Vander Muelen)
That the updates from Staff on Planning and Project Updates be received and that Committee receive updates on the 2021 projects at the next meeting.

CARRIED

(ii) 2020-2021 Budget and Workplan (Item 7.2)

The Committee discussed their workplan and changed allocation of budget next year to reflect lack of in-person meetings and increase of community support. The following budget was voted on and approved.

Item	Proposed 2021 Budget
Social Media Campaign	$500
Special Projects	$5,000
Group Rides	$1,000
Tourism Promotions - supporting Ontario By Bike	$500
Supporting Community Events to Raise Awareness for Cycling	$3,000
Special Cycling Events	$2,000
Conferences	$1,000
Meeting Expenses	$1,000
TOTAL	**$14,000**
Funds from levy	**$10,000**
Funds from reserve	**$4,000**

(Berry/Yachouh)
That the 2021 Cycling Committee budget be approved and presented to Public Works Committee as a Staff Report on December 7, 2020 as a recommendation to be approved and referred to the 2021 budget process for consideration.

CARRIED

(iii) Review of HCyC Monthly Meeting Dates (Item 7.3)

As per Council direction, brought forward at the October 5, 2020 Public Works Committee meeting, the Committee discussed moving the Cycling Committee's monthly meeting to another date.

(Oates/Vander Muelen)
That the Committee will explore, through an online poll, a new date for the Committee's monthly meeting, to be chosen provided all members of Committee are capable of committing to a new time and date.

CARRIED

The following items have been deferred to the December 2, 2020 meeting, due to loss of live stream:

(i) Integrity Commissioner Investigation Report (Item 7.4)
(ii) Women in Cycling Research (Item 7.5)

8. MOTIONS

The following items have been deferred to the December 2, 2020 meeting, due to loss of live stream:

(i) Bill 148, Doored But Not Ignored Act, 2019 (Item 8.1)

9. NOTICE OF MOTION

The following items have been deferred to the December 2, 2020 meeting, due to loss of live stream:

(i) Updates on the City of Hamilton Recreational Trails Master Plan (Item 9.1)
(ii) Request an Update to the Advisory Committee Procedural Handbook (Item 9.2)
(iii) Formation of Bike Share Working Group (Item 9.3)

10. GENERAL INFORMATION / OTHER BUSINESS

None

11. ADJOURNMENT

Due to loss of the live stream, the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Chris Ritsma
Chair, Hamilton Cycling Committee

Rachel Johnson
Project Manager, Sustainable Mobility
Transportation Planning, Planning & Economic Development

INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	January 11, 2021
SUBJECT/REPORT NO:	Cycling Infrastructure 2021 (PED21021) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Daryl Bender (905) 546-2424 Ext. 2066 Rachel Johnson (905) 546 2424 Ext. 1473 Peter Topalovic 905) 546 2424 Ext. 5129
SUBMITTED BY: **SIGNATURE:**	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department

COUNCIL DIRECTION

At the November 27, 2020 General Issues Committee (GIC) Tax Capital Budget meeting staff were directed to provide a consolidated summary of planned capital investments in cycling infrastructure for 2021 as contained in the Capital Budget. This Report provides a listing of investments for 2021, preceded by a summary of cycling projects completed in 2020 for context.

INFORMATION

Summary of 2020 Cycling Project Implementation

Projects delivered in 2020 included those identified in current and prior year Capital Budgets, several projects that were delivered under the Ontario Municipal Commuter Cycling (OMCC) provincial funding program, and the addition of projects accelerated as a result of the COVID-19 Recovery Phase Mobility Plan (Report PED20100/PW20034). A complete listing of projects implemented in 2020 is attached as Appendix “A” to this Report.

A total of 16 cycling infrastructure projects were installed in 2020. This included 11 kms of new bicycle lanes and paved shoulders; 5.4 kms of upgrades to existing bicycle lanes, and 4.8 kms of new multi-use trails. Capital investments were also made to add public bike racks throughout the City and to modernize Bike Share controllers and

selected stations. Other non-infrastructure active transportation projects were completed in 2020, and these will be presented to Council in 2021 as part of the Sustainable Mobility Annual Report.

In June 2020, Transportation Planning and Parking, and Transportation Operation and Maintenance (TOM) released a COVID-19 Recovery Phase Mobility Plan (Report PED20100/PW20034). A key component of this report was to accelerate the implementation of enhanced cycling infrastructure.

The following projects were implemented in 2020 in response to the COVID-19 Recovery Phase Mobility Plan with additional projects being advanced to detailed design for implementation in 2021:

- Herkimer Street and Charlton Avenue – planter installations to provide additional protective buffers along these corridors;
- Cannon Street East – painting of bike lanes from Sherman Avenue to the Stadium to complete the final gap along the corridor;
- Bay Street – installation of bollards and pre-cast concrete curbing in the buffer areas from Herkimer Street to Cannon Street;
- Locke Street – installation of bollards and pre-cast concrete curbing in the buffer areas between King Street and Main Street, as well as, bicycle signal installation and markings at the King Street intersection; and,
- Hunter Street – installation of bollards and pre-cast concrete curbing from Queen Street to MacNab Street and from Catherine Street to Wellington Street.

In December 2020, the construction of the Keddy Access Trail was also completed. At a cost of $4.29 M for the active transportation component, and benefiting from funding through the OMCC program, this project represented a significant portion of the 2020 cycling infrastructure investments.

In total, $5.53 M was invested in cycling infrastructure in 2020.

For Committee's information, the OMCC cycling projects were given an extension to December 2021 for completion due to the Covid-19 pandemic. The total OMCC budget for all projects, both completed and planned, totals $4.78 M, including $3.7 M from the Province, $140 K in interest generated from those funds, and the City matching contribution of $927 K. Of the $4.78 M, the value spent as of December 2020 is $4.13 M, and the remaining $650 K is planned to be spent in 2021.

Cycling Investment in 2021 Capital Budget

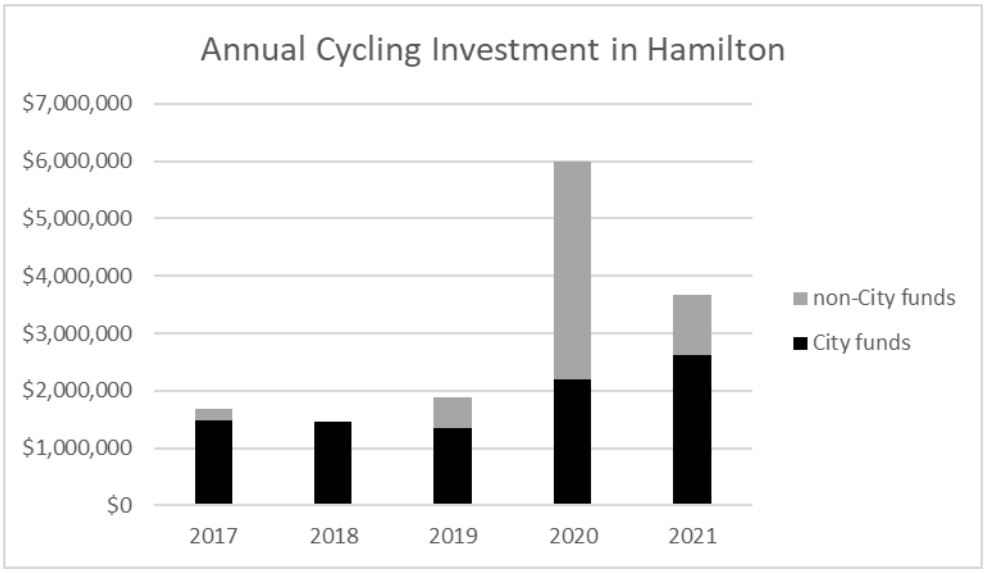
The 2021 cycling project budget is informed by the Cycling Master Plan (CMP), which identifies a priority program of cycling infrastructure for implementation. This includes the consideration of an All Ages and Abilities (AAA) design approach and the objective to develop a robust cycling network and minimum grid across the City.

Based on the Capital budget and other funding sources as described below, the total planned investment in cycling expenditure in 2021 is $3.65 M. Graph 1 shows cycling investment in Hamilton in the past four years, plus the planned investment for 2021. It should be noted that 2020 was a significant year for investment largely due to the OMCC program. It is anticipated that additional funding for 2021 may become available through the Investing in Canada Infrastructure Program (ICIP) and the COVID Resiliency Fund.

In October 2019, Council approved Report PW19083/FCS18048(a) Investing in Canada Infrastructure Program - Public Transit Stream Grant Program, which included a request for $10 M for active transportation over ten years, of which $2.1 M was allocated to 2020 and 2021. This funding request is still under review by senior levels of government.

On December 16, 2020, Council approved Report FCS20103 Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream, which included a funding request of $570 K for Cycling Network Enhancements. If approved by senior levels of government, this funding would go to off-set the costs of planned 2021 cycling projects, and potentially expanding the funding envelop that is available for other planned projects.

Graph 1: Annual Cycling Investment in Hamilton 2017 – 2020 and Planned 2021



For the purposes of this Report, off-road trail projects are considered at 50% of their total costs because they also serve pedestrians in addition to cyclists.

2021 Planned Linear Cycling Projects

Below is a summary of the various types of projects to be delivered. As these planned projects continue to proceed through the implementation process, consultation with the affected Ward Councillors will occur to communicate impacts and to facilitate community engagement. The 2021 Capital Budget list of planned projects was discussed at the November 4, 2020 and the December 2, 2020 meeting of the Hamilton Cycling Committee.

Stand-alone Cycling Projects

Stand alone cycling projects include projects identified in the Cycling Master Plan, Ward-specific studies, and projects remaining from the COVID Recovery Phase Mobility Plan. Approximately 11 kms of stand-alone projects are planned for 2021, as listed in Table 1. Funding for these projects is primarily through the On-Street Cycling Budget (Project ID 4662117124), Ward-specific reserves, and remaining OMCC funds.

Table 1: 2021 Stand Alone Cycling Projects

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
2	Hunter Street	MacNab to Catherine	Bicycle lanes, concrete curb barrier, signals, resurfacing	Install	0.5
2	Cannon Street West	Hess to James	Enhancements – curbs & bollards	Install	0.7
2	York Boulevard	Hess to Dundurn Castle	Enhancements – curbs & bollards	Install	1.0
1	King Street	Paradise to Dundurn	Enhancements – curbs & bollards	Install	0.9
1	Pearl - Kent Greenway	Aberdeen to York	Bicycle Boulevard	Install	1.75
13	Creighton/Market	Governors to MacNab/Arena	Bicycle Lanes	Install	0.8
6	Stone Church at Arbour Road	Arbour Road to multi-use path	Enhancements – intersection upgrade	Install	<0.1
2	John Street	Burlington to Guise	Bicycle lanes, curbing	Install	0.3
3	Ferguson/ General Hosp connection	Ferguson to Victoria	Signage, markings and curb-cut	Install	0.2
9	Echovalley Drive	At Mud Street	Modify Markings	Install	<0.1

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
2	Shamrock Park Bicycle Path	Hunter St to Young St	Bicycle Path	Install	0.1
3	Victoria Avenue Cycle Track	Copeland Ave to Cannon St	Cycle Track	Install	0.65
13	Hatt Street Cycle Track	John St to Baldwin St	Bicycle Lanes, bollards and precast curbing	Install	1.0
12	Stonehenge	Southcote Rd to Stone Church Rd	Bicycle Lanes with painted buffer	Install	2.5
14	Upper Paradise Road	At Mohawk Rd	Bicycle lanes with painted buffer	Install	0.2
8/14	Stone Church Road West	At Garth St	Bicycle lanes	Install	0.2

In addition, the following projects listed in Table 2 will proceed to detailed design in 2021 and be considered for implementation based on available staffing and/or funding resources from other levels of government.

Table 2: Projects in Design Stage

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
8	West 5th	Keddy Trail to Mohawk College	Bicycle path beside sidewalk	Design	0.6
1	Leland - Whitney - Emerson	Various	Combination of cycle track and bike lanes	Design	1.4
5	Centennial Pkwy	Confed. Park to Goderich Rd (GO Station)	Multi-Use Path	Design	0.75
3	Victoria Cycle Track	Cannon St to Hunter St	Cycle Track	Design	2.0
13	Hatt Street path connection	Baldwin St to Cootes Dr	Multi-Use Path	Design	0.4
6	Stone Church Road bike lanes	Arbour to Upper Redhill Valley Pkwy	Enhancements – curbs & bollards	Design	1.0
1	Longwood Road	King St to Frid St	Add bicycle lanes and barrier separation	Design	0.4
2	Charlton Avenue/John Street	James St to St Joseph's Dr to Ferguson Ave	Bicycle lanes with painted buffer	Design	0.8

Cycling Projects as Part of Other Infrastructure Projects

Based on a Complete Streets approach, and guided by the Cycling Master Plan, a number of cycling projects are planned as part of other infrastructure projects such as road rehabilitations. A total of 8 kms of cycling infrastructure is included as part of other 2021 capital projects as listed in Table 3.

Table 3: Projects to be Delivered as Part of Other Infrastructure

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
5	Dewitt bike lane	Barton St to Hwy 8	Bicycle Lanes with painted buffer	Install	2.45
2	Strachan Multi-use path	James St to Ferguson Ave	Multi-Use Trail	Install	0.6
13	Hwy 8	CN bridge to Bond St	Rural paved shoulders, urban bicycle lanes	Install	0.5
11	Miles Road Culvert	At location	Design and Implement	Install	<0.1
11	Miles Road Bridge	At location	Design and Implement	Install	<0.1
5	Greenford Drive	Lady Court to Neil Ave	Bicycle Boulevard/ Advisory Bicycle Lanes	Install	1.1
12	Wilson Street Hill	Rousseaux Ave to Filman Rd	Enhancements – curbs and bollards, widened shoulders	Install	3.2

Cycling Projects as Part of Development

A number of projects are included in infrastructure that is being expanded or built as part of new development. The largest of these are listed in Table 4. The timing of these projects is dependent on development timing.

Table 4: Projects to be Delivered as Development Driven Infrastructure

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
15	North Waterdown Drive	Centre Rd to Avonsyde Blvd	Multi-Use path	Install	0.55
1	Longwood Road	At McMaster Innovation Park	Enhancements – Modifications and barrier design	Design	0.45
15	Centre Road	North Waterdown Dr to Nesbitt Blvd	Multi-Use path	Design	0.5
11	Dalgleish	Bellagio to Regional Rd 56	Multi-Use path	Install	0.7

Off-road Cycling Projects

Linear infrastructure through parks and open spaces comprises a significant component of cycling infrastructure in the City. In 2021, a total of 3.2 kms of multi-use paths are planned to be added to the network, as outlined in Table 5.

Table 5: Off-road Cycling Projects

Ward	Project Name	Limits of Project	Description	Project Plan	Length (kms)
4	Pipeline Trail	Brampton St to Grace Ave	Multi-use trail	Design	0.2
9	East Mountain Trail Loop	At Upper Red Hill Parkway	Multi-use trail	Install	0.7
7	Limeridge/Butler Trail	Limeridge Rd to Rymal Rd	Multi-use trail	Install	0.65
15	Joe Sam's Trail	At location in Waterdown	Multi-use trail	Install	0.3
15	Gatesbury Trail	Niska Dr to Boulding Ave	Multi-use trail	Install	0.4
15	Gatesbury Trail extension #15-7	South of Dundas Street	Multi-use trail	Install	0.6
12	Garner Road Trail	Between Shaver Rd and Hamilton Drive	Multi-use trail	Install	0.3

Supporting Projects

Finally, a total of $550 K has been committed for bike share capital investments and bike parking enhancements. This expenditure is funded primarily from remaining OMCC funds and pending ICIP funds.

All Ages and Abilities Network

At the September 11, 2020 Public Works Committee meeting Report PED20025, Integration of an All Ages and Abilities (AAA) Assessment into Existing and Future Cycling Infrastructure in Hamilton, was presented. This report provided an overview of the AAA cycling facilities philosophy. It is a concept that recognizes that to achieve growth in bicycling and the benefits that ensue, bikeway design needs to meet the needs of a broader set of potential bicyclists. This includes those who may face barriers to cycling, as opposed to just confident cyclists. Such users include children, seniors, women, people riding bike-share, newcomers, people of colour, low income riders, people with disabilities, and people riding with cargo. It considers contextual factors such as vehicular speeds and volumes, operational issues and, observed sources of bicycling stress (level of traffic stress). The Information Report highlighted several ways the City of Hamilton applies an AAA lens in policy, design, and implementation of

cycling infrastructure. A key aspect of AAA planning is to develop a minimum grid network.

In Fall 2019, Staff worked with students through the CityLAB program to develop a definition for Minimum Grid for cycling infrastructure in Hamilton. Through community engagement, research, and local context, it is defined as follows: "A Minimum Grid is a cycling network that is easily navigable, providing routes within 250 metres of every major destination. This involves connecting both institutions and community hubs within every ward to each other and their respective city center hubs. This network of routes must be safe and accessible for people aged 8 - 80, facilitating usage for all ages and abilities. This entails cycling infrastructure that feels safe and comfortable to all people and is conducive to proper sharing of the road between cyclists, pedestrians, and automobile users to achieve a Vision Zero of no traffic fatalities and reduced severe collisions".

A minimum grid infrastructure map is in development and will be released in 2021 to help depict the current state of the cycling network and its connectivity.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" - 2020 Cycling Investments

DB:RJ:PT:cr

Cycling Infrastructure Installed in Hamilton in 2020

Ward	Project	Limits of Project	Description	Length (km)
1	Locke St	King St to Main St	Enhancements – curbs & bollards and an extension through the King St intersection	0.35
1, 2	Napier St	At Queen St	New bike signal	NA
2	Charlton Ave/ Herkimer St	Queen St to James St	Enhancements – concrete planters	NA
2	Bay St	Cannon St to Charlton Ave	Enhancements – curbs & bollards	2.6
2	Hunter St	Queen St to MacNab St	Enhancements – curbs, bollards & Canada St bicycle path	1.4
2	Hunter St	Catharine St to Claremont Access/ Keddy Access Trail	Enhancements – curbs & bollards and an extension of the bicycle lanes easterly to the new Keddy Trail	1.2
2, 7, 8	Keddy Access Trail	Hunter St to West 5th St	Multi-use trail along the Claremont Access, five side trail connections, and a new signal at the James St stairs	3.0
3	Cannon St	Sherman Ave to Lottridge St	Painted bicycle lanes	1.0
4	Britannia Ave	Cannon St to Strathearne Ave	Painted bicycle lanes – including a painted buffer	1.6
4	Melvin Ave	Walter Ave to Woodward Ave	Painted bicycle lanes	2.5
5	Beach Blvd	Eastport Dr (near the canal) to Van Wagner's Beach Rd	Painted bicycle lane – eastbound only	3.5
6	Stone Church Rd	Dartnall Rd to Anchor Rd	Multi-use trail	0.4
9	Heritage Green Sports Park	Echovalley access	Multi-use trail	0.2
12	Shaver Park	Extension to Garner Rd	Multi-use trail	1.0

Ward	Project	Limits of Project	Description	Length (km)
13	Highway 8 (Greensville)	Park Rd to the CN railway bridge	Paved shoulders in segments and a wider climbing lane	1.1
15	Joe Sams Park	internal	Multi-use trail	0.2
1, 2, 3, 4, 5, 13	Bike Share	Bike share service area	Infrastructure enhancement	
City-wide	Bicycle Racks	City-wide	Bicycle racks purchased and installed within the City's ROW	

PED21020/PW21002

COMPLETE LIVEABLE BETTER STREETS DESIGN MANUAL UPDATE

January 11, 2021

Rachel Johnson

Planning and Economic Development Department
Public Works Department

Overview

- Project Objectives
- Best Practices Review
- Street Typologies
- Decision Tool
- Design Concepts
- Next Steps
- Report Recommendations

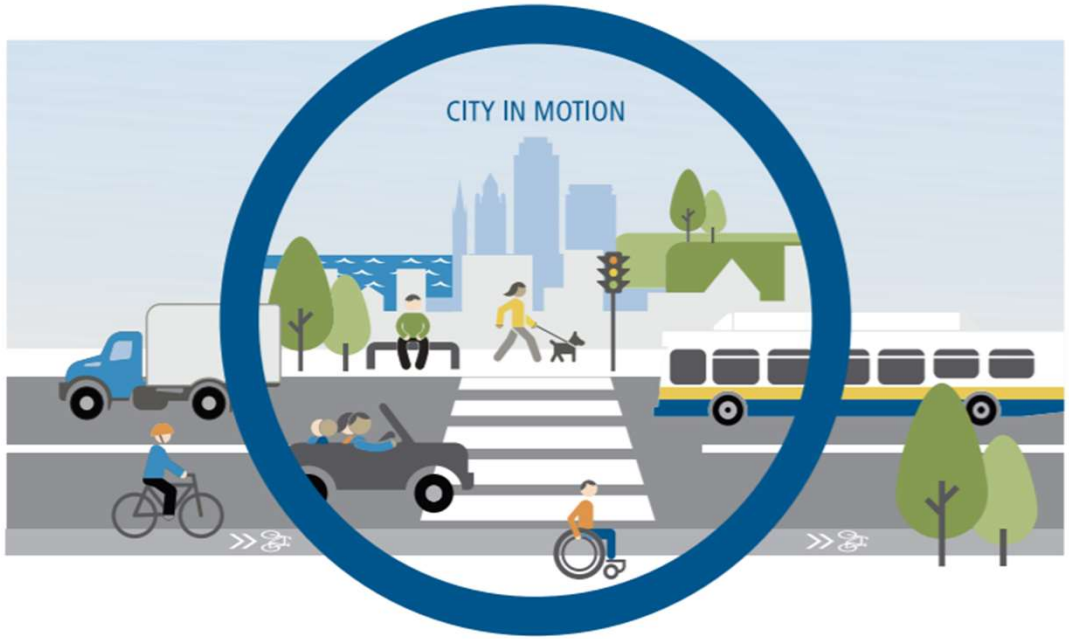
Hamilton

Planning and Economic Development Department
Public Works Department

How we got here

Hamilton

CITY OF HAMILTON
TRANSPORTATION MASTER PLAN
REVIEW AND UPDATE



What are Complete Streets?

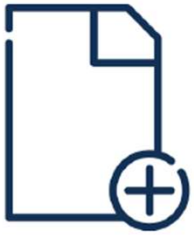
A philosophy to **broaden** the ability of streets to service local communities.

Historically, streets have been planned almost **exclusively** to optimize the throughput of motor vehicle traffic.

The Complete Streets approach encourages designs that better **balance** considerations for the different transportation modes that share streets, with an underlying focus on **enhancing road safety**.

The approach does not mandate a design of multi-modal roadways for universal contexts but acknowledges that streets should be designed to **address the transportation requirements** and **placemaking functions** of adjacent land-uses.

Project Objectives



Identify

a series of design concepts and a decision support tools to implement a complete streets approach

Incorporate

feedback and the precedence of comparable municipalities and build buy-in through stakeholder engagement

Operationalize

the City's vision of making its streets more accommodating for all transportation modes

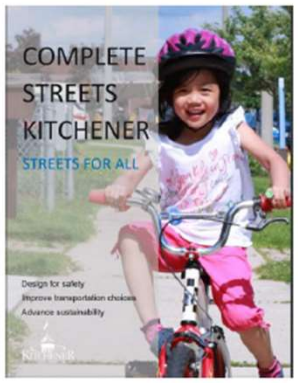
Best Practices Review

Identify **common themes**, **best practices** and **design principles** that inform complete streets design guidelines.

London CANADA

TORONTO

Edmonton



KITCHENER

CITY of BOSTON

Street Typologies

Street Typologies

Typology	Example Streets in Hamilton
1. Urban Avenues Located in the most dense, mixed-use urban centers like downtown Hamilton. High people-movement capacity with priority for transit and active transportation.	John St., Cannon St., Centennial Parkway, Upper James St., Main St. W., Barton St. W. (west of Victoria)
2. Transitioning Avenues Major streets that cross the city east-west or north-south. They are generally located in commercial or residential areas that are transitioning to a more urbanized and mixed-use context.	Victoria Ave, (north of Barton), Rymal Rd (east of Garth), Wilson St. W. (west of McClure)

Street Typologies

Typology	Example Streets in Hamilton
3. Main Streets Streets with historical narrow rights-of-way found in urban areas. Low/medium people movement capacity with street-oriented mixed uses.	BIA areas, Kenilworth Ave N.
4. Connectors Link residential and employment areas together and to other parts of the City. Medium people-movement capacity with moderate access control.	Wilson St., Stone Church Rd, Fennell Ave W.

Street Typologies

Typology	Example Streets in Hamilton
5. Neighbourhood Streets Provide direct access to residential areas. Lower speed streets with minimal through traffic. Could be bicycle boulevards.	Bay St. (north of Cannon), Pearl St. S. (south of Main), South Bend Rd E. (east of Upper Wellington)
6. Rural Roads Roads outside of Hamilton's urban area, primarily in agricultural and rural industrial areas.	Most roads outside the urban boundary

Street Typologies

Typology	Example Streets in Hamilton
7. Rural Settlement Areas Found within small communities throughout rural area of Hamilton. Portions of rural roads that slow traffic as they pass through villages.	Binbrook Rd (Binbrook), Old Highway 8 (Sheffield)
8. Industrial Roads Important goods movement corridors. Provide access by all modes of travel to industrial, warehouses, and other employment areas.	Nebo Rd, Burlington St., (east of Wellington)

Decision Support and Audit Tool

- **The CLB Street Design Decision Support and Audit tool is intended to help designers interpret the design manual and evaluate the street they are designing.**

- **The use of the tool will help determine the best application and treatments to make the street being designed a CLB street, considers the street context and the adjacent land uses in which the project is located.**

Decision Support and Audit Tool

- **Step 1** **Input data**
  - **Classification, ROW, context, traffic volume**
- **Step 2** **Select typology (based on step 1)**
- **Step 3** **Assess current and future street conditions and movements**
- **Step 4** **Review results**
  - **Balance priorities**

Street Typologies

Desired Conditions for CLB Typologies

	Pedestrian Realm	Cycling Facilities	Transit Service	Transit Service (on BLAST network)	Through Movement	On-Street Parking	Green Instructure
Urban Avenue	4	4	4	5	3	2	3
Transitioning Avenue	5	5	4	5	4	1	3
Main Street	4	4	3	4	2	4	4
Connector	4	4	3	3	2	2	4
Industrial Street	4	4	3	3	3	1	2
Neighbourhood Street	3	2	1	1	1	3	4
Rural Road	1	4	1	3	4	1	2
Rural Settlement Road	4	3	2	3	3	3	3

Design Concepts

EXISTING CONDITION (20 m ROW)

Pedestrian Realm	4
Cycling Facilities	4
Transit Service	4
Through Movement	3
On-Street Parking	2
Green Infrastructure	3

Design Concepts

DESIGN CONCEPT (20 m ROW)

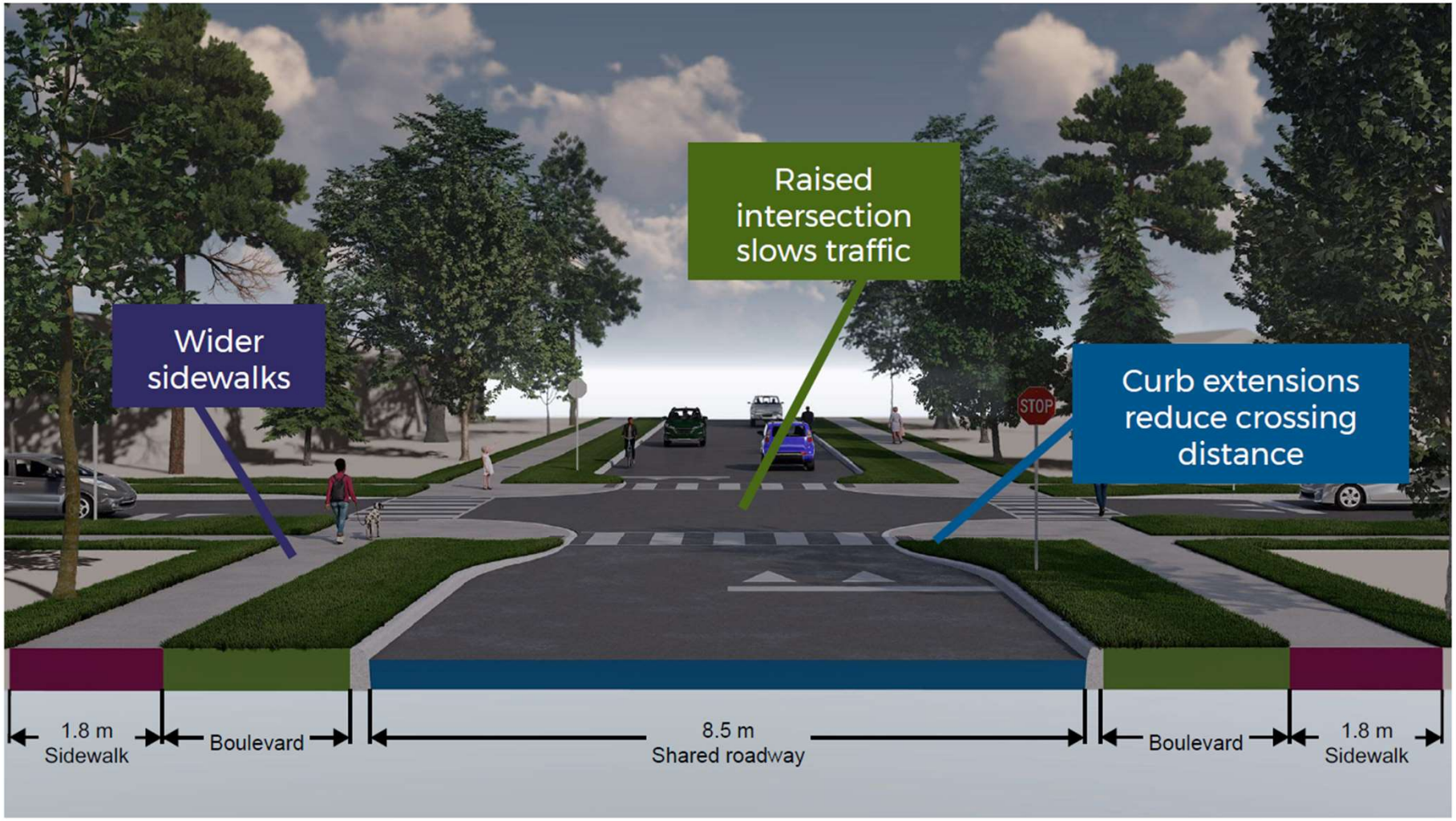
Design Concepts

EXISTING CONDITION (20 m ROW)

Pedestrian Realm	3
Cycling Facilities	2
Transit Service	1
Through Movement	1
On-Street Parking	3
Green Infrastructure	4

Design Concepts

DESIGN CONCEPT (20 m ROW)



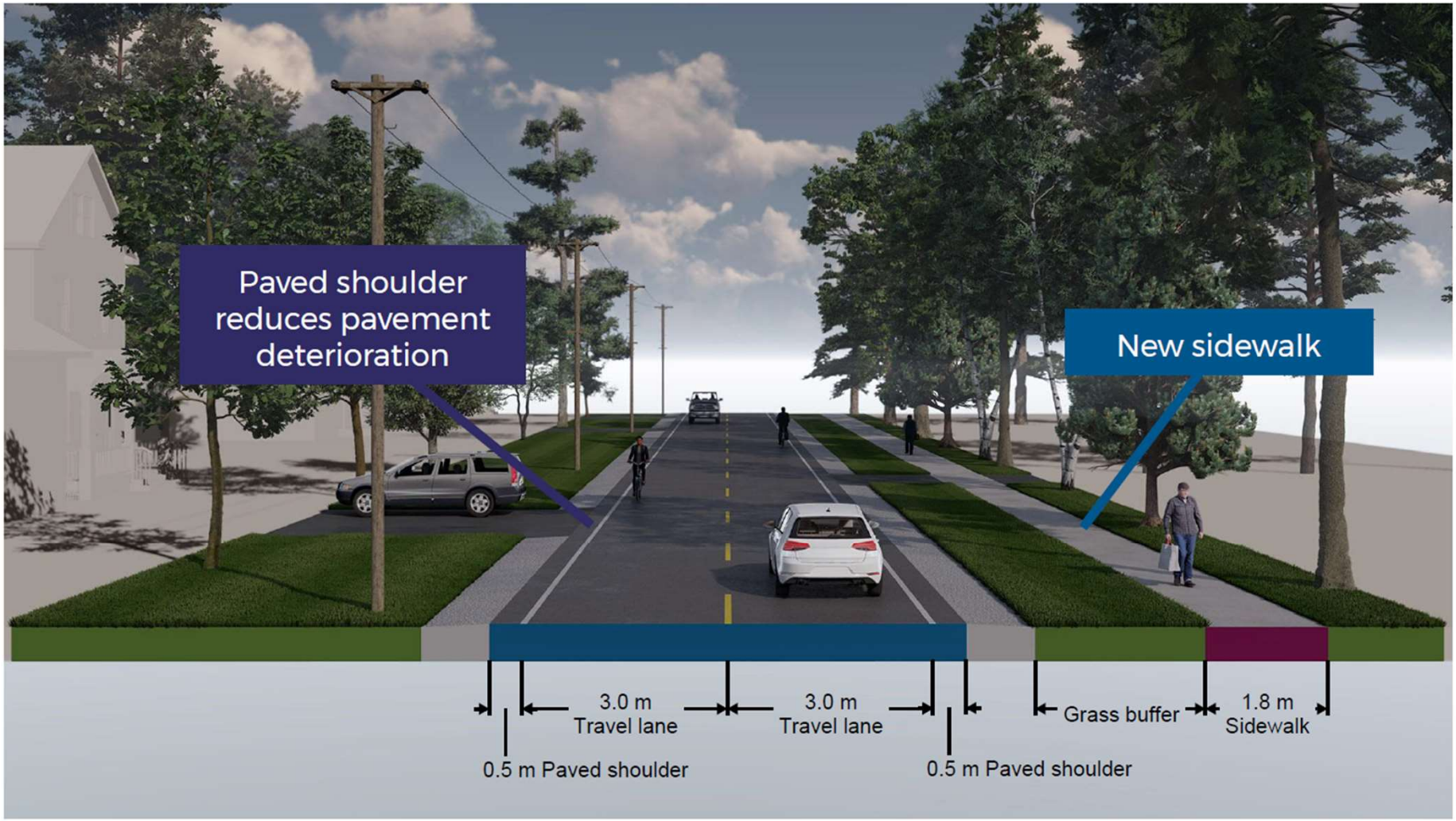
Design Concepts

EXISTING CONDITION (18-22 m ROW)

Pedestrian Realm	3
Cycling Facilities	3
Transit Service	2
Through Movement	3
On-Street Parking	3
Green Infrastructure	3

Design Concepts

DESIGN CONCEPT (20 m ROW)



Next Steps

- **Development of the Final CLB Streets Design Manual**
- **Pilot the Complete Streets Audit Tool**
- **Prepare updates to existing guidelines**
- **Develop implementation plan**
- **Continued Consultation**

Updates to Engineering Guidelines

- **Updating references to guidance documents (e.g. new national complete streets guidelines);**
- **Identifying traffic calming features to be included in new development;**
- **Adjustments to design parameters (e.g. design speeds, lane widths, pavement widths, curb radii);**
- **Updates to recommended sidewalk widths;**
- **More clear articulation of where cycling facilities are to be provided;**

Consultation

- **Internal Technical Advisory Committee (TAC)**
- **External Consultation**
  - **Various municipalities with existing guidelines/manuals**
  - **Mobility Lab focus group**
- **Public facing website (2021)**

Report Recommendations

(a) That staff be directed to consult with the public on the following core components that will comprise the Complete Liveable Better (CLB) Streets Design Manual:

(i) the eight Complete Streets Typologies described in Appendix “A” attached to Report PED21020/PW21002;

(ii) the CLB Street Design Decision Support and Audit Tool attached as Appendix “B” to Report PED21020/PW21002;

(iii) the Illustrative Applications of Complete Streets Design Strategies to Existing Streets attached as Appendix “D” to Report PED21020/PW21002;

(iv) the Typical Complete Streets Design Features attached as Appendix “E” to Report PED21020/PW21002;

Consult with Public on Core Elements of the Design Manual:

- Typologies

- Audit Tool

- Design Features

Report Recommendations

(b) That Appendix “C” attached to Report PED21020/PW21002 being the Background Review and Jurisdictional Scan be received;

(c) That staff report back to the Public Works Committee on the results of the public consultation on the core components of the Complete Liveable Better Streets Design Manual and with a manual that will guide planning and design decisions for development applications, roadway reconstruction projects, planning studies, and environmental assessments for road infrastructure;

Receive Jurisdictional Review

Report back to Public Works with a Recommended Design Manual and begin to integrate into existing processes

Report Recommendations

(d) That the final Complete Liveable Better Streets Design Manual include an implementation strategy that addresses project scoping, capital planning tools, and an analysis of any incremental cost to future capital and operating budgets;

(e) That staff be directed to engage the Development Industry Liaison Group (DILG) and other relevant stakeholders to discuss potential updates to the City of Hamilton Comprehensive Development Guidelines and Financial Policies Manual 2017 to incorporate complete streets design elements into new development and redevelopment.

Develop Implementation Plan and consider financial implications

Consult with Industry

THANK YOU

Planning and Economic Development Department
Public Works Department

CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Transportation Planning and Parking Division
and
PUBLIC WORKS DEPARTMENT
Engineering Services Division
and
Transportation Operations and Maintenance Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	January 11, 2021
SUBJECT/REPORT NO:	Complete Liveable Better Streets Design Manual (PED21020/PW21002) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Rachel Johnson (905) 546-2424 Ext. 1473 Peter Topalovic (905) 546-2424 Ext. 5129
SUBMITTED BY: **SIGNATURE:**	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department 
SUBMITTED BY: **SIGNATURE:**	Gord McGuire Director, Engineering Services Public Works Department 
SUBMITTED BY: **SIGNATURE:**	Edward Soldo Director, Transportation Operations and Maintenance Public Works Department 

RECOMMENDATION

(a) That staff be directed to consult with the public on the following core components that will comprise the Complete Liveable Better (CLB) Streets Design Manual:

(i) the eight Complete Streets Typologies described in Appendix “A” attached to Report PED21020/PW21002;

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(iv) the Typical Complete Streets Design Features attached as Appendix “E” to Report PED21020/PW21002;

(b) That Appendix “C” attached to Report PED21020/PW21002 being the Background Review and Jurisdictional Scan be received;

(c) That staff report back to the Public Works Committee on the results of the public consultation on the core components of the Complete Liveable Better Streets Design Manual, and with a recommended Complete Liveable Better Streets Design Manual that will guide planning and design decisions for development applications, roadway reconstruction projects, planning studies, and environmental assessments for road infrastructure;

(d) That the final Complete Liveable Better Streets Design Manual include an implementation strategy that addresses project scoping, capital planning tools, and an analysis of any incremental cost to future capital and operating budgets;

(e) That staff be directed to engage the Development Industry Liaison Group (DILG) and other relevant stakeholders to discuss potential updates to the City of Hamilton Comprehensive Development Guidelines and Financial Policies Manual 2017 to incorporate complete streets design elements into new development and redevelopment.

EXECUTIVE SUMMARY

The development of a Complete Liveable Better (CLB) Streets Design Manual was a key recommendation of the 2018 City-wide Transportation Master Plan (TMP). Work on the CLB Streets Design Manual commenced in 2019. The purpose of this Report is to present the main elements of the Design Manual including street typologies, a decision framework and tool, best practices review, key design features of complete streets, and some example applications to existing streets, and to seek Council’s approval to engage with the public on these key elements, prior to reporting back to Council with a recommended CLB Streets Design Manual and supporting implementation tools.

Complete street design principles can create safer and equitable streets for all road users. The formalization of a design guideline and design process for complete streets will provide more predictability when creating designs for the development of new streets and rehabilitating or retrofitting of existing ones.

This Report contains several key elements that will ultimately comprise the CLB Streets Design Manual.

One key element of complete streets design is to determine what type of street is being designed so that the appropriate design elements can be applied. The term “Street Typology” refers to the type of street being designed and, is used as a way to further categorize the street classifications used by the City, such as major arterial, minor arterial, collector, and local road. Defining typologies and applying these to the City’s streets identifies and informs trade-offs when evaluating the needs of different road users, with the goal of prioritizing the most vulnerable users and maximizing the “person capacity” of a street. It does this while acknowledging that streets have many competing priorities, which may vary depending on their context within the City.

As part of the CLB Streets Design Manual development process, a Best Practices Review and Jurisdictional Scan was undertaken. That review supported the development of CLB Streets Typologies as well as the development of a Decision Support and Audit Tool to help designers interpret the design manual and evaluate the street they are designing.

Illustrative applications of complete street design strategies to existing streets in Hamilton have also been developed to show what it would look like to apply the typologies and related design features to existing streets reflecting the Hamilton context.

The last key element of the CLB Streets Design Manual that is included in this Report is a “toolbox” of typical complete streets design features with practical applications that can be used to develop complete streets. The design features cover a number of categories, including crossing treatments, speed management, curbside management, active transportation features, and streetscaping. These are analogous to the All Ages and Abilities (AAA) analysis and tools used to create AAA streets.

Taking, into account, feedback from the public, the CLB Streets Design Manual project will be finalized and presented to Council for its consideration, taking, into account, the following objectives:

- Ensuring cohesion between the CLB Streets Design Manual and other City policy documents, design guidelines, and engineering standards;
- Develop a monitoring plan;

- Identify any financial implications of Complete Streets and Return on Investment (ROI); and,
- Ensuring that impacts and benefits for all road users are explicitly considered with particular focus on transit users and operators, emergency vehicles, and waste collection services.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: There are no financial implications associated with this Report. The final CLB Streets Design Manual will identify any financial implications of complete streets as well as estimated Return on Investment (ROI).

Staffing: None

Legal: None. Staff do not foresee any by-law changes at this point in the development of the CLB Streets Design Manual.

HISTORICAL BACKGROUND

The City of Hamilton's Transportation Master Plan (TMP) (Reports PED18137 and PED18137(a)) sets the policy directive regarding complete streets in the Complete Liveable Better Streets Policy and Framework section. As part of the TMP, Complete Streets concepts and design features were developed and vetted through the public engagement process of the TMP update in 2018. Extensive engagement was undertaken, including a round of public engagement specifically focussed on Complete Streets. These workshops collected input on design concepts, typologies, and implementation methods. The TMP did not, however, drill down into specific engineering details and applications to real-world and unique to Hamilton conditions. Accordingly, this is a focus of the current work and of the CLB Streets Design Manual.

The CLB Streets Design Manual will implement several actions contained within the TMP.

Action 36 of the TMP is to operationalize complete streets analysis, tools and techniques in a routine way for all road and trail related design and construction projects in the City. The CLB Streets Design Manual is intended to achieve this by providing designers and decision makers with a consistent set of tools to evaluate, engage with design, implement, and monitor street projects. This also includes the use of AAA analysis and design principles, including the development of bike boulevards and other treatments as outlined in Appendix "E" attached to this Report.

The TMP also recommends that the CLB Street Typologies initially established as part of the TMP be harmonized with the existing Road Classification System and related Right-of-Way (ROW) widths (Action 37 of the TMP). The typologies are presented in the TMP as an overlay to the functional road classifications of Major and Minor Arterial, Collector, Local, and Rural road. They help to better clarify what design treatments are required for the various types of roads in the City, dependent on the context.

Further building on the goal of harmonizing current and complete street approaches, Action 38 in Table ES.3 of the TMP encourages the use of the multi-modal level of service (MMLOS) approach to evaluate road designs and facilitate the implementation of CLB streets. The Level of Service (LOS) rating refers to the speed, convenience, comfort and security of transportation facilities, and services as experienced by motor vehicle users. The MMLOS rating applies the LOS to all modes of transportation including walking, cycling, and transit, and it is considered more consistent with a complete streets approach. MMLOS is also associated with AAA infrastructure and Vision Zero because it recognizes that each mode has a level of service and improving the service level for each mode is a more comprehensive strategy for designing streets.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The CLB Streets Design Manual will support existing City of Hamilton plans and policies. These include but are not limited to:

- The Official Plan;
- Transportation Master Plan;
- Cycling Master Plan;
- Recreational Trails Master Plan;
- Urban Design Guidelines within Secondary Plans; and,
- Development specific guidelines and policies including the City of Hamilton Comprehensive Development Guidelines and Financial Policies Manual Review.

The final CLB Streets Design Manual will also need to be informed by, and tie into, the on-going Truck Route Master Plan Review Study.

RELEVANT CONSULTATION

Several internal stakeholders were consulted as part of the CLB Streets Design Manual Technical Advisory Committee (TAC) including:

- Public Works - Transportation Operations and Maintenance (TOM), Engineering Services, Transit (HSR);
- Healthy and Safe Communities - Public Health Services - Healthy Environments; and,

- Planning and Economic Development - Community Planning and Design, Development Planning, Growth Management.

Engagement with and between these groups will continue throughout the finalization of the CLB Streets Design Manual and beyond.

External consultation was also undertaken with staff from various municipalities as part of the best practices review and jurisdictional scan. These municipalities currently have existing complete streets design guideline/manual documents:

- City of London - London Complete Streets Design Manual;
- City of Kitchener - Complete Streets Kitchener;
- City of Toronto - Toronto Complete Streets Guidelines;
- City of Edmonton - Complete Streets Design and Construction Standards; and,
- City of Boston - Complete Streets Design Guidelines.

Consultation with the public occurred as part of the development of the TMP in 2018. Complete Streets concepts and design features were developed and vetted through the TMP public engagement process. This included a round of public engagement specifically focussed on Complete Streets. These workshops collected input on design concepts, typologies, and implementation methods.

Engagement will continue as the project moves forward, focused on the internal TAC for the project and external stakeholders through the City's Mobility Lab focus group which includes the following organizations: Hamilton Cycling Committee; Cycle Hamilton; Environment Hamilton; McMaster University; Mohawk College; Hamilton Health Sciences; and, Smart Commute Employer partners and residents. Public Engagement throughout Q1 2021 will be facilitated through a dedicated Complete Streets website and opportunity for feedback through surveys and focus groups.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

Complete Streets are the socially, economically, and environmentally sustainable design of urban rights-of-way. Through proper design, Complete Streets can improve safety, accessibility, connectivity, sense of place, and the public realm overall. A CLB Streets approach recognizes that there is no one-size-fits-all solution to street design. The priorities of any given street depend on its role within the overall transportation network, the surrounding land-use context, and the City's vision for the future role of the street. Importantly, the priorities for a street may not be constant along the entire length of the street and may change as the street transitions from one context to another. For example, a rural road may gain on-street parking and sidewalks through a rural settlement area. An urban road may feature a compact ROW with higher operating speeds as it transitions into a more suburban context.

The development and application of Complete Streets in Hamilton must consider both existing urbanized areas and greenfield areas. For existing urbanized areas, Hamilton has some unique challenges with respect to the application of complete streets.

Because of its unique geography, and because the City developed initially along traditional development patterns, much of Hamilton has significant built-environment constraints. Many of the City's streets, for example, are narrow, by modern standards (most major roadways in the 1800s were often built with 50-foot street widths, designed for the passage of persons, horses and carriages only) and in many parts of the City, buildings and houses are built out to the street's edge. Much of the older part of the City of Hamilton, therefore, has limitations naturally associated with smaller rights-of-way, aging and layered infrastructure, and limited opportunities for the wholesale revamping of City systems. However, in some cases, these present opportunities to create more compact and pedestrian-oriented streets.

One of the key elements of a comprehensive complete streets framework is the development of "street typologies". The CLB Streets Typology was developed as part of the City's 2018 TMP Review and Update and refined for this next stage of the design guidelines development. It includes eight types of streets which respond to the different street contexts found throughout the City of Hamilton, and they are intended to be an overlay to the existing street classifications that include major and minor arterials, collectors and local roads. One change, since the TMP, was the addition of an "Industrial Street" classification to reflect the unique needs of industrial and employment areas.

The typologies can be found in Table 1 and they are detailed further in Appendix "A" attached to this Report.

Table 1: Proposed Street Typologies for the City of Hamilton

Street Typology	Description	Example
Urban Avenues	Located in the most dense, mixed-use urban centres like downtown Hamilton. High people-movement capacity with priority for transit and active transportation.	John St., Cannon St., Centennial Parkway, Upper James St., Main St. W., Barton St. W. (west of Victoria)
Transitioning Avenues	Major streets that cross the city east-west or north-south. Medium/high people-movement capacity with a high degree of access control.	Victoria Ave, (north of Barton), Rymal Rd (east of Garth), Wilson St. W. (west of McClure)

Street Typology	Description	Example
Main Streets	Streets with historical narrow rights-of-way found in urban areas. Low/medium people movement capacity with street-oriented mixed uses.	BIA areas, Kenilworth Ave N. (north of Roxborough)
Connectors	Link residential and employment areas together and to other parts of the City. Medium people-movement capacity with moderate access control.	Wilson St., Stone Church Rd, Fennell Ave W.
Neighbourhood Streets	Provide direct access to residential areas. Lower speed streets with minimal through traffic. Could be bicycle boulevards.	Bay St. (north of Cannon), Pearl St. S. (south of Main), South Bend Rd E. (east of Upper Wellington)
Rural Roads	Roads outside of Hamilton's urban area, primarily in agricultural and rural industrial areas.	Most roads outside the urban boundary
Rural Settlement Areas	Found within small communities throughout rural area of Hamilton. Portions of rural roads that slow traffic as they pass through villages.	Binbrook Rd, Old Highway 8
Industrial Roads	Important goods movement corridors. Provide access by all modes of travel to industrial, warehouses, and other employment areas.	Nebo Rd; Burlington St., east of Wellington

The CLB Streets Typologies attempt to balance or re-balance the design of streets to meet the needs of all road users, and to shift the focus from assessing automobile capacity and throughput to considering the overall people-moving capacity of a street to attain the highest and best use of the transportation system. It does this while acknowledging that streets have many competing priorities, which may vary depending on their context within the City. For example, Urban Avenues are found in more dense, mixed-use activity centres. These streets achieve a high people-movement capacity by prioritizing transit and active transportation, while applying a high degree of private access control. Conversely, connector streets prioritize multi-modal access to employment and other community nodes and achieve a moderate people movement capacity with a moderate degree of private access control. The CLB Streets Typologies attached as Appendix "A" to this Report provides further details on these typologies.

Rapid Transit design considerations will also be integrated into the typologies as part of the finalization of the CLB Streets Design Manual. Multiple typologies may include Rapid Transit corridors, and therefore, rather then having a specific Rapid Transit

typology, it is more appropriate to include specific design features into the description of the typologies and the decision support and audit tool, which is further described below and in Appendix "B" attached to this Report. For Rapid Transit, corridors in particular, the form of development and application of Transit-Oriented Development (TOD) principles and guidelines go hand in hand with complete streets.

Similarly, the City's Truck Route network also has an influence on the design features for complete streets, and vice versa, and as such, the consideration of truck routes is both part of the typologies as well as the decision tool.

The City of Hamilton has existing Functional Road Classifications comprising of: major arterials, minor arterials, collector roads, and local roads in both urban and rural contexts. The CLB Street Typologies are informed by both the functional road classifications and street context. Table 2 below shows the proposed relationship between Functional Road Classifications and CLB Streets; where the street typologies act as an overlay on top of the road classifications.

Table 2: Functional Road Classifications and CLB Streets Typologies Overlays

	Functional Road Classifications (Urban and Rural)			
Context*	**Major Arterial** Rural Arterial	**Minor Arterial** Rural Arterial	**Collector** Rural Collector	**Local** Rural Local
Rural	Rural Road			
Rural Settlement	Rural Settlement Area			Neighbourhood Street
Employment Areas/Industrial	Transitioning Avenue	Transitioning Avenue or Connector or Industrial Road	Connector or Industrial Road	Connector or Industrial Road
Suburban	Transitioning Avenue	Transitioning Avenue or Connector	Connector or Neighbourhood Street	Neighbourhood Street
Urban	Urban Avenue or Transitioning Avenue	Urban Avenue or Transitioning Avenue or Main Street	Main Street or Connector	Neighbourhood Street
Urban Core	Urban Avenue or Main Street	Urban Avenue or Main Street	Main Street	Neighbourhood Street

* Geographic context is intended to represent broad definitions and differs from terminology used to describe Urban Structure in the Urban Hamilton Official Plan and Rural Hamilton Official Plan.

CLB Street Design Decision Support and Audit Tool

The CLB Street Design Decision Support and Audit tool is intended to help designers interpret the design manual and evaluate the street they are designing. The use of the tool will help determine the best application and treatments to ensure the street being designed is a CLB street, considering the street context and the adjacent land uses in which the project is located. Appendix "B" attached to this Report contains the proposed Decision Support and Audit Tool. The tool can also be used to audit the conditions of existing streets to inform future needs and opportunities, for example, as part of a Ward-specific complete streets study.

There are four key steps to implementing the Decision Support and Audit Tool. They are: data input; typology selection; street conditions assessment (current and proposed); and, a review of the results to assess how the design corresponds to a "complete street". The tool makes these steps transparent and easy to follow; facilitating good design practice as well as clear and transparent communication regarding the decision-making process. This evaluation process integrates MMLOS considerations as it rates each travel mode and its corresponding impacts including the speed, convenience, comfort and security of transportation facilities and services. It reflects the modal hierarchy established through the TMP which places pedestrians at the top of that hierarchy.

The first step in the decision tool is to assess the street's classification, ROW width, traffic volume, and transit capacity. Based on this information, in step two, the tool guides the designer to choose the appropriate street typology. A further assessment of the street follows in step three, to determine the current and future conditions of the street related to pedestrian, cycling and transit considerations; as well as, through movement, on-street parking, and green infrastructure.

Below is a summary of the assessment steps:

Step 1: Street classification assessment based on right-of-way width, traffic volume, and transit capacity.

Step 2: Select appropriate street typology.

Step 3: Current and future conditions street assessment related to pedestrian, cycling and transit considerations, as well as, through movement, on-street parking and green infrastructure.

The tool then determines from the assessments in steps one to three if the street design is balanced or needs further refinement. This objective process will achieve more

complete street designs while contemplating various community needs including the opportunity to reallocate space on overbuilt streets.

A core feature of the tool are the desired conditions by typology, illustrated in Table 3 below. These desired conditions are set based on a numerical score from one through five, corresponding to specific features, with one representing the lowest level and five representing an optimal condition. For example, on Urban Avenues, pedestrian, cycling, and transit features are set a high target value, whereas, on rural roads pedestrian accommodation and transit are set lower.

Table 3: Desired Conditions for CLB Typologies

	Pedestrian Realm	Cycling Facilities	Transit Service	Transit Service (on BLAST network)	Through Movement	On-Street Parking	Green Instructure
Urban Avenue	**4**	**4**	**4**	**5**	**3**	**2**	**3**
Transitioning Avenue	**5**	**5**	**4**	**5**	**4**	**1**	**3**
Main Street	**4**	**4**	**3**	**4**	**2**	**4**	**4**
Connector	**4**	**4**	**3**	**3**	**2**	**2**	**4**
Industrial Street	**4**	**4**	**3**	**3**	**3**	**1**	**2**
Neighbourhood Street	**3**	**2**	**1**	**1**	**1**	**3**	**4**
Rural Road	**1**	**4**	**1**	**3**	**4**	**1**	**2**
Rural Settlement Road	**4**	**3**	**2**	**3**	**3**	**3**	**3**

As noted previously, the decision tool must also account for other conditions beyond the basic typologies including Rapid Transit corridors, and Truck Routes. The on-going Truck Route Master Plan review will help inform the CLB Streets Design Manual by identifying strategic truck route corridors and appropriate design vehicles. In some cases, the application of complete streets design features may be used to reinforce the truck route network (i.e. divert trucks to appropriate routes).

Staff are beginning to pilot test this decision tool as part of on-going environmental assessments and other opportunities and will report back to Committee on its effectiveness.

Updating Existing Policies, Standards and Guidelines

While the CLB Streets Design Manual will be a stand-alone document, the impacts of

complete streets are far reaching and affect a number of existing City policy documents, guidelines, and engineering standards, including but not limited to:

- Comprehensive Development Guidelines and Financial Policies Manual Review (2017);
- Construction and Materials Specifications Manual and Standard Road Design Drawings;
- Secondary Plan Urban Design Guidelines;
- Traffic Calming Guidelines;
- City-Wide Corridor Planning Principles and Design Guidelines;
- Site Plan Guidelines; and,
- Secondary Plans.

It is unrealistic to update all of these guidelines to incorporate detailed recommendations on complete streets, and as such, it is intended that the final CLB Streets Design Manual will become a complementary reference to the above documents.

However, there are some near term changes that can be made to certain documents to help accelerate the implementation of key design features for complete streets. One area of opportunity is to implement changes to the Comprehensive Development Guidelines and Financial Policies Manual Review (2017) (referred to herein as the "Engineering Guidelines"). Drawing on national best practices and guidelines, including the NACTO Urban Streets Guidelines https://nacto.org/publication/urban-street-design-guide/ and various Ontario Traffic Manuals (OTM Book 18 Cycling Facilities and OTM Book 15 Pedestrian Crossing Treatments), a number of essential updates to the Engineering Guidelines have been identified as follows:

- Replacing references to guidance documents (e.g. replacing reference to the City's 1999 Design Guide for Bikeways with references to OTM Book 18 and NACTO);
- Identifying features to be included in new development (e.g. raised intersections, curb extensions and mini-roundabouts) to ensure traffic calming is build into development from the beginning, as opposed to as part of a retrofit;
- Reductions to design speeds;
- Adjustments to lane widths and pavement widths;
- Updates to recommended sidewalk widths;
- Updating Table C.1 Geometric Road Design Table to more clearly outline where cycling facilities are to be provided; and,
- Reducing minimum curb radii for certain types of roadways to encourage traffic calming.

As these engineering guidelines are used extensively by the development industry and some of the changes may affect the cost of new development (e.g. traffic calming features), staff intend to consult with the DILG prior to finalizing the changes.

Typical Complete Streets Design Features

As part of the current work, a design features "toolbox" was developed to illustrate potential interventions that can be used to advance complete streets. The design features are grouped into categories comprising crossing treatments, speed management, curbside management, active transportation and streetscaping, as outlined in Appendix "E" Typical Complete Streets Design Features attached to this Report. This also includes the use of AAA analysis and design principles, including the development of bike boulevards and other treatments.

Road Classification Harmonization Study and Right-of-Way Review

The TMP recommended the need to harmonize the CLB Street Typologies presented in this Report with the City's existing road classification system. This Report presents the typologies as an overlay to existing classifications such as major/minor arterial and collector roads which help improve designs and helps implement the decision support tool. This harmonization will also include an update to ROW widths for City roadways and will complement the review of the development guidelines and financial policies. It will also inform future updates to the Official Plan.

Best Practices Review and Jurisdictional Scan

As part of the current work on complete streets, the City's consultant, WSP, prepared a Background Review and Jurisdictional Scan, attached as Appendix "C" to this Report. This scan summarizes provincial, national, and international roadway design guidelines and standards that should be reflected in the City's CLB Streets Design Manual. The tabulated breakdown of design, implementation, and maintenance guidance at the various levels of government, both within Canada and the United States, as well as the table description of the City's Complete Streets typologies, may serve as tools for the project team's consideration in future phases.

The jurisdictional scan identifies common themes and principles and best practices that Hamilton can apply to the City's complete streets work. Each of the examined documents explores different Complete Streets typologies and Functional Road Classifications and their relationships. This is key in identifying common themes and assessing which typologies will work best for Hamilton, and it is notable that other cities have created overlays between the two types of road classifications. The five jurisdictional documents explore design principles and a summary of the highlights of these comparisons can be found in Appendix "C" attached to this Report.

ALTERNATIVES FOR CONSIDERATION

N/A

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation
Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

Economic Prosperity and Growth
Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

Healthy and Safe Communities
Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

Clean and Green
Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

Built Environment and Infrastructure
Hamilton is supported by state-of-the-art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” - Complete Streets Typologies
Appendix “B” - CLB Street Design Decision Support and Audit Tool
Appendix “C” - Background Review and Jurisdictional Scan
Appendix “D” - Illustrative Applications of Complete Streets Design Strategies to Existing Streets
Appendix “E” - Typical Complete Streets Design Features

RJ:PT:cr

Complete Streets Typologies

This appendix provides a description of the eight CLB Streets Typologies. The written descriptions are taken from the Complete Liveable Better (CLB) Streets Background Report to the 2018 Transportation Master Plan (TMP) Review and Update. The renderings are influenced by the CLB Streets Background Report, while the sample CLB streets, based on Hamilton streets, are identified by the street context using the draft CLB Streets Decision Support and Audit Tool.

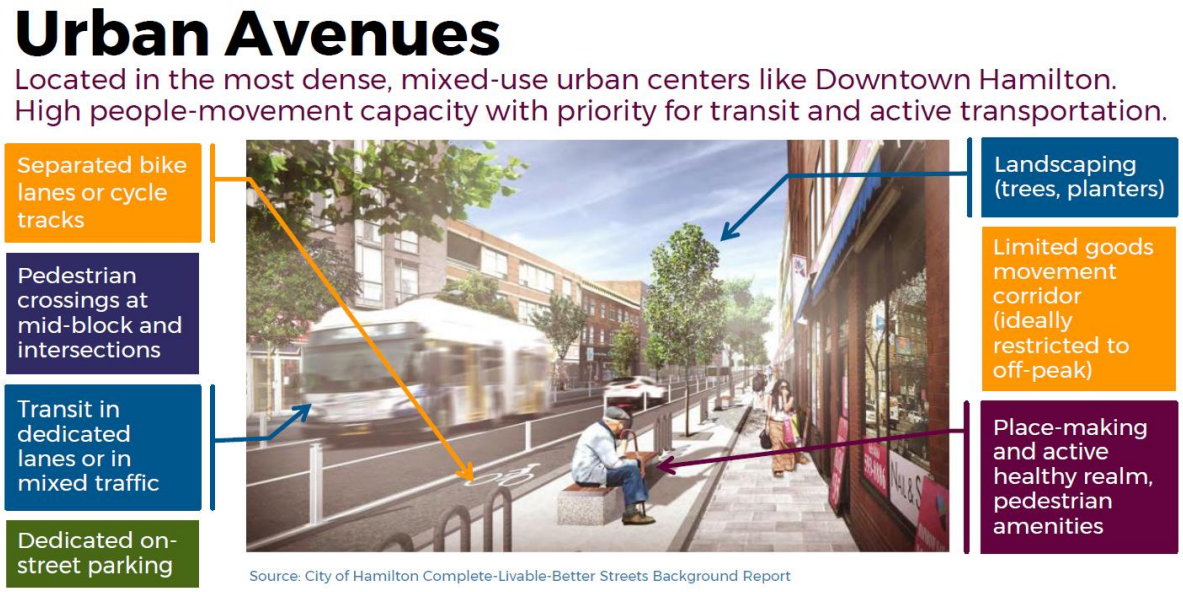
1. Urban Avenues

Urban Avenues are located in the most dense, mixed-use urban centres, such as downtown Hamilton. Development along Urban Avenues is street oriented and streets are very busy. These streets carry high volumes of all modes of movement, including transit, cyclists, pedestrians, private automobiles and goods movement vehicles.

Street design generally accommodates transit and provides safe and dedicated facilities for pedestrians and cyclists. In order to promote safety on such busy streets, the design of these streets can include narrow lane widths and a reduction in the number of lanes to devote more space for on-street parking, tree growth, transit, and active transportation (e.g. dedicated transit lanes, more comfortable transit stops, Rapid Transit, wider sidewalks).

The rights-of-way range for Urban Avenues is dependent on context. Generally, most Urban Avenues in the older built-up areas of the City are historically 20 m, and it is feasible to achieve 26-30 m through development and redevelopment if heritage constraints and existing built form allow. As such, in these constrained corridors, trade-offs will need to be made.

In greenfield areas, larger rights-of-way are possible, and it is possible to achieve a 36 m ROW, or greater in some cases. Even with a 36 m ROW, it is necessary to make trade-offs, especially for designated rapid transit corridors.



Example Urban Avenue:

Barton St E (West of Victoria)

Functional Classification	Minor Arterial
Context	Urban
Typical ROW	20 m
Setbacks	Narrow
Land use	Mixed use
Built form	Low to mid-rise
Access control	Moderate (some driveways)
On-street parking	Off-peak parking
Lanes of traffic	5 (incl. turn lane)
Traffic volume (ADT)	14,750
Posted speed	50 km/h
Sidewalks	Both sides
Cycling facilities	None

Potential CLB Typology
Urban Avenue or
Transitioning Avenue or
Main Street

CITY OF HAMILTON COMPLETE STREETS DESIGN MANUAL

2.Transitioning Avenues

Transitioning Avenues are major streets that cross the city east-west or north-south. They are generally located in commercial or residential areas that are transitioning to a more urbanized and mixed-use context. These streets are expected to undergo a transition from a built form context such as large format retail to medium or high-density mixed-use development or from low-density residential to medium or high density residential. As this occurs, it is expected that new development will be more street oriented. Transitioning Avenues could be Rapid Transit corridors.

Transitioning Avenues will continue to be designed to accommodate transit and active transportation and higher vehicle capacity. As such, transit vehicles, cyclists and pedestrians should have a greater proportion of dedicated space within the planned ROW. Transitioning Avenues are also major goods movement corridors. They may additionally include a centre median and dedicated turning lanes.

Transitioning Avenues

Major streets that cross the city east-west or north-south.
Medium/high people-movement capacity with a high degree of access control.

Source: City of Hamilton Complete-Livable-Better Streets Background Report

Example Transitioning Avenue:

Wilson St W (West of McClure)

Functional Classification	Major Arterial
Context	Suburban
Typical ROW	45 m
Setbacks	Wide
Land use	Commercial
Built form	Low-rise
Access control	Moderate
On-street parking	None
Lanes of traffic	5 (incl. turn lane)
Traffic volume (ADT)	14,000
Posted speed	60 km/h
Sidewalks	None
Cycling facilities	None

Potential CLB Typology
Transitioning Avenue

3. Main Streets

These roads historically have narrow ROWs and are found in urban areas and hamlets, often with a mix of at-grade retail and residential uses. Main streets exist in each of the former municipalities that make up Hamilton. They are often traditional shopping streets that are very pedestrian-oriented, with mixed-uses and smaller-scale buildings. They may contain heritage buildings and have a heritage character. Development along Main Streets is street-oriented and often surrounded by stable residential neighbourhoods.

Pedestrians should be prioritized with slower traffic, wide sidewalks and enhanced pedestrian amenities, and on-street parking. The quality of the boulevard is very important to the Main Street typology. The Main Street typology has an urban cross-section with an emphasis on streetscaping. Street amenities can include wide sidewalks, pedestrian oriented lighting, street trees, transit amenities, and opportunities for public art. The street is to be transit supportive with transit-oriented land uses.

Example Main Street:

Kenilworth Ave N (North of Roxborough)

Functional Classification	Major Arterial
Context	Urban
Typical ROW	20 m
Setbacks	Narrow
Land use	Residential and commercial
Built form	Low rise
Access control	Minimal
On-street parking	Off-peak
Lanes of traffic	4
Traffic volume (ADT)	23,500
Posted speed	40 km/h
Sidewalks	Both sides
Cycling facilities	None

Potential CLB Typology
Urban Avenue or
Transitioning Avenue or
Main Street

CITY OF HAMILTON COMPLETE STREETS DESIGN MANUAL

4.Connectors

Connectors are primarily found in residential areas and link residential neighbourhoods to each other and to other areas of the City. Development along the street is fairly stable but may be transitioning from low to medium density residential. Buildings are generally set back from the street fronting onto a wide boulevard.

Connectors accommodate a higher vehicle capacity than local streets. Given that they pass through residential areas, these streets should support active transportation with wide sidewalks and multi-use paths or dedicated cycling facilities. These wide and busy streets should also include ample soft landscaping and mature trees to buffer adjacent uses.

Connectors

Link residential and employment areas together and to other parts of the city.
Medium people-movement capacity with moderate access control.

Source: City of Hamilton Complete-Livable-Better Streets Background Report

Example Connector Street:

Fennell Ave W (At Governors Blvd)

Functional Classification	Collector
Context	Urban
Typical ROW	20 m
Setbacks	Narrow
Land use	Residential
Built form	Low rise
Access control	Moderate (some residential driveways)
On-street parking	One side
Lanes of traffic	2 (turn lane added at intersections)
Traffic volume (ADT)	3,100
Posted speed	50 km/h
Sidewalks	Both sides
Cycling facilities	Sharrows

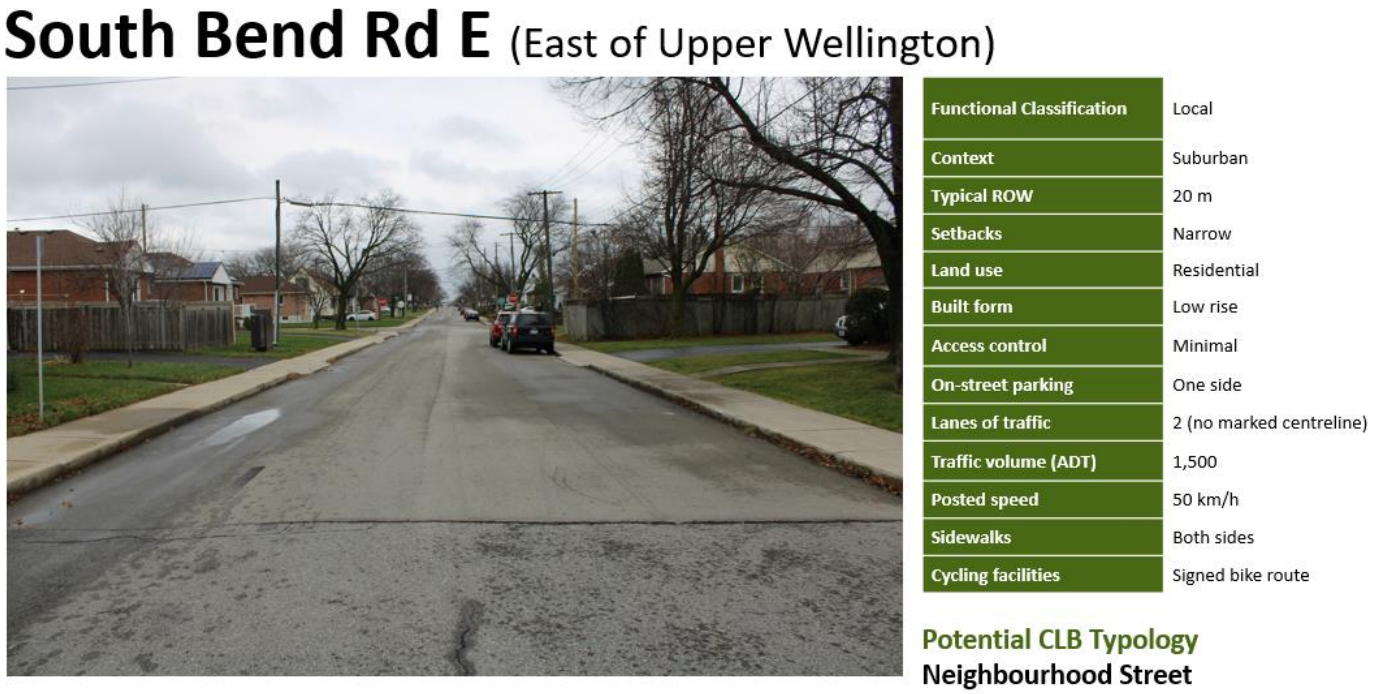
Potential CLB Typology
Main Street or
Connector

5. Neighbourhood Streets

Neighbourhood Streets provide direct access to residential areas. They have lower volumes of traffic and are most often used by people residing within the neighbourhood. As Neighbourhood Streets are surrounded by residential uses, traffic calming, minimizing through-traffic, and minimizing goods movements are important considerations. Neighbourhood Streets can be bicycle boulevards as well.

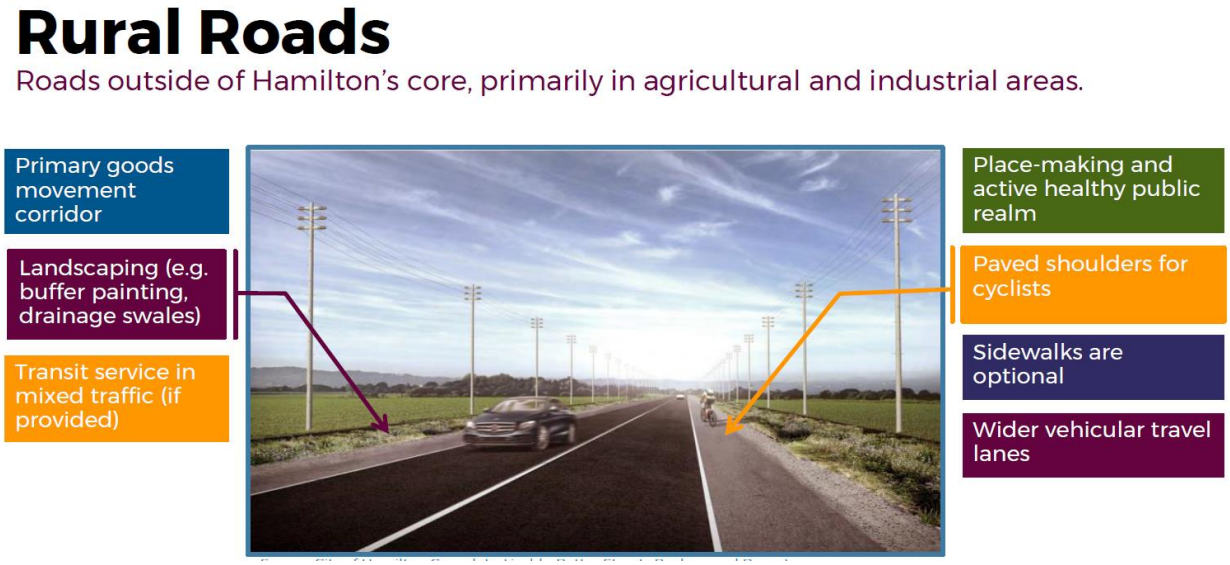
Neighbourhood Streets should accommodate comfortable and safe pedestrian and cyclist movement, as well as development of a mature street canopy.

Example Neighbourhood Street:

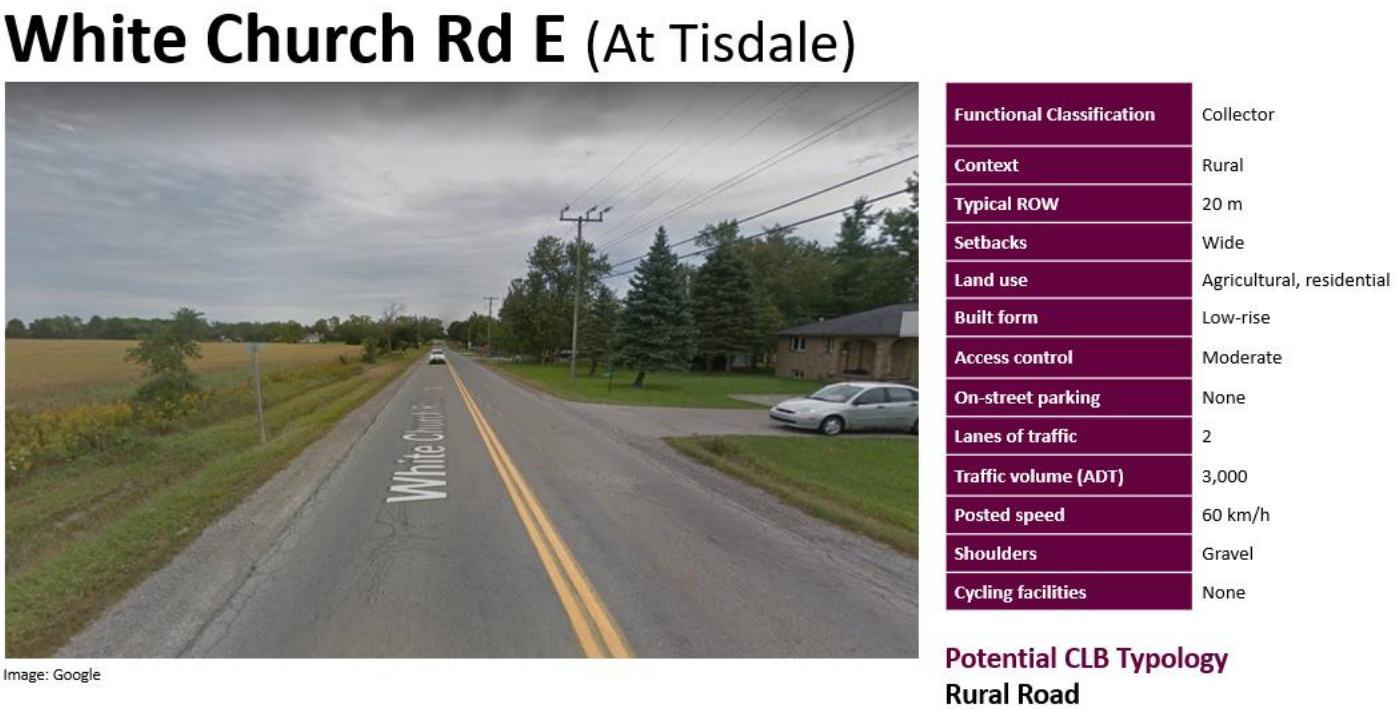


6. Rural Roads

Rural Roads are located outside Hamilton's urban core, primarily in agricultural and natural areas, or in industrial areas within the urban boundary. Their primary function is to move private and goods movement vehicles. However, they should include recreational cycling facilities (for example, a paved shoulder or multi-use path) and may accommodate transit. The edges of rural roads should also include drainage swells.



Example Rural Roads Street:



7. Rural Settlement Areas

Rural Settlement Areas are small communities found throughout the rural areas of Hamilton. They are portions of Rural Roads that pass-through villages and provide services serving local residents as well as through-traffic. Rural Settlement Areas are often centred around an intersection or a section of highway, and may include residential frontages or a small number of commercial or other uses that serve the community.

In contrast with the rest of a Rural Road, Rural Settlement Areas should slow traffic through small settlements. These roads will be designed to support the local community and calm traffic as they transition into a village setting. As they are associated with clusters of low density residential or commercial development, boulevards should include sidewalks, street trees, cycling facilities, on-street parking, and other amenities to support local residential and retail activity.

Example Rural Settlement Areas Street:

Old Highway 8 (At Sheffield Rd)

Functional Classification	Local
Context	Rural Settlement
Typical ROW	18-22 m
Setbacks	Narrow
Land use	Residential and commercial
Built form	Low rise
Access control	Minimal
On-street parking	None
Lanes of traffic	2
Traffic volume (ADT)	800
Posted speed	50 km/h
Sidewalks	None
Cycling facilities	None

Potential CLB Typology
Rural Settlement Road

8. Industrial Roads

Industrial Roads are important goods movement corridors. They provide access by all mode of travel to industrial, warehouses, and other employment areas.

Industrial Streets

Industrial streets are important goods movement corridors. They provide access by all modes of travel to industrial, warehousing, and other employment areas.

- Transit in mixed traffic
- Bike lanes, cycle tracks or multi-use paths
- Pedestrian crossings at mid-block and intersections locations

- No on-street parking
- Goods movement corridor
- Sidewalks or multi-use paths on both sides of the street

Example Industrial Street:

Nebo Rd (At Lansing)

Functional Classification	Minor Arterial
Context	Industrial
Typical ROW	26 m
Setbacks	Wide
Land use	Employment
Built form	Low-rise
Access control	Minimal
On-street parking	None
Lanes of traffic	4
Traffic volume (ADT)	6,500
Posted speed	50 km/h
Sidewalks	None
Cycling facilities	None

Potential CLB Typology
Industrial Street or
Transitioning Avenue

CLB Street Design Decision Support and Audit Tool

Audit Tool Template

Step 1: Input data

Provide some information about the street you're reviewing. The functional classification and context are used to inform the CLB Typol

Street name		**Right of way width (m)**	
Location		**Traffic volume (ADT)**	
Functional classification		**On BLAST network?**	
Context			

Step 2: Select Typology

Select the preferred CLB Typology, considering the information provided in Step 1. Suggested typologies are highlighted.

Selected CLB typology _____

Select a typology above. Suggested typologies are highlighted to the right.

CLB Typologies

Urban Avenue	Neighbourhood Street
Transitioning Avenue	Rural Road
Main Street	Rural Settlement Road
Connector	

Step 3: Assess Current/Proposed Street Conditions

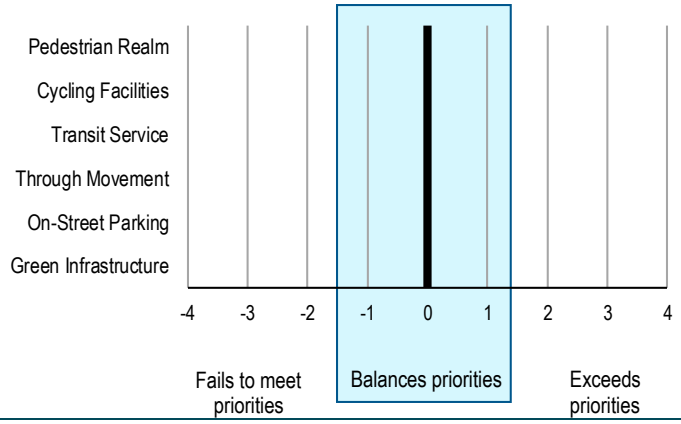
Enter a value from 1 to 5 for each of the street elements, considering either the existing conditions or potential future conditions. Refer to the Condition Definitions for a description of each of the condition values.

Pedestrian Realm		**Through Movement**	
Cycling Facilities		**On-Street Parking**	
Transit Service		**Green Infrastructure**	

Step 4: Review Results

Review the results shown below. Priorities are balanced If all street elements fall within the shaded area. If some street elements exceed priorities, consider reallocating street space to improve conditions for elements that are failing to meet priorities. Return to Step 3 and make adjustments until a satisfactory result is achieved.

	Pedestrian Realm	Cycling Facilities	Transit Service	Through Movement	On-Street Parking	Green Infrastructure
Desired Condition for CLB Typology						
Current / Proposed Condition	0	0	0	0	0	0
Exceeds / Fails to Meet Priorities						



Condition Definitions

Pedestrian Realm

	Urban	Rural
1	**No sidewalk or multi-use path (MUP)**	Possible granular/soft shoulder
2	**1.5 m pedestrian clearway** (may be adjacent to curb)	**1.2 m paved shoulder**
3	**1.8 m pedestrian clearway** with **0.5 m edge zone** (measured from back of curb) *- or -* 3.0 m MUP with 0.6 m edge zone Street trees / furnishing zone if feasible	**1.5 m paved shoulder**
4	**2.0 m pedestrian clearway** with **1.0 m edge zone** *- or -* 3.5 m MUP with 1.5 m edge zone Street trees and pedestrian amenities in planting/furnishing zone	**3.0 m MUP, physically separated** from travelled portion of roadway
5	**2.5 m ped clearway** with **1.0 m edge zone** Animated pedestrian corridor with street trees, pedestrian amenities, active street frontages and public art	**3.0 m MUP, beyond clear zone** of roadway

Cycling Facilities

	Urban	Rural
1	**No cycling facilities,** sub-standard facilities, or facilities that are not contextually appropriate (based on Book 18 nomograph)	Possible granular/soft shoulder
2	**Shared operations**, preferably on roadway with no marked centreline. Posted speed: Max 40 km/h (30 km/h preferred) Volume: Max 3,000 ADT (<1,500 ADT preferred)	**1.2 m paved shoulder**
3	**Bike lane**, buffered bike lane, or advisory bike lane, in conditions supported by Book 18 nomograph. *- or -* **Separated bike lane**, cycle track, or MUP, minimum **1.5 m** (one way), **3.0 m** (two way). Separation may be semi-permeable (e.g. flex bollards or mountable curb).	**1.5 m paved shoulder** *- or -* Advisory bike lane
4	Separated bike lane, cycle track, or MUP, minimum **1.8 m** (one way), **3.5 m** (two way) Separation elements are non-permeable (e.g. barrier curb, low-wall concrete barrier) Minimum **0.6 m** buffer or edge zone.	**Buffered paved shoulder** *- or -* **3.0 m MUP, physically separated** from travelled portion of roadway
5	Cycle track or MUP, minimum **2.0 m** (one way), **4.0 m** (two way) Minimum **1.5 m** edge zone (may be reduced to 1.0 m for one-way cycle tracks on 40-50 km/h roads).	**3.0 m MUP, beyond clear zone** of roadway

Transit Service

1	**No transit service** or transit service where stop has no hard surface pad
2	Local transit service. Stops have **hard surface pad** allowing passenger boarding/alighting from all doors
3	Frequent local transit service. Most stops have **shelters and basic amenities**
4	Frequent local service or limited stop express service with significant **transit priority elements** (e.g. queue jump lanes, transit signal priority) Most stops have **enhanced amenities** (e.g. interior heating, real-time arrival information, fare vending machines)
5	Rapid transit service with **dedicated transit lanes** and comprehensive priority measures Most stops have **enhanced amenities** consistent with category 4

Through Movement (Vehicles and Freight)

	Urban	Rural
1	Design treatments promote slow speeds and divert through traffic. No marked centreline. Drivers may need to alternate directions, yielding to oncoming traffic.	**Less than 6.0 m pavement** No paved shoulder
2	Maximum **one lane per direction**, two lanes total (mid-block). Centreline may or may not be marked. No continuous centre turn lane. May include auxiliary turn lane at intersections.	6.0 to 7.0 m pavement Centreline may or may not be marked **No paved shoulder**
3	Maximum one lane per direction, three lanes total (mid-block). May include **continuous centre turn lane**. May include auxiliary turn lanes at intersections. Total mid-block lane width **< 10 m** (excluding bike lanes and dedicated parking lanes).	Two lane roadway with marked centreline Minimum **1.0 m paved shoulders**
4	**Maximum two lanes per direction**, four or five lanes total (mid-block). May include centre median or continuous centre turn lane. May include auxiliiary turn lanes at intersections. Total mid-block lane width **< 16 m.**	Two lane roadway with marked centreline Minimum **1.5 m paved shoulders**
5	**More than two lanes per direction** or more than five lanes total. *- or -* Two or more left turn lanes at intersections. *- or -* Total mid-block lane width **>= 16 m**	Three or more lane roadway

On-Street Parking

1	**On-street parking is not provided.**
2	Permanent or **off-peak** parking if there is sufficient space in the ROW and demand cannot be met with off-street supply. Parking may be provided in **specific locations** only (where needed, or where curbside space is available), and **may not be provided on every block**. Parking may be on one or both sides of the street.
3	Permanent or **off-peak** parking is provided. Parking is **provided on most blocks** along the majority of the curb on one or both sides of the street.
4	**Permanent parking on one side** of the street in dedicated parking lane, typically with curb bulb-outs at intersections and crossings. Passenger drop-off, freight loading, and accessible parking where required.
5	**Permanent parking on both sides** of the street in dedicated parking lane with curb bulb-outs at intersections and crossings. Passenger drop-off, freight loading, and accessible parking where required.

Green Infrastructure

1	Street trees and stormwater management practices are not actively provided. Tree canopy fails to meet coverage guideline. Planting arrangement has substandard soil volumes and planting configuration.
2	Tree canopy at maturity meets coverage guideline in some locations. Design incorporates low impact development (LID) features where possible.
3	Tree canopy at maturity meets coverage guideline in most locations. Species diversity is achieved. Design incorporates low impact development (LID) features where possible.
4	Tree canopy at maturity exceeds coverage guideline. Species diversity is achieved. Design incorporates low impact development (LID) features.
5	Tree canopy at maturity exceeds coverage guideline Sustainability, resilience and ecological principles are primary themes of the design. LID incorporated in a comprehensive manner.

Desired Conditions for CLB Typologies

	Pedestrian Realm	Cycling Facilities	Transit Service	Transit Service (on BLAST network)	Through Movement	On-Street Parking	Green Instructure
Urban Avenue	4	4	4	5	3	2	3
Transitioning Avenue	5	5	4	5	4	1	3
Main Street	4	4	3	4	2	4	4
Connector	4	4	3	3	2	2	4
Industrial Street	4	4	3	3	3	1	2
Neighbourhood Street	3	2	1	1	1	3	4
Rural Road	1	4	1	3	4	1	2
Rural Settlement Road	4	3	2	3	3	3	3

City of Hamilton Complete, Livable, Better Streets Design Manual

Background Review & Jurisdictional Scan

October 8th, 2020

WSP

SHARE THE ROAD CYCLING COALITION

Hamilton

Contents

1 Introduction & Overview

Complete Streets policies are increasingly being adopted by municipalities across Canada and the United States. Complete, Livable, Better Streets are the City of Hamilton's version of Complete Streets. The CLB Streets approach represents a shift from the traditional "centreline out" approach to road design, which is primarily focused on motor vehicle throughput. By contrast, CLB Streets takes an "outside in" approach that equitably considers the needs of all road users, and that recognizes the importance of streets not only as conduits to move from one place to another, but also as public spaces and an integral component of the public realm.

In 2020, the City of Hamilton retained WSP to assist in developing a Complete, Livable, Better Streets Design Manual (CLBSDM). This fulfills one of the actions of the 2018 Transportation Master Plan Review and Update, which provides explicit direction to create a CLBSDM. The manual will provide City staff with a transformative document that will assist practitioners in all aspects of CLB Streets projects, including design, implementation and maintenance. This Background Review and Jurisdictional Scan is among the first deliverables for this assignment. It summarizes the current state of CLB Streets within the City of Hamilton's policies, identifies the role of the upcoming CLBSDM, and provides an overview of the key principles that have been applied in design manuals developed by other jurisdictions.

2 Policy Review & Understanding

An effective CLB Streets program requires policies that hold municipal staff and practitioners accountable to investing and implementing these streets. While manuals and guidelines may outline processes, designs, and best practices for implementation, policies are what dictate when and how guidelines are applied. Policies related to CLB Streets may be incorporated into high-level planning documents to help reinforce the importance of advancing the CLB Streets program in support of other planning objectives. When developing a design manual, it is important to understand how it must comply with existing policy and identify gaps that must be filled by the design manual itself or by new policy.

2.1 Understanding Policy

Policy is an essential component of an effective CLB Streets program. Policy is a planning tool which provides statutory and regulatory direction on where and how community elements are guided and implemented. Policies serve as mechanisms to enact planning direction and hold municipal staff accountable to regulatory promises established by their governing body. All municipalities are required to plan, adopt, and uphold policies ranging from topic-specific standards and guidelines to higher-order long-term visions.

A street design manual does not typically serve as a policy document but as a set of guidelines and best practices related to design, implementation and maintenance. It is therefore imperative that other planning documents and policies reference the CLB Streets Design Manual to necessitate its use in future roadway construction and reconstruction projects.

2.1.1 The Policy Hierarchy

CLB Streets or Complete Streets policies have been referenced in the City of Hamilton's Urban (2009) and Rural (2006) Official Plans (OPs), and in its 2018 Transportation Master Plan (TMP) Review and Update. The policies in the urban and rural OPs support the development of guidelines as implementation tools to meet the City's objectives. The TMP identifies the need for the development of a CLB Streets Design Manual (or guidelines) and recommends policy changes (for example, an OP amendment) to support the implementation of CLB Streets. **Table 1** illustrates the planning policy hierarchy and the role of the CLB Streets Design Manual within the policy structure.

Provincial Statutes	Provincial legislative documents that must be enacted and upheld without deviation or interpretation.
Provincial Policies	Provincial statutory documents that outline implementable processes and actions that may interpreted differently depending on context.
Official Plans	Municipal statutory documents that are required by the Provincial Planning Act and Policy Statement that outline how the City will use land, how it will allocate resources to its departments and services, and how it is planning for future growth.
Transportation Master Plan	Municipal statutory document that reflects the objectives of the Official Plan and outlines actions to implement the City's vision for transportation infrastructure and services.
Complete, Livable, Better Streets Design Manual	A municipal document that reflects the City's street design, implementation, and maintenance objectives for Complete, Livable, Better Streets. The guidance included within this document will be flexible and may be interpreted differently depending on context.

Table 1 - *Transportation planning policy hierarchy.*

2.1.2 Policy Best Practices

While a street design manual provides guidance on the design, implementation, and maintenance of CLB Streets, policy holds decision-makers and municipal staff accountable to applying the design manual when designing municipal roads. Furthermore, policy may identify the process and timeframe in which CLB Streets will be implemented. Higher-level documents, such as Official Plans and Transportation Master Plans, should include CLB Streets policy to support their implementation and reinforce their importance within the transportation planning paradigm. The National Complete Streets Coalition (NCSC) identifies 10 components of the model Complete Streets policy, which include:

1. **Vision & Intent.** A clear vision on how the community wants to complete its streets, specifying at least four modes that include walking and cycling.
2. **Diverse Users.** Benefits and equitably supports transportation by road users of all abilities and modes, particularly vulnerable road users.
3. **Commitment in All Projects and Phases.** Applicable to the design, implementation, and maintenance of new construction and reconstruction/retrofit projects.
4. **Clear, Accountable Expectations.** Holds decision-makers accountable to applying Complete Streets guidance and requires both public notice and a clear approval process before exceptions are made on Complete Streets projects.
5. **Jurisdiction.** Requires coordination and collaboration between governmental departments and partner agencies on Complete Streets projects.
6. **Design.** Directs the applications of current best practices in design guidelines and establishes a timeframe for implementation.
7. **Land-use & Context Sensitive Approach.** Considers the existing and planned community context surrounding any Complete Street.
8. **Performance Measures.** Establishes measurable performance metrics that are specific, equitable, and available to the public.
9. **Project Selection Criteria.** Establishes project selection criteria that encourage funding for implementing and maintaining Complete Streets design.
10. **Implementation Steps.** Identifies next steps to implement Complete Streets policy and design.

2.2 Policy Review & Results

2.2.1 Policy Review Approach

To complete the policy review, the consultant project team performed a key terms search in the City's Urban and Rural Official Plans and Transportation Master Plan (TMP). Additional policies and background papers referenced by the TMP and provided by City staff were also reviewed. Policies were reviewed based on their relevance to the CLB Streets policy, noting potential implications and relevance to the design, implementation, and maintenance of streets.

2.2.2 Existing Policies

The City of Hamilton has identified CLB Streets or Complete Streets in several policies. ***Table 2*** describes the City's CLB Streets policies and their relevance to the development and implementation on the CLB Streets Design Manual.

Policy/Action	Description	Relevance to CLB Streets Design Manual
Urban Hamilton Official Plan (Adopted 2009)		
Policy A.1.6	The OP relies on guidelines as implementation tools to meet City directions and provincial requirements. Both the City and Province have adopted subject-based guidelines to provide a greater level of explanation for the implementation of a policy or the completion of a further study.	Defines a relationship between the OP and guideline documents.
Policy C.4.2.8	New secondary plans and designs for major transit generators shall incorporate Complete Streets design directions.	Requires complete streets design directions to be incorporated in secondary plans and certain designs.
Policy C.4.5.6.5	The City may waive or accept less lands to be dedicated than the maximum right-of-way dedication and/or daylighting triangle requirements where the City's objectives for sustainable infrastructure, complete streets and mobility can be achieved.	Identifies complete streets objectives as a consideration in determining whether to accept a reduced right-of-way.

Policy/Action	Description	Relevance to CLB Streets Design Manual
Rural Hamilton Official Plan (Adopted 2006)		
Policy A.1.5	The OP relies on guidelines as implementation tools to meet City directions and provincial requirements. Both the City and Province have adopted subject-based guidelines to provide a greater level of explanation for the implementation of a policy or the completion of a further study.	Defines a relationship between the OP and guideline documents.
Policy C.4.5.6.5	The City may waive or accept less lands to be dedicated than the maximum right-of-way dedication and/or daylighting triangle requirements where the City's objectives for sustainable infrastructure, complete streets and mobility can be achieved.	Identifies complete streets objectives as a consideration in determining whether to accept a reduced right-of-way.
Transportation Master Plan Review and Update (2018)		
Action #35	Adopt a CLB streets policy for road design, operation and maintenance. The CLB streets approach emphasizes routine accommodation in order to ensure designs consider the needs of users of all ages and abilities.	Provides direction to adopt a CLB streets policy.
Action #36	Develop a CLB streets design manual for each typology, harmonizing existing applicable guidelines. A Vision Zero lens will be applied to the design of streets in new neighbourhoods and redesign of streets in existing neighborhoods.	Provides explicit direction to develop the CLB Streets Design Manual.
Action #37	Harmonize the road classification and descriptions in the Official Plan with the CLB streets approach and undertake an Official Plan Amendment.	Provides direction to incorporate the CLB streets typology in the OP.

Policy/Action	Description	Relevance to CLB Streets Design Manual
Action #38	Use the multi-modal level of service (MMLOS) approach to evaluate road designs and facilitate the implementation of CLB streets. The MMLOS approach will also be integrated into Transportation Impact Study Guidelines as part of a major update to these guidelines (see Action 57).	Provides direction to consider all modes when evaluating roadway level of service.
Action #39	Integrate stormwater management Low Impact Development (LID) opportunities as part of CLB Streets designs where feasible.	Provides direction to consider Low Impact Development in CLB Streets design.
Action #40	Provide paved shoulders on rural roads where cycling is prevalent and/or where paved shoulders could benefit farm vehicles.	Provides direction to consider cycling and farm vehicle uses on rural roads.
Action #41	Evaluate options for providing sidewalks or multi-use trails in rural areas where the road leads to a school or community facility.	Provides direction to consider pedestrian/cycling facilities in rural areas.
Action #42	Operationalize the one-way to two-way decision-making framework identified in this TMP. Consider street conversions as a potential alternative within CLB streets evaluation.	Provides direction to consider one-way to two-way conversions within the CLB Streets evaluation.
Action #51	Integrate the goals and principles of Vision Zero into the CLB streets design manual and Engineering Guidelines.	Provides direction to integrate Vision Zero principles in the CLBSDM.
Action #54	Apply speed reduction techniques through the implementation of CLB streets as well as through other opportunities such as the introduction of protected cycling facilities.	Provides direction to consider speed reduction techniques.
Action #58	Update Road Right-of-Way policies within the Official Plan to ensure that future development protects for future multi-modal capacity needs, municipal services and utilities, while adhering	Provides direction to update right-of-way policies.

Policy/Action	Description	Relevance to CLB Streets Design Manual
	to the principles of CLB streets and Vision Zero.	
Action #62	Adopt off-street and on-street parking policies and designs that ensure an adequate parking supply to support growth and economic development, contribute to the achievement of the mode share targets of the TMP, and implement the CLB streets and Vision Zero objectives of the TMP.	Provides direction to develop off-street and on-street parking policies.

Table 2 – *Existing City of Hamilton Policies & Relevance to CLB Streets Design Manual*

2.2.3 Other Policy Supports & Documentation

As part of the 2018 TMP Review and Update, several background reports were prepared that include information related to CLB Streets. Although these background reports do not constitute policy, they provide an understanding of how the City envisions CLB Streets as a key component of its future transportation network.

Apart from the TMP background reports, the City also has several guidelines and standards that may support the planning, design and implementation of CLB Streets. **Table 3** identifies the various supporting documents that have been reviewed. Following the development of the CLBSDM, City guidelines and standards (such as those shown in this table) may need to be updated for consistency with the CLBSDM in order to support the implementation of the CLB Streets vision.

Of particular importance to CLB Streets, the Comprehensive Development Guidelines and Financial Policies manual provides design standards for municipal roads. These include minimum standards for parameters such as pavement width and corner radii. **Table 4** provides an excerpt of the Geometric Road Design Table (Table C.1) of this document, which illustrates some of the standards related to street design in the City of Hamilton.

Document	Description
TMP Background Reports	
Complete-Livable-Better (CLB) Streets Background Report	— Introduces the concept of a CLB Street — Identifies a CLB Street Typology — Proposes CLB Streets policies — Includes a decision-making framework for CLB Streets
Cycling Master Plan Review and Update	— Provides potential cycling accommodations (e.g. cycle tracks, bike lanes, paved shoulders) for each of the CLB Street Typologies
Goods Movement Review Background Report	— Provides recommendations related to goods movement, curbside use and other operational considerations within the context of Complete Streets — Provides comparisons to other jurisdictions that have incorporated goods movement considerations in complete streets guidelines
Road Safety Background Report	— Recommends integrating Vision Zero goals and principles in the CLBSDM — Recommends applying speed reduction techniques through the implementation of CLB Streets
Role of Health Background Report	— Discusses the health benefits of active and sustainable travel — Identifies CLB Streets as supportive of a balanced transportation system that facilitates healthy choices
Street Conversions (One-to Two-way) Background Report	— Includes CLB principles in the evaluation criteria for screening street conversion requests — Recommends that street conversions be considered as a potential alternative within the CLB streets evaluation
Sustainable Mobility Background Report	— Identifies a relationship between CLB Streets and sustainable mobility

Other Supporting Documents	
Comprehensive Development Guidelines and Financial Policies Manual (2019)	— Provides geometric design standards (e.g. pavement width, corner radius) for municipal roads
Construction and Material Specifications (revised 2020)	— Contains standard engineering drawings for the construction of roads in the City of Hamilton
Site Plan Guidelines	— Provides guidance and technical standards to development projects — Includes standards related to emergency vehicle access and parking
Road Classification and Right-of-Way Width Project (2009)	— Provides background material related to the existing functional road classification defined in the Urban and Rural OPs

Table 3 – *Description of TMP Background & Supporting Documents*

Geometric Detail	Local Road Urban Residential	Minor Collector Urban Residential	Major Collector Urban Residential	Local Road Rural Residential, Crescents and Cul-de-sacs	Minor Collector Rural Residential Straight-through Roads	Major Collector Rural Residential	Local Road Industrial/ Commercial Crescents and Cul-de-sacs	Minor Collector Industrial/ Commercial	Major Collector Industrial/ Commercial
Min. ROW (m)	20	20	20	20	20	26	26	26	26
Design speed (km/h)	50	50	60	50	60 to 80	80 to 100	60	60	60
Posted speed (km/h)	50	50	60	50	50 to 70	60 to 80	50	50	60
Min. curb radius at intersection (m)	9	9	12	9	12	15	-	-	-
Pavement asphalt width (m)	8.0	8.0	11.0	6.7 plus shoulders	6.7 plus shoulders	9.0 plus shoulders	9.25	11.0	14.0

Table 4 – *Excerpt from Table C.1 – Geometric Road Design Table from the City of Hamilton Comprehensive Development Guidelines and Financial Policies Manual*

2.3 Design Guidelines & Standards

A number of provincial, national, and international design guidelines inform the development of complete streets and multi-modal transportation design. As part of this background review, the project team reviewed several documents that focus on different user groups. **Table 5** below identifies the various design guidelines and standards that inform the development and implementation of complete streets and complete streets policy, along with their relevance to different key user groups. The design guidelines identified in Table 4 will be referenced throughout the development of the Hamilton CLB Streets Design Manual.

Design Guideline	Pedestrian Relevance	Cyclist Relevance	Transit Relevance	Vehicle Relevance	Intersection Relevance
OTM Book 12A	Low	Medium	Low	Low	High
OTM Book 15	High	Low	Low	Low	High
OTM Book 18	Medium	High	Low	Medium	High
MTO Freight-Supportive Guidelines	Low	Low	Low	High	Medium
MTO Transit-Supportive Guidelines	Medium	Low	High	Low	Low
Ontario Minimum Maintenance Standards	Low	Low	Low	High	Low
TAC Geometric Design Guide	Low	Medium	Medium	High	High
NACTO Urban Bikeway Design Guide	Low	High	Low	Low	Medium
NACTO Urban Street Design Guide	High	Medium	Medium	Medium	High
NACTO Transit Street Design Guide	Medium	Medium	High	Low	Low
NACTO Global Street Design Guide	High	High	High	High	High
NACTO Urban Street Stormwater Guide	Low	Low	Low	Low	Low

Table 5 – *Relevance of Design Guidelines and Standards*

3 Review & Application of Best Practice Guidelines

As part of the background review for phase 1 of the Hamilton CLB Streets Design Manual assignment, the project team undertook a jurisdictional scan of five municipalities with existing complete streets design guideline/manual documents.

Jurisdictional Scan

- London Complete Streets Design Manual
- Toronto Complete Streets Guidelines
- Kitchener Complete Streets Design Guidelines
- Edmonton Complete Streets Design Standards
- Boston Complete Streets Guidelines

The intention of performing the jurisdictional scan is to identify common themes and best practices that can be integrated into the Hamilton CLB Streets Design Manual. The jurisdictional scan focused on identifying the particular design principles that inform the typology-specific design interventions presented in the various design guideline documents. These principles apply to every street typology presented with the particular design manual. The focus on design principles in intended to provide the City of Hamilton with an understanding of the guiding principles that have been identified for different user groups, principles that are not specific to any one municipality.

3.1 Guideline Summary

Table 6 on the following page identifies the existing Functional Road Classifications, along with the complete streets typologies presented in each of the five jurisdictional scan documents. This table makes it possible to identify common themes between the complete streets typologies identified in the various design guidelines and manuals reviewed, with typologies addressing common built forms found in each of these five municipalities.

Table 7 identifies principles across the five complete streets guidelines based on different user groups. This table illustrates design principles that apply to the different user groups identified in these complete streets documents, spanning all complete streets typologies. The design principles identified in this table convey the significance of considerations when designing for different user groups. For instance, the City of Boston's design considerations for intersections include references to "reduce clutter", "smart tags", and "sensors", among others. These considerations speak to the need to thoughtfully lay out utilities, traffic signals, fire hydrants etc., to ensure that the intersection is organized in a simple and straightforward manner, with publicly accessible Wi-Fi incorporated into next generation intersection infrastructure, and an overall emphasis on incorporating technology to provide the City with real-time data collection and monitoring.

Jurisdictional Document	Functional Road Classifications	Complete Streets Typologies
London Complete Streets Design Manual	— Arterial — Primary/Secondary Collector — Local — Rural Roads	— Rapid Transit Boulevard — Main Street — Urban Thoroughfare — Civic Boulevard — Neighbourhood Connector — Neighbourhood Street — Rural Thoroughfare — Rural Connector
Toronto Complete Streets Guidelines	— City Expressway — Major Arterial — Minor Arterial — Collector — Local — Other — Laneway — Busway — Access Road — Park Road	— Civic Street — Downtown & Centres Main Street — Downtown & Centres Residential Street — Apartment Neighbourhood Residential Street — Neighbourhood Residential Street — Mixed Used Use Connector Street — Residential Connector Street — Scenic Street — Park Street — Employment Street — Mixed Use Access Street — Shared Street — Residential Shared Street — Mixed Use Lane — Residential Lane
Kitchener Complete Streets Design Guidelines	— Arterial — Major Collector — Minor Collector — Local	— Local — Woonerf — Green Streets — Minor Collector Streets — Major Collector — Arterial (Main Streets) — Arterial (Thoroughfares) — Arterial (Industrial Streets) — Pedestrian-Only Streets
Edmonton Complete Streets Design Standards	— Freeway — Arterial — Collector — Local — Alley — Shared Street — Pedestrian Only Street	— Freeway — Arterial — Collector — Local — Alley — Shared Street — Pedestrian Only Street
Boston Complete Streets Guidelines	— Arterial — Collector — Local	— Downtown Commercial — Downtown Mixed-Use — Neighborhood Main Street — Neighborhood Connector — Neighborhood Residential — Industrial — Shared Streets — Parkways — Boulevards

Table 6 – *Functional Road Classifications and Complete Streets Typologies*

Jurisdiction Design Guideline	Pedestrian Design Principles	Cyclist Design Principles	Transit Design Principles	Vehicle Design Principles	Intersection Design Principles
London Complete Streets Design Manual	— Prioritize safety — Design for accessibility — Create a comfortable environment — Provide connectivity	— Make context-sensitive design decisions — Provide continuity and guidance — Prioritize vulnerable users — Provide convenient cycling-supportive facilities	— Minimize delay / give transit priority — Mitigate conflicts with vulnerable users — Plan for multi-modal travel — Provide a comfortable user experience	— Select an appropriate design speed — Select and appropriate design vehicle — Consider induced demand when determining capacity	— The London Complete Streets Design Manual provides specific design interventions for pedestrian, cyclist, transit, and motor vehicle facilities.
Toronto Complete Streets Guidelines	— Accessibility and mobility — Provide a network of continuous sidewalks — Design for safe crossings — Placemaking — Design for comfort — Greening infrastructure and stormwater management — Design for efficient maintenance — Coordination with utilities	— Apply context-appropriate designs — Design for both present and future users — Prioritize the most vulnerable road users — Visible, intuitive cycling facilities — Intersection safety and mixing zones — Supply adequate bicycle parking and Bike Share access — Design and maintain bike-friendly curbside conditions — Surface conditions	— Enhance transit users' experience — Make connections safe, convenient, and seamless — Visible, safe and convenient transit stops — Universally accessible transit stops and facilities — Curbside design to support transit efficiency — Traffic signals control strategies — Transit streets are safe for walking and cycling — Transit streets and linear public spaces — Design for growth	— Multi-modal transportation — Safety — Context-sensitive target speed and reliable travel — Placemaking — Greening and stormwater management	— Safety first — Predictability — Visibility — Multi-modal — Accessibility — Compact design and shorter crossings — Active transportation — Transit — Placemaking — Maintenance and operations — Manage stormwater
Kitchener Complete Streets Design Guidelines	— Prioritize safety — Design for accessibility — Ensure direct, continuous and connected routes — Provide sidewalks on both sides of the street — Create beautiful and enjoyable places — Make it comfortable	— Prioritize safety — Design for all ages and abilities — Ensure direct and connected routes — Provide guidance — Make it maintainable — Provide a comfortable experience	— Provide safe and convenient active transportation access — Facilitate multimodal connections — Include adequate space for transit amenities — Facilitate transit efficiency — Design for all users — Create vibrant places	— Design for safe speeds — Set context-sensitive speed limits — Accommodate the needs of large vehicles — Consider induced demand when determining capacity — Optimize use of street space	— Prioritize vulnerable users — Balance comfort and convenience of all travel modes — Maximize visibility — Reduce turn speeds — Maintain consistency and foster predictable movements — Accommodate large vehicles appropriately
Edmonton Complete Streets Design Standards	User-specific design principles are not identified within the Edmonton Complete Streets Design Standards				— Make approaching, entering, and using an intersection easy for people walking and wheeling of all ages and abilities; — Provide streets and intersections that are both convenient and safe for all users, particularly those with mobility issues;

				— Emphasize dignity and independence, providing those features that will allow all people to function in their day-to-day activities; — Consider accessibility in all seasons and conditions; and — Be successfully integrated with an intersection's function and form.
Boston Complete Streets Guidelines	— Accessible to all — All-weather access — Vibrant walking environment — Ease of maintenance — Intelligent systems — Stormwater management — Efficient technologies	— Road diets, lane diets, and the consideration or removal of on-street parking should be considered in order to provide adequate space for bicycle facilities — The potential hazard of opening car doors should be considered when developing appropriate designs for bicycle facilities — Coloured pavement should be considered to increase awareness of bicycle facilities at curbside locations, beginning of block segments, and through intersections — Roadways should be designed to provide the most direct and appropriate bicycle route, and minimize convoluted or out-of-way routing — Where possible, the installation of bicycle facilities should be coupled with an evaluation of pavement conditions and improvements to ensure smooth riding surfaces	— Multimodal — Smart — Green	— Accessible for all — Ease of maintenance — Reclaiming space — Minimum signal cycle lengths — Traffic controls — Reduce clutter — Balancing users' needs — Emissions reductions — Smart tags — All-weather access — Stormwater management — Obeying the law — Sensors

Table 7: *Complete Streets Principles by User Group*

3.2 Comparison & Highlights

The five jurisdictional documents reviewed identified a number of common themes and design principles. The following section summarizes three key principles related to each user group. This is intended to provide a high-level summary of design principles that should be considered moving forward with the development of the CLB Streets Design Manual.

Pedestrian Design Principles

Three key pedestrian design principles were identified:

1. Prioritize the safety of pedestrians;
2. Ensure that pedestrian facilities are accessible to all; and
3. Create vibrant and comfortable pedestrian environments.

The plans displayed an overwhelming focus on ensuring that the safety of pedestrian is prioritized above all design principles. This is due to pedestrians being the most vulnerable road users, particularly pedestrians with disabilities. Ensuring that all pedestrian facilities — regardless of the location or street typological context — prioritize safety and ensures access to all is paramount. The creation of vibrant and comfortable environments reinforces pedestrian safety and access, and welcomes users to these spaces.

Cyclist Design Principles

Three key cycling design principles were identified:

1. Apply context-sensitive facilities on streets;
2. Ensure cycling facilities are direct, intuitive, and comfortable; and
3. Provide continuity in the network and sufficient user guidance.

The key design principles relevant to cyclists focused on developing cycling networks that are well thought out, with context-sensitive cycling facilities that connect with one another to form an integrated network. Continuity was identified as a recurring key design principle as municipalities seek to fill gaps in their respective cycling networks.

Transit Design Principles

Three key transit design principles were identified:

1. Provide safe and comfortable access to transit facilities;
2. Accommodate multi-modal travel (e.g. bike parking at transit stops); and
3. Facilitate transit efficiency by providing transit vehicles with priority access.

The key design principles that relate to transit touch on those related to pedestrian and cycling design. The transit user design principles focus on ensuring that transit stops are safe to travel to and from, as

well as comfortable and inviting while waiting for the transit vehicle to arrive. Transit stops should focus on enabling multi-modal trips, such as through the provision of bicycle parking at transit stop locations or ensuring that connecting routes are located in a manner that accommodates convenient and intuitive transfers. Where feasible, physical interventions should be explored, such as adding bus queue jump lanes at intersections or dedicated priority lanes along busy corridors.

Motor Vehicle Design Principles

Three key motor vehicle design principles were identified:

1. Select appropriate design speeds when designing a roadway;
2. Consider induced demand when determining vehicular capacity; and
3. Implement context-sensitive speed limits that reflect the surrounding built form and land uses.

A key takeaway from the review of motor vehicle design principles is that practitioners should carefully select an appropriate design speed prior to design and construction of a roadway. This in turn, will influence the posted speed limit. For existing roadways not undergoing reconstruction, design practitioners should set speed limits that are context-sensitive, reflecting the surrounding land uses and user groups that are using that roadway. Induced demand was identified as a key consideration, as decisions around adding vehicular capacity to a corridor have direct implications on inducing vehicular demand and potentially detracting from shifting demand to other modes of travel.

Intersection Design Principles

Three key principles related to intersection design were identified:

1. Ensuring that pedestrian facilities are accessible to all;
2. Prioritizing the safety of pedestrians; and
3. Creating vibrant and comfortable pedestrian environments.

The final design principles focused on those relating to intersections and intersection design. The recurring themes and key design principles identified as part of the jurisdictional scan highlighted a significant amount of overlap with the design principles identified for the other user groups, namely pedestrians and cyclists. Intersections represent a potential point of conflict for all road users, particularly vulnerable road users such as pedestrians and cyclists. As such, intersection design must prioritize the safety of pedestrians and cyclists, ensuring that intersections are accessible to all. The use of technology at intersections was also identified as a key design principle, with intersections giving municipalities the opportunity to enhance other modes of travel such as transit, through the use of transit signal priority technology. Another example is the use of cameras to count and monitor intersections in real time, allowing for real-time information to be provided to departments overseeing the broader transportation network.

4 Conclusions and Next Steps

This Background Review Discussion Paper is a resource that may be used by the project team throughout the development of the Hamilton CLB Streets Design Manual. It identifies and describes the City's policies, guidelines, that outline a purpose and commitment to the CLB Streets Design Manual. It has also summarized provincial, national, and international roadway design guidelines and standards that should be reflected in the guidance of the City's CLB Streets Design Manual. The tabulated breakdown of design, implementation, and maintenance guidance at the various levels of government, both within Canada and the United States, as well as the table description of the City's Complete Streets typologies, may serve as tools for the project team's consideration in future phases. This section describes some highlights from these detailed reviews and the next phase of the Hamilton CLB Streets Design Manual.

4.1 Key Outcomes

The Background Review & Jurisdictional Scan has highlighted the City's progress-to-date in framing CLB Streets on its roadways. While CLB Streets have yet to be implemented, the City has published high-level planning documents and background reports that identify a need for CLB Streets and a means to implement them moving forward. The need for a CLB Streets Design Manual that is catered to the Hamilton transportation context has been recognized as paramount to the success of designing, implementing, and maintaining the City's proposed CLB Streets typologies. The Hamilton CLB Streets Design Manual project reflects the City's commitment to developing the tools and guidance necessary to enact its Complete Streets vision.

4.2 Next Steps

With a number of City policies and plans having been reviewed, as well as a jurisdictional scan of sample complete streets guidelines, a foundation has been established to guide in the development of the CLB Streets Design Manual. However, a number of questions will need to be answered moving forward, including:

- What roadways does the CLB Streets Design Manual apply to?
- What type of projects are eligible for CLB Streets design?
- What are barriers to implementing CLB Streets in Hamilton?
- What groups must be consulted prior to implementing a CLB Streets project?
- What type of roadway modifications are permitted when implementing CLB Streets design into road rehabilitation or reconstruction projects?

Answering these questions in Phase 1 is critical to understanding how best to proceed with the development of the CLB Streets Design Manual, ensuring that all recommendations can be implemented in a context-sensitive manner and in keeping with the broader Hamilton policy landscape.

Illustrative Applications of Complete Streets Design Strategies to Existing Streets

The application of complete streets design strategies to existing streets often presents challenges given Right-of-Way (ROW) constraints, exiting built form and differing needs for various users, and uses, of the street. This appendix provides some illustrative applications of complete street design strategies to existing streets in Hamilton in order to show what it might look like to apply the typologies and related design features that are under consideration for the CLB Streets Design Manual.

It is important to note that these are illustrative examples only and do not necessarily reflect specific design plans for specific streets.

The illustrative examples reflect only one possible concept for each street typology and have not been subject to a formal alternatives analysis process or Environmental Assessment (EA).

Additionally, while the images of existing streets reflect actual conditions in Hamilton, the selection of these locations are simply intended to show a typical street that would fall under each typology and should not be taken as representing an approved or planned proposal. Examples of streets by typology can be found in Table 1: Proposed Street Typologies for the City of Hamilton of Report PED 21020/PW21002.

URBAN AVENUE

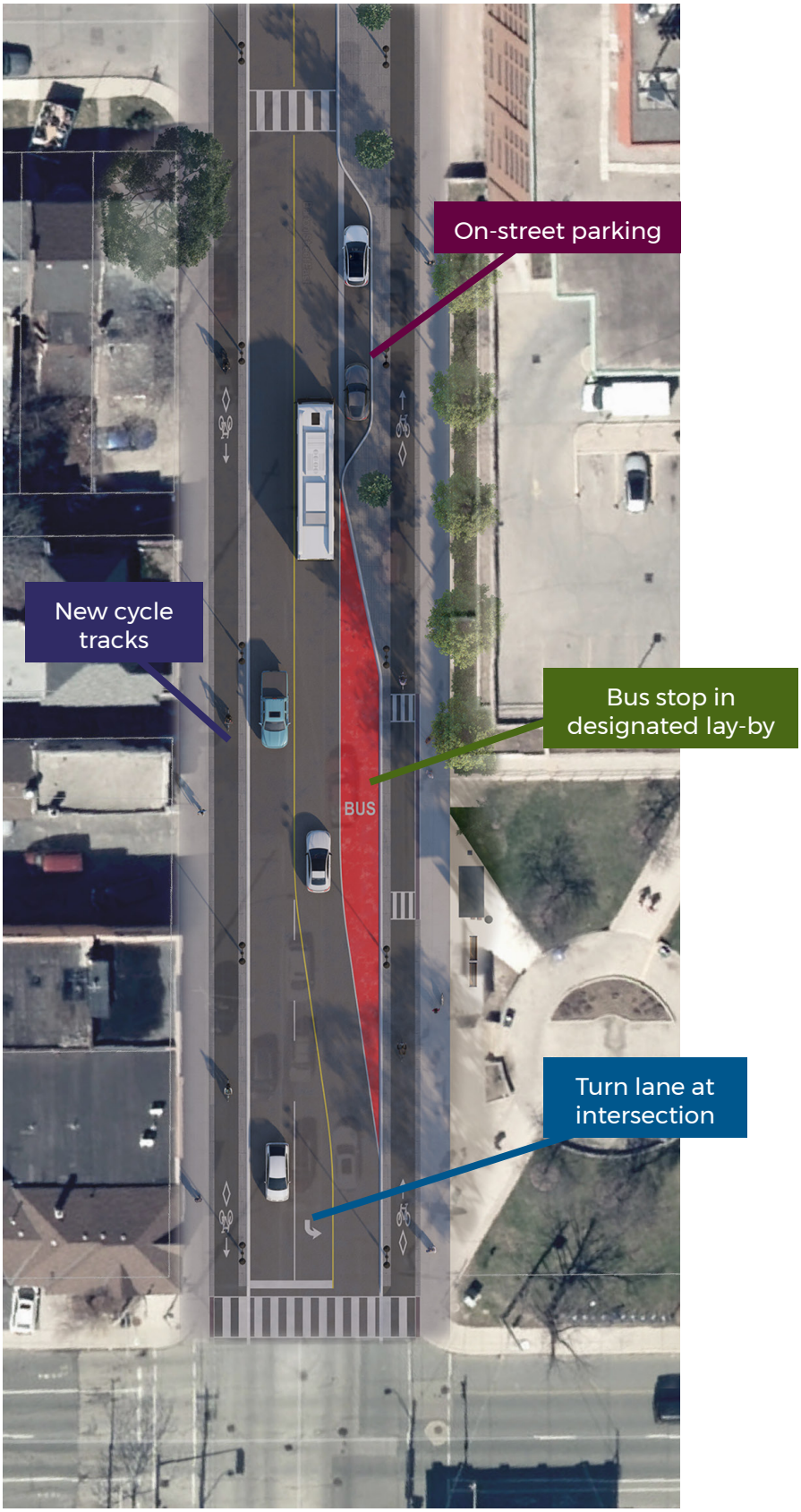
EXISTING CONDITION (20 m ROW)

DESIGN CONCEPT (20 m ROW)

Urban Avenues provide high people-movement capacity with priority for transit and active transportation. In a narrow right-of-way, priorities are balanced by varying the street design along the length of the block with dedicated turn lanes at intersections and lay-bys at bus stops. At other locations, on-street parking, planting zones, patios, or other amenities may be introduced.

URBAN AVENUE

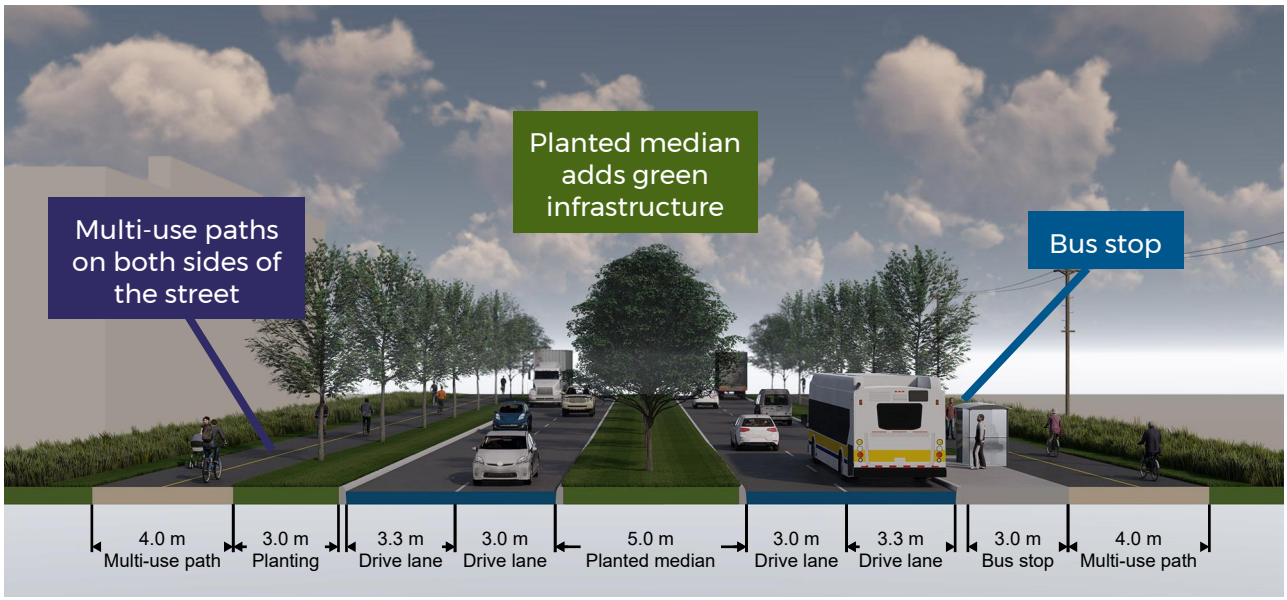
DESIGN CONCEPT



TRANSITIONING AVENUE

EXISTING CONDITION (45 m ROW)

DESIGN CONCEPT (45 m ROW)

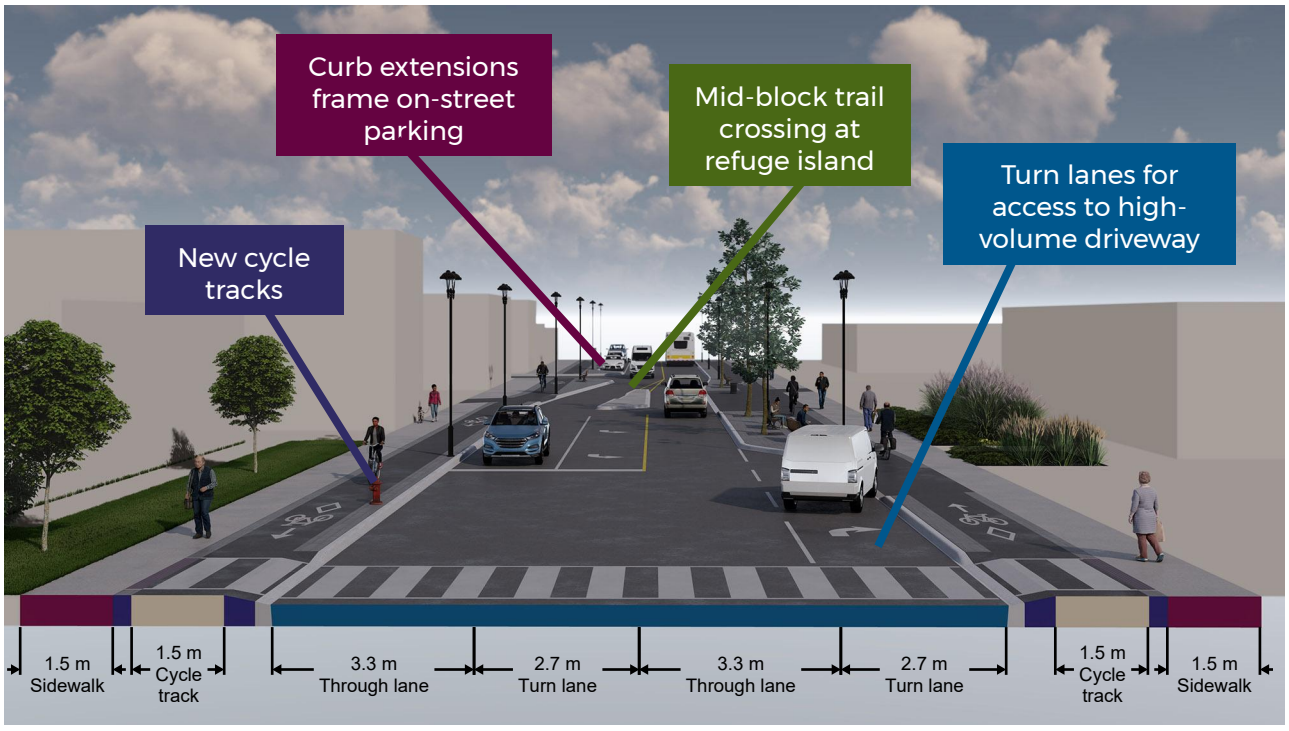


Transitioning avenues are major streets that cross the city east-west or north-south. They provide medium to high people-movement capacity and incorporate a high degree of access control. The wider right-of-way in this example allows for a planted median, which may narrow to provide dedicated turning lanes at intersections. A multi-use trail may be provided on both sides of the street to allow people walking, cycling or using transit to access destinations on either side of the street.

MAIN STREET

EXISTING CONDITION (20 m ROW)

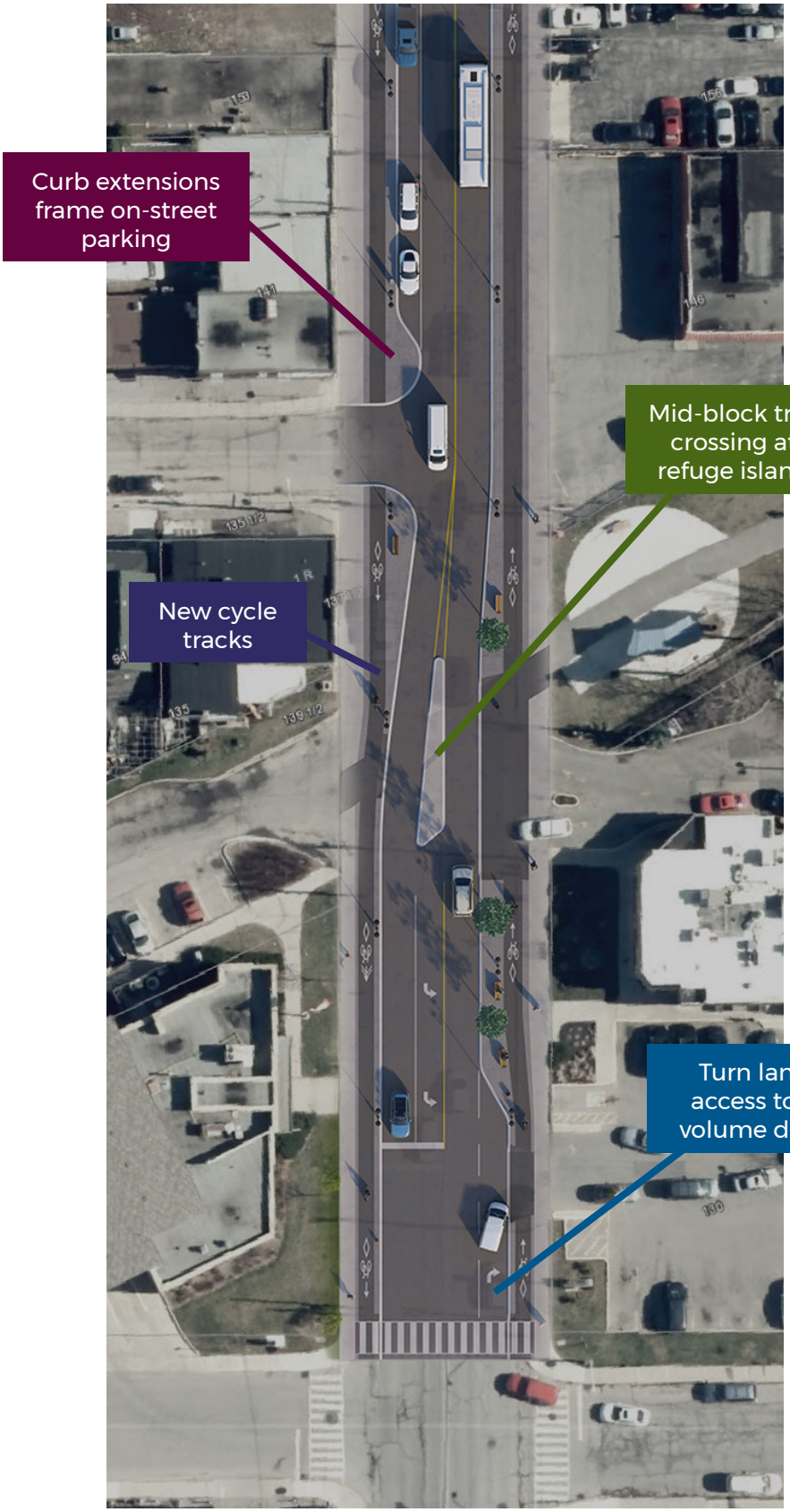
DESIGN CONCEPT (20 m ROW)



Main Streets have narrow rights-of-way, and are typically pedestrian-oriented streets with mixed uses and smaller-scale buildings. At this location, dedicated turn lanes may be provided for vehicles accessing the high-volume commercial driveway in the foreground. In the background, the roadway may narrow to two lanes, with on-street and street trees along with wider sidewalks and cycle tracks.

MAIN STREET

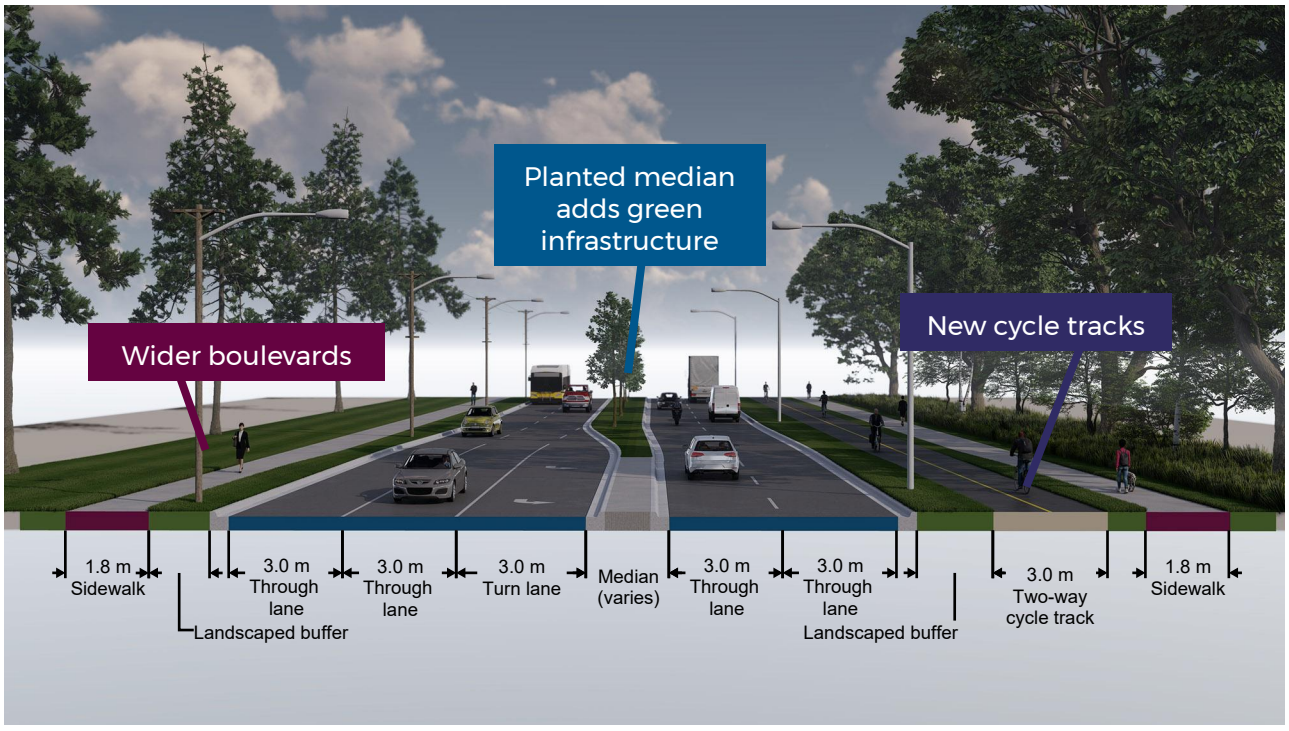
DESIGN CONCEPT



CONNECTOR

EXISTING CONDITION (28–32 m ROW)

DESIGN CONCEPT (30 m ROW)

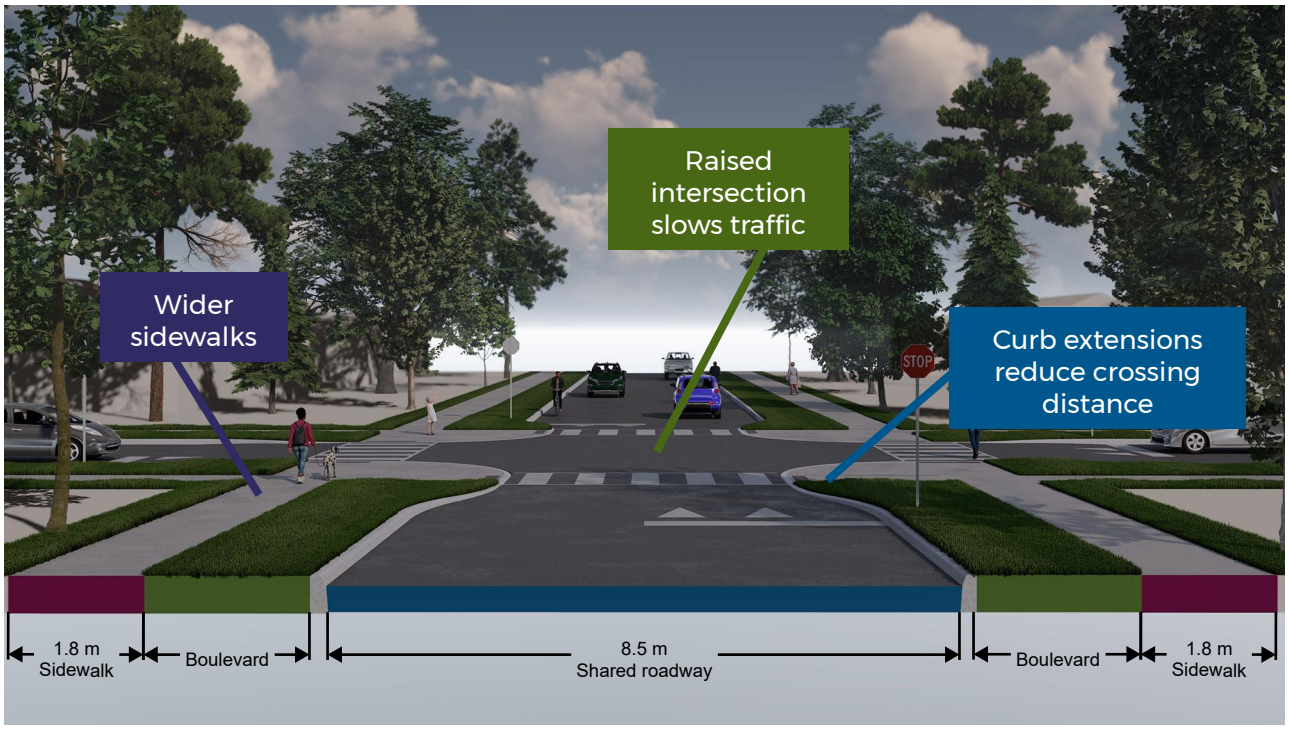


Connectors link neighbourhoods to each other and to other areas of the City. Buildings are generally set back from the street fronting onto a wide boulevard. On this street, a two-way cycle track may be provided on the higher-activity side of the street, to accommodate trips destined to and from Mohawk College.

NEIGHBOURHOOD STREET

EXISTING CONDITION (20 m ROW)

DESIGN CONCEPT (20 m ROW)

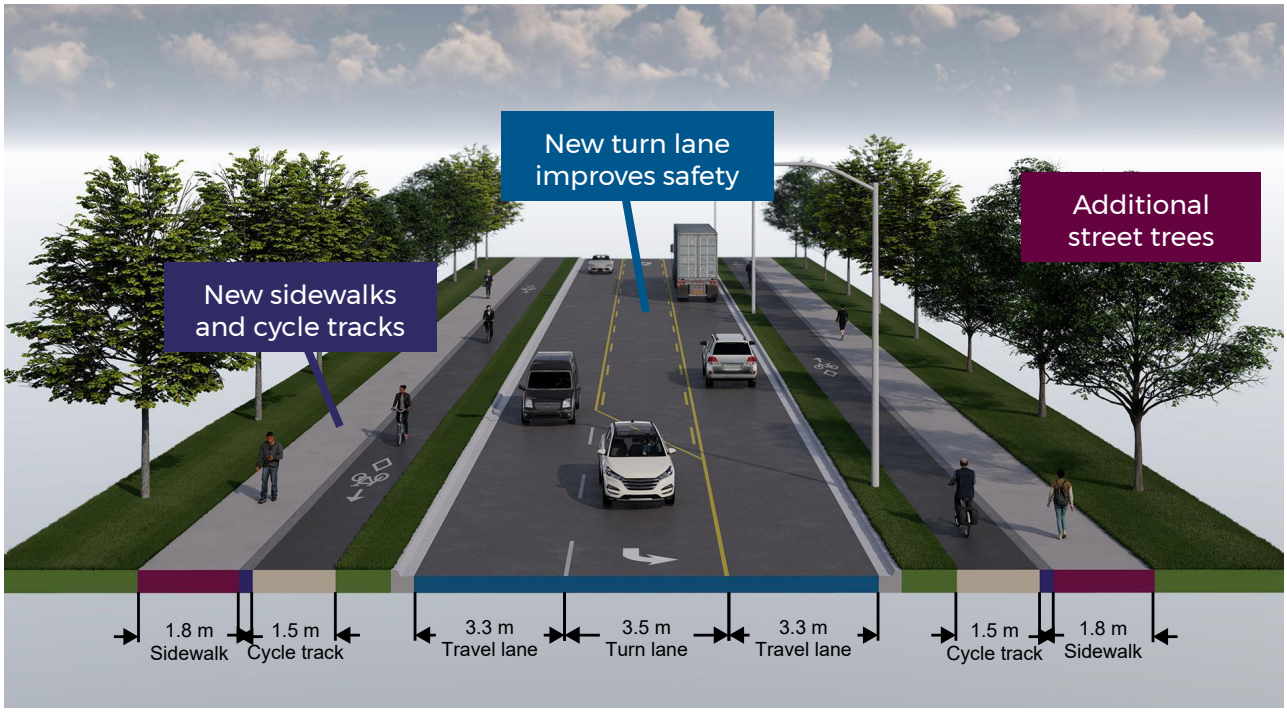


Neighbourhood Streets provide direct access to residential areas. Traffic calming and minimization of through traffic are important to provide a safe and comfortable environment for people walking and cycling.

INDUSTRIAL ROAD

EXISTING CONDITION (26 m ROW)

DESIGN CONCEPT (26 m ROW)

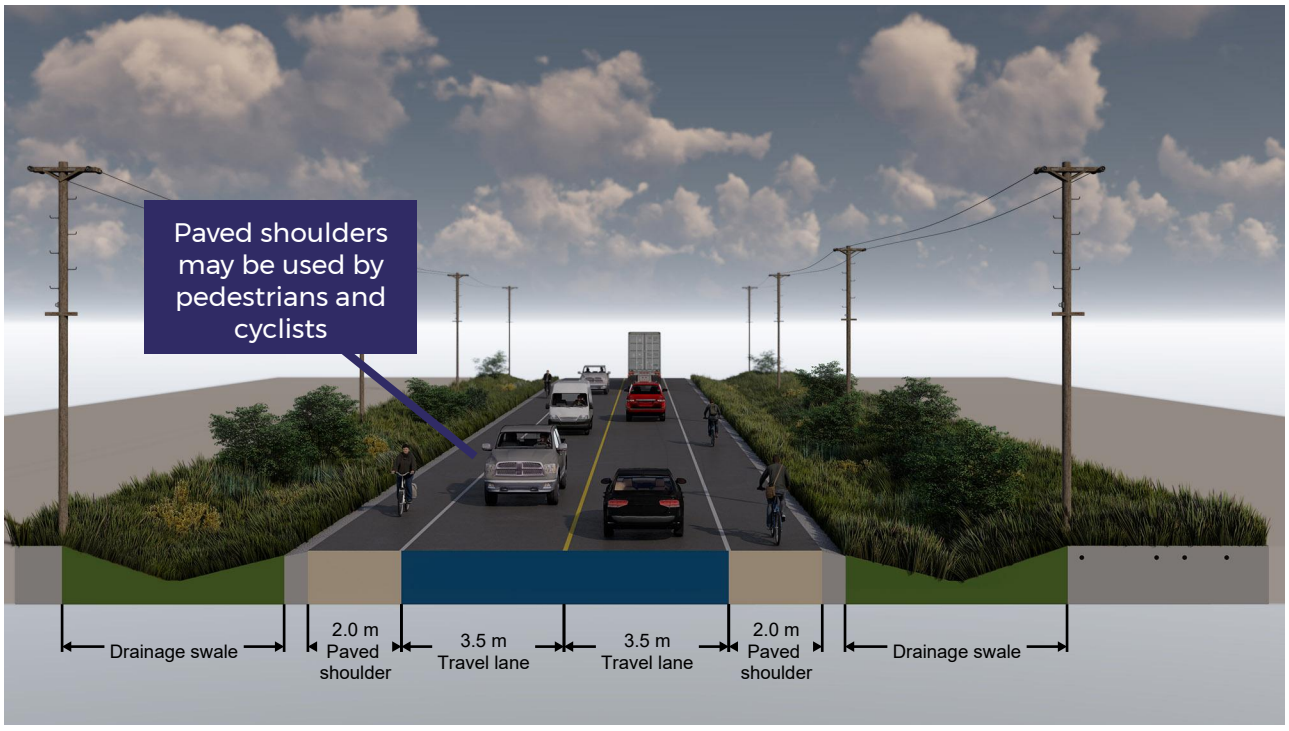


Industrial Roads are important goods movement corridors. They provide access by all modes of travel to industrial, warehousing, and other employment areas. In the example shown, cycle tracks may be implemented in a full road reconstruction scenario. In a retrofit scenario, on-street separated bicycle lanes may be implemented in conjunction with a 4-to-3 lane reconfiguration.

RURAL ROAD

EXISTING CONDITION (20 m ROW)

DESIGN CONCEPT (26 m ROW)

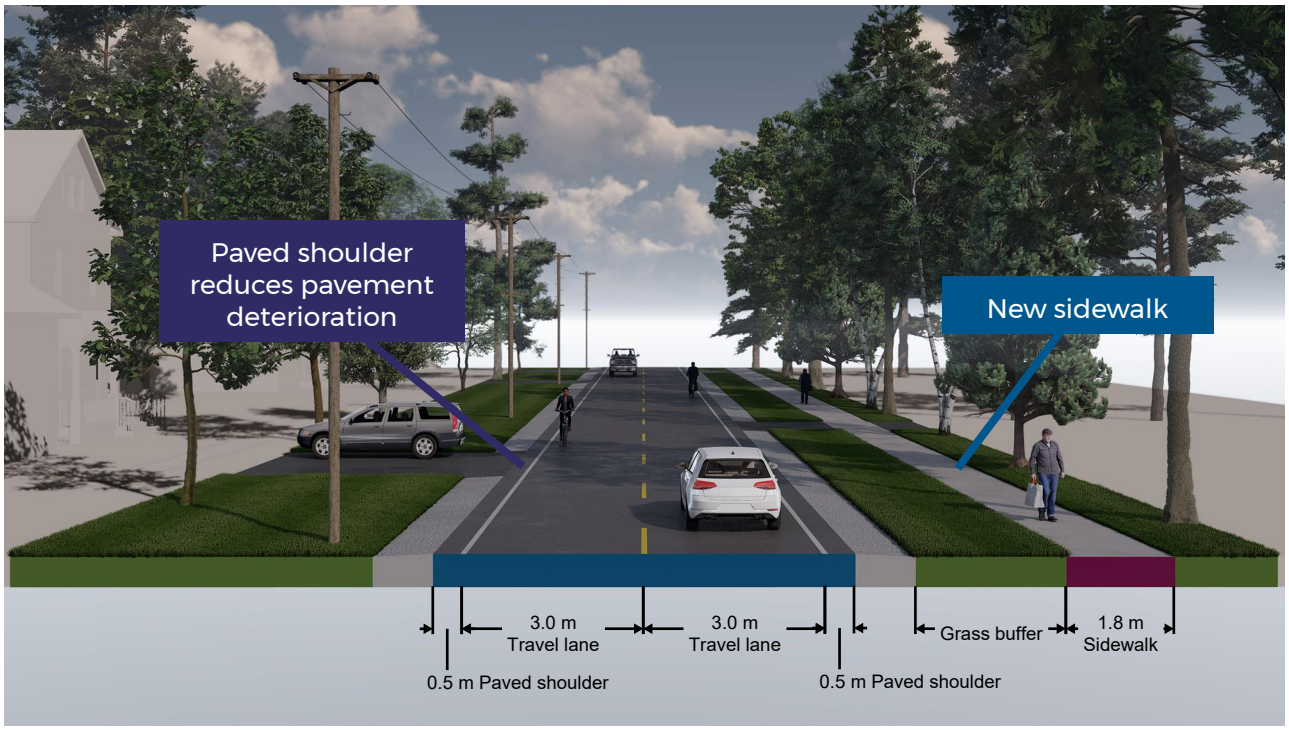


Rural Roads are primarily located in agricultural and natural areas. Their primary function is to move private and goods movement vehicles. In this example, paved shoulders may be used by pedestrians, cyclists and by motor vehicles stopped in emergency situations. The paved shoulder also provides additional lateral support for the pavement structure of the roadway.

RURAL SETTLEMENT ROAD

EXISTING CONDITION (18-22 m ROW)

DESIGN CONCEPT (20 m ROW)



Rural Settlement Roads are portions of Rural Roads that pass through village, and may include residential frontages or commercial uses. In this example, traffic volumes and speeds are relatively low, and a small paved shoulder is provided to improve pavement longevity and reduce maintenance costs.

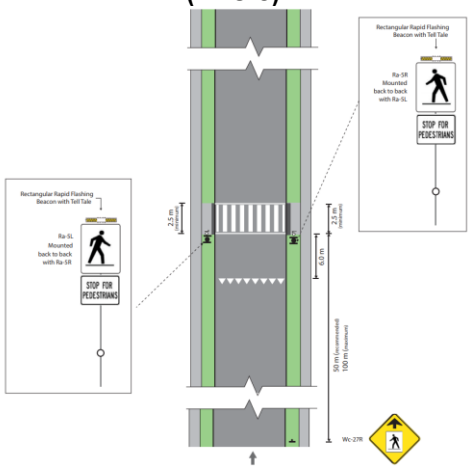
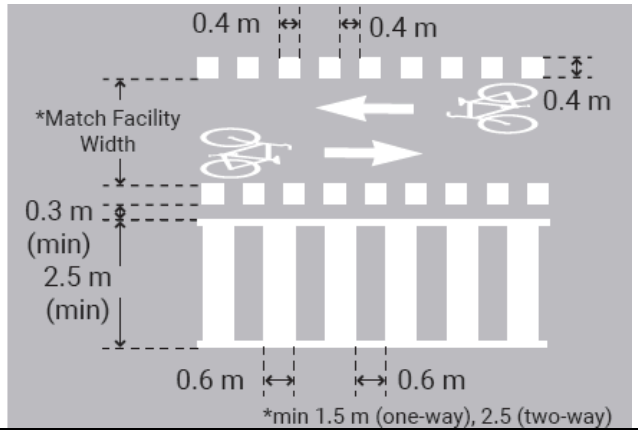
City of Hamilton Complete, Livable, Better Streets Design Manual

Typical Complete Streets Design Features

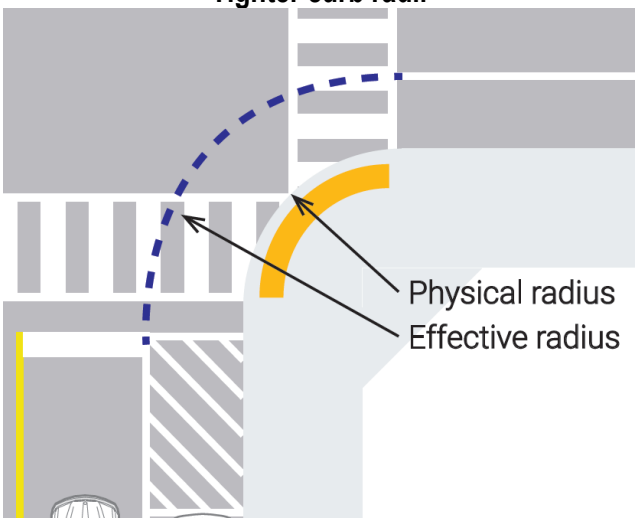
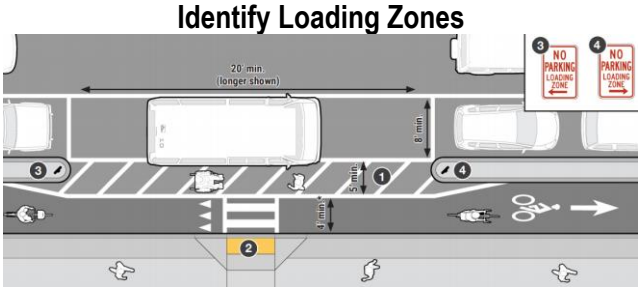
December 2nd, 2020

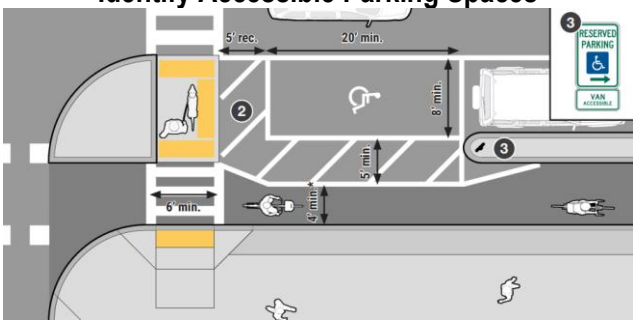
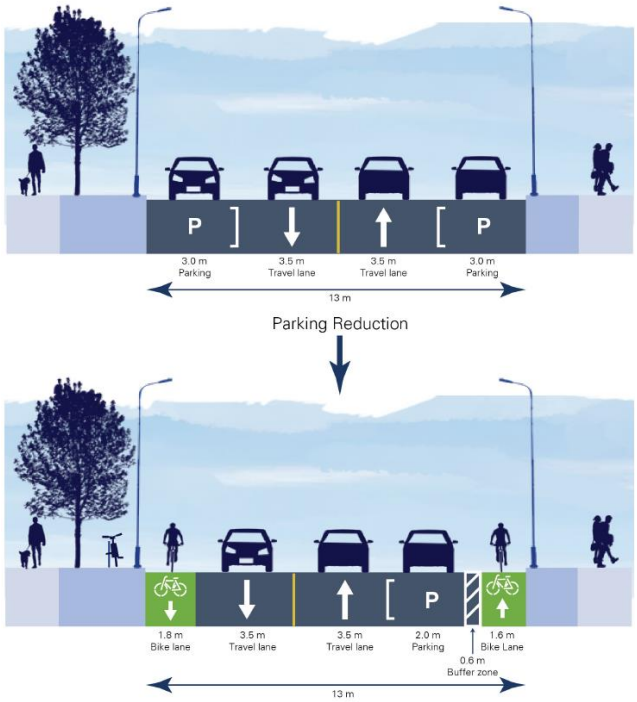
WSP Hamilton

1 Typical Complete Streets Design Features

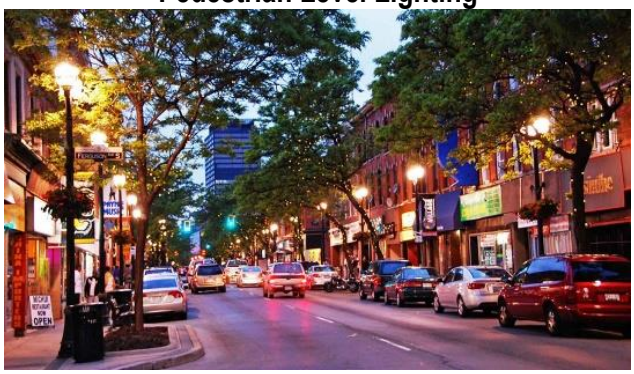
	Design Feature	Description
Crossing Treatments	**Bulb-outs**  Source: Richard Drdul, 2006	A bulb-out is an extension of the curb into the roadway that establishes a shorter crossing distance for pedestrians. Typically, bulb-outs extend the length of an on-street parking lane and make pedestrians more visibly to through motorists at crossing locations. Bulb-outs may also provide a traffic calming function.
	Mid-Block Pedestrian Crossovers (PXO's)  Level 2 Type D PXO Source: OTM Book 15, 2016	Mid-Block Pedestrian Crossovers are midblock pedestrian crossings designated by pavement markings, signage, and actuated signals depending on roadway context. At these locations, motor vehicles and cyclists must yield the right-of-way to pedestrians. The Ontario Traffic Manual Book 15 defines four types of pedestrian cross-over with increasing levels of control depending on the speed and volume of motor vehicles.
	Cross-rides 	Cross-rides are pavement markings at roadway crossing locations that delineate space for people walking and cycling. Where cross-rides are implemented, cyclists need not dismount when crossing the road. The Ontario Traffic Manual Book 18 defines three types of cross-rides that may be applied in a range of crossing environments, including midblock crossings of multi-use trails and other multi-use intersection crossing locations.

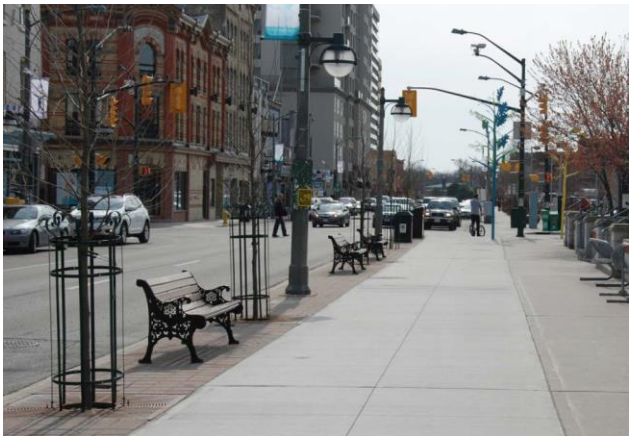
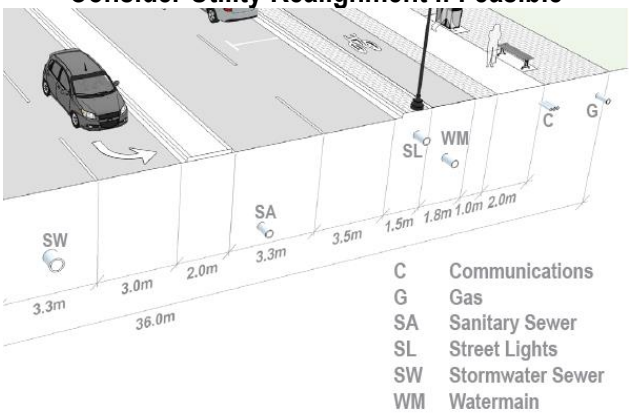
	Design Feature	Description
	Source OTM Book 18, Draft, 2020	
Crossing Treatments	**Bicycle Traffic Signals**  Source: WSP, 2018	Bicycle Traffic Signals are traffic signals that control the movement of cyclists at controlled crossing locations. Compared to General Traffic Signals, Bicycle Traffic Signals have smaller lenses that include bicycle stencils. They should be implemented at any controlled intersection where cyclists approach from a facility separated from motor vehicle traffic and at controlled midblock multi-use crossing locations.
Speed Management	**Narrow Travel Lanes**  Source: NACTO, 2013	Narrow travel lanes in the context of Complete Streets describes width reductions to general travel lanes. The purpose of this treatment is to force motorists to be more attentive to their path of travel and reduce their speeds. This can be accomplished by repainting travel lanes, increasing shoulder widths, and introducing bike lanes or on-street parking lanes.
	Reduce Posted Speed Limits 
 Source: Ken Gigliotti, 2014	Reductions in posted speed limits are a common Vision Zero and Road Safety strategy. Motor vehicle travel speed has demonstrated a positive correlation with the severity of injury among vulnerable road users when involved in motor vehicle collisions. Furthermore, breaking distances for motorists increase as operating speeds increase.

	Design Feature	Description
Speed Management	**Tighter curb radii**  Source: OTM Book 18, Draft 2020	Reducing or 'tightening' curb radii at intersections forces motorists to reduce their speed when turning, giving them more time to check mirrors, blind spots, and crossings for vulnerable road users. Mountable truck aprons with larger curb radii may be implemented at intersection locations that support infrequent turning movement by larger vehicles such as trucks or transit vehicles.
Curbside Management	**Introduce Curbside Management**  Source: OTM Book 18, Draft 2020	Curbside management is a set of strategies to organize competing curbside uses such as on-street parking, cycling infrastructure, transit, and pick-up/drop-off. Designing curbside space using such strategies can alleviate conflicts between various users and guide the use of limited space efficiently. The introduction of parking laybys, designation of specific loading zones through pavement markings, and providing alternative spaces for loading or parking off of main streets are examples of curbside management strategies
	Identify Loading Zones  Source: MassDOT Separated Bike Lane Planning and Design Guide, 2015	Loading zones are curbside spaces designated for the use of short-term delivery and loading. These locations are typically documented in local bylaw and signed in the boulevard. Optional hatched pavement markings may be used to further delineate these locations and deter motor vehicles encroachment when parked.

	Design Feature	Description
Curbside Management	**Moving On-Street Parking to Side Streets or to Nearby Municipal/Private Parking Lots**  Source: City of Toronto	On roadway retrofit or reconstruction projects, on-street parking may be removed on one or both sides to provide adequate space for active transportation infrastructure or dedicated transit lanes, among other roadway improvements. To reduce impacts on corridor parking supply, vehicular parking may be moved or promoted on side streets and off-street parking lots.
	Identify Accessible Parking Spaces  Source: MassDOT Separated Bike Lane Planning and Design Guide, 2015	Accessible parking spaces are curbside spaces designated for the use of parking by motorists with accessible parking permits. These spaces are typically located at or near curb ramps, such as at intersections, or near entrances to civic buildings and other public amenities.
Active Transportation	**Reduce On-Street Parking to One Side of The Street and Repurpose Space for Bikeway Facilities**  Source: OTM Book 18, Draft 2020	On narrow roadways with on-street parking on both sides of the streets, on-street parking may be reduced to one side to provide space for the implementation of cycling infrastructure between the curb.

	Design Feature	Description
Active Transportation	**Widen Boulevards and Increased Pedestrian Clearways / Sidewalk Widths**  Source: Hamilton Farmers Market, 2016	Widening boulevards and sidewalks may be appropriate in areas with high volumes of pedestrian traffic. Wider unobstructed pedestrian pathways (clearway) provides the space necessary for pedestrians to pass, push strollers, or navigate using mobility assistive devices.
	In-Boulevard Multi-Use Trail 	An in-boulevard multi-use path is a two-way travelled path shared by cyclists and pedestrians. These facilities are physically separated from motor vehicle traffic because they are placed above the curb (typically) with a horizontal buffer that may also be used for snow storage.
	Boulevard Bike Parking  Source: OTM Book 18, Draft 2020	Bike parking describes any end-of-trip facility that is designated for locking bicycles. Bike racks are a common form of bike parking typically placed in the boulevard. These facilities are used for short-term parking and should be located where pedestrian traffic is high to deter vandalism and theft through passive surveillance.
	Cycle Tracks  Source: OTM Book 18, Draft 2020	Cycle tracks are a one-way or two-way cycling facility that physically separate cyclists from motor vehicle traffic, typically in roadway conditions where motor vehicle traffic volumes and speeds are high. Physical separation is achieved by placing the cycle track above the curb with a horizontal buffer zone.

	Design Feature	Description
Active Transportation	**Buffered and Physically Separated Bike Lanes**  Source: OTM Book 18, Draft 2020	Bike lanes are portions of the roadway that are designated for cyclists. On roadways with more than two through lanes or where warranted by motor vehicle speed and volume, a painted horizontal buffer may be applied to deter encroachment into the bike lane. Where motor vehicle speeds and volumes are high, physical separation may be placed in the buffer space to create a physically separated bike lane.
Streetscaping	**Boulevard Café Space**  Source: City of Toronto	Boulevard space may be temporarily allocated for use by fronting businesses on corridors with generous boulevard space to create vibrant, intimate environment and increase the placemaking function of a street. It is important to ensure that boulevard café space does obstruct the pedestrian clearway.
	Street Trees and Planters  Source: City of Hamilton, 2020	Streets trees and planters are typically placed in the planting / furniture zone of the roadway. They improve local streetscaping objectives that may attract pedestrian traffic and promote the placemaking functions of the street. It is important to ensure that the placement of these features near intersections and midblock crossings does not negatively impact sightlines for motorists.
	Pedestrian Level Lighting  Source: Hamilton Halton Brant	Improving pedestrian level lighting will help illuminate, enhance aesthetics and mitigate shading from street trees in the streetscape. Pedestrian level lighting helps improve accessibility, security, and safety.

	Design Feature	Description
Streetscaping	**Street Furniture**  Source: London Complete Streets Design Manual, 2018	Adding street furniture, such as street benches, bike racks, and trash receptacles enhances the aesthetics of the streetscape. Having accessible street furniture encourages pedestrians to use the space to rest and socialize and to keep the area clean from litter.
Other	**Road Diets (Repurpose Existing Curb to Curb Space)**  Source: Region of Waterloo	Road diets include any roadway retrofit project where roadway space is reallocated to support other modes, particularly cycling infrastructure. Strategies to allocate more space for other modes include: • Reducing lane widths toward accepted minimums • Converting a 4-lane cross-section to a 2-lane cross-section with a centre-left turn lane • Removing on-street parking on one side of the street
	Consider Utility Realignment if Feasible  Source: London Complete Streets Design Manual, 2018	Where existing above ground utilities located in the boulevard present a sightline obstruction or barrier to implementation of boulevard infrastructure, a decision may be made to move utilities if feasibly as part of a major road reconstruction project.

	Design Feature	Description
Other	Transit and Cycle Track mixing zone  Source: Google Maps, 2020	When a bicycle lane or cycle track crosses a transit stop practitioners may consider incorporating the bicycle facility into the transit platform. Designers should take care to minimize conflicts with passengers boarding, alighting or waiting for transit. The bicycle facility should feature a ramp up to the platform to slow cyclists as they approach the conflict area. It is also recommended that the area where passengers board and alight be surrounded by bright yellow tactile paving. This clearly defines the conflict zone for all users, including those who are visually impaired.

CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	January 11, 2021
SUBJECT/REPORT NO:	2021 Volunteer Committee Budget - Keep Hamilton Clean and Green Committee (PW21003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Diane Butterworth (905) 546-2424 Ext. 5089 Raffaella Morello (905) 546-2424 Ext. 3926
SUBMITTED BY: **SIGNATURE:**	Craig Murdoch Director, Environmental Services Public Works Department 

RECOMMENDATION

That the Keep Hamilton Clean and Green Committee's 2021 base budget submission attached as Appendix "A" to Report PW21003 in the amount of $18,250, representing a zero-net levy impact from the previous year budget, be approved and referred to the 2021 operating budget process for consideration.

EXECUTIVE SUMMARY

The Keep Hamilton Clean and Green (KHCG) Committee is a Council-endorsed, citizen volunteer group that actively addresses issues related to litter, graffiti and beautification across the City. The KHCG Committee has prepared their annual funding request for proposed activities in 2021 in the amount of $18,250 and this request for funding is being submitted to the Public Works Committee (attached as Appendix "A" to Report PW21003) for review and consideration during the 2021 operating budget process.

The anticipated expenses in the 2021 budget request will support the Committee's workplan and overall goals.

Alternatives for Consideration – See Page 4

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The KHCG Committee is requesting a 2021 budget of $18,250 (Department ID #300361), representing a zero net levy increase from the 2020 budget. $18,250 has been the base budget request for the KHCG Committee since 2010.

Staffing: There are no staffing implications associated with the recommendation in this report.

Legal: There are no legal implications associated with the recommendation in this report.

HISTORICAL BACKGROUND

The Keep Hamilton Clean and Green Committee, formerly the Clean City Liaison Committee came into effect in 2001. The Clean & Green Hamilton Strategy was endorsed by City Council in November 2012 and their focus is coordinating and promoting litter and graffiti remediation and prevention programs and supporting beautification and environmental stewardship initiatives in the community.

Each year, prior to the start of budget deliberations, the City's volunteer committees submit a proposed budget for the upcoming operating year.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The recommendation provided in this report aligns to the Vision and Mission of the City of Hamilton's 2016-2025 Strategic Plan and supports the Clean and Green priority area.

The recommendation also supports the ongoing implementation of the Clean & Green Hamilton Strategy, which includes:

- Contribute to an enhanced quality of life for our citizens through clean and green initiatives;
- Support community and stakeholder engagement through partnerships, collaboration and consultation, and;
- Contribute to the social, economic and environmental wellbeing of Hamilton.

RELEVANT CONSULTATION

The recommendation in this report was prepared in consultation with staff from the Corporate Services Department (Financial Planning, Administration and Policy Division) and was approved by the members of the KHCG Committee on November 17, 2020.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

The proposed 2021 KHCG Committee base budget supports various activities that align with the five focus areas of the Clean & Green Hamilton Strategy including litter, illegal dumping, graffiti, beautification and environmental stewardship, as well as the Committee's administrative costs. The 2021 operating budget request includes the following categories:

Team Up to Clean Up Program - $5,050
The KHCG Committee's 2021 workplan continues to support many volunteer groups through the Team Up to Clean Up Program. The 2021 budget request includes the purchase of supplies and promotional costs to support the Team Up to Clean Up Program.

Keep America Beautiful – $1,600
The KHCG Committee acts as the Board of Directors of the Keep America Beautiful (KAB) affiliate. As such, the Committee is required to pay an annual affiliate fee and participate in training and development opportunities offered by KAB. The 2021 affiliate fee has been confirmed to be $460USD (approximately $611CAD). The remaining funds will be used for KHCG participation in training and development.

Graffiti Management Strategy – $2,000
The City's Graffiti Management Strategy Team continues to identify new pilot programs that support a reduction of illegal tagging and graffiti across the City. To continue the ongoing action towards addressing these initiatives in 2021, the KHCG Committee will allocate funds to support a proactive graffiti prevention or deterrent initiative based on recommendations to be developed by the City's internal Graffiti Working Group.

Clean & Green Neighbourhood Grants – $6,000
The KHCG Committee continues to support community-led clean and green projects through the Clean & Green Neighbourhood grants program. The KHCG Committee will allocate these funds towards these grants in 2021.

Cigarette Litter Prevention – $2,500
In 2019 and up to March 2020, the Cigarette Litter Prevention Program was funded through a grant from the Main Street Revitalization program. The funds were used to purchase promotional items such as pocket ashtrays and develop promotional materials such as labels for containers and a video that was promoted on social media. The funds for this grant are no longer available. Because of this, funds for this program are being requested in the 2021 KHCG operating budget for use on similar promotional activities.

Environmental Stewardship – $600
In 2021, the KHCG Committee will look for new opportunities to foster a sense of environmental stewardship in the local community. The Committee has begun preliminary discussions with an external community group that delivers an annual environmental awards program to recognize volunteers in the environmental sector. The Committee anticipates providing financial support to expand the reach and potential impact of the awards program.

Administration and Meeting Costs – $500
In 2020, the KHCG Committee approved a revision to its structure which expanded its membership to up to 15 committee members. The Committee meets approximately eight times per year. A portion of the Committee's budget is allocated for administrative and meeting related expenses.

ALTERNATIVES FOR CONSIDERATION

Council could reduce the KHCG Committee's annual base budget in 2021. The Committee's annual base budget is $18,250 and has not been increased since 2007. A reduction from this amount would reduce the Committee's capacity to invest in environmental stewardship projects, grassroots neighbourhood development initiatives, and improving behaviours to support clean and green principles.

Furthermore, a reduction in the Committee's base budget would reduce the ability of the KHCG Committee to implement the Clean & Green Hamilton Strategy and Clean & Green strategic priorities.

Financial: A reduction in the budget would require the committee to reduce the number of items on their workplan for 2021.

Staffing: There are no staffing implications associated with the recommendation in this report.

Legal: There are no legal implications associated with the recommendation in this report.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation
Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

Healthy and Safe Communities
Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

Clean and Green
Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

Built Environment and Infrastructure
Hamilton is supported by state-of-the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PW21003 – 2021 Advisory Committees Budget Submission for the Keep Hamilton Clean & Green Advisory Committee

CITY OF HAMILTON

2021

ADVISORY COMMITTEES

BUDGET SUBMISSION

KEEP HAMILTON CLEAN & GREEN ADVISORY COMMITTEE

PART A: General Information

ADVISORY COMMITTEE MEMBERS (Voting & Non-Voting):

Felicia Van Dyke (Chair)
Lennox Toppin (Vice Chair)
Leisha Dawson
Theresa Movre
Brenda Duke
Heather Donison
Sue Dunlop (HWDSB Representative)
Kerry Jarvi (BIAAC Representative)
Marisa DiCenso (HWCDSB Representative)
Paulina Szczepanski (HWCDSB Youth Representative)
Jen Baker (Environmental Representative)
Steve Watts (Environmental Representative)
Councillor Nrinder 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 focus is to encourage behaviours and attitudes conducive to a clean, healthy and safe community through leadership and action.

The KHCG 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 Community Appearance Index survey in 2021.
- 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	$500
Keep America Beautiful Affiliate Fee / Training and Development	$1,600
SUB TOTAL	**$2,100**

SPECIAL EVENT/PROJECT COSTS:

Cigarette Litter Prevention	$2,500
Team Up to Clean Up	$5,050
Graffiti	$2,000
Volunteer recognition	$600
Clean & Green Neighbourhood Grants	$6,000
SUB TOTAL	**$16,150**

TOTAL COSTS	**$18,250**

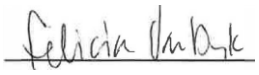
Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	**$0**

TOTAL 2021 BUDGET REQUEST (net of reserve funding)	**$18,250**
PREVIOUS YEAR (2020) APPROVED BUDGET	**$18,250**

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: **Felicia Van Dyke (Chair)**

Signature: 

Date: **December 8, 2020**

Telephone #: Staff Liaison Diane Butterworth ext. 5089

CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	January 11, 2021
SUBJECT/REPORT NO:	Delegated Authority to Transition Waste Management Recycling Programs to Individual Producer Responsibility (PW21004) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Scott Hembruff (905) 546-2424 Ext. 5601
SUBMITTED BY: **SIGNATURE:**	Craig Murdoch Director, Environmental Services Public Works Department 

RECOMMENDATION(S)

(a) That the General Manager of Public Works, or their designate, be authorized and directed to negotiate with Producer Responsibility Organizations for the continued full funding of Tires and Batteries and for the future upload of Electrical and Electronic Equipment and Municipal, Hazardous and Special Waste programs to Individual Producer Responsibility; and,

(b) That the General Manager of Public Works be authorized to execute contracts with Producer Responsibility Organizations that would upload the financial responsibility of any waste management recycling program to Individual Producer Responsibility in a form acceptable to the City Solicitor.

EXECUTIVE SUMMARY

The Province of Ontario is in the process of transferring the responsibility for recycling programs to the producers who manufacture the products. Each program has a scheduled transition date at which time the Stewardship Ontario programs that provide partial reimbursement to municipalities will end. For Municipalities to transfer these programs to producers under the Individual Producer Responsibility (IPR) framework,

they must sign agreements with registered Producer Responsibility Organizations (PRO) working on behalf of the producers. If Municipalities choose not to sign these agreements, not only will they lose the partial funding through Stewardship Ontario, but they would have to assume the full financial responsibility for these programs when the Stewardship Ontario programs transition to the new IPR framework.

The Ontario Tire Stewardship Program was transitioned to IPR on January 1, 2019 and has saved the City approximately $15,000 per year. The battery collection program, which transitioned on July 1, 2020 is estimated to save the City an additional $8,000 per year.

By uploading the Electrical and Electronic Waste Program (EEE) on January 1, 2021 and the Municipal Hazardous and Special Waste Program (MHSW) on July 1, 2021, it will save the City an estimated $471,440 per year ($30,000 for EEE program and $441,440 for the MHSW).

Staff intend to negotiate with PROs to continue to utilize the City's Transfer Stations and Community Recycling Centres as collection depots for these materials with the intention of maintaining current service levels.

Alternatives for Consideration – See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: If the City chooses to transition the Electrical and Electronic Equipment and the Municipal Hazardous and Special Waste programs, the estimated budget savings are found in Table 1 below;

Table1

Program	Total Cost of Program	Current Stewardship Ontario Funding	Remaining Cost to be Uploaded to Producers (Potential Budget Savings)
Electrical and Electronic Equipment (EEE)	$ 50,000.00	$ 20,000.00	$ 30,000.00
Municipal, Hazardous and Special Waste (MHSW)	$ 643,440.00	$ 202,000.00	$ 441,440.00
Totals	$ 693,440.00	$ 222,000.00	$ 471,440.00

* Above costs are estimates based on 2020 operating budget

Staffing: There are no staffing implications related to the recommendation in this Report.

Legal: Legal Services will be consulted on any contract negotiated between the City and an eligible PRO.

HISTORICAL BACKGROUND

The Ministry of Environment, Conservation and Parks (MECP) has directed Stewardship Ontario to wind up recycling programs based on the following schedules;

- Ontario Tire Stewardship (OTS) Program:

  This program ended on December 31, 2018. At the time of transition, the contractor operating the City's transfer stations and community recycling centres (TS/CRCs) signed with a designated PRO. As a result, the City was no longer invoiced for the cost of used tires collected at these sites from residents. Although this agreement is expected to be valid for the life of the TS/CRC operations contract, this program is included in Report PW21004 to provide staff with the ability to negotiate with a PRO if necessary.

- Battery Incentive Program:

  This program ended on June 30, 2020. As the cost of this program was under $10,000 per year, the City of Hamilton's Procurement Policy allowed staff to negotiate directly with a battery PRO. With the support of Legal Services, a one-year contract from July 1, 2020 to June 30, 2021, was finalized between the City and Call2Recycle which has transitioned the cost of this program to the individual battery producers. This program is included in Report PW21004 to provide staff with the ability to renegotiate the current contract with Call2Recycle or negotiate with an alternative PRO if necessary.

- Ontario Electronics Stewardship (OES) Program:

  This program is scheduled to end on December 31, 2020 and manages all of the waste Electrical and Electronic Equipment (EEE) collected at the TS/CRCs from residents. The regulation outlining how this transition will take place was released on September 21, 2020 by the Ministry of Environment, Conservation and Parks (MECP). Due to the tight timeline, negotiations with EEE PRO companies will take place in early 2021. As discussions will take

place after the transition date, staff will work with PROs to determine if retro-active payments will form part of the contract.

- Municipal Hazardous or Special Waste (MHSW) Program:

  This program is scheduled to end on June 30, 2021 and manages all the designated MHSW materials collected at the TS/CRCs from residents. The regulation outlining how this transition will take place has not yet been released by the MECP but is expected in the spring of 2021.

Staff intend to negotiate with PROs to continue to utilize the City's Transfer Stations and Community Recycling Centres as collection depots for these materials with the intention of maintaining current service levels.

If the City of Hamilton (City) chooses not to transition the Electrical and Electronic Equipment and the Municipal Hazardous and Special Waste programs, the City would be responsible for 100% of the cost to operate these if they are to continue. Potential budget savings resulting from the transfer to producers is estimated to be approximately $471,440. If the City chooses not to transition these recycling programs, the total cost would be approximately $693,440 annually and would result in a budget pressure of $222,000 from the Stewardship Ontario funding that would be lost.

For each program, PROs must register with the Resource Productivity and Recovery Authority (the Authority). The PROs work on behalf on producers to ensure that they meet their annual collection targets set by the MECP. The PROs also work with municipalities to reimburse them for any costs related to collecting, transporting and recycling eligible products.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Resource Recovery and Circular Economy Act, 2016

- O. Reg. 225/18: Tires, and
- O. Reg 30/20: Batteries, and
- O. Reg. 389/16: Waste Electrical and Electronic Equipment

RELEVANT CONSULTATION

The Recommendations in Report PW21004 were prepared in consultation with staff from the Corporate Services Department, Financial Services and Taxation (Procurement Section) and Legal and Risk Management Services (Legal Services Section).

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

The City of Hamilton currently has well established recycling programs for tires, batteries, EEE and MHSW materials for home owners to access. By entering into agreements with registered PROs, the City would be able to maintain current service levels for residents for the above-mentioned programs while the PROs would be responsible for the costs of collecting, transporting and recycling these materials. Therefore, saving the City an estimated $441,440 annually.

ALTERNATIVES FOR CONSIDERATION

Option 1: The City could decide to continue to collect these materials at the TS/CRCs without signing with a PRO. In this case, the City would be responsible for the entire cost of the programs.

Financial: The cost to operate these recycling programs would be approximately $693,440 annually which would result in a budget pressure of $222,000 from the Stewardship Ontario funding that would be lost.

Staffing: N/A

Legal: N/A

Option 2: The City could stop collecting these materials at the TS/CRCs. This would reduce the level of service for residents and could contribute to illegal dumping if there are no alternative programs for residents to access.

Financial: Eliminating these programs completely would result in a potential savings of approximately $441,440 annually.

Staffing: N/A

Legal: N/A

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Clean and Green
Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

Our People and Performance
Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Not applicable

10.1

CITY OF HAMILTON

M O T I O N

Public Works Committee: January 11, 2021

MOVED BY COUNCILLOR T. JACKSON.……..……..……...

SECONDED BY COUNCILLOR ……..……

Construction of a Cul-de-sac on Anchor Road, Hamilton (Ward 6)

WHEREAS, the North Hannon Neighbourhood Plan was amended in 2017 with the approval of Report PED17205;

WHEREAS, as the approved changes resulted in the elimination of any future extension of Anchor Road to the south;

WHEREAS, Pritchard Road abuts the south east limit of Anchor Road and development applications are proceeding;

WHEREAS, the future scope of any development will require the works within the existing Anchor Road Right of Way;

WHEREAS, the existing Anchor Road was constructed in the 1980's without a cul-de-sac,

WHEREAS, there will be an operational benefits to have a proper cul-de-sac in place; and,

WHEREAS, there will be opportunities to enhance any natural trails in the vicinity with this project;

THEREFORE, BE IT RESOLVED:

(a) That a proper cul-de-sac be constructed on Anchor Road, Hamilton, to be funded from the Ward 6 Special Capital Re-Investment Reserve Account (108056), to an upset limit of $230,000; 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.

Added Item 11.1

CITY OF HAMILTON

N O T I C E OF M O T I O N

Public Works Committee: January 11, 2021

MOVED BY COUNCILLOR J.P. DANKO…..…….……..……..

Locke Street South Business Improvement Area (BIA) Lighting (Ward 1)

WHEREAS, residents of Kirkendall and the Locke Street South BIA patrons previously enjoyed enhanced seasonal lighting on the hydro poles along Locke Street;

WHEREAS, the outlets were removed when Alectra replaced all hydro poles along Locke Street South in 2018; and,

WHEREAS, improvements to the lighting on the street increases activity and vitality to the neighbourhood and promotes a healthy and engaged community;

THEREFORE, BE IT RESOLVED:

(a) That $5,000 be provided to the Locke Street Business Improvement Area to help support the addition of outlets to the hydro poles from the Ward 1 Area Rating Capital Reinvestment Discretionary Fund (3301909100); 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.