



**City of Hamilton**  
**PUBLIC WORKS COMMITTEE**  
**AGENDA**

**Meeting #:** 22-009  
**Date:** May 30, 2022  
**Time:** 1:30 p.m.  
**Location:** Council Chambers  
Council Chambers, Hamilton City Hall  
71 Main Street West

Carrie McIntosh, Legislative Coordinator (905) 546-2424 ext. 2729

---

	<b>Pages</b>
<b>1. CEREMONIAL ACTIVITIES</b>	
<b>2. APPROVAL OF AGENDA</b>	
(Added Items, if applicable, will be noted with *)	
<b>3. DECLARATIONS OF INTEREST</b>	
<b>4. APPROVAL OF MINUTES OF PREVIOUS MEETING</b>	
4.1. May 16, 2022	4
<b>5. COMMUNICATIONS</b>	
<b>6. DELEGATION REQUESTS</b>	
6.1. John Kozlowski respecting Monuments at East Lawn Cemetery (for a future meeting)	21
<b>7. CONSENT ITEMS</b>	
7.1. Capital Lifecycle Renewal - Facilities Roof Replacements (PW18065(c)) (City Wide)	23
7.2. Bayfront Park – Transit Service Extension (PW22027(a)) (Ward 2)	33

7.3.	Hamilton Cycling Committee Minutes - April 6, 2022	45
<b>8.</b>	<b>STAFF PRESENTATIONS</b>	
8.1.	2020-2021 Annual Corporate Security Report (PW20053(a)) (City Wide)	51
<b>9.</b>	<b>PUBLIC HEARINGS / DELEGATIONS</b>	
9.1.	Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway Abutting 192 East 22nd Street, Hamilton (Ward 7) (PW22045)	110
9.2.	Proposed Permanent Closure and Sale of a Portion of Unassumed Alleyway Abutting 67 Graham Avenue South, Hamilton (Ward 4) (PW22046)	117
<b>10.</b>	<b>DISCUSSION ITEMS</b>	
10.1.	Environmentally Sustainable Solutions for Food Trucks in Bayfront (and other Park(s)) (PW22041) (City Wide) (Outstanding Business List Item)	124
10.2.	By-law Drainage Superintendent (PW22044) (City Wide)	130
<b>11.</b>	<b>MOTIONS</b>	
11.1.	Funding for Tree Planting on Hamilton-Wentworth Catholic District School Board Properties (Ward 8)	135
11.2.	Improvements to T. Melville Bailey Park, 45 Cloverhill Road, Hamilton (Ward 8)	136
<b>12.</b>	<b>NOTICES OF MOTION</b>	
<b>13.</b>	<b>GENERAL INFORMATION / OTHER BUSINESS</b>	
13.1.	Amendments to the Outstanding Business List	
13.1.a.	Items Considered Complete and Needing to be Removed:	
13.1.a.a.	Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s)	
	Addressed as Item 10.1 on today's agenda - Report (PW22041) (City Wide)	
	Item on OBL: ACE	
<b>14.</b>	<b>PRIVATE AND CONFIDENTIAL</b>	

15. ADJOURNMENT



## **PUBLIC WORKS COMMITTEE**

### **MINUTES 22-008**

1:30 p.m.

Monday, May 16, 2022

Council Chambers

Hamilton City Hall

71 Main Street West

---

**Present:** Councillors N. Nann (Chair), R. Powers (Vice-Chair), J.P. Danko, L. Ferguson, S. Merulla, E. Pauls, M. Pearson and A. VanderBeek

**Absent with  
Regrets:** Councillor J. Farr – Personal  
Councillor T. Jackson – Personal  
Councillor T. Whitehead – Personal

---

### **THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

#### **1. Annual Watermain Break Report – 2021 (PW22031) (City Wide) (Item 7.1)**

##### **(Danko/Powers)**

That Report PW22031, respecting the Annual Watermain Break Report – 2021, be received.

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

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

#### **2. Biosolids Management Facility Update (PW11098(i)) (City Wide) (Item 7.2)**

##### **(Ferguson/Pearson)**

That Report PW11098(i), respecting the Biosolids Management Facility Update, be received.



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

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

**3. 2021 Annual Wastewater Treatment Bypass Report (PW22036) (City Wide)  
(Item 7.3)**

**(Merulla/Powers)**

That Report PW22036, respecting the 2021 Annual Wastewater Treatment Bypass Report, be received.

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

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

**4. Clean & Green Neighbourhood Grant 2022 Funding Recommendations  
(Keep Hamilton Clean and Green - Citizen Committee Report) (Item 7.4)**

**(Danko/Pauls)**

That the Keep Hamilton Clean and Green – Citizen Committee Report, respecting Clean & Green Neighbourhood Grant 2022 Funding Recommendations, be received.

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

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

**5. Housekeeping Update to Parks By-law 01-219 (PW22032/PED22066) (City Wide) (Item 10.1)**

**(Powers/VanderBeek)**

(a) That the amending By-law, being a By-law to amend the City of Hamilton Parks By-law 01-219, attached as Appendix "A" attached to Report PW22032/PED22066, which has been prepared in a form satisfactory to the City Solicitor, be enacted by Council be approved.

(b) *That staff report back with best practices respecting the regulation of alcohol consumption in public parks.*

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

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

**6. Funding for the Woodward Wastewater Treatment Plant Primary Digester 3 Emergency Repairs (PW22034) (City Wide) (Item 10.2)**

**(Ferguson/Powers)**

That up to \$5,000,000 from the Wastewater Capital Reserve (108005) be used to fund the emergency works approved under Procurement Policy By-Law No. 21-215, Policy 10 - Emergency Procurements, for the Woodward Wastewater Treatment Plant Primary Digester 3 failure.

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

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

**7. Appropriation Transfer of Funds for Barton Street East – Parkdale to Talbot – 2022 Construction Project (PW22038) (Ward 4) (Item 10.3)**

**(Merulla/Pearson)**

- (a) That Council approve the award of C15-02-22 (HSW) Barton Street East – Parkdale to Talbot Reconstruction, pursuant to Procurement Policy #5.3 Request for Tenders, to Coco Paving Inc., in the amount of \$8,086,000 (not including Contingency and Non-Refundable HST), and that the General Manager, Public Works Department be authorized to negotiate, enter into and execute any required Contract and any ancillary documents required to give effect thereto with Coco Paving Inc., in a form satisfactory to the City Solicitor;
- (b) That the increase of \$883,000, from \$2,270,000 to \$3,153,000, in the budget for Barton Street East Road Reconstruction – Parkdale to Talbot project (#4031919110), be funded by an appropriation of previously approved Capital Levy funds from the Bridge 163 - Centennial Parkway North, 540m n/o Barton project (#4031118126) as referenced in Appendix “A” attached to Report PW22038;
- (c) That the budget and financing plan for Barton Street East Watermain – Parkdale to Talbot (#5142171310), totaling \$1,200,000 be amended and

approved, resulting in an increase of \$582,000, from \$1,200,000 to \$1,782,000 to be funded from the following sources as referenced in Appendix "A" attached to Report PW22038:

- (i) A capital budget appropriation of previously approved rates revenues of \$360,000 from Parkdale - Burlington to north end & Steel City Court project (#5141971310);
- (ii) A capital budget appropriation of previously approved rates revenues of \$107,000 from Parkdale - Burlington to north end & Steel City Court project (#5141970010);
- (iii) A capital budget appropriation of previously approved rates revenues of \$115,000 from Charlton 750mm WM Lining project (#5142160073).

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

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

**8. Budget Increase for Dickenson Road Trunk Sewer (Airport Employment Growth District) (PW22040) (Ward 11) (Item 10.5) (REVISED)**

**(Pearson/Powers)**

- (a) That Council approve the award of C15-11-22 (HSW) Dickenson Road East Sanitary Sewer and Watermain, pursuant to Procurement Policy #5.3 Request for Tenders, to Technicore Underground Inc. in the amount of \$102,151,957.22 (not including Contingency of \$10,000,000 and Non-Refundable HST of \$1,973,875.48);
- (b) That the General Manager, Public Works Department be authorized to negotiate, enter into and execute any required Contract and any ancillary documents required to give effect thereto with Technicore Underground Inc., in a form satisfactory to the City Solicitor;

- (c) That Council approve the single source procurement, pursuant to Procurement Policy #11 – Non-competitive Procurements, for additional construction administration services;
- (d) That the General Manager, Public Works Department be authorized to negotiate and amend the existing Contract and any ancillary documents required to give effect thereto with IBI Group, in a form satisfactory to the City Solicitor;
- (e) That the amended budget and financing plan for the Dickenson Road Trunk Sewer in the Airport Employment Growth District (#5161696452) be approved, resulting in an increase of \$34,680,000, from \$71,800,000 to \$106,480,000 in total budget approved to date, to be funded by **Rate** Supported Development Charges debt;
- (f) That the General Manager, Finance and Corporate Services, be authorized to negotiate and confirm the terms, placement and issuance of all debenture issue(s), and / or private placement debenture issue(s), in either a public or private market and / or bank loan agreements and debenture issue(s) and / or variable interest rate bank loan agreements and debenture issue(s), in an amount not to exceed \$106,480,000 Canadian currency in Tax Supported Development Charges municipal debt for the Dickenson Road Trunk Sewer project;
- (g) That the General Manager, Finance and Corporate Services, be authorized to engage the services of all required professionals to secure the terms and issuance of the debenture issue(s) described in Recommendation (c) including, but not limited to, external legal counsel, fiscal agents and Infrastructure Ontario's Loan Program and the cost of such services be funded from one of the following sources as deemed appropriate by the General Manager of the Finance and Corporate Services: Development Charge Reserves, Non-Obligatory Reserves, and other approved funding sources;
- (h) That the General Manager, Finance and Corporate Services, is authorized and directed to enter into and administer, on behalf of the City of Hamilton, all agreements and necessary ancillary documents to implement Recommendation (c) and in order to secure the terms and issuance of the debenture issue(s) described in Recommendation (c), on terms and conditions satisfactory to the General Manager, Finance and Corporate Services and in a form satisfactory to the City Solicitor.

**Result: Motion CARRIED by a vote of 7 to 1, as follows:**

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Chair - Ward 3 Councillor Nrinder Nann  
 NO - Ward 4 Councillor Sam Merulla  
 YES - Vice Chair - Ward 5 Councillor Russ Powers  
 NOT PRESENT - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Ward 10 Councillor Maria Pearson  
 YES - Ward 12 Councillor Lloyd Ferguson  
 YES - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead

**9. Keep Hamilton Clean & Green Committee Terms of Reference (Keep Hamilton Clean and Green - Citizen Committee Report) (Item 10.6)**

**(Powers/Pauls)**

That the Keep Hamilton Clean & Green Committee Terms of Reference, attached as Appendix "A", be approved.

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

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

**10. Replacement of the Play Structure at Armstrong Park, 460 Concession Street, Hamilton (Ward 7) (Added Item 11.1)**

**(Pauls/Danko)**

WHEREAS, the Hamilton-Wentworth District School Board has provided space on their property at 460 Concession Street, Hamilton for an existing play structure that is available for public use;

WHEREAS, in December 2021 Council approved \$125,000 funded from the Ward 7 Special Capital Re-Investment Reserve Fund (#108057) for a new play

structure and safety surfacing;

WHEREAS, community engagement for the play structure replacement resulted in remarkable levels of community feedback for the project;

WHEREAS, an enhanced design that offers additional play features and increased play value, which will allow community members more choices for play components, can be installed; and

WHEREAS, an increased budget is required for the enhanced design.

THEREFORE, BE IT RESOLVED:

- (a) That additional funds for the replacement of the play structure at Armstrong Park located on Hamilton-Wentworth District School Board property at 460 Concession Street, Hamilton, be funded from the Ward 7 Special Capital Re-Investment Reserve Fund (#108057) at an upset limit, including contingency, not to exceed \$50,000 and added to Project ID #4242109704 - 460 Concession Playground.
- (b) That the Mayor and City Clerk be authorized and directed to approve and execute all required agreements and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

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

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

**11. Budget Increase – Reconstruction of Southcote Road - Garner Road to Highway 403 Bridge (Ward 12) (Added Item 11.2)**

**(Ferguson/VanderBeek)**

WHEREAS, revised estimates indicate a shortfall of approximately \$1,400,000 in the reconstruction of Southcote Road due to higher prices on materials, land

acquisition street lighting, traffic signals, excess soils and additional pedestrian facilities (PXOs & Sidewalks); and

WHEREAS, revised estimates indicate a shortfall of approximately \$1,400,000 in the storm sewer project due to scope change, higher prices on materials, excess soils, quality control measures required by the Hamilton Conservation Authority (Jellyfish filters – enhanced oil grid separates).

THEREFORE, BE IT RESOLVED:

- (a) That the estimated increased costs for the reconstruction of Southcote Road: Garner Road to Highway 403 Bridge (Project ID 4032011028) be funded by the following transfers:
- (i) \$400,000 from current contribution in project ID 4032110006 (Minor Maintenance);
  - (ii) \$160,000 from current contribution project ID 4031711016 (Asset Preservation – 2017);
  - (iii) \$420,000 from Roads Reserve #11306 (Residential Development Charges); and
  - (iv) \$420,000 from Roads Reserve #11307 (Non-Residential Development Charges).
- (b) That the estimated increased storm sewer costs for the reconstruction of Southcote Road: Garner Road to Highway 403 (Project ID 5182271328) be funded by a transfer of \$1,400,000 from the Storm Sewer Capital Reserve #108010.

**Result: Motion CARRIED by a vote of 7 to 1, as follows:**

NOT PRESENT - Ward 2 Councillor Jason Farr  
 NO - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Vice Chair - Ward 5 Councillor Russ Powers  
 NOT PRESENT - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 YES - Ward 10 Councillor Maria Pearson  
 YES - Ward 12 Councillor Lloyd Ferguson  
 YES - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead



**12. Increase in Capital Project Expenses (Added Item 11.3)****(Merulla/Pearson)**

That staff be directed to report back on any and all approved Capital Projects that will require additional funding related to the economy and correlated supply and demand issues that have created the current economic crisis.

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

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

**FOR INFORMATION:****(a) APPROVAL OF AGENDA (Item 2)****12. NOTICES OF MOTION**

- 12.1 Replacement of the Play Structure at Armstrong Park, 460 Concession Street, Hamilton (Ward 7)
- 12.2 Budget Increase – Reconstruction of Southcote Road - Garner Road to Highway 403 Bridge (Ward 12)

**(Ferguson/VanderBeek)**

That the agenda for the May 16, 2022 Public Works Committee meeting be approved, as amended.

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

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Vice Chair - Ward 5 Councillor Russ Powers  
 NOT PRESENT - Ward 6 Councillor Tom Jackson

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

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

Councillor J.P. Danko declared a non-disqualifying interest respecting Added Item 11.1 and Item 12.1 - Replacement of the Play Structure at Armstrong Park, 460 Concession Street, Hamilton (Ward 7), as his wife is Chair of the Hamilton-Wentworth District School Board.

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

**(i) May 2, 2022 (Item 4.1)**

**(Pearson/Powers)**

That the Minutes of the April 22, 2022 meeting of the Public Works Committee be approved, as presented.

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

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

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

**(i) Correspondence respecting the Dewitt Road Capital Project Road Design (Item 5.1)**

**(i) Lakewood Beach Community Council (Item 5.1(a))**

**(ii) Cam Galindo, Trustee, Wards 9 & 10, Hamilton-Wentworth District School Board (Item 5.1(b))**

**(Pearson/Pauls)**

That the following correspondence items respecting the Dewitt Road Capital Project Road Design, be received:

- (i) Lakewood Beach Community Council (Item 5.1(a))
- (ii) Cam Galindo, Trustee, Wards 9 & 10, Hamilton-Wentworth District School Board (Item 5.1(b))

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

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

**(e) DISCUSSION ITEMS (Item 10)**

- (i) **Housekeeping Update to Parks By-law 01-219 (PW22032/PED22066) (City Wide) (Item 10.1)**

**(Powers/VanderBeek)**

That the amending By-law, being a By-law to amend the City of Hamilton Parks By-law 01-219, attached as Appendix "A" attached to Report PW22032/PED22066, which has been prepared in a form satisfactory to the City Solicitor, be enacted by Council be approved.

**(Danko/Powers)**

That Report PW22032/PED22066, respecting Housekeeping Update to Parks By-law 01-219, be **amended** by adding recommendation (b), to read as follows:

- (b) ***That staff report back with best practices respecting the regulation of alcohol consumption in public parks.***

**Result:**        **Amendment CARRIED by a vote of 7 to 1, as follows:**

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Vice Chair - Ward 5 Councillor Russ Powers  
 NOT PRESENT - Ward 6 Councillor Tom Jackson  
 YES - Ward 7 Councillor Esther Pauls  
 YES - Ward 8 Councillor John-Paul Danko  
 NO - Ward 10 Councillor Maria Pearson  
 YES - Ward 12 Councillor Lloyd Ferguson  
 YES - Ward 13 Councillor Arlene VanderBeek  
 NOT PRESENT - Ward 14 Councillor Terry Whitehead

For disposition of this matter, refer to Item 5.

**(ii) Impact of On-Site and Excess Soils Management Regulation (O. Reg 406/19) and other pressures on Capital Program Costs (PW22039) (City Wide) (Item 10.4)**

**(Powers/Pearson)**

That a budget adjustment of \$8,000,000 be approved to increase the Contaminated Soil & Rock Removal project (#4032114405), from \$2,692,000 to \$10,692,000, and that the increase be funded by a transfer from the Federal Gas Tax Reserve / Canada Community-Building Fund (No. 112213).

**(Powers/Ferguson)**

That Report PW22039 respecting the Impact of On-Site and Excess Soils Management Regulation (O. Reg 406/19) and other pressures on Capital Program Costs be referred to staff for a report back with further information about the recommendation to increase the funds in the Contaminated Soil & Rock Removal project (#4032114405) account, not related to a specific project, to fund the removal of on-site and excess soils and to provide an explanation of why project tenders did not specify that contractors absorb any additional costs related to the removal of on-site and excess soils.

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

NOT PRESENT - Ward 2 Councillor Jason Farr  
 YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Vice Chair - Ward 5 Councillor Russ Powers  
 NOT PRESENT - Ward 6 Councillor Tom Jackson

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

**(f) NOTICES OF MOTION (Item 12)****(i) Replacement of the Play Structure at Armstrong Park, 460 Concession Street, Hamilton (Ward 7) (Item 12.1)****(Pauls/Danko)**

That the Rules of Order be waived to allow for the introduction of a Motion respecting Replacement of the Play Structure at Armstrong Park, 460 Concession Street, Hamilton (Ward 7).

**Result: Motion CARRIED by a 2/3 majority vote of 8 to 0, as follows:**

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

For disposition of this matter, refer to Item 10.

**(ii) Budget Increase – Reconstruction of Southcote Road - Garner Road to Highway 403 Bridge (Ward 12) (Item 12.2)****(Ferguson/VanderBeek)**

That the Rules of Order be waived to allow for the introduction of a Motion respecting Budget Increase – Reconstruction of Southcote Road - Garner Road to Highway 403 Bridge (Ward 12).

**Result: Motion CARRIED by a 2/3 majority vote of 8 to 0, as follows:**

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

For disposition of this matter, refer to Item 11.

**(iii) Increase in Capital Project Expenses (Added Item 12.3)**

**(Merulla/Powers)**

That the Rules of Order be waived to allow for the introduction of a Motion respecting the Increase in Capital Project Expenses.

**Result: Motion CARRIED by a 2/3 majority vote of 9 to 0, as follows:**

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

For disposition of this matter, refer to Item 12.

**(g) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

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

**(Pearson/Pauls)**

That the following amendments to the Public Works Committee's Outstanding Business List, be approved.

## (a) Items Requiring a New Due Date (Item 13.1 (a)):

- 13.1(a)(a) Improving Truck Route Detouring during Construction Closures  
Item on OBL: ABY  
Current Due Date: May 16, 2022  
Proposed New Due Date: September 19, 2022
- 13.1(a)(b) Protected Bike Lane Curbs (Hamilton Cycling Committee - Citizen Committee Report)  
Item on OBL: ACA  
Current Due Date: Q4 2022  
Proposed New Due Date: September 19, 2022
- 13.1(a)(c) Public Information Portal to Track Environmental Issues on City of Hamilton Projects  
Item on OBL: ACD  
Current Due Date: May 30, 2022  
Proposed New Due Date: June 13, 2022

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

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

**(h) ADJOURNMENT (Item 15)****(Pearson/VanderBeek)**

That there being no further business, the meeting adjourned at 3:06 p.m.

**Public Works Committee  
Minutes 22-008**

**May 16, 2022  
Page 17 of 17**

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

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

Respectfully submitted,

Councillor N. Nann, Chair,  
Public Works Committee

Carrie McIntosh  
Legislative Coordinator  
Office of the City Clerk



## Request to Speak to Committee of Council

Tuesday, May 24, 2022 - 8:32 a.m.

==Committee Requested==

**Committee:** Public Works Committee

**Will you be delegating via a pre-recorded video?** No

==Requestor Information==

**Name of Individual:** John Kozlowski

**Name of Organization:**

**Contact Number:** [REDACTED]

**Email Address:** [REDACTED]

**Mailing Address:**

[REDACTED]

### Reason(s) for delegation request:

Good day Sir/Madame

My son recently passed away March 09 2022, I wanted him to be buried close to my father, I bought a plot behind my father. I was told at the time that only a flat memorial stone could be put in the spot. It didn't seem important to me at the time I was deeply grieving the loss.

The main reason for me speaking with you all today is the following.

The site is sec 24 the cemetery says that NO monuments are to be in that area.

There is an upright monument on the adjacent site that also is

## 6.1

designated as a flat stone are. The monument was just erected and is for a veteran that passed away in 2011 it was just found out who this veteran was, the veteran association put up the stone. The reason for this upright stone is Im told because the veteran's society paid for it, well i will pay for my upright stone also.

Don't we all serve our country in some way or another?

I have been down to the East lawn cemetery for years due to having relatives buried there.

The place looks like a circus thru out the year due to family's designating their departed friend, relatives' burial sites.

I recently meet and spoke with John Perotta from the cemetery and he agreed that the memorials are monuments for the families to identify the burial sites. Mr. Perotta also said that the area is designated that way for maintenance and ground care?

It sounds more like for profit and not plot care.

I have spoken by email to Cynthia Graham, Kara Bunn and they keep referring to the bylaw.

The bylaw needs to be repealed A.S.A.P.

I like others would like the bylaw restricting the upright monuments at sec 24 at East Lawn Cemetery to be repealed so that an upright monument can be placed at grave sites in that area..

God Bless



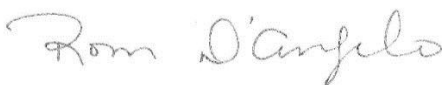
Thank you

**Will you be requesting funds from the City? No**

**Will you be submitting a formal presentation? Yes**



## INFORMATION REPORT

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	Capital Lifecycle Renewal - Facilities Roof Replacements (PW18065(c)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Janet Warner (905) 546-2424 Ext. 7041
<b>SUBMITTED BY:</b>	Rom D'Angelo Director, Energy, Fleet and Facilities Management Public Works Department
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

Not Applicable.

### INFORMATION

The purpose of Information Report PW18065(c) is to provide an update to the Public Works Committee on funding currently available to address lifecycle renewal needs for the replacement of roofs at existing facilities, as well as document future impacts in the upcoming years.

The 2022 Capital Budget year marks the third year of a multi-year strategic plan whereby a significant portion of the Facilities Capital Block Funding will be redirected to a much-needed Roof Management Program in order to ensure a state of good repair and prevent further deterioration to a critical building component. Therefore, being proactive with the health of a roofing system will ultimately reduce the building financial liability.

At the November 27, 2020 General Issues Committee, staff from the Energy, Fleet & Facilities Management Division (Public Works Department) presented an Information Report PW18065(b) which outlined the need for funding in addition to the allotted Facilities Block Funding as part of the 2021 Capital Budget. Information Report PW18065(b) was to highlight and address the urgent priority for the replacement of

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Capital Lifecycle Renewal - Facilities Roof Replacements  
(PW18065(c)) (City Wide) - Page 2 of 6**

unfunded roofs, based on the considerations previously outlined for investment in the roof infrastructure renewal such as end-of-life assets and public perception. The primary focus and consideration of the roof replacements is not only limited to this critical component of a building but in consideration of health and safety in regards to in-door air quality and mould issues as it relates to roof leaks within public buildings and the impacts it may have to the patrons and employees of the building, as well as prevent continued (potential) damage to the rest of the facility.

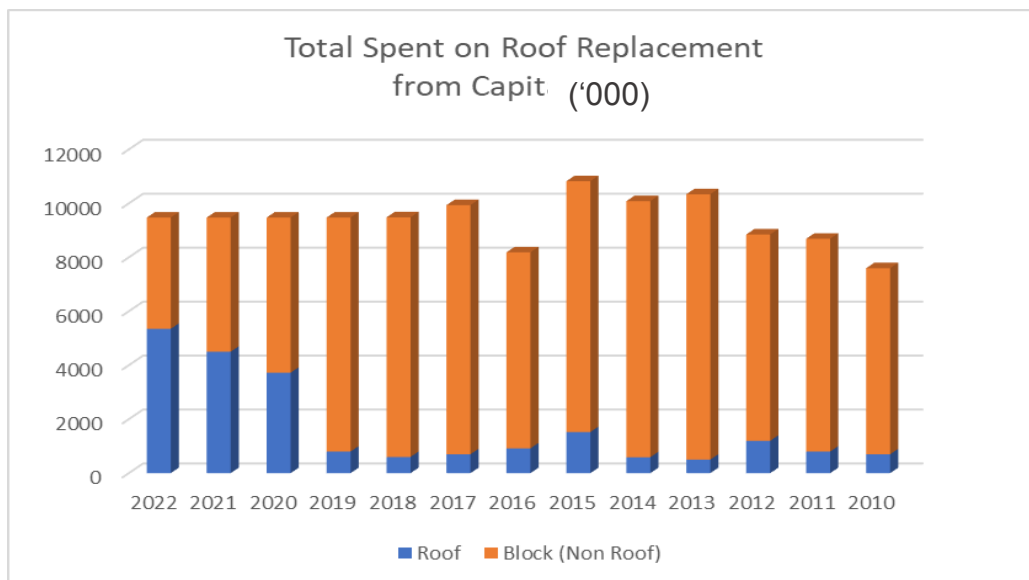
The basis of the Roof Replacement Report PW18065(b), was predicated on staff's earlier introduction of Reports PW18065 and PW18065(a) – Capital Lifecycle Renewal – Strategic Renewal of Facilities which outlined a growing capital backlog of over \$216M at that time (2018), translating to significant end-of-life infrastructure and in particular, roofs - failing or at risk of failing.

## BACKGROUND

The total cost of all current priority roofs which have reached or will soon exceed end-of-life is anticipated to be a significant investment at multiple locations across the City of Hamilton (City).

As illustrated in Chart 1, over a 11-year period (2010–2022), approximately 18% of the annual Corporate and Recreation Capital Block Funding, or \$22M out of approximately \$122M, has been allocated to the repair and replacement of aging and failing roofs in order to maintain both the health and safety to the public and staff.

Chart 1:



**SUBJECT: Capital Lifecycle Renewal - Facilities Roof Replacements  
(PW18065(c)) (City Wide) - Page 3 of 6**

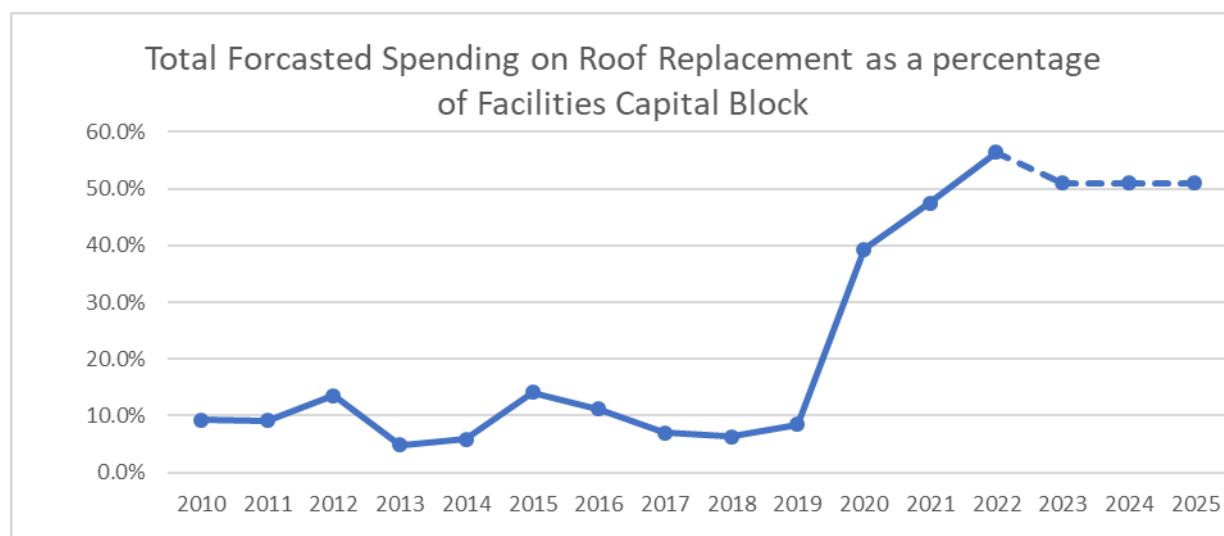
---

The most cost-efficient way to maintain any building is to proactively plan for repairs and upgrades. As budgets for annual asset maintenance and annual capital stay static, or increase marginally, the priorities for spending that money can change rapidly.

Unlike previous years, 2020 and 2021 have seen a significant priority shift in the Roof Management Program whereby approximately 43% (\$4M) of the annual Facilities Block Funding went towards a number of roof replacements in order to address leaking roofs and roofs beyond their end of life at various arenas, recreation centres and other public facing facilities. Additionally, a further \$3.6M in WIP funding was reprioritized to critical roof replacement through the 2021 Capital budget process, thus deferring other priority infrastructure repairs and replacement.

The 2022 Facilities Capital allocation is no different, where a large portion of the funding was allocated towards the Roof Management Program. In fact, the roofing program accounts for 56% of the Facilities gross capital budget in 2022.

Chart 2:



In order to address the most urgent roofs by 2025, assuming no funding from other levels of government, approximately 51% of the Facilities Block funds would need to be expended on roof replacements across all facilities portfolios.

As infrastructure priorities shift, the City-owned facility roofs will continue to be reviewed and assessed through the Roof Management Program and Facilities' Building Condition Assessments (BCA) to determine priorities on a yearly and as-needed basis. Future capital will be requested and required to undertake the necessary roof replacements either as separate projects or where possible, as part of a larger capital project in order to benefit from synergies. Combining works within a larger-scale project will realize and

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Capital Lifecycle Renewal - Facilities Roof Replacements  
(PW18065(c)) (City Wide) - Page 4 of 6**

---

maximize capital savings, time as well as minimize disruption to the public and those who utilize the facility.

A reprioritization of Facilities Block Funding toward the Roof Management Program effectively requires delaying or ultimately reducing the funding distribution of the following block-funded Facilities Capital Programs & Projects in order to address roof replacement:

- Mechanical Infrastructure Life-cycle Renewal;
- Parking Lot Rehabilitation;
- Facility Upgrades to Hamilton Public Libraries;
- Fire stations Facility Upgrade;
- Recreation Centre Retrofits;
- Senior Centre Retrofits;
- Arena Retrofits;
- Park & Fieldhouse Retrofits;
- Community Halls Retrofits;
- Yard capital renewal;
- Facility Capital Maintenance.

This was the case in 2021 where it was determined that the Dundas Public Works Yard roof was resulting in health and safety concerns and was immediately placed on the priority list, utilizing funds that were previously allocated for mechanical improvements within the City.

Roofs nearing end of life-cycle that have yet to be assessed or are not included to be replaced under the block funding program continue to bump those that are deemed in poor condition such as the example of the Dundas Public Works Yard previously noted.

Respectively, Appendix 'A' & 'B' attached to Report PW18065(c) addresses and summarizes priority replacement projects scheduled for 2022-2023, as well as roof replacements currently in progress and/or completed between 2020-2021. The list of roof replacements in Appendix 'A' & 'B' attached to Report PW18065(c) are all funded from the annual Facilities Capital Block funding program.

Further deferring these capital programs may result in failure of other key end-of-life infrastructure, for example, failure in the mechanical infrastructure used to heat a facility. This may result in staff returning to Public Works Committee for funding for emergency repairs. For under-funded facilities, delaying budgets for capital repairs elevates risks on the feasibility of keeping select facilities open to the public in coming years.

**SUBJECT: Capital Lifecycle Renewal - Facilities Roof Replacements  
(PW18065(c)) (City Wide) - Page 5 of 6**

---

**OTHER FUNDING SOURCES**

Report FCS19-080, Investing in Canada Infrastructure Program (ICIP) - Community, Culture and Recreation (CCR) Stream Intake, was presented and approved by General Issues Committee (GIC) on October 16, 2019. Staff brought forward several roofing priorities in Recreation Facilities, of which the following roofs were approved:

- Mohawk Quad Pad (partially funded through capital block);
- Dundas Recreation/Pool;
- Bennetto Recreation Centre;
- Chedoke Golf Clubhouse.

Appendix 'C' attached to Report PW18065(c) includes a summary of the roof replacement projects scheduled for 2022-2023, funded by the ICIP CCR program.

Additionally, the Facilities Capital team worked with Facilities Operations & Maintenance in completing smaller needed repairs leveraging maintenance dollars. Preventive and demand maintenance (general repairs) minimizes the total and annualized cost of ownership of roofing systems through regularly scheduled inspections and periodic repairs of common problematic components. Over a three-year period (2019 – 2021) the City issued 355 workorders to address the ongoing regular monitoring, preventative maintenance and roof repairs across an extensive building stock. The maintenance cost over the three-year time period is valued at \$687,498.

Even with the proposed replacement of the roofs outlined in this report (Reference Appendix 'D' attached to Report PW18065(c)), many roofs remain in poor condition (nearing failure) and are in need of replacement within the next 1-3 years (2023-2025) at a current estimated value of approximately \$17.5 M. (\*Note that these cost estimates are subject to internal fees, escalation, consulting costs and contingencies totalling an additional 20%. Additionally, current escalation costs for every year deferred is currently at approximately 10% due to current industry pressures.)

Furthermore, and as mentioned, priority roofs and those of concern continue to be reviewed as part of our annual Building Condition Assessments (BCA) process to prioritize roof replacements over the next 3 years. BCAs are undertaken and assessed by respective portfolios which will increase the list of roofs to be prioritized and replaced on an annual basis until all City facilities in need of roof replacement have been upgraded.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" attached to Report PW18065(c) –Roof Replacement Scheduled for 2022-2023 (Block Funding Approved - In Design Phase)

**SUBJECT: Capital Lifecycle Renewal - Facilities Roof Replacements  
(PW18065(c)) (City Wide) - Page 6 of 6**

---

Appendix “B” attached to Report PW18065(c) - Roof Replacement (Block Funding Approved – In-Progress / Complete)

Appendix “C” attached to Report PW18065(c) - Roof Replacement Scheduled for 2022 - 2023 Investing in Canada Infrastructure Program (ICIP) Funded (In-Progress)

Appendix “D” attached to Report PW18065(c) - Roof Replacement Scheduled for 2023-2025



**Appendix “A” to Report PW18065(c)**  
**Page 1 of 1**

**Roof Replacement Scheduled for 2022-2023 (In Design Phase)**  
**(Budget Approved – Block Funded)**

<b>Building</b>	<b>Ward</b>	<b>Plan &amp; Design</b>	<b>Replacement (Year)</b>	<b>Budget</b>
City Hall Garage (parking level portion)	2	Design 2021	2022	\$1,600,000
EMS Station 30	3	Design 2021	2023	\$400,000
Brampton Yard	4	Design 2022	2022	\$300,000
Sir Wilfrid Laurier Rec (as part of expansion project)	5	Design 2022	2023 / 2024	\$405,000
Macassa Lodge (Phase 2)	7	Design 2021	2022	\$800,000
Fire Station 2	8	Design 2022	2022	\$100,000
Saltfleet Arena (including mechanical scope)	10	Design 2022	2023	\$950,000
Binbrook Park	11	Design 2022	2022	\$15,000
Binbrook Hall	11	Design 2022	2022	\$148,000
Grightmire Arena (arena portion) (including mechanical scope)	13	Design 2022	2023	\$1,150,000
Dundas Yard	13	Design 2021	2022	\$940,000
Wentworth Lodge (Phase 2)	13	Design 2021	2022	\$300,000
Mountsberg Hall	15	Design 2022	2022	\$15,000
<b>TOTAL</b>				<b>\$7,123,000</b>
Fiddler’s Green Yard (Ward 12) (earmarked for replacement)	To be addressed by the Lessee			

**Note:** Cost estimates are subject to internal fees, escalation\*, consulting costs and contingencies totalling an additional 20%.

\*Additionally, current escalation costs for every year deferred is currently at approximately 10% due to current industry pressures.

**Appendix “B” to Report PW18065(c)**  
**Page 1 of 1**

**Roof Replacement**  
**(Block Funding Approved – In-Progress / Complete)**

<b>Building</b>	<b>Ward</b>	<b>Replacement (Year)</b>	<b>Budget</b>
Westdale Library	1	2022	\$410,000
Hamilton Farmer’s Market	2	2022	\$1,400,000
Lawfield Arena	7	2022	\$800,000
Terryberry Library	8	2022	\$1,300,000
Fire Station 15	10	2022	\$33,500
Fire Station 16	10	2022	\$33,500
Beverly Arena (Including Mechanical)	13	2022	\$825,000
Carlisle Arena	15	2022	\$767,000
Parkdale Arena (Roof Above Zamboni Room Replaced as Part of Capital Project) <b>COMPLETE</b>	4	2021	\$25,000
Biindigen Community Centre <b>COMPLETE</b>	4	2021	\$420,000
Macassa Lodge (Phase 1) <b>COMPLETE</b>	7	2022	\$1,300,000
Valley Park (as part of capital project) <b>COMPLETE</b>	9	2021	\$500,000
Spring Valley Arena <b>COMPLETE</b>	12	2022	\$510,000
Ancaster Seniors’ Centre <b>COMPLETE</b>	12	2020	\$225,000
Wentworth Lodge (Phase 1) <b>COMPLETE</b>	13	2021	\$210,000
Carlisle Arena Lower Roof / Mechanical <b>COMPLETE</b>	15	2021	\$19,000
<b>TOTAL</b>			<b>\$8,778,000</b>

**Note:** Cost estimates are subject to internal fees, escalation\*, consulting costs and contingencies totalling an additional 20%.

\*Additionally, current escalation costs for every year deferred is currently at approximately 10% due to current industry pressures.

**Appendix “C” to Report PW18065(c)**  
**Page 1 of 1**

**Roof Replacement Scheduled for 2022 - 2023**  
**Investing in Canada Infrastructure Program (ICIP) Funded (In-Progress)**

<b>Building</b>	<b>Ward</b>	<b>Plan &amp; Design</b>	<b>Replacement (Year)</b>	<b>Budget</b>
<b>ICIP</b>				
Chedoke Golf Clubhouse	1	Design 2021	2022	\$230,000
Bennetto Rec Centre	2	Design 2021	2022	\$750,000
Mohawk Quad Pad (partially funded through capital block)	6	Design and Tender 2022	2023	\$3,170,000
Dundas Rec/Pool	13	Design 2021	2022	\$250,000
<b>TOTAL</b>				<b>\$4,400,000</b>

**Note:** Cost estimates are subject to internal fees, escalation\*, consulting costs and contingencies totalling an additional 20%.

\*Additionally, current escalation costs for every year deferred is currently at approximately 10% due to current industry pressures.

## Appendix "D" to Report PW18065(c)

Page 1 of 1

## Roof Replacement Scheduled for 2023 - 2025

Building	Ward	Plan & Design	Replacement (Year)	Budget
Fire Station #1 (Roof and Mechanical Scope)	2	BCA 2022	2023 / 2024	\$550,000
Central Library (Including Extensive Mechanical Scope)	2	BCA 2022	2023 / 2024	\$2,000,000
Barton Hamilton Public Library	3	Design 2023 / 2024	2024 / 2025	\$245,000
Pinky Lewis (Part of Phase 2)	3	Design 2024	2025 / 2026	\$535,000
Kenilworth Library	4	Design 2023 / 2024	2024/2025	\$148,000
Riverdale Rec Centre	5	Design 2022	2023	\$432,000
Stoney Creek Arena	5	Design 2024 / 2025	2025	\$875,000
Traffic Operations	6	Design 2022	2023	\$1,376,000
Fire Station #4	7	Mechanical 2022	2023	\$760,000
Concession Library	7	Design 2023 / 2024	2024 / 2025	\$260,000
Turner Park Library (section above common space)	7	Design 2023 / 2024	2024 / 2025	\$75,000
Inch Park Arena	7	Design 2023 / 2024	2024 / 2025	\$400,000
Mount Hope Hall & Library (Under Feasibility)	11	Feasibility 2022	2025	\$100,000 (feasibility)
Mountain Transit Centre	11	Design 2024	2025	\$7,500,000
Ancaster Square (Including Mechanical Scope)	12	Design 2023	2024	\$550,000
Morgan Firestone Arena Main foyer, Rotary Centre around the skylight area	12	Design 2023	2024	\$643,000
Dundas Town Hall	13	Design 2023 / 2024	2024 / 2025	\$750,000
Martino Park Clubhouse	13	BCA 2022	2023	\$15,000
Dundas Driving Park (Staff Building)	13	Design 2023	2024	\$100,000
Fire Station #24 (Including Mechanical Scope)	15	BCA 2022	2023 / 2024	\$80,000
Sealy Hall	15	Design 2022	2023	\$145,000
<b>TOTAL</b>				<b>\$17,539,000</b>

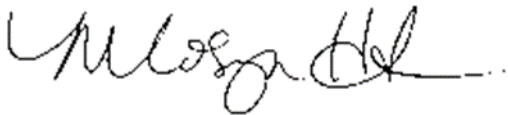
**Note:** Cost estimates are subject to internal fees, escalation\*, consulting costs and contingencies totalling an additional 20%.

\*Additionally, current escalation costs for every year deferred is currently at approximately 10% due to current industry pressures.

**BCA** – Building Condition Assessment



## INFORMATION REPORT

<b>TO:</b>	Mayor and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	Bayfront Park – Transit Service Extension (PW22027(a)) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Jason VanderHeide (905) 546-2424 Ext. 2390
<b>SUBMITTED BY:</b>	Maureen Cosyn Heath Director, Transit Public Works Department
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

Public Works Committee at its meeting on May 2, 2022, were provided within Report PW22027, the following staff recommendation as it relates to extending transit service into Bayfront Park:

- a) That staff be directed to modify the routing of Route 99 Waterfront Shuttle, effective date June 25, 2023 to provide daily service from 10:00 a.m. to 9:00 p.m. at a 30-minute frequency between downtown and lower Bayfront Park.

Public Works Committee then heard a delegation presentation, provided by a resident, expressing concern with the staff recommendation while providing an alternative routing option for Public Works Committee to consider.

Public Works Committee deferred Report PW22027 to the May 30, 2022 Public Works Committee with direction to staff to assess and take into consideration comments brought forth by the delegate on the staff recommendation, inclusive of reviewing and assessing an alternative approach to the routing for the Route 99 Waterfront Shuttle, provided by the delegate.

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Bayfront Park – Transit Service Extension  
(PW22027(a)) (Ward 2) – Page 2 of 4**

---

**INFORMATION**

**BACKGROUND**

The purpose of Report PW22027 was to respond to motion 11.2(a), brought forth during the November 15, 2021 Public Works Committee meeting. The motion is as follows:

WHEREAS, the enjoyment of Bayfront Park by residents across the City has noticeably increased during COVID which has resulted in an increased demand for parking despite Council's dedication to and implementation of dedicated cycling infrastructure and pedestrian trails to this destination; and,

WHEREAS, residents have expressed concerns that auto traffic on the winding Harbourfront Drive (descending into and out of the main park area) is increasing in both volume and speeds with the 20 km limit increasingly not adhered to;

**THEREFORE, BE IT RESOLVED**

- (a) That staff from Hamilton Street Railway be requested to explore expanding bus service into the lower park and report back to Public Works before end of Q2, 2022; and,
- (b) That Transportation Operations be requested to explore options using a Vision Zero lens on Harbourfront Drive with the objective of further enabling appropriate vehicle speed limit compliance and enhancing the safety and comfort of vulnerable road users and report back in Q1, 2022.

The intent of the motion was to explore bringing transit service down into the lower park, specifically along Harbourfront Drive as it descends going into and coming out of the main park, west of the intersection of Bay Street North at Strachan Street West. In providing a direct transit connection to the lower park, it could encourage more park users to arrive by transit and as a result reduce the number of cars arriving to the park and lessen demand on parking. This is anticipated to alleviate some of the safety concerns cited in the motion.

The specific area of Harbourfront Drive was identified within the motion as a problem statement, and as the primary access point into Bayfront Park it presents a unique transit accessibility barrier not because the distance to the nearest transit route is significantly far, but due to the difference in elevation between the lower park and the upper entrance to the park.

**SUBJECT: Bayfront Park – Transit Service Extension  
(PW22027(a)) (Ward 2) – Page 3 of 4**

---

The recommendation provided in Report PW22027 meets the intended objective set forth in the motion. When staff are presented with a problem such as this, they take into consideration many factors and criteria when assessing options for potential solutions and recommendations. These include:

- Council Priorities
- Strategic Alignment
- Service Standards
- Service - design, delivery, and reliability
- Environment – built and conditions
- Financials – operating and capital
- Accessibility and the AODA
- Timing
- State of service in the area – present and future
- Root of the problem – where, when, and why
- Objective – meeting it with a solution

Staff looked at the three existing routes that operate in the vicinity of Bayfront Park and in the vicinity of Pier 8 as options for a potential solution. At present, two of the three routes operate directly to Pier 8; a weekday only service that operates 252 days of the year (Route 20 A line) and a seasonal route that operates 72 days each year during the summer months (Route 99 Waterfront Shuttle). The third route operates 365 days of the year to within reasonable walking distance of Pier 8, but not directly to the Pier. None of the three routes operate directly to the lower Bayfront Park and all provide the same stop profile along James Street, and therefore they all present with the same walking distance and barrier to transit access highlighted in the motion. Maps and route information of current service in the area are attached to Report PW22027(a) as Appendix “A”.

As the problem itself is primarily seasonal in nature, staff determined that the best solution should also be seasonal, and therefore focused the full assessment on options to modify the Route 99 Waterfront Shuttle service. An expansion of the Route 99 Waterfront shuttle has never been contemplated within the 10-Year Local Transit Strategy, and as such, bringing service down into lower Bayfront Park could be achieved by a route modification.

While considering potential options for a recommended solution, staff looked at two alternatives. The first was provided to Public Works Committee as the recommendation in Report PW22027 and the second was a route modification to provide service to both Bayfront Park and Pier 8. Staff did not bring the latter alternative option forward to Public Works Committee as a recommendation as it did not meet the factors and criteria that the recommended modification did and therefore would not be feasible. A map of

**SUBJECT: Bayfront Park – Transit Service Extension  
(PW22027(a)) (Ward 2) – Page 4 of 4**

---

the recommended modified routing for Route 99 Waterfront Shuttle, as well as the alternatively assessed, but deemed unfeasible routing, are provided in Appendix “B” attached to Report PW22027(a).

The timing of the staff recommendation is particularly important to consider as it accounts for continued investment made by Council in the 10-Year Local Transit Strategy to support the growth of the Route 20 A line service as the primary transit route to connect the waterfront to the airport. By summer 2023, Route 20 A line will be in operation with improved frequency and span to 304 days per year, and by summer 2024, with Council’s continued investment, will be in operation 365 days per year. Maps of future service coverage in the area are provided in Appendix “C” attached to Report PW22027(a).

#### ASSESSMENT OF THE PROPOSED ROUTING BY THE DELEGATE

Public Works Committee heard a delegation presentation, provided by a constituent expressing concern about the staff recommendation and citing that in the delegate’s opinion, staff were proposing to cut service and to remove access by transit to Pier 8. The delegate proposed within their presentation an alternative routing option for Public Works Committee to consider.

Staff have reviewed the proposed routing provided during the delegation presentation compared to the same factors and criteria that were used in the assessment of the previous considerations by staff.

Staff value the benefit of the reduced walking distance achieved within the proposed routing provided by the delegate, and while staff would agree that some of the factors and criteria have been considered within the proposal, many are not. Staff would also agree there are some similarities within the proposal to both the staff recommendation and the alternative option that staff deemed unfeasible. Unfortunately, the proposed routing does not provide a solution to the intent of the motion as it does not propose providing service into lower Bayfront Park, with the goals of reducing parking pressures.

A map of alternative routing option provided by the Delegate is provided in Appendix “D” attached to Report PW22027(a).

#### APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PW22027(a) – Current Transit Service Information

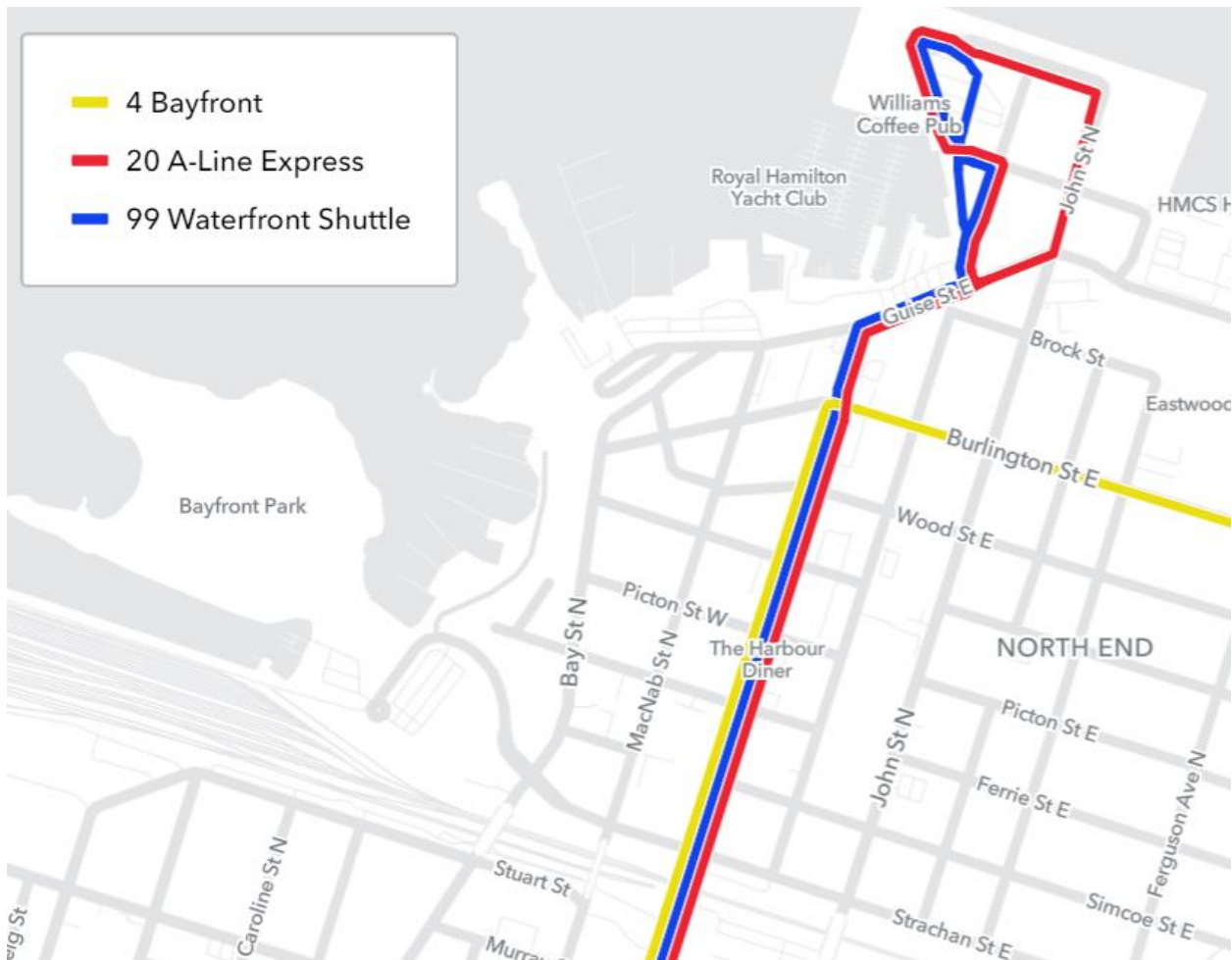
Appendix “B” to Report PW22027(a) – Recommended and Assessed Alternative Routing

Appendix “C” to Report PW22027(a) – Future Transit Service Information

Appendix “D” to Report PW22027(a) – Delegate Proposed Route Modification

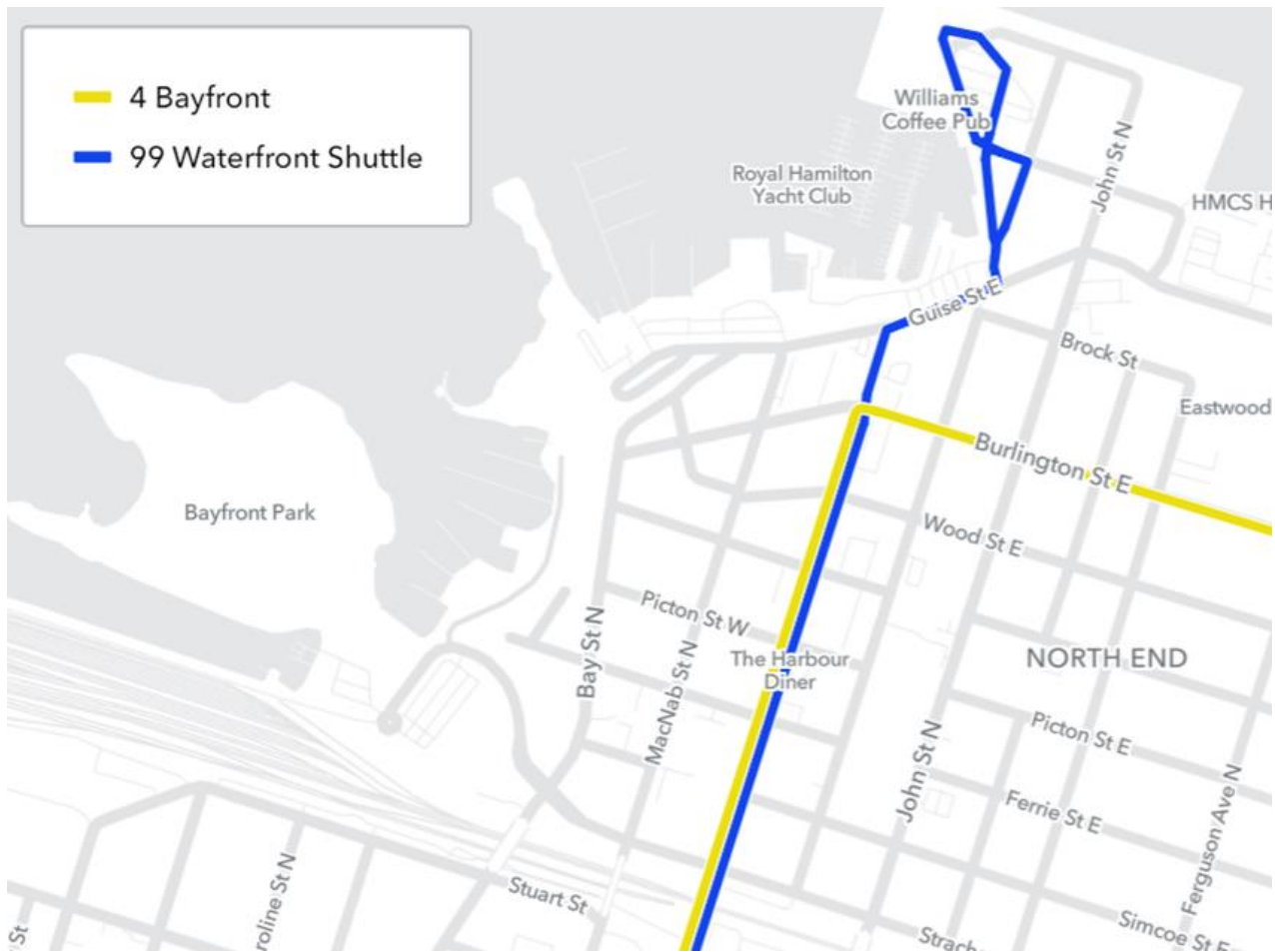


Current State (Weekday - Summer):



Weekday - Service Frequency (min) and Span							
Route	Early	AM PEAK	Midday	PM PEAK	Evening	Late	Span
4 Bayfront	20	20	20	20	30	40	5a-2a
20 A line	30	15	30	15	30	-	5:30a-10p
99 Waterfront	-	-	30	30	30	-	10a-9p

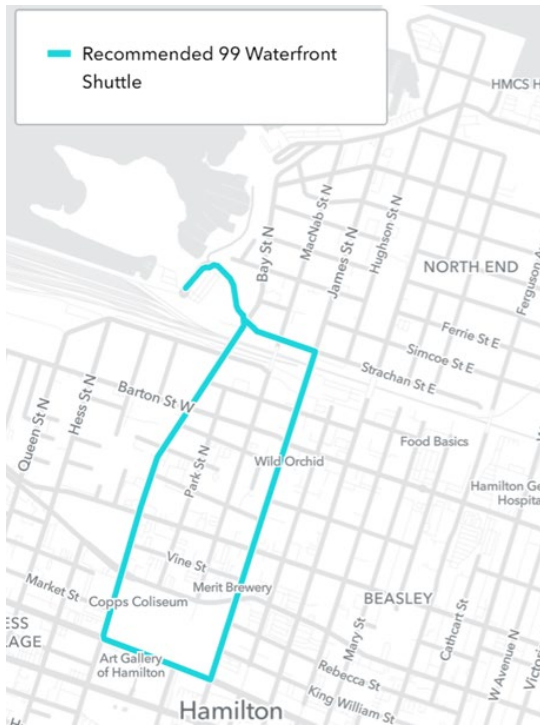
Current State (Weekends – Summer):



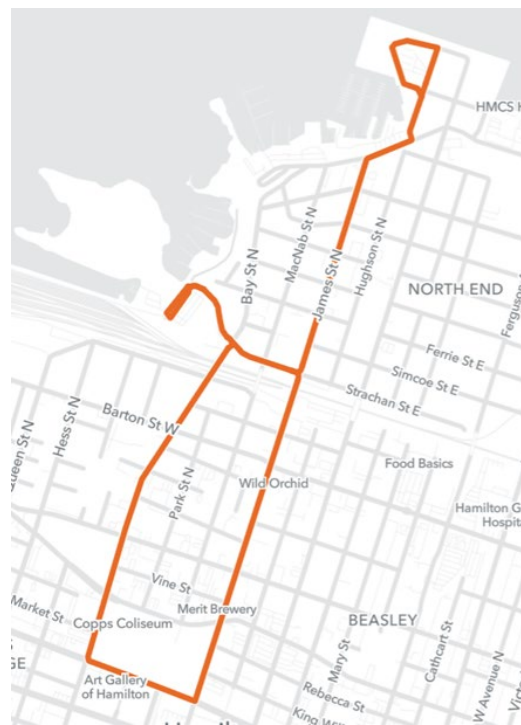
Saturday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	20	20	20	30	45	5a-2a
20 A line	-	-	-	-	-	-	-
99 Waterfront	-	-	30	30	30	-	10a-9p

Sunday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	30	30	30	30	60	6a-11p
20 A line	-	-	-	-	-	-	-
99 Waterfront	-	-	30	30	30	-	10a-9p

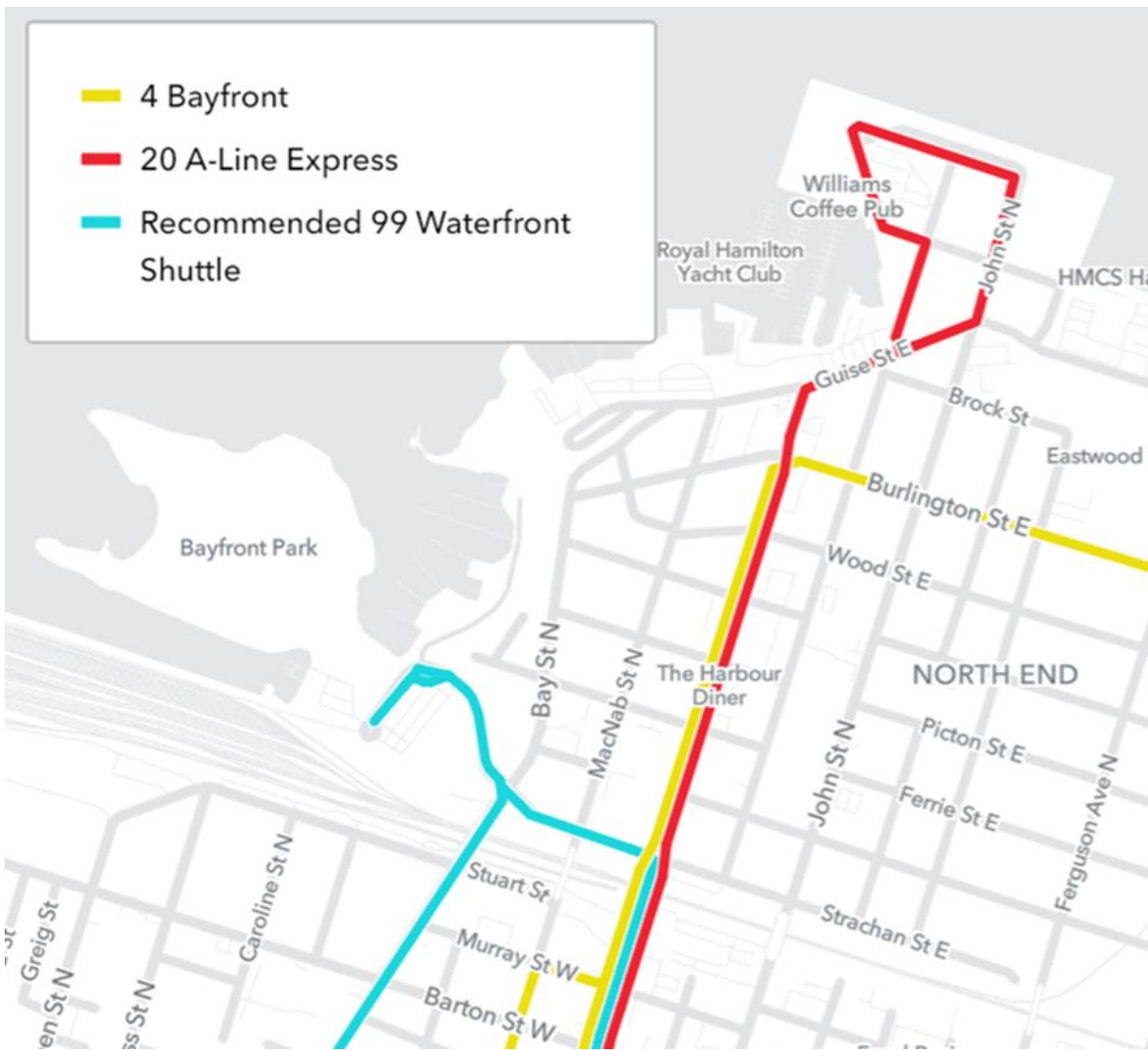
Staff Recommended Route Modification:



Assessed Alternative Route Modification:

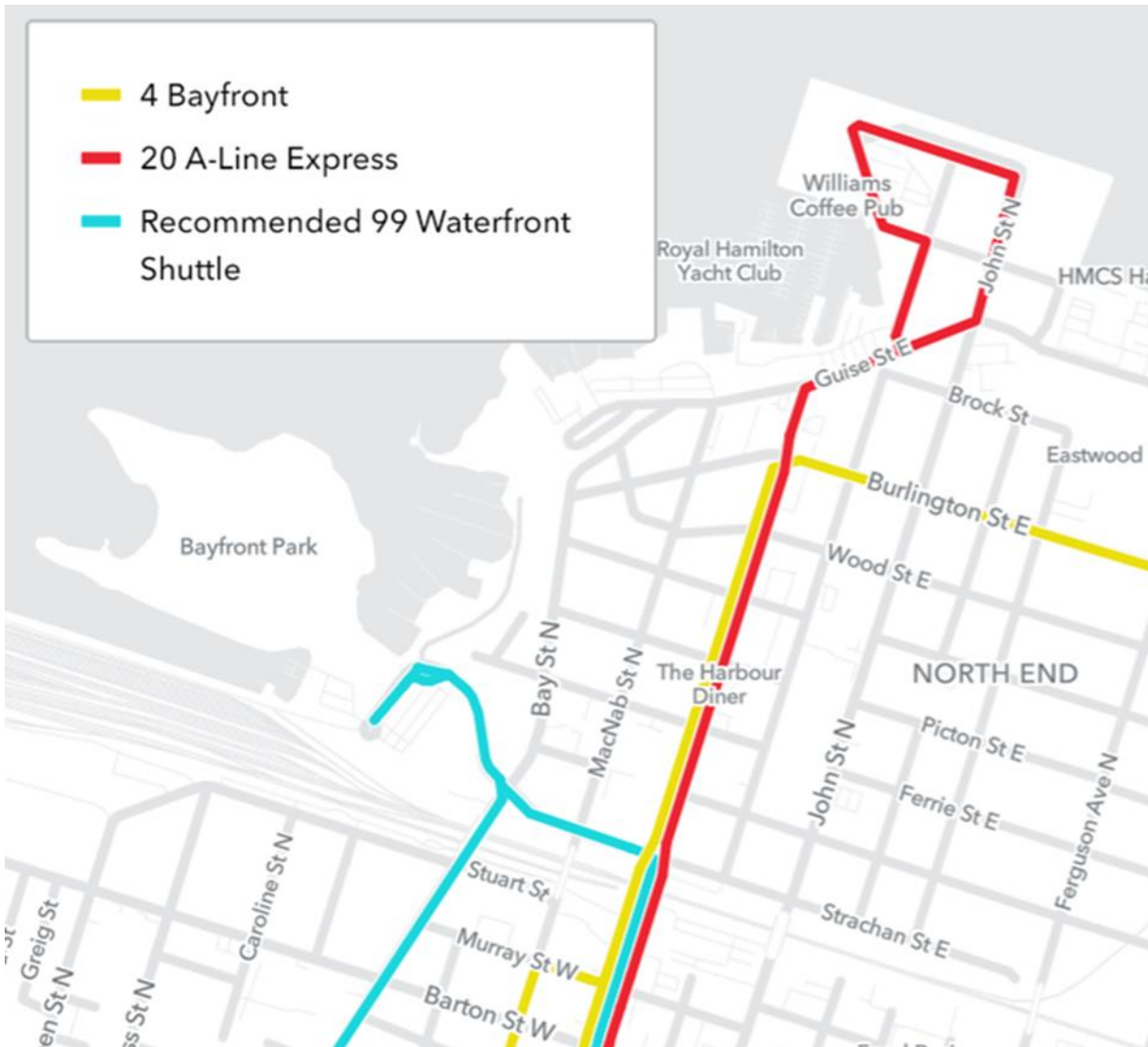


Future State: Near Term – 2023 (Weekdays – Summer):



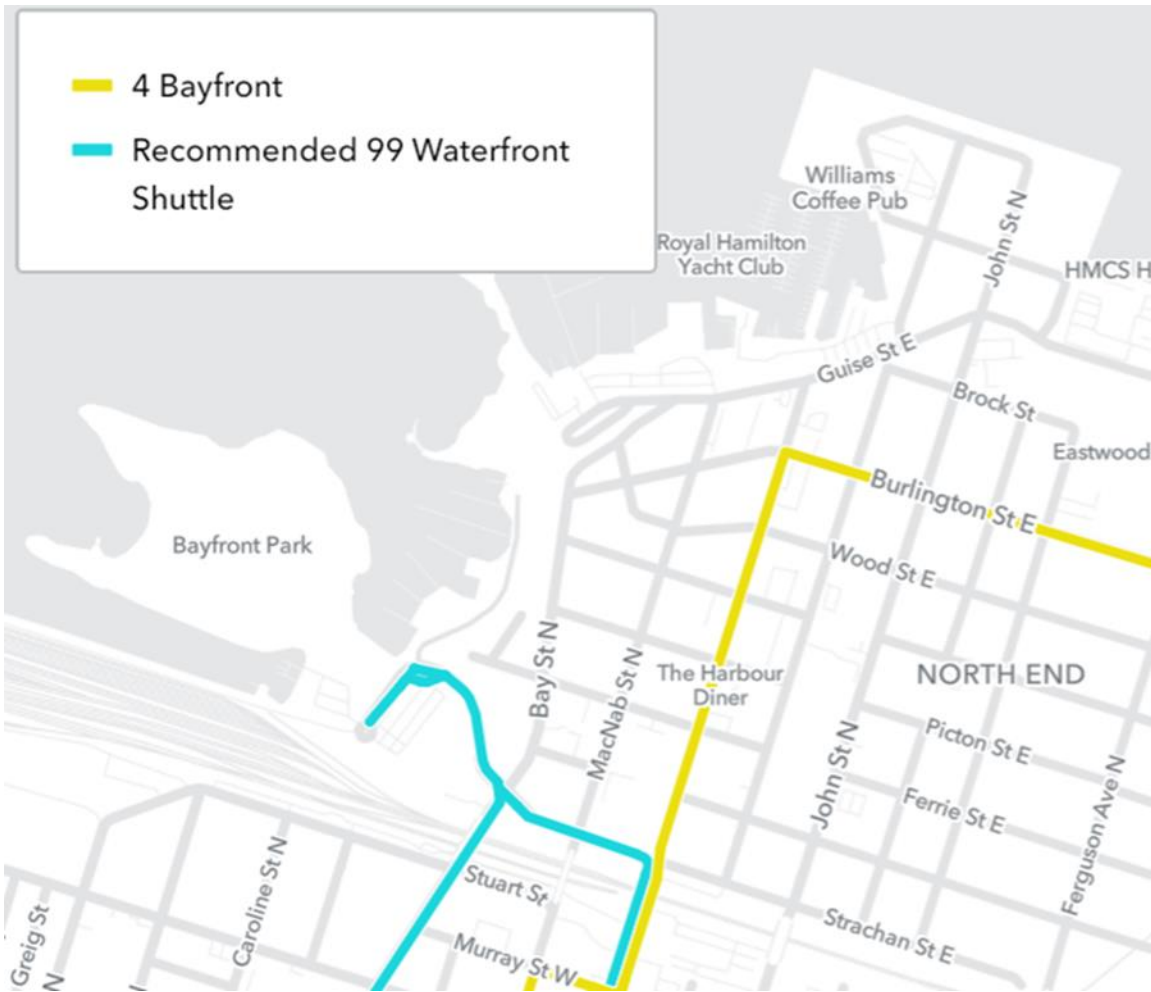
Weekday - Service Frequency (min) and Span							
Route	Early	AM PEAK	Midday	PM PEAK	Evening	Late	Span
4 Bayfront	20	20	20	20	30	40	5a-2a
20 A line	30	10	30	10	30	30	5:30a-2a
99 Waterfront	-	-	30	30	30	-	10a-9p

Future State: Near Term – 2023 (Saturdays – Summer)



Saturday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	20	20	20	30	45	5a-2a
20 A line	30	15	15	15	30	30	5:30a-1:30a
99 Waterfront	-	-	30	30	30	-	10a-9p

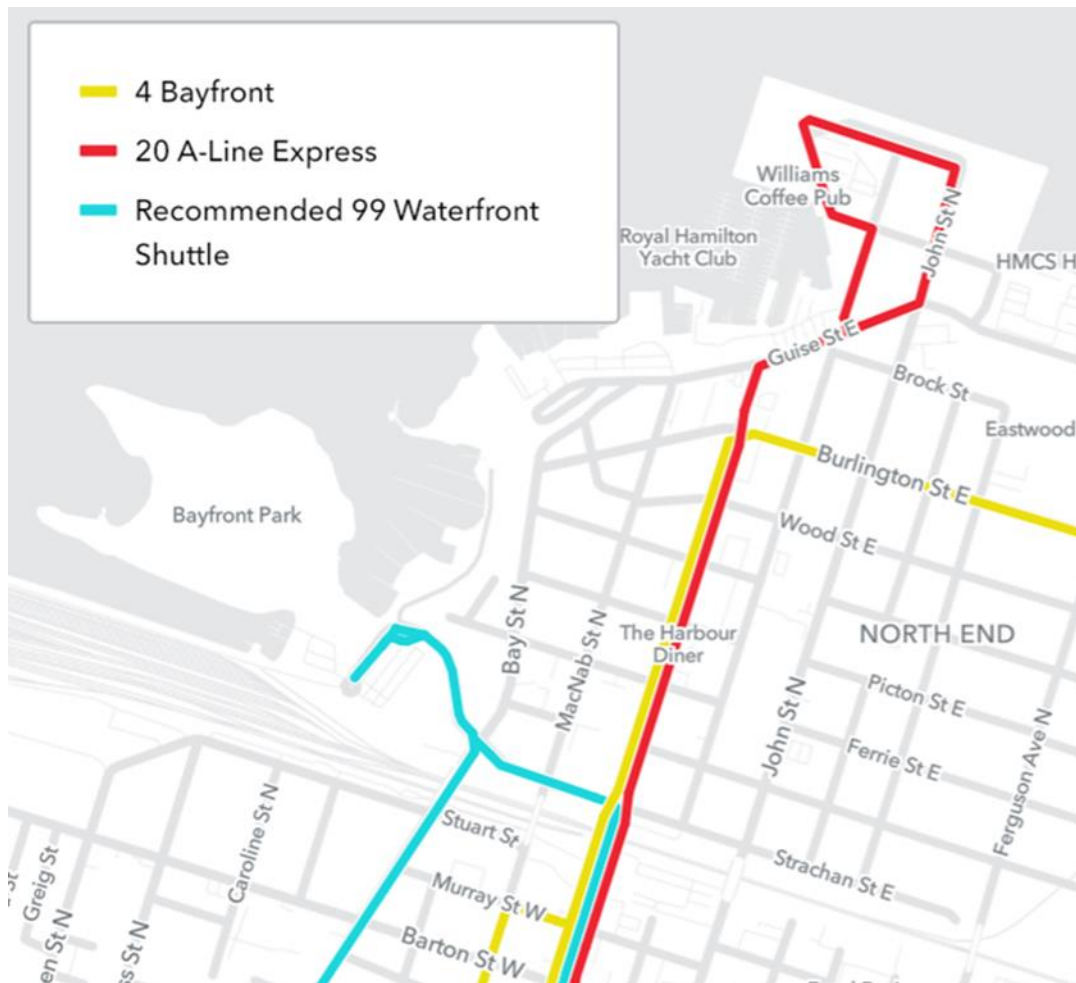
Future State: Near Term – 2023 (Sundays - Summer)



Sunday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	30	30	30	30	60	6a-11p
20 A line	-	-	-	-	-	-	-
99 Waterfront	-	-	30	30	30	-	10a-9p



Future State: Mid Term – 2024\* (All Day Types – Summer)

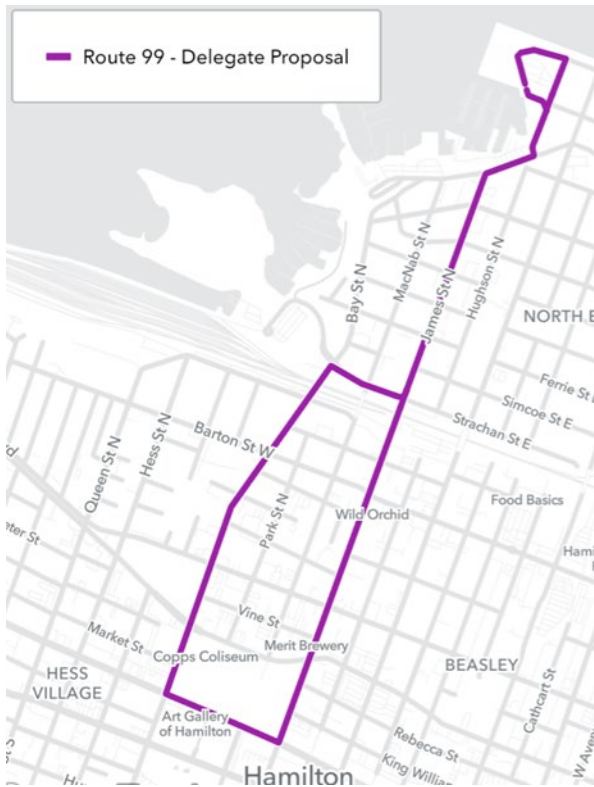


Weekday - Service Frequency (min) and Span							
Route	Early	AM PEAK	Midday	PM PEAK	Evening	Late	Span
4 Bayfront	20	20	20	20	30	40	5a-2a
20 A line	30	10	30	10	30	30	5:30a-2a
99 Waterfront	-	-	30	30	30	-	10a-9p

Saturday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	20	20	20	30	45	5a-2a
20 A line	30	15	15	15	30	30	5:30a-1:30a
99 Waterfront	-	-	30	30	30	-	10a-9p

Sunday - Service Frequency (min) and Span							
Route	Early	AM	Midday	PM	Evening	Late	Span
4 Bayfront	30	30	30	30	30	60	6a-11p
20 A line	30	20	20	20	30	30	6a-12a
99 Waterfront	-	-	30	30	30	-	10a-9p

Delegate Proposed Route Modification:







Hamilton

## HAMILTON CYCLING COMMITTEE (HCyC) MINUTES

**Wednesday, April 6, 2022**

5:45 p.m.

Virtual Meeting

---

**Present:** Chair: Chris Ritsma  
Vice-Chair: William Oates  
Members: Kate Berry, Roman Caruk, Jane Jamnik, Ann McKay,  
Jessica Merolli, Cora Muis, Kevin Vander Meulen, Gary  
Rogerson, Cathy Sutherland, Christine Yachouh

**Absent with**

**Regrets:** Jeff Axisa, Sharon Gibbons, Councillor Esther Pauls, Councillor Terry Whitehead,

**Also Present:** Danny Pimentel, Project Manager, Active Transportation  
Peter Topalovic, Program Manager, Sustainable Mobility  
Mike Field, Acting Director, Transportation Operations and Maintenance

---

### 1. CEREMONIAL ACTIVITIES

C. Ritsma recited a land acknowledgement.

### 2. APPROVAL OF AGENDA

**(Muis/Caruk)**

That the agenda of the April 6, 2022 meeting of the Hamilton Cycling Committee be approved, as presented.

**CARRIED**

### 3. DECLARATIONS OF INTEREST

None

### 4. APPROVAL OF MINUTES OF PREVIOUS MEETING

(i) HCyc Meeting Minutes - March 2, 2022 (Item 4.1)

**(Oates/Merolli)**

That the minutes of the March 2, 2022 meeting of the Hamilton Cycling Committee be approved, as presented.

**CARRIED****5. STAFF PRESENTATIONS****(i) Cargo E-Bike Pilot Program (Item 6.1)**

P. Topalovic made a presentation on the City's cargo e-bike pilot program. Staff highlighted that there is a survey open through Engage Hamilton to determine community feedback and support. Committee members noted that the survey is closed; staff will investigate to see if the closing date can be extended. Members asked questions about where they can be used (bike lanes/trails), safety requirements (lights), integration with Light Rail Transit (permitting use on multi-use trails), local interest, parking impacts and considerations.

**(Merolli/Jamnik)**

That the staff presentation be received.

**CARRIED****6. DISCUSSION ITEMS****(Oates/Muis)**

That the following discussion items be received:

**(i) Hamilton Cycling Advisory Committee Roles and Responsibilities (Item 7.1)**

Committee members reviewed the Roles and Responsibilities of the cycling committee. Members noted that anything that uses cycling infrastructure (i.e. e-bikes and e-scooters) should be included as part of the committee's mandate and members could provide input to those issues. Members discussed the potential of broadening the scope of the committee to capture all non-motorized modes of transportation but identified concerns with taking on too much. In summary it was suggested to include scooters as part of the mandate, revise the experience requirements and remove the notion of specific people/groups (i.e. school boards) making up the composition of the committee.

**(ii) Hamilton Cycling Advisory Committee Work Plan (Item 7.2)**

Committee members reviewed the workplan and did not identify any changes to the workplan. An update was provided to the “Movie Night” event planned to occur at Gage Park, in the summer.

**(iii) John Street Two-way Cycle Track (Item 7.3)**

Staff provided an overview of the John St cycling project and the extension of the existing two-way cycle track from Burlington St to Guise St. In addition, the existing rubber stops south of Burlington St will be replaced with precast curbs and flexposts. Committee members asked questions about what can be done around the bumpout to discourage vehicles from entering the cycle track. Staff noted this will be reviewed and considered during detailed design.

**(iv) Planning and Project Update (Item 7.4)**

Staff provided members with an update on current and planned cycling projects. Staff highlighted upcoming public engagement opportunities and members asked questions related to:

- Sydenham Hill: project has been cancelled
- Cannon @ Park: currently closed for approximately 1 month; cycling detour has been provided
- Victoria Ave South: April 19<sup>th</sup> Community Information Session (through the Councillor’s office) related to project. As details become available, the information will be shared with the committee
- Active Transportation Fund: applications submitted; projects can be viewed through report sent to Public Works committee
- Truck Route Master Plan: approved by the Truck Route Master Plan Committee and includes limiting trucks with 4 access within the downtown core

**(v) Ontario Bike Summit Recap (Item 7.5)**

Committee members who attended the Bike Summit provided a recap of the two-day event. It was noted how well it was organized and the quantity and quality of information shared was very useful. Committee members

noted that the Cycling Committee should have 1-2 members attend each year.

**(vi) Vision Zero Education Campaign (Item 7.6)**

M. Field provided the committee with an overview of the Vision Zero program and the 2022 education campaign, partnering with Hamilton Police Services. Staff asked if any committee members would be interested in collaborating in the campaign; if so, members can contact staff for additional information.

**CARRIED**

**9. NOTICE OF MOTION**

**(Vander Meulen/Oates)**

That the motion be deferred to a future meeting:

**(i) Upper Wellington Environmental Assessment Network Connectivity (Item 9.1)**

WHEREAS the City is currently doing an Environmental Assessment along Upper Wellington between Limeridge Road and Stone Church Road;

WHEREAS Hamilton's cycling master plan includes cycling infrastructure over the Lincoln Alexander Parkway along Upper Wellington Street;

WHEREAS it is important that cycling infrastructure connect to existing infrastructure to develop increased ridership;

WHEREAS a cycling lane over the Lincoln Alexander Parkway would connect the planned cycling infrastructure south of the Parkway to that north of the Parkway;

WHEREAS a connection over the overpass is a key component of a minimum grid of cycling infrastructure on the Hamilton mountain;

WHEREAS there is currently no north-south crossing over the Parkway closer than West 5th to the west and Upper Sherman to the east;

WHEREAS it is possible to reduce the number of car lanes on the bridge along Upper Wellington;

WHEREAS it is possible to consider having only two lanes, along with a center turning lane, all along Upper Wellington from Lime Ridge Road to

Stone Church Road to match Upper Wellington to the south of Stone Church Road;

WHEREAS having four traffic lanes and with no cycle lane does not fit the goal of balancing infrastructure on the overpass; it instead prioritizes automobile transportation with respect to north-south connections on the Hamilton mountain;

WHEREAS a multi-use pathway slows down commuter cycling traffic;

WHEREAS a multi-use pathway causes unease for both cyclists and pedestrians; and,

WHEREAS pedestrians with ear-buds do not hear the bells of cyclists

**THEREFORE, BE IT RESOLVED AND RECOMMENDED:**

(a) The road improvements on Upper Wellington Street from Limeridge Road to Stone Church Road include cycling infrastructure over the Lincoln Alexander Parkway; and,

(b) That the cycling infrastructure be clearly separated (e.g. separated facility) from the pedestrian traffic along Upper Wellington.

**CARRIED**

**(ii) Bike Lane Asphalt (Item 9.2)**

**(Vander Meulen/Oates)**

That the motion be deferred to a future meeting:

WHEREAS road works, emergencies, development, construction, utilities and other events require removal of asphalt and/or concrete in bicycle lanes;

WHEREAS asphalt is typically patched quickly then properly repaired at a later date;

WHEREAS work requiring removal of asphalt and/or concrete can take months or years;

WHEREAS bicycles require a smoother surface, both for safety and quality of ride; and,

WHEREAS there are various examples of uncomfortable and unsafe patchwork on key pieces of cycling infrastructure.

**THEREFORE, BE IT RESOLVED AND RECOMMENDED:**

That all asphalt and concrete repairs impacting a bicycle lane, bicycle trail, bicycle route, or other bicycle infrastructure be repaired and/or patched immediately after road work is complete to the same pre-repair quality or better, regardless of whether the entire project is complete or in progress.

**CARRIED**

**7. ADJOURNMENT**

**(McKay/Rogerson)**

That, there being no further business, the meeting adjourned at 7:59 p.m.

**CARRIED**


Respectfully submitted,

Chris Ritsma  
Chair, Hamilton Cycling Committee

Danny Pimentel  
Project Manager, Active Transportation  
Planning & Economic Development



## INFORMATION REPORT

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	2020-2021 Annual Corporate Security Report (PW20053(a)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Delfina Duarte (905) 546-2424 Ext. 6627 Martin Dambeau (905) 546-2424 Ext. 2855 Gina McCormick (905) 546-2424 Ext. 7258
<b>SUBMITTED BY:</b>	Rom D'Angelo Director, Energy, Fleet and Facilities Management Public Works Department
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

Not applicable.

### INFORMATION

The purpose of Report PW20053(a) is to provide City Council with the combined 2020 and 2021 Review Report on Corporate Security.

In 2018, the City of Hamilton (City) established a centralized Corporate Security Office reporting through the Energy, Fleet and Facilities Division within the Public Works Department. The Corporate Security team reports to the Manager of Facilities, Planning and Business Solutions. Within Corporate Security, there are two business streams, Security Operations led by the Corporate Security Specialist and Security Planning led by the Project Manager, Security Planning.

The City's combined 2020-2021 Annual Corporate Security Report is attached to Report PW20053(a) as Appendix "A". The security report provides a high-level multiyear review summary of the activities, events and projects from 2020 and 2021.

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: 2020-2021 Annual Corporate Security Report  
(PW20053(a)) (City Wide) - Page 2 of 2**

---

**MAJOR INCIDENTS**

In 2020 and 2021, the organization experienced significant events as a result of unlawful behaviour that not only impacted the ability for the City to continue in delivering municipal services at the location, but also required significant funds to provide temporary mitigation and the associated repair/replacement cost (Appendix 'B' attached to Report PW20053(a) – Top 5 Major Incidents Summarized).

**APPENDICES AND SCHEDULES ATTACHED:**

Appendix "A" attached to Report PW20053(a) – 2020-2021 Annual Corporate Security Report

Appendix "B" attached to Report PW20053(a) – Top 5 Major Incidents Summarized (2020 - 2021)



# 2020 – 2021 Annual Corporate Security Report



Corporate Security Team  
City of Hamilton

## Corporate Security Mandate

***“The Corporate Security Office is committed to providing best in class services to city employees and customers with a focus on ensuring a safe and secure environment for employees and users of its properties and services. The protection of all assets critical to the City’s operations and premises (i.e. people and property) is the primary objective of the Corporate Security Office Mandate.”***



Hamilton

---

# Corporate Security at a Glance



## Security Committees



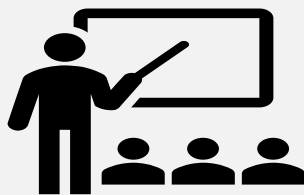
**Security Staff Advisory Committee**  
**Policy and Procedure Subcommittee**  
**Hamilton Water Security Committee**  
**Parks Security Patrol Committee**

## INCIDENTS

**1,498 for 2019**  
**1,502 for 2020**  
**1,312 for 2021**



## Security Awareness Training



**2020 - Security Guard Service Hours**  
**118,375 hours**

**2021 - Security Guard Service Hours**  
**133,924 hours**



## Table of Contents

<b>Introduction</b> .....	<b>5</b>
<b>What’s in this Review</b> .....	<b>5</b>
<b>Vision Statement / Mission Statement</b> .....	<b>6</b>
<b>Organizational Structure</b> .....	<b>7</b>
<b>2020 / 2021 in Review</b> .....	<b>8</b>
Significant Activities and Events .....	8
Committees .....	9
Policies and Procedures .....	11
<b>Project Highlights</b> .....	<b>12</b>
2020 Security System Projects .....	12
2020 / 2021 Security System Projects .....	14
Other Notable Projects .....	18
Demand Maintenance .....	18
Site Security Reviews .....	19
Future Project Highlights Expected in 2022 .....	20
<b>Annual KPI’s &amp; Statistics</b> .....	<b>21</b>
What we report and why .....	21
2020 / 2021 KPI’s “How are we doing in delivering these services?” .....	22
2020 / 2021 Incident Statistics “What we are doing?” .....	24
2020 / 2021 Security Guard Service Hours “Where we are doing it?” .....	31

<b>Major Incident Review.....</b>	<b>36</b>
Dalewood Recreation Centre .....	36
Ryerson Recreation Centre.....	37
Birge Pool .....	38
Central Library.....	39
Provincial Offences Courthouse.....	40
<b>Overall Business Security Costs.....</b>	<b>41</b>
Cost of Static Security Guards per sq/ft.....	41
Cost of Security Technology per sq/ft.....	41
<b>New Initiatives / Programs Started in 2020 / 2021.....</b>	<b>42</b>
<b>10 Year Corporate Security Project Priorities .....</b>	<b>43</b>
<b>Looking Ahead (Moving Forward).....</b>	<b>44</b>

## Introduction

Corporate Security, under the Facilities Planning & Business Solutions section, Energy, Fleet & Facilities Management division in the Public Works department, is the City's internal service provider responsible for setting and delivering physical security standards for city staff, assets and visitors in partnership with all City divisions.

Corporate Security is dedicated to contributing towards the City's guiding principles in the Strategic Plan (2016-2025) regarding safety and security in the community and work environment. The Strategic Plan's mission - "To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner", demonstrates the commitment and importance of safety in the delivery of municipal services.



## What's in this Review

In 2020 and 2021, there was a significant demand increase in security services based on the City's response to COVID-19 and its impacts to the workplace environment. This Review Report will combine 2020 and 2021 and will highlight Corporate Security's contributions in responding to the COVID-19 pandemic, as well as our dedication to ensure business continuity of the program based on the demands from our clients throughout the City. While the city has continued to deliver municipal services to our residents, how the city delivers these services has changed in some businesses during the COVID-19 pandemic. Corporate Security has been able to adapt and maintain its responsibilities to the municipality and its stakeholders.

This report outlines the results over a 2-year period (2020 / 2021) as it pertains to annual reporting of security operations, technology delivery, system enhancements and other key accomplishments. This report also includes statistical data and key performance indicator (KPI) measurements from various information sources.

## Vision Statement (Public Works)

As a service delivery member of the Public Works, Corporate Security supports the department by structuring, analyzing and delivering its services under the Public Works Vision Statement of;

***“The Public Works Department supports the City’s vision by providing high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner. The department brings the City’s vision and mission to life through its core services including corporate facility management, infrastructure rehabilitation, roads operations, parks and green space maintenance, transit, and waste management which are essential to the lives of residents and visitors to the City.”***

## Mission Statement (Energy, Fleet and Facilities Management)

Under the Energy, Fleet and Facilities Management division of Public Works, Corporate Security builds and services its clients under the division’s Mission Statement of;

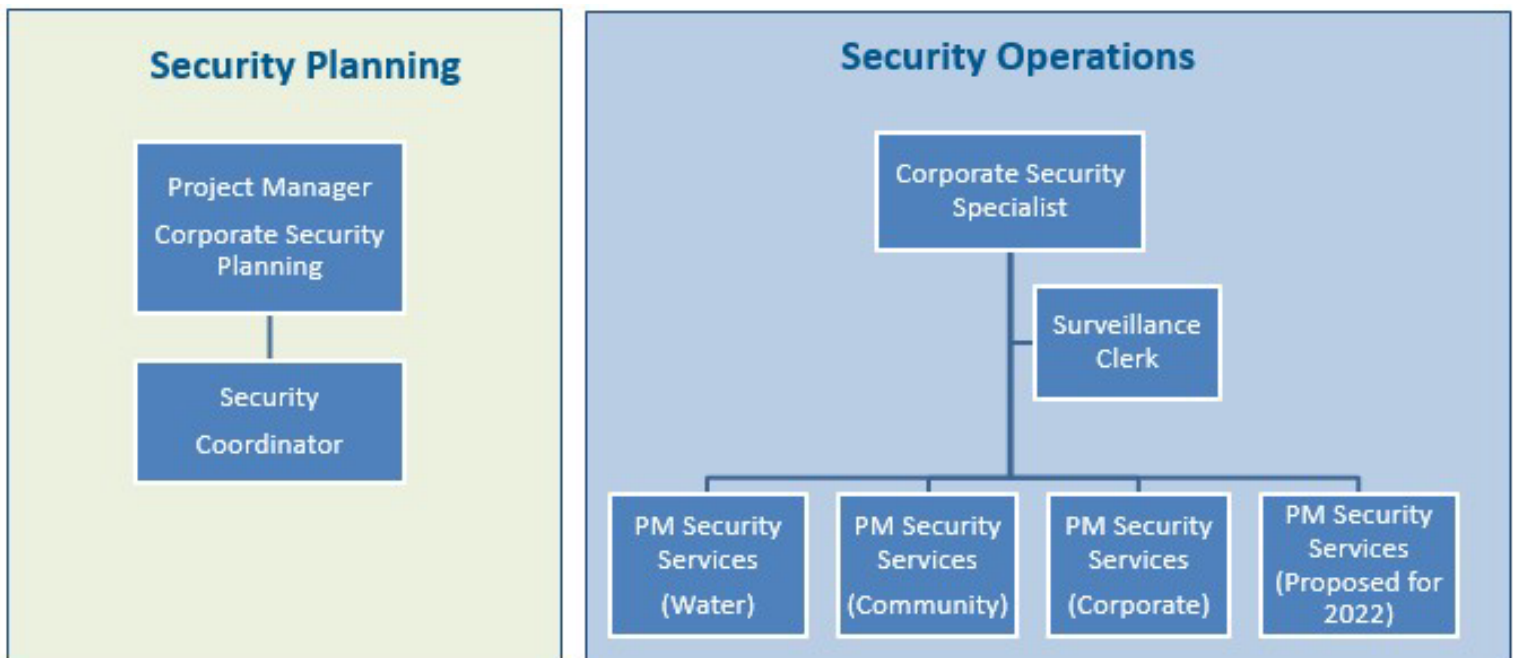
***“We are Energy, Fleet & Facilities; an engaged and accountable team, connecting our communities by efficiently planning, building, acquiring and maintaining safe, sustainable assets.”***

## Organizational Structure

The Corporate Security team experienced growth over the last 2 years. We continue to benchmark with other municipalities to create our standard level of service based on best practices and the needs of our organization.

In order for Corporate Security to deliver an effective security program, we needed to prioritize the planning work and put systems into place to support the vast array of demand for services. With that in mind, we have been evolving and re-organizing ourselves to create two streams which are Security Planning and Security Operations.

The Project Manager of Corporate Security Planning joined the team in July 2020. The recruitment process for contract Project Manager positions were initiated in Q4 2021.





## 2020 / 2021 in Review

---

### ***Significant Activities & Events***

---

Corporate Security is dedicated in providing a safe and secure environment for City of Hamilton employees, assets and visitors to our properties. The types of services that are provided include:

- Security Planning Services
- Work environment uniformed security guard services at various City locations,
- Incident management and investigations,
- Internal physical security consulting with various City divisions,
- Security Site Review (SSR) assessments and mitigation recommendations,
- Administration of Access Control and CCTV systems,
- Project management of security system technology installations, and
- Alarm response.



Within the last 2 years, Corporate Security was able to contribute to various staff reports brought forward to Committee's and Council for consideration. Corporate Security delivered two significant staff recommendation reports through the Public Works Committee in 2020.

- The first staff recommendation report in 2020 (Security Report on Theft and Vandalism Prevent in City-Owned Spaces – PW20046) addressed previous concerns identified by Council and staff on the impacts of vandalism in City park spaces in previous years, and provided benchmarking and best practice recommendations on how to mitigate and address some conditions that impact our residents from using open parks spaces in a safe and enjoyable manner. This report resulted in approval from Council to start a 2-year pilot project called the Parks Security Patrol program that began in the Spring of 2021.

- The second staff recommendation report in 2020 (Proposed City Hall Forecourt Security Enhancements – PW20064) identified various safety risks associated with vehicle mitigation measures in the City Hall Forecourt, and its increased use and a place to exercise peaceful demonstrations. This staff report was presented with enhanced structural assessments of existing features conducted by engineering experts and has resulted in the approval by Council of a formal vehicle mitigation bollard program to begin design in 2021 and delivery in 2022.

---

## ***Committees***

---

Committees can be among the most important working forces of an organization. They serve as work units of the organization, taking work and breaking it into meaningful and manageable areas. They efficiently carry out the work of the organization and are an essential part of the process in order to monitor on-going operations, identify issues suitable for review, gather and evaluate information, and recommend courses of action.

### **Security Staff Advisory Committee**

A Security Staff Advisory Committee was implemented in 2021, to provide a corporate governance structure that will ensure interdepartmental collaboration with stakeholders. This committee will also provide input including drawing on subject matter expertise from various business units, as well as Health & Safety, Emergency Operations, Business Continuity and Information Technology. A key driver and component of the Security Staff Advisory Committee's success is a strong foundation of corporate governance practices and policies that promote transparency, accountability, and engagement. This approach focuses on developing Corporate Security as a service to all city departments, as well as to support the safe delivery of municipal services to our community.

The Security Staff Advisory Committee is responsible for overseeing the strategic direction, and governance of Corporate Security. Standing sub-committees of the Security Staff Advisory Committee are an integral part of Corporate Security's governance structure. Two standing sub-committees, comprised of subject matter experts, have been established with a view to allocating expertise and resources to particular areas and to enhance the quality of discussion at the meetings themselves. The Policy and Procedure Sub-committee and the Training Sub-committee (to be implemented in 2022), will facilitate the decision-making, by providing recommendations on matters within their respective responsibilities.

### **Policy and Procedure Sub-Committee**

Through the Security Staff Advisory Committee, a Policy and Procedure Sub-Committee was created in 2021. This approach was to ensure priorities such as policies and procedures were given attention and by those who we could draw on for expertise, within their business lines. Policies and their related Procedures support a safe work environment in addition to providing associated training and help build a foundation of trust City-wide by staff, through education and hands on application of various practices through drills and simulations. The Policy and Procedure Sub-Committee has been working to standardize policies and procedures for a City-Wide application and create the framework for training to be incorporated. This process will be integrated in 2022 and provide staff with knowledge, for the essential role they all play in any situation.

### **Training Sub-Committee**

Through the Security Staff Advisory Committee, it was determined a Training Sub-Committee was needed to create and enhance our security program. The Training Sub-Committee is imperative to ensure a consistent and efficient training program is not only created, but managed and includes a series of courses to boost the skills and knowledge for all employees.

### **Hamilton Water Security Committee**

As a major critical infrastructure service to the municipality, the importance to ensure business and service delivery continuity is not only a City priority but a legislated requirement. Security specific practices will be incorporated into existing facilities as well as standardizing security processes for reporting security incidents.

### **Parks Patrol Security Committee**

Parks Patrol Security Committee has been established to provide operational support and guidance to the 2-year pilot project known as the Parks Patrol Program, that began in the Spring of 2021. The deployment of a year round Park Security Patrols through Corporate Security's current Security Guard Services vendor was implemented as a deterrent to resolve any issues through presence and/or security enforcement, or escalate to the appropriate authority for additional response based on verified activities.

This program was based on the foundation of fostering positive engagement with residents and the community through proactive and responsive patrols by uniformed security staff in park spaces. This program is also reinforcing ownership and acceptable behaviour in the property outside of hours where regular use is permitted, and when City staffing operations are typically present.

The responsibilities of the Parks Patrol Program was to provide proactive inspections and attendance at City Parks with focus being placed on parks that would receive higher frequencies of activities, as well as sites where there is a history of criminal behaviour in the past 3 years.

Throughout the pilot project where priorities have been addressed, it has allowed for a quick response with resources and enforcement. The Parks Patrol Security Committee will be compiling the data since the implementation in 2021, to determine the impact the patrols have had on the behaviours that were present.

---

### ***Policies and Procedures***

---

Policies and procedures are an essential part of any organization. Together, policies and procedures provide a roadmap for day-to-day operations. They ensure compliance with laws and regulations, give guidance for decision-making, and streamline internal processes.

The Policies and Procedures Sub-Committee have been working through some much-needed standard operating procedures and to date have put forth the following for approval;



- Facility Emergency Response Policy
- Facility Emergency Response – Lockdown, Hold and Secure and Shelter in Place
- Facility Emergency Response Policy – Bomb Threats and Suspicious Packages Procedures
- Facility Emergency Response Policy – Incident Control Procedures
- Emergency Pocket Card
- Trespass to Property Policy

The approval process for level 1 documents has a series of steps before being distributed city wide. They are as follows;

- Document and prepare draft by working group (Policy and Procedure Sub-Committee and SSAC)
- Designee to recommended review approach through Intalex
- DLT to review and approve through Intalex
- Engage CMO for review and approval and engage SLT if needed/required
- Release and distribute through Intalex

The Policy and Procedure Sub-Committee is now working on the following;

- Trespass to Property - General Use and Application Guidelines
- Trespass to Property - Prohibition Time Guidelines
- Trespass to Property - Incident Reporting
- Trespass to Property - Information Reporting and Records Management
- A Corporate Wide Security Policy
- Workplace Emergency Response Guide
- Council Emergency Response Guide

## Project Highlights

---

### ***2020 Security System Projects***

---

#### **350 King - Hamilton Housing Office Expansion (Expansion & Reno)**

Included elements of card access control, CCTV, duress notification, and intrusion detection.



**Eastport Hauled Waste Facility – Water Capital Project (New Build)**

Included new CCTV system and gate access control elements.



**Mountain Transit Centre (Reno - Expansion)**

Included perimeter fencing and gate/card access control system expansion elements.





**Beverly Community Centre (New Build)**

Included new card access control, CCTV, and intrusion detection system components.



---

***2020 / 2021 Security System Projects***

---

**Greenville Library & Recreation Centre (New Build)**

Included new card access control, CCTV, and intrusion detection system components.





### Hamilton Farmers Market

Included an expansion of the CCTV system.



### Traffic Operations Centre

Included a refresh of the existing CCTV system and an expansion element.



## Hamilton Municipal Parking System

High Priority Items identified in 2020 Site Security Review (SSR) including: card access control system expansion, CCTV system refresh and expansion, and new intrusion detection system.



## 100 King St West (Stelco Tower - Reno)

Included new card access control and CCTV system installs.





## Redhill Family Centre

Included a new CCTV system install.



## Ontario Works Offices (250 Main & 1550 Upper James)

Included new intercom installs at both office locations.



---

**Other Notable Projects**

---

**New Contract**

- *C11-50-20 - Tender for Preventative Maintenance, Demand, Supply and Installation Services for Access Control Systems at Various City of Hamilton Facilities*
  - New contract for card access control system management. This contract includes provisions for system maintenance & repair work in addition to expansion options to meet future demands.

**Facility Decommissioning Projects (Decommissioning Security Systems) (2020)**

- 2255 Barton St West (OW Office) – card access control and intrusion detection system elements
- 77 James Street N – Suite 320 and 325 – card access control, CCTV and intrusion detection system elements

**Security System Infrastructure Upgrades & Projects**

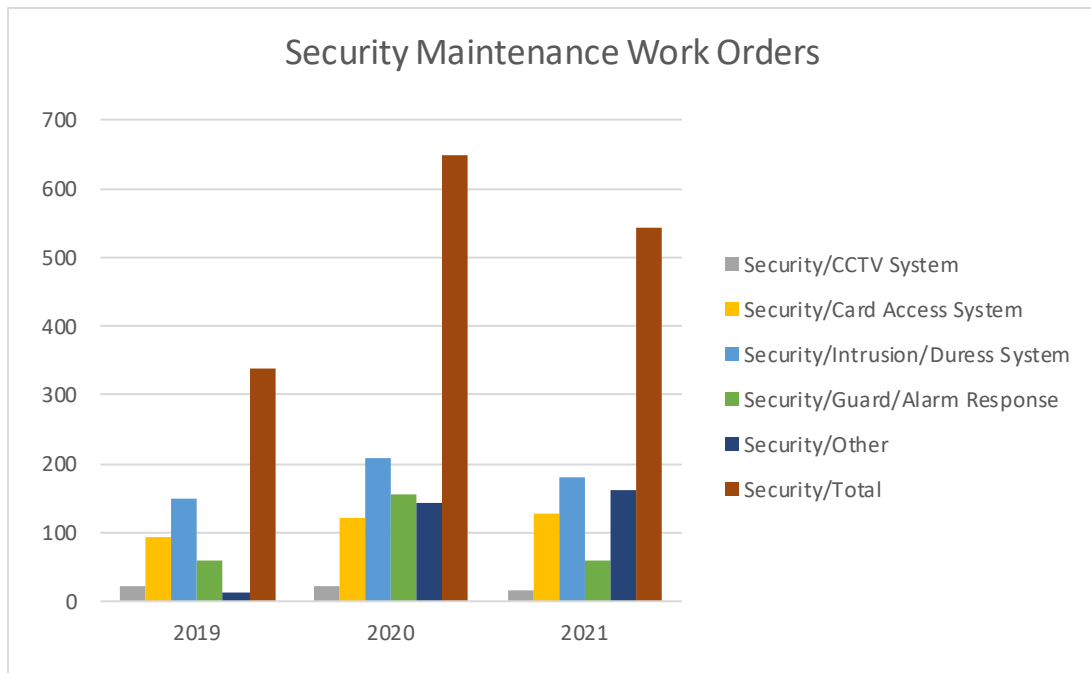
- City Hall CCTV system recording devices upgrade
- POA Courthouse card access control & duress system expansion
- 1275 Barton St E. vaccine clinic new intrusion detection system and keying
- 330 Wentworth card access control system expansion
- Winona Community Centre intrusion detection system expansion

---

**Demand Maintenance**

---

Type of Security Issued Work Order's	2019	2020	2021	2019-2020 Comparison	2020-2021 Comparison
Security/CCTV System	23	21	17	-9%	-19%
Security/Card Access System	94	121	126	28%	4%
Security/Intrusion/Duress System	150	208	179	39%	-13%
Security/Guard/Alarm Response	58	155	58	167%	-62%
Security/Other	12	142	163	1083%	15%
<b>Security/Total</b>	<b>337</b>	<b>647</b>	<b>543</b>	<b>92%</b>	<b>-16%</b>



The numbers provided in the above chart and graph represent the security maintenance work orders issued through the ARCHIBUS system. There was an increase of **92%** in the total number of security work orders from 2019 through to 2020 which also correlates with the beginning of the pandemic. During this time, there was also a large spike in the number of security maintenance work orders classified as ‘**Other**’ (maintenance work orders that were security related but did not directly fall into one of the respective categories noted above). This significant increase may be attributed to the notion that facilities were mostly unoccupied throughout the pandemic escalating the need for security related maintenance requests.

---

### **Site Security Reviews**

---

**Hamilton Municipal Parking System** – This Security Site Review (SSR) report included security-based recommendations for the Convention Centre Parking Garage facility, located at 80 Main Street West in the City of Hamilton. A budget for the recommendations was provided and broken down into high, medium, and low-level priorities.

**21 Hunter St. E (Public Health)** – The SSR was conducted as a result of safety concerns brought forward through Public Health Services (PHS) at the office located at 21 Hunter St E. This SSR report identified current risks and trends and provided mitigating recommendations including security system enhancements and a budget proposal.

**Hamilton Fire Services Station 30 – Central Stores (Ongoing)** – The request was made to identify current risks and trends associated with Fire Station 30 (Central Stores area), located at 489 Victoria Ave North. This SSR report will provide mitigating recommendations to deter the reoccurrence of the criminal and nuisance behaviour, and to preserve the intended use of this space.

**Hamilton Fire Services Station 13 – Mechanical Division (Ongoing)** – The request was made to identify current risks and trends associated with Fire Station 13 (Mechanical Div), located at 177 Bay St N. This SSR report will provide mitigating recommendations to deter the reoccurrence of the criminal and nuisance behaviour, and to preserve the intended use of this space.

---

### ***Future Project Highlights Expected in 2022***

---

- City Hall Forecourt Bollards Project (PW20064a)
- Valley Park Rec Centre & Library (**Reno & Expansion**)
- Sir Wilfred Laurier Rec Centre (**Reno & Expansion**)
- MATC CCTV System Upgrade
- Parks West Security System Expansion
- City Hall Access Control System Expansion
- Carlisle Library (**Reno**) New Security System (Access Control & Intrusion Detection)
- Confederation Beach Sports Park (**New Build**)
- Binbrook Yard SSR

## Annual KPI's & Statistics

---

### *What we report and why*

---

Documenting and reporting in the security industry is critical to ensure compliance with legislation where applicable, as well to provide factual data to support strong analysis to understand, **“What we are doing?”**, **“Where are we doing it?”**, and **“How are we doing in delivering these services?”**.

It is important to note that the calculation of reported data should not be considered as a sole source of measurement related to the risk, and safety of the buildings and properties that correspond to the data. It is also just as important to note that the reporting should not be considered as a sole source for all incidents that occur on City property, as there are other authorities whose reporting data should be applied for a thorough application as well (i.e. Hamilton Police, Hamilton Fire and Paramedic Services).



---

**2020 / 2021 KPI's**

***"How are we doing in delivering these services?"***

---

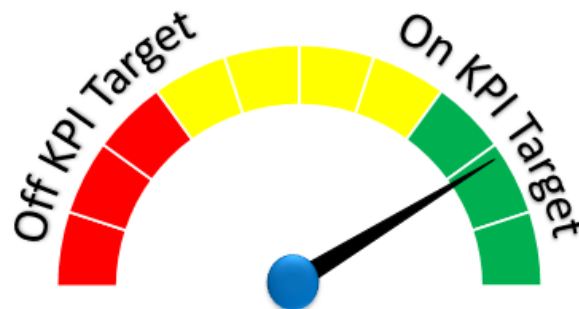
**KPI Goal:** Alarm Response In-Person Attendance

**KPI Target / Measurement:** All alarm response calls citywide are attended in-person by uniformed security guards within 30 mins or less of the alarm event being dispatched.



**2020**, 85% of the Alarm Response calls were able to have an on-site achievement within 30 minutes of the call being dispatched. This is a 3% reduction from 2019 which was at 88%. This reduction in achieving the response time goal is contributed to the increase in alarm systems being used during the shutdown of facilities from COVID in 2020, and to the increase of service demand on the Mobile Supervisor role.

**2021**, 86% of the Alarm Response calls were able to have an on-site achievement within 30 minutes of the call being dispatched. This is a 1% increase from 2020 which was at 85%.



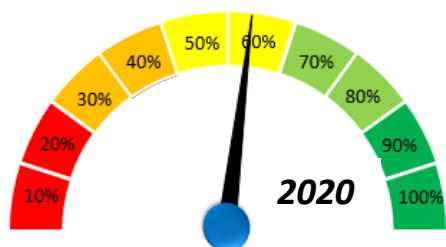


**KPI Goal:** Electronic Access Control Infrastructure Reliability Uptime

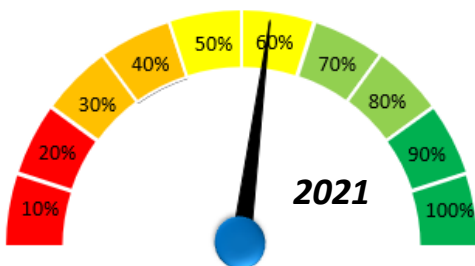
**KPI Target / Measurement:** The general reliability uptime of the electronic access control infrastructure citywide should not exceed more than 2 demand services call for each site location per calendar year.



**In 2020,** there were 97 unique sites where electronic access control systems were in use throughout the City under the Energy Fleet and Facilities Management portfolio. In this same time period, a total of 121 demand service calls were created through the Work Order system to address a system fault (i.e. Card Reader Failure, Panel Failure). In 2020, the uptime reliability of the electronic access control system was **62%** (121 calls out of a potential 194 design limit)



**In 2021,** there were 100 unique sites where electronic access control systems were in use throughout the City under the Energy Fleet and Facilities Management portfolio. In this same time period, a total of 126 demand service calls were created through the Work Order system to address a system fault (i.e. Card Reader Failure, Panel Failure). In 2021, the uptime reliability of the electronic access control system was **63%** (126 calls out of a potential 200 design limit)



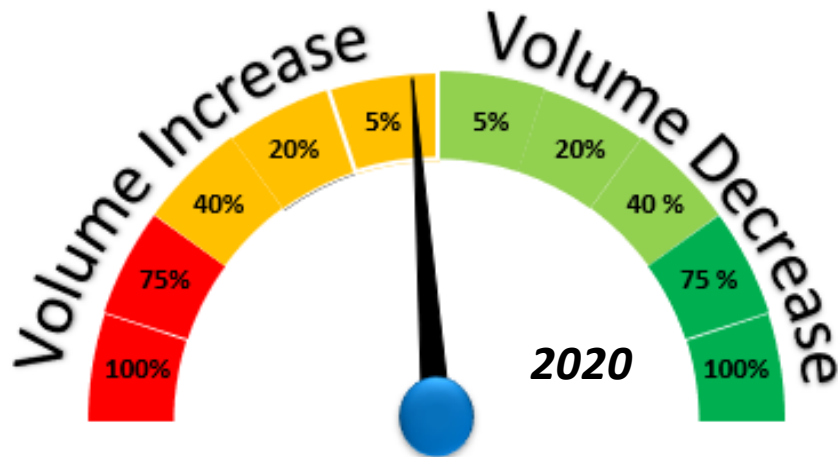
---

**2020 / 2021 Incident Statistics**

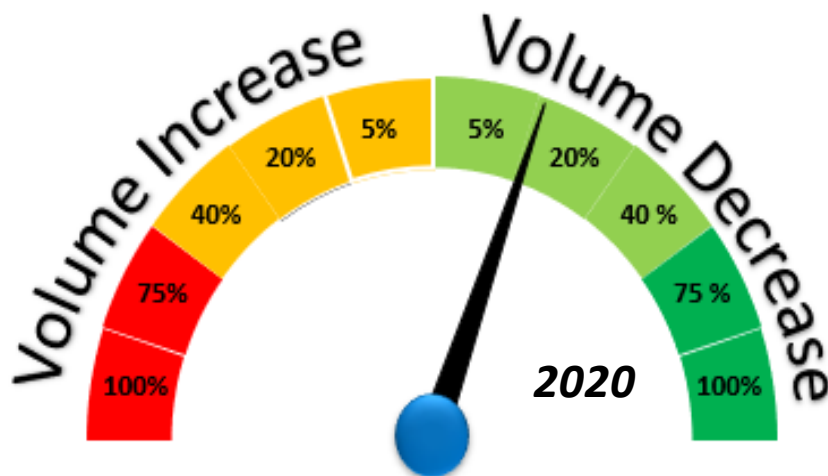
***"What we are doing?"***

---

**In 2020**, Corporate Security responded to **1,502** service calls City-wide. The variance between 2019 and 2020 for total calls shows an **1%** increase in demand on security services. (1,498 in 2019)



**In 2021**, Corporate Security responded to **1,312** service calls City-wide. The variance between 2020 and 2021 for total calls shows an **13%** decrease in demand on security services. (1,502 in 2020)



**Incident Report's by Category**

<b>Category Type</b>	<b>Year (2019)</b>	<b>Year (2020)</b>	<b>Year (2021)</b>	<b>2020-2021 Variance</b>
Accident	29	2	7	5
Alarm	709	762	695	-67
Assist	31	27	64	37
CCTV Collection	51	42	48	6
Criminal Offences	46	90	109	19
Disturbance	216	55	40	-15
Elevator	6	15	10	-5
Emergency	31	31	12	-19
Equipment	6	19	3	-16
General	21	5	8	3
Hazard	34	35	9	-26
Lost / Found	39	14	13	-1
Maintenance	86	100	35	-65
Missing Person	2	0	1	1
Motor Vehicle	17	4	0	-4
Observation	4	12	5	-7
Patrol	0	20	9	-11
Records Management	0	12	16	4
Service Performance	15	26	24	-2
Shelter / Housing Matter	0	12	35	23
Special Events	18	25	54	29
Tech - Access Control	0	6	5	-1
Tech - CCTV	1	12	9	-3
Trespass to Property Act	19	80	50	-30
Unsecured	117	96	51	-45
	<b>1498</b>	<b>1502</b>	<b>1312</b>	<b>-190</b>

## Incident Category Trending

The largest single category by volume in both 2020 (51%) and 2021 (52%) of demand-based calls was for Alarm Response. These types of calls include Intrusion (Burglary), Fire, Duress (Panic) activations and system maintenance events. A high-level summary of these calls is shown below.

Category	Sub-Categories	2019	2020	2021	2020-2021 Comparison
<b>Alarm</b>		<b>709</b>	<b>762</b> <i>(up 7% from 2019)</i>	<b>695</b>	<i>Down 9% in total volume of Alarm events in 2021 from 2020.</i>
	Duress / Panic	22	17	4	
	Fire Alarm	89	72	57	
	Intrusion / Burglary	587	521	543	<i>In 2021, 53% of all reported incidents were classified as an Alarm event.</i>
	Trouble (General)	3	151	90	
	Other	8	1	1	

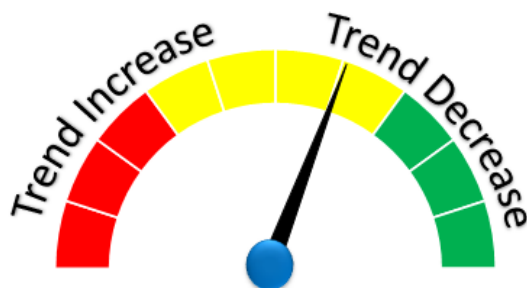


**2019-2020** Trend Observation = An **increase (7%)** in the number of **Alarm** incidents were reported in 2020 from 2019 and is likely contributed to the change in business through the City's initial response to COVID-19. During the closure of most City facilities to staff and residents, an increased demand on alarm response calls were observed. Building alarm systems were being utilized for longer periods as staff were not located in the properties during traditional business hours. This anomaly and change from regular business patterns are believed to be a contributing factor in this increase.

Building alarm systems were being utilized for longer periods as staff were not located in the properties during traditional business hours. This anomaly and change from regular business patterns are believed to be a contributing factor in this increase.

**2020-2021** Trend Observation = The service demand for alarm system calls in 2021 dropped to below 2019 numbers. This is likely contributed to the City's evolving response and adaptation of continuing to deliver municipal services through the COVID pandemic with the return of City staff into various City buildings.

An overall trending **decrease (2%)** of alarm based service demand is observed from 2019 through to 2021.



**2019-2021 Overall**

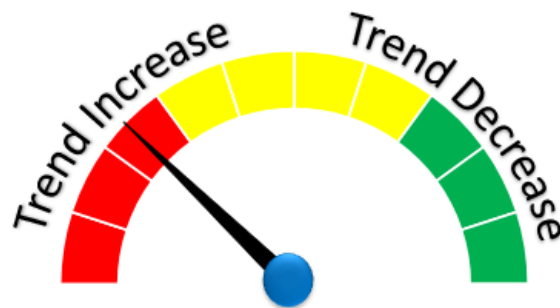
Category	Sub-Categories	2019	2020	2021	2020-2021 Comparison
<b><u>Criminal</u></b>		<b><u>46</u></b>	<b><u>90</u></b> <i>(up 96% from 2019)</i>	<b><u>109</u></b>	<i>Up 21% in total volume of Criminal events in 2021 from 2020</i>
<b><u>Offences</u></b>	Assault	5	21	5	<i>In 2021, 8% of all reported incidents were classified as a Criminal event.</i>
	Break & Enter	4	26	35	
	Graffiti	12	2	1	
	Theft	7	13	15	
	Threats	2	5	12	
	Vandalism	10	10	35	
	Other	6	13	6	

**2019-2020** Trend Observation = An **increase (96%)** in the number of **Criminal Offences**, specifically Assaults and Break & Enters incidents were reported in 2020. These increases are likely contributed to the COVID-19 pandemic and the dynamic changes in played in both social behaviour and opportunities for crime. Increased frustrations and anxiety pressures for community members during the pandemic, along with unoccupied buildings and vehicles during lockdown periods are believed to be contributing factors in this increase.



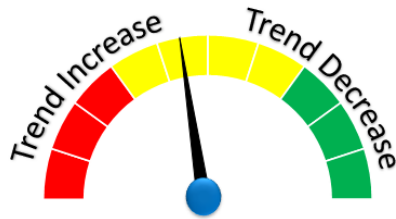
**2020-2021** Trend Observation = The service demand for Criminal Offence type calls continued to increase in 2021. It is believed that this trending is contributed to the increase in unlawful behaviour on City property with the decreased volume of City staff within the workplace during the COVID pandemic. In response to public health requirements for physical distancing and remote working, City staff's ability to regularly observe and manage good use and behaviour on City property was dramatically reduced.

An overall trending **increase (137%)** of Criminal Offence service demand is observed from 2019 through to 2021.



**2019-2021 Overall**

Category	Sub-Categories	2019	2020	2021	2020-2021 Comparison
<b>Special Events</b>		<b>18</b>	<b>25</b> <i>(up 39% from 2019)</i>	<b>54</b>	<i>Up 116% in total volume of Special Events in 2021 from 2020.</i>
	Mass Gatherings	17	24	48	
	Situational Awareness	0	1	6	
	Other	1	0	0	

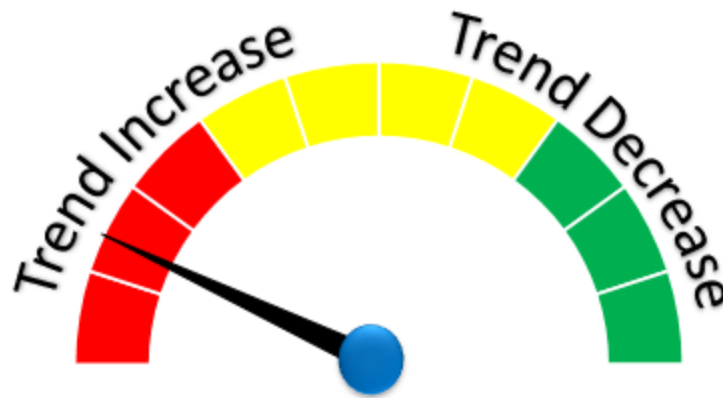


**2019-2020** Trend Observation = An **increase (39%)** in the number of **Special Events** – Mass Gatherings (i.e. Rallies, Protests, Demonstrations) were observed in 2020. This trending is contributed to the increase in both anti-Public Health measures protests during the COVID pandemic, as well as national and international polarizing events where

City Hall's Forecourt continued to be used as a major focal point to share positional messaging.

**2020-2021** Trend Observation = The service demand for Special Events continued to increase in 2021. The use of City property such as City Hall's Forecourt, Gage Park and Gore Park to organize public gatherings was observed based on significant events locally in Hamilton as well as national and international activities that impact local communities.

An overall trending **increase (200%)** of Special Events service demand is observed from 2019 through to 2021.



**2019-2021 Overall**

The distribution of reported incidents city-wide based on the Property Type designation is shown below for 2019, 2020 and 2021.

<b><u>Property Type by Percentage</u></b>	<b>Year - 2019</b>		<b>Year - 2020</b>		<b>Year - 2021</b>	
	#	%	#	%	#	%
Administrative Office	392	26%	293	20%	269	21%
Cemetery	10	1%	8	1%	28	2%
Civic Property	121	8%	101	7%	55	4%
Fire Services	1	0%	0	0%	3	0%
Hamilton Water	17	1%	30	2%	43	3%
Housing Services	62	4%	41	3%	9	1%
Library	29	2%	40	3%	62	5%
Museum / Heritage Property	29	2%	22	1%	15	1%
MSC / Town Halls	17	1%	18	1%	23	2%
Ontario Works	43	3%	43	3%	14	1%
Operations Yard	120	8%	100	7%	34	3%
Other	13	1%	15	1%	61	5%
Park Space	86	6%	81	5%	96	7%
Police	0	0%	1	0%	0	0%
Public Health	4	0%	1	0%	39	3%
Rec / Arena / Community Centre	224	15%	205	14%	306	23%
Sports Stadium	75	5%	254	17%	188	14%
Transit	216	14%	177	12%	31	2%
Waste Management	39	3%	72	5%	36	3%
<b>Totals</b>	<b>1498</b>	<b>100%</b>	<b>1502</b>	<b>100%</b>	<b>1312</b>	<b>100%</b>

---

**2020 / 2021 Security Guard Service Hours**

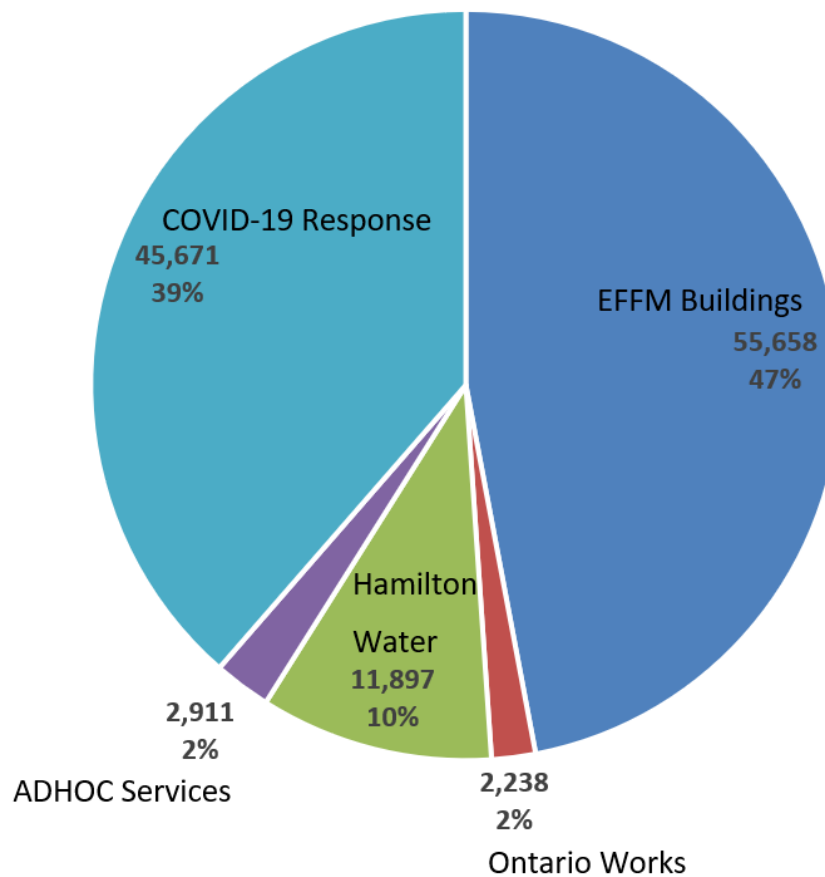
**"Where are we doing it?"**

---

In **2020**, the City's Security Guard Services contractor facilitated a total of **118,375** service hours. The distribution of these service hours is shown in the graph below. 2020's service hours are significantly higher in volume from 2019 which was 55,341.

2019-2020 Comparison = increased 113% in overall Security Guard service hours

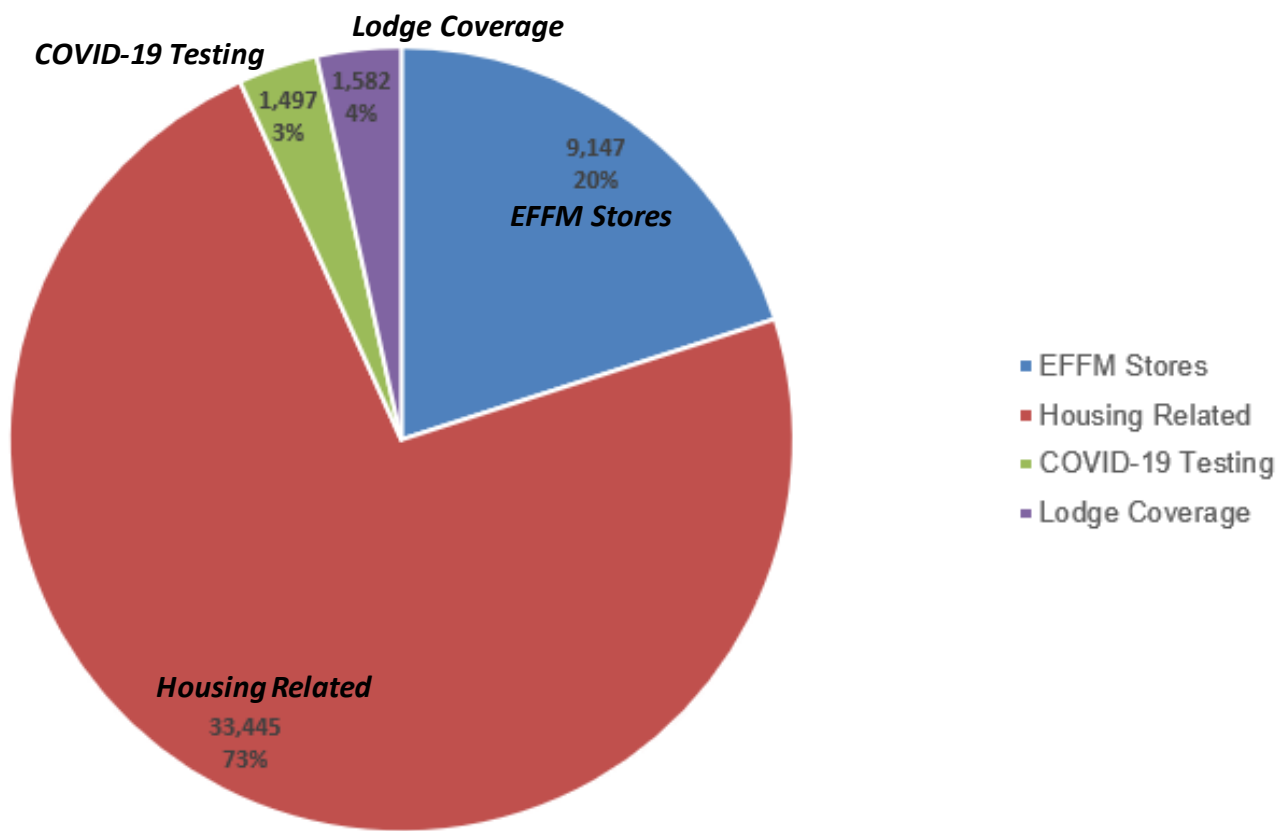
39% of 2020 service hours were a direct impact of City's COVID-19 Response





In **2020**, the City's Security Guard Services contractor facilitated a total of **45,671** service hours to support the City's response to the COVID-19 pandemic. Below is a distribution of where these service hours were used to support various programs.

### COVID-19 Security Guard Service Hours (2020)



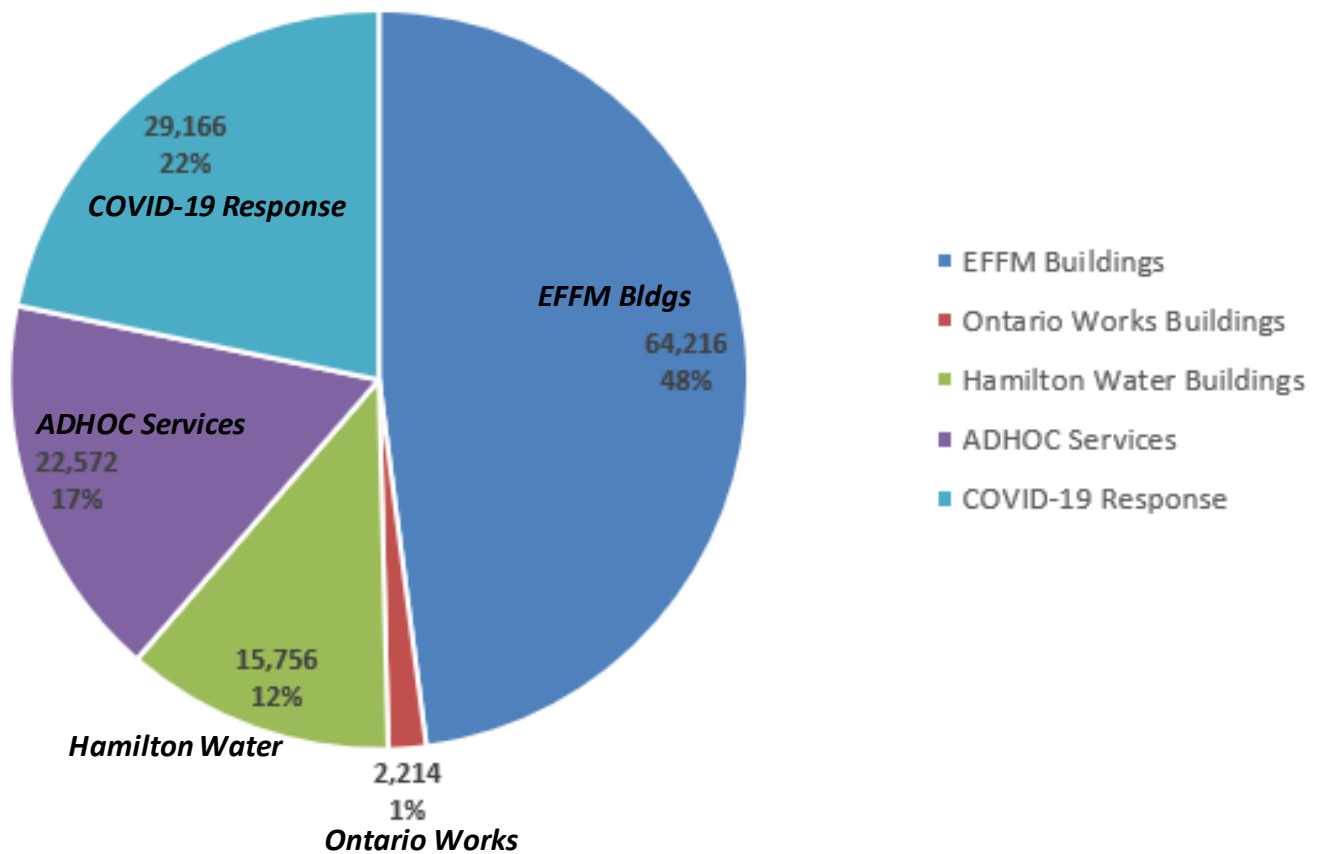
In **2021**, the City's Security Guard Services contractor facilitated a total of **133,924** service hours. The distribution of these service hours is shown in the graph below.

2020-2021 Comparison = increased 13% in overall Security Guard service hours.

22% of 2021 service hours were a direct impact of City's COVID-19 Response, a decrease from 2020's percentage of 39% overall volume.

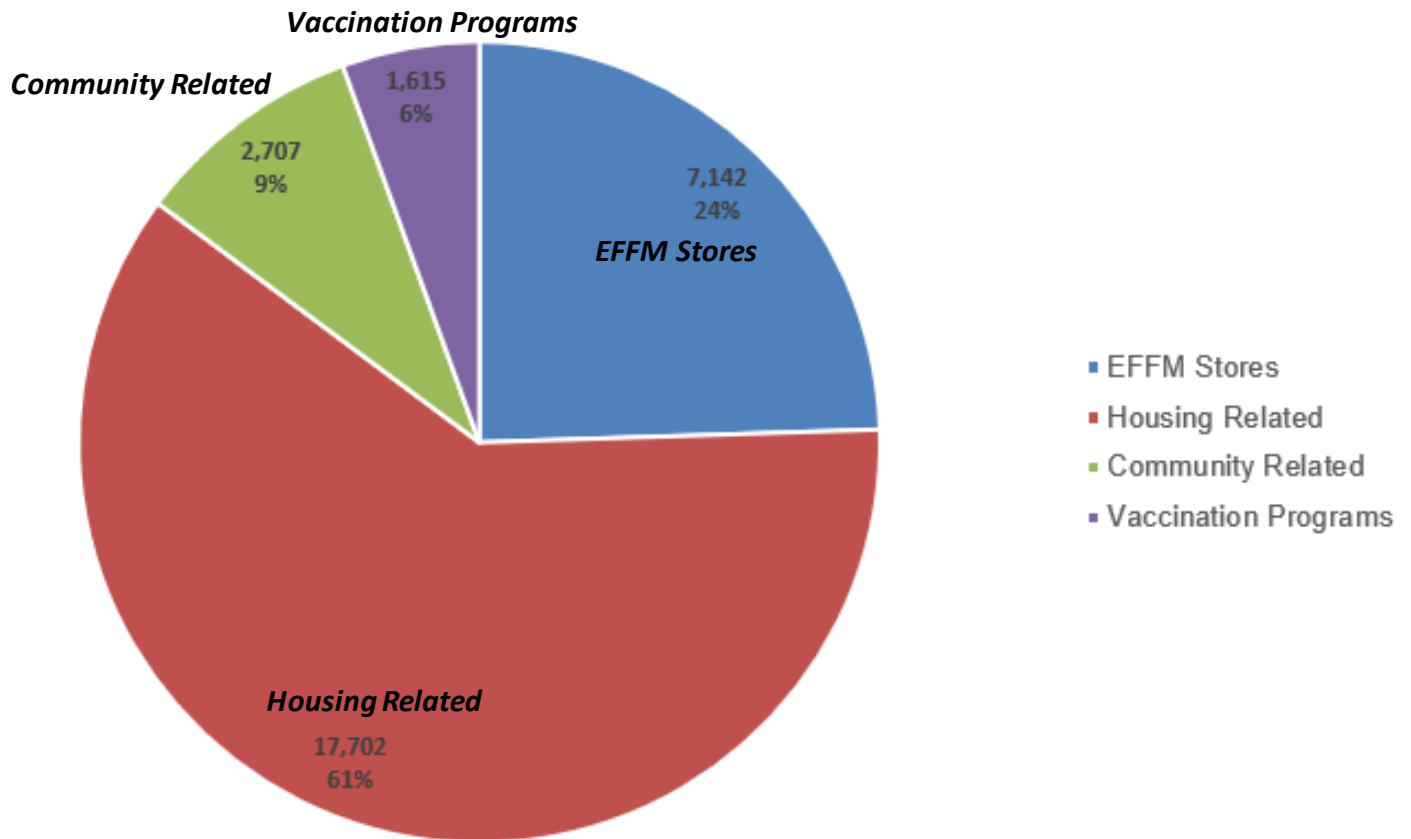
17% of 2021 service hours were to support ADHOC requirements, an increase of 675% from 2020.

Total Security Guard Service Distribution (2021)

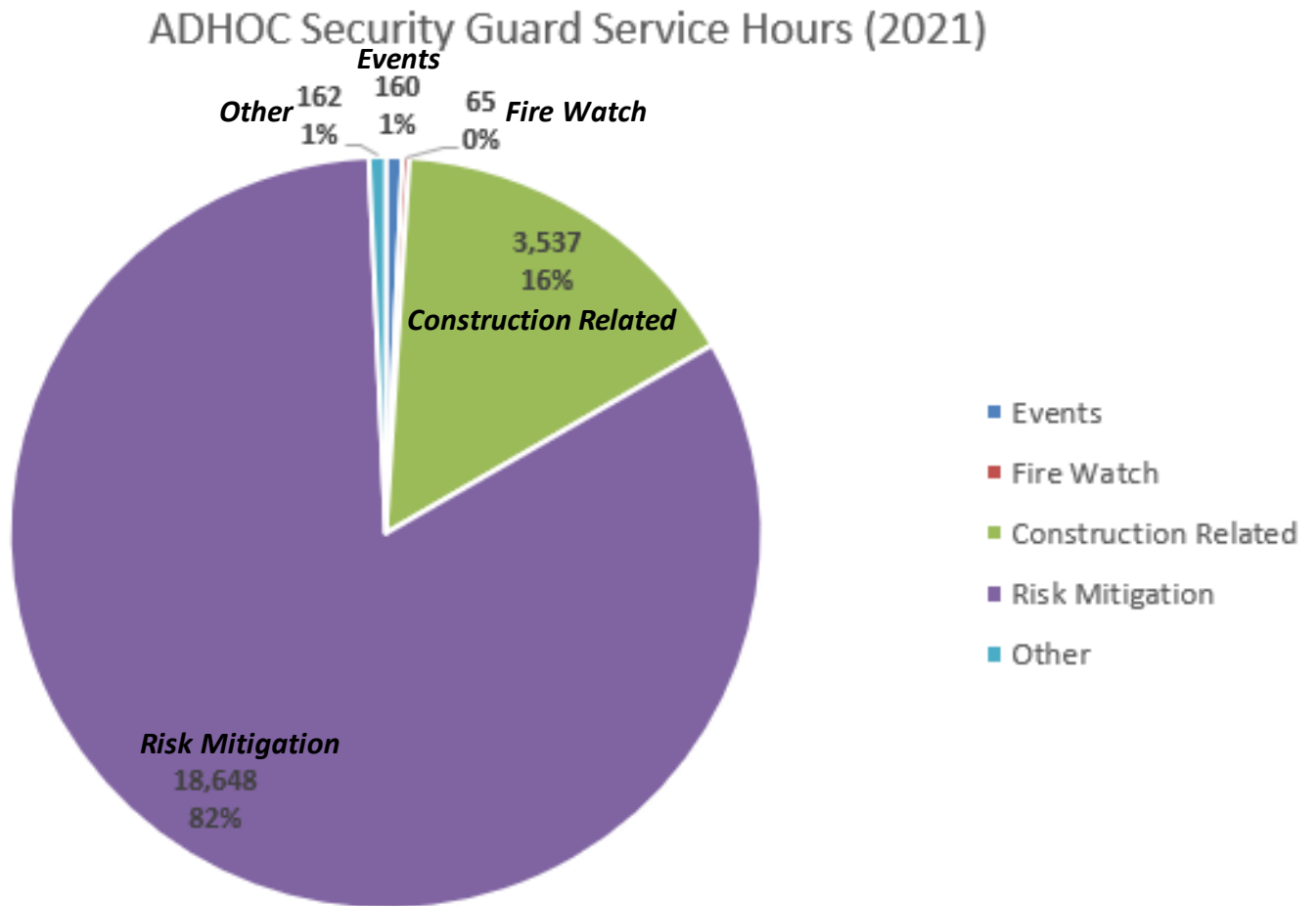


In **2021**, the City's Security Guard Services contractor facilitated a total of **29,166** service hours to support the City's response to the COVID-19 pandemic. Below is a distribution of where these service hours were used to support various programs.

### COVID-19 Security Guard Service Hours (2021)



In **2021**, the City's Security Guard Services contractor facilitated a total of **22,572** service hours to support the City's ADHOC needs city-wide. Below is a distribution of where these service hours were used to support various programs.



## Major Incident Review

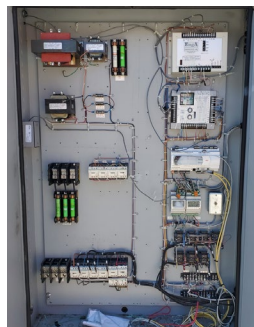
---

### ***Significant impacts to operations and costs as a result of unlawful behaviour events.***

---

In **2020** and **2021**, the City experienced the following significant events as a result of unlawful behaviour that not only impacted the ability for the City to continue in delivering municipal services at the location, but also required significant funds to provide temporary mitigation and the associated repair / replacement costs. A summary of each event, as well as details related to mitigating measures that have been implemented and accountability results that were applied.

<b>Location:</b>	Dalewood Recreation Centre
<b>Date:</b>	June 6, 2020 (Reported)
<b>Type:</b>	Break & Enter, Theft Over \$5000, Vandalism
<b>Occ #'s</b>	2020-06-19-DALEWOOD (City-CorpSec) 20-648171 (Hamilton Police Service)
<b>Operational Impact:</b>	Building HVAC rooftop system destroyed, replacement required
<b>Cost Impact:</b>	\$200,000 for unit replacement, plus installation / commissioning and staff resources
<b>Description:</b>	The HVAC rooftop unit was broken into after unlawful access was gained to the rooftop of the Dalewood Recreation / Dalewood Elementary School. The removal of condenser equipment and coils resulted in permanent destruction of the unit requiring a complete replacement.
<b>Linking Factor(s):</b>	Scrap Metal Theft, Unoccupied Facility due to COVID-19
<b>Mitigation:</b>	HVAC roof equipment intrusion monitoring
<b>Accountability:</b>	Investigation by Police including forensic evidence collection. As of the time of this report, the person(s) responsible are unknown.



**Location:** Ryerson Recreation Centre  
**Date:** October 24, 2021  
**Type:** Break & Enter, Theft Over \$5000, Vandalism  
**Occurrence #'s** 2021-10-24-RECRYERSON (City-CorpSec)  
**Operational Impact:** Building rooftop HVAC rooftop system destroyed, replacement required  
**Cost Impact:** \$115,000 building and equipment restoration costs  
**Description:** The rooftop mechanical room was broken into with the intent to remove metal piping and other scrap materials after unlawful access was gained to the rooftop of the facility. As a result of the damage caused, flooding caused significant damage to building mechanical room equipment and areas located on the ground floor below, including the changerooms and hallways.  
**Linking Factor(s):** Scrap Metal Theft  
**Mitigation:** Enhancements to the burglary system to intrusion signals  
**Accountability:** Investigation by Police including forensic evidence collection. As of the time of this report, the person(s) responsible are unknown.





**Location:** Birge Pool  
**Date:** October 28, 2021  
**Type:** Break & Enter, Theft Over \$5000, Vandalism  
**Occurrence #'s** 2021-10-28-PRKBIRGEPOOL (City-CorpSec)  
**Operational Impact:** Pool Use  
**Cost Impact:** Estimated at \$250,000, repair contract in procurement at time of this report.

**Description:** The mechanical room for the pool facility was broken into with the intent for unlawful behaviour. Vandalism and intentional damage in cutting and removing pipes and fixtures resulted in theft and loss of City property, as well as significant flooding and damage to other equipment.

**Linking Factor(s):** Scrap Metal Theft

**Mitigation:** Burglary detection, CPTED strategies and security patrol enhancements

**Accountability:** Investigation by Police including forensic evidence collection. As of the time of this report, the person(s) responsible are unknown.



**Location:** Central Library  
**Date:** November 20, 2021  
**Type:** Vandalism  
**Occurrence #'s** 2021-11-20-LIBCENTRAL (City-CorpSec)  
21-857092 (Hamilton Police Service)  
**Operational Impact:** Broken Glass Cleanup and Repair, Impacts to public use in areas of broken windows.  
**Cost Impact:** Estimated at \$28,000 for glass replacement and installation  
**Description:** An individual engaged in unlawful trespassing in restricted areas of the Library facility and used various objects to destroy several large exterior windows. CCTV technology was used to support a Police investigation by providing identifiable evidence of the person involved and the actions resulting in the damage.  
**Linking Factor(s):** Criminal and nuisance behaviour with history against public institutions  
**Mitigation:** Security patrols and CPTED applications.  
**Accountability:** Investigation by Police resulted in the identification of the person involved, including charges and court proceedings.





**Location:** Provincial Offences Courthouse  
**Date:** November 21, 2021  
**Type:** Vandalism  
**Occurrence #'s** 2021-11-21-POA (City-CorpSec)  
21-857981 (Hamilton Police Service)  
**Operational Impact:** Broken Glass Cleanup and Repair, Impacts to Courtroom use in areas of broken windows.  
**Cost Impact:** Estimated at \$7,000 for glass replacement and installation  
**Description:** An individual engaged in unlawful by attending the facility and throwing concrete objects at several windows on the exterior of the building. CCTV technology was used to support a Police investigation by providing identifiable evidence of the person involved and the actions resulting in the damage.  
**Linking Factor(s):** Criminal and nuisance behaviour with history against public institutions  
**Mitigation:** Security patrols and CPTED applications.  
**Accountability:** Investigation by Police resulted in the identification of the person involved, including charges and court proceedings.



## Overall Business Security Costs

### **Costs of Static Security Guards (per sq./ft)**

Site / Location	Facility Sq/Ft Measurement	2019		2019-2020 Variance per Sq/Ft Cost	2020		2020-2021 Variance per Sq/Ft Cost	2021	
		Avg Monthly Service Hours (hrs)	Avg Monthly Cost Per Sq/Ft		Avg Monthly Service Hours (hrs)	Avg Monthly Cost Per Sq/Ft		Avg Monthly Service Hours (hrs)	Avg Monthly Cost Per Sq/Ft
City Hall	167,990.55	962 (hrs)	\$0.10	18%	1,063 (hrs)	\$0.12	0%	1,058 (hrs)	\$0.12
Lister Block	100,339.60	664 (hrs)	\$0.13	0%	732 (hrs)	\$0.14	0%	730 (hrs)	\$0.14
POA Courthouse	111,758.21	670 (hrs)	\$0.11	0%	741 (hrs)	\$0.11	7%	730 (hrs)	\$0.12
Tim Hortons Field	327,147.53	1469 (hrs)	\$0.08	-28%	1085 (hrs)	\$0.06	0%	936 (hrs)	\$0.06

### **Costs of Security Technology (per sq./ft)**

#### **Reno / New Build Environment - Recreational Facility**

	Total Sq./Ft	Cost / Sq./Ft
<b>Security Systems Project Total</b>	<b>2,800</b>	<b>\$8.93 sq./ft</b>
Tech Cost (Intrusion Alarm)	\$5,000	\$1.79 sq./ft
Tech Cost (Card Access Control)	\$9,000	\$3.21 sq./ft
Tech Cost (CCTV)	\$11,000	\$3.93 sq./ft

#### **Reno / New Build Environment - Administrative Offices**

	Total Sq./Ft	Cost / Sq./Ft
<b>Security Systems Project Total</b>	<b>4,200</b>	<b>\$9.52 sq./ft</b>
Tech Cost (Intrusion Alarm)	\$8,000	\$1.90 sq./ft
Tech Cost (Card Access Control)	\$9,600	\$2.29 sq./ft
Tech Cost (CCTV)	\$22,400	\$5.33 sq./ft

## New Initiatives / Programs started in 2020/2021

New initiatives provide opportunities for growth from the regular core business. They must be reflective to the City's overall priorities and require different skills and metrics to ensure the delivery provide the benefit that is intended.

**EMERGENCY NOTIFICATION SYSTEM** - In July of 2020, Corporate Security started planning for the expansion of the City's existing internal Emergency Notification System with services provided by RAVE Mobile. The Emergency Notification System is a method of sending and/or broadcasting a consistent fact-based message to City staff during emergency scenarios to provide up to date information and details to support staff safety and response.

Corporate Security continues to prioritize its service delivery to enhance the reasonable measures taken to provide a safe and secure work environment for all our employees and to do this we are always looking to improve our response to emergency situations. In any emergency, communication is of the utmost importance and this tool will be able to support broader communication through various platforms and to more staff.



The process for the Emergency Notification System is still underway and Corporate Security is planning on delivery the system to City Hall staff within 2022, with a phased approach to all other City Facilities and Properties.

**TRAINING** – With the expansion of the Emergency Notification System, there was a need to ensure those working with the City of Hamilton had an understanding of what their role and responsibilities were in case of an emergency. This began the framework for Security Awareness Training. Although still in the planning phase, in 2022 we plan to establish a baseline and understand where the knowledge and program gaps are, in order for us to focus through knowledge assessments and drills that will be driven through Corporate Security for all employees including Council Chambers, the Mayor and the City Manager. This will allow us to build a culture of security awareness and shape unsafe behaviours.



**ENET** - Over the past few years, Corporate Security has become a critical resource center drawn on by many departments for its subject matter expertise in the areas of both internal operations and external public safety initiatives. As a result, we began working on a “Corporate Security eNet Page” to provide guidance, information and be a resource to our constant evolving program. The Corporate Security Office provides services to all internal City departments including Hamilton Water and this will allow us the opportunity to have the information all in one place and ensure a consistent message is delivered. The Corporate Security eNet Page went live December 2021.



## 10 Year Corporate Security Project Priorities

The development of Corporate Security over the next 10-Years will be seen through our project priorities, while ensuring that existing and new infrastructure technologies are implemented to support a sustainable corporate security program through a reliable and seamless service across the organization. These priorities include projects such as:

- Emergency Notification System
- Portable Radio Communications
- City Wide Incident Management System
- Patrol Management System
- Training
- Centralized Security Control
- Signage
- Card Access Technology Replacement
- Common Video Management Platform
- Lockdown Systems
- Cameras – New Installations
- Centralized Key Management System
- Restricted Physical Lock Management
- Centralized Intrusion/Burglary Monitoring/Management
- Camera Life Cycle Refresh
- Video Management Platform Life Cycle Refresh

## Looking Ahead

2020 through to 2021 were busy years for corporate security with the unforeseen COVID-19 pandemic state of emergency. Additional security services were required and were expected to continue through to the end of the year. In addition to the increased day to day operational demands over the past 2 years, several enhancements and project initiatives were brought to fruition, some in which are currently ongoing in 2022. They are as follows:

- The City Hall Forecourt Bollards Project is underway to enhance security in the Forecourt including limiting vehicular access to public gathering areas. The project is currently in the planning stages, with construction beginning in the spring of 2022.
- Incident Management System Roadmap
- Emergency Notification System
- Security Staff Advisory Committee, Policy and Procedure Sub-Committee and the Training Sub-Committee
- Centralized Security Control
- Portable Radio Communications
- Common Video Management Platform
- Security Technology Enhancements at Existing Properties

In 2021, the Corporate Security Office was granted a Capital Budget of \$800K for the 2022 fiscal year. Corporate Security will be placing focus on keeping pace with the evolving nature of the industry and our partner municipalities all while growing the Corporate Security Office both in services and experience.

2022 is proving to be a busy year for security and will be made all the busier by Covid-19 and the return to work plan. With this occurring, it is imperative that we take an "all hands on" approach, in order to manage the many projects on the go, the day to day operational demands and continue to have a proactive approach to security. We will continue to deliver an effective security program by evolving both Security Planning and Security Operations within the Corporate Security Office and will be placing focus on many priorities such as:

### **Security Awareness Training**

We will be placing focus in 2022 on security awareness training that will focus on the creation and implementation of a Workplace Emergency Guide, Council Chambers Evacuation Procedures and Emergency Event Training with the introduction of regular drills for all within the facilities.



### **Interior Reconfigurations**

We will be target hardening, and establishing a clear demarcation between public and private areas, working on Council Chambers Security Technology Enhancements and implementing Corporate Security Technology Standards for Public transaction counters, specifically at the Municipal Centers.

### **Emergency Event Response: Communication & Reporting**

We will be enhancing emergency event communication to local and geographical stakeholders, implementing an Incident Management System and expanding the current emergency notification system at City Hall with a phased approach to the remained of the City.

### **Policy and Procedures**

Through the Policy and Procedure sub-committee, we will continue to work on various policies and procedures in order to standardize procedures for a City-Wide application, as well as creating and implementing a City Wide Corporate Security Policy.

### **New Security Technology Installation – Design, Review and Recommendations Committee**

A Security Technology committee will be implemented in 2022 to provide technology standards for Hamilton Water infrastructure. This will ensure we are drawing on subject matter expertise in both groups to set technology standards based on the criticality of the facility and/or location. This approach will focus on developing Security as service to Hamilton Water and set a standard based of Hamilton Water's needs.

### **Portable Radio Communications**

In order to provide real-time information and communicate quickly with one another, we are working towards implementing radios that would have the ability to work with other systems such as the incident management system.

2022 will be a big year for Corporate Security as we move forward. Corporate Security will continue to work with our stakeholders and counterparts to harmonize the way we do business and to provide a transparent approach to security as a whole.

**Top 5 Major Incidents Summarized  
(2020 - 2021)**

Location	Ward	Date of Incident	Claim Number	Estimated Cost of Damage
Dalewood Recreation Centre	1	June 6, 2020	RMS# 059617	\$200,000
Ryerson Recreation Centre	1	October 24, 2021	RMS# 062127	\$115,000
Central Library	2	November 20, 2021	RMS# 062685	\$28,000
Provincial Offences Offices (POA)	2	November 21, 2021	RMS# 062686	\$7,000
Birge Outdoor Pool	3	October 28, 2021	RMS# 062134	\$250,000
<b>TOTAL</b>				<b>\$600,000</b>

Further summary of each event, as well as details related to mitigating measures that have been implemented and accountability results that were applied can be referenced in Appendix "A" to Report PW20053(a), pages 36 – 40.



Hamilton

**2020 - 2021  
Annual Corporate Security Report  
Public Works Committee  
May 30, 2022**





# *2020 – 2021 Annual Corporate Security Report* Agenda

1. What's in the Review
2. Organizational Structure
3. 2020 / 2021 in Review
4. Significant Activities and Events
5. Project Highlights
6. KPI's / Stats
7. Looking Ahead

# Organizational Structure

Director  
Energy, Fleet & Facilities Management

Manager  
Facilities Planning & Business Solutions



## Security System Expansion Projects:

- Hamilton Housing Office
- Mountain Transit Centre
- Hamilton Farmers Market



**NEW**

# CORPORATE SECURITY

Employee Resources Page

- ✓ Incident Reporting
- ✓ Community Partnerships
- ✓ Card Access Requests



# 2020 / 2021 in Review



## Security Established Committee's:

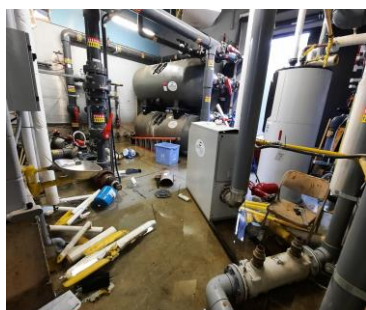
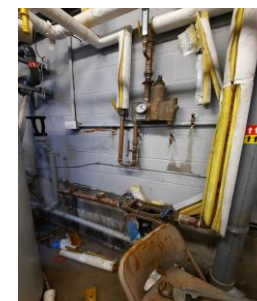
- Security Staff Advisory Committee (SSAC)
- Policy and Procedures Sub-Committee
  - Training Sub-Committee
  - Hamilton Water Committee
- New Security Technology Installation – Design, Review and Recommendations Committee
  - Parks Patrol Committee

# Significant Activities and Events

**Location:** Birge Pool  
**Date:** October 28, 2021  
**Type:** Break & Enter, Theft Over \$5000, Vandalism  
**Occurrence #'s** 2021-10-28-PRKBIRGEPOOL (City-CorpSec)  
**Operational Impact:** Pool Use  
**Cost Impact:** Estimated at \$250,000, repair contract in procurement at time of this report.

**Description:** The mechanical room for the pool facility was broken into with the intent for unlawful behaviour. Vandalism and intentional damage in cutting and removing pipes and fixtures resulted in theft and loss of City property, as well as significant flooding and damage to other equipment.

**Linking Factor(s):** Scrap Metal Theft  
**Mitigation:** Burglary detection, CPTED strategies and security patrol enhancements  
**Accountability:** Investigation by Police including forensic evidence collection. As of the time of this report, the person(s) responsible are unknown.



# Significant Activities and Events

<b>Location:</b>	Dalewood Recreation Centre
<b>Date:</b>	June 6, 2020 (Reported)
<b>Type:</b>	Break & Enter, Theft Over \$5000, Vandalism
<b>Occ #'s</b>	2020-06-19-DALEWOOD (City-CorpSec) 20-648171 (Hamilton Police Service)
<b>Operational Impact:</b>	Building HVAC rooftop system destroyed, replacement required
<b>Cost Impact:</b>	\$200,000 for unit replacement, plus installation / commissioning and staff resources
<b>Description:</b>	The HVAC rooftop unit was broken into after unlawful access was gained to the rooftop of the Dalewood Recreation / Dalewood Elementary School. The removal of condenser equipment and coils resulted in permanent destruction of the unit requiring a complete replacement.
<b>Linking Factor(s):</b>	Scrap Metal Theft, Unoccupied Facility due to COVID-19
<b>Mitigation:</b>	HVAC roof equipment intrusion monitoring
<b>Accountability:</b>	Investigation by Police including forensic evidence collection. As of the time of this report, the person(s) responsible are unknown.





# Project Highlights

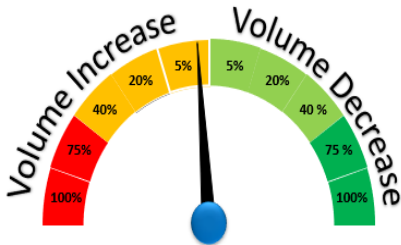


## New Security System Projects:

- Hamilton Municipal Parking System
- Eastport Hauled Liquid Waste Facility
  - Beverly Community Centre
  - Greenville Library

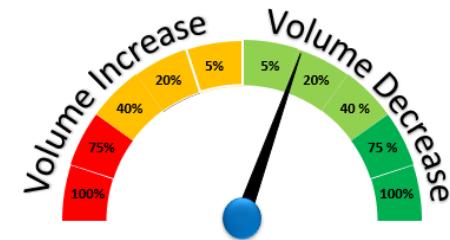


# KPI's / Stats



**In 2020**, Corporate Security responded to **1,502** service calls City-wide. The variance between 2019 and 2020 for total calls shows an **1%** increase in demand on security services. (1,498 in 2019)

**In 2021**, Corporate Security responded to **1,312** service calls City-wide. The variance between 2020 and 2021 for total calls shows an **13%** decrease in demand on security services. (1,502 in 2020)



## Incident Category Trending

Category	Sub-Categories	2019	2020	2021	2020-2021 Comparison
<b><u>Alarm</u></b>		<b><u>709</u></b>	<b><u>762</u></b> <i>(up 7% from 2019)</i>	<b><u>695</u></b>	<i>Down 9% in total volume of Alarm events in 2021 from 2020.</i>
	Duress / Panic	22	17	4	
	Fire Alarm	89	72	57	
	Intrusion / Burglary	587	521	543	<i>In 2021, 53% of all reported incidents were classified as an Alarm event.</i>
	Trouble (General)	3	151	90	
	Other	8	1	1	

# Looking Ahead



## ~Centralized Security Control Room~



## ~Emergency Event Communication~






# Discussion



**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Engineering Services Division**

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 192 East 22 <sup>nd</sup> Street, Hamilton (Ward 7) (PW22045)
<b>WARD(S) AFFECTED:</b>	Ward 7
<b>PREPARED BY:</b>	Cetina Farruggia (905) 546-2424 Ext. 5803
<b>SUBMITTED BY:</b>	Susan Jacob Acting Director, Engineering Services Public Works Department
<b>SIGNATURE:</b>	

## RECOMMENDATION

- (a) That the application of the owner of 192 East 22<sup>nd</sup> Street, Hamilton, to permanently close and purchase a portion of the unassumed alleyway abutting 192 East 22<sup>nd</sup> Street, Hamilton, (Subject Lands), as shown on Appendix "A", attached to Report PW22045, be approved, subject to the following conditions:
- (i) That the applicant makes an application to the Ontario Superior Court of Justice, under Section 88 of the Registry Act, for an order to permanently close the Subject Lands, if required by the City, subject to:
- (1) The General Manager of Public Works, or designate, signing the appropriate documentation to obtain any required court order; and
  - (2) The documentation regarding any required application to the Ontario Superior Court of Justice being prepared by the applicant, to the satisfaction of the City Solicitor;

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 192 East 22<sup>nd</sup> Street, Hamilton (PW22045) (Ward 7) – Page 2 of 5**

---

- (ii) That the applicant be fully responsible for the deposit of a reference plan in the proper land registry office, and that said plan be prepared by an Ontario Land Surveyor, to the satisfaction of the Manager, Geomatics and Corridor Management Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section;
- (iii) That, subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved:
  - (1) The City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the alleyway, for enactment by Council;
  - (2) That the City Solicitor be authorized to amend and waive such terms as they consider reasonable to give effect to this authorization and direction;
- (iv) The Corporate Real Estate Office of the Planning and Economic Development Department be authorized and directed to enter into any requisite easement agreements, right of way agreements, and/or other agreements deemed necessary to affect the orderly disposition of the Subject Lands and to proceed to sell the Subject Lands to the owners of 192 East 22<sup>nd</sup> Street, Hamilton, as described in Report PW22045, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204;
- (v) The City Solicitor be authorized to complete the transfer of the Subject Lands to the owners of 192 East 22<sup>nd</sup> Street, Hamilton, pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department;
- (vi) The City Solicitor be authorized and directed to register a certified copy of the by-laws permanently closing and selling the alleyway in the proper land registry office;
- (vii) The Public Works Department publish any required notice of the City's intention to pass the by-laws and/or permanently sell the closed alleyway pursuant to City of Hamilton Sale of Land Policy By-law 14-204;

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 192 East 22<sup>nd</sup> Street, Hamilton (PW22045) (Ward 7) – Page 3 of 5**

---

**EXECUTIVE SUMMARY**

The owner of 192 East 22<sup>nd</sup> Street, Hamilton, has applied to permanently close and purchase a portion of the public unassumed alleyway running east/west along the north side of the property for the purpose of creating private residential parking for the property. There were no objections received from any City of Hamilton's (City) Departments, Divisions, or Public Utilities. There were 6 opposed responses received from abutting land owners. Three of the opposed responses received did not provide reasons for opposition. One opposed response expressed interest in acquiring a portion of the laneway as well. Staff have not received an application from this resident to date. The final 2 opposed responses were due to issues related to the current condition of the laneway. As a result of these concerns, a request to Roadway Maintenance has been submitted. As all known concerns raised have been addressed, staff are supportive of the closure and sale of the Subject Lands to the owner of 192 East 22<sup>nd</sup> Street, Hamilton.

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The applicant has paid the Council approved user fee of \$4,634.00. The Subject Lands will be sold to the owners of 192 East 22<sup>nd</sup> Street, Hamilton, as determined by the Corporate Real Estate Office of the Planning and Economic Development Department, in accordance with the City Sale of Land Policy By-law 14-204.

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

**Legal:** Subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved, the City Solicitor will prepare all necessary by-laws to permanently close and sell the Subject Lands and will register such by-laws in the Land Registry Office once Council has approved the by-law. The by-law does not take effect until the certified copy of the by-law is registered in the proper land registry office. The City Solicitor will complete the transfer of the Subject Lands to the owners of 192 East 22<sup>nd</sup> Street, Hamilton, pursuant to an agreement negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department.

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 192 East 22<sup>nd</sup> Street, Hamilton (PW22045) (Ward 7) – Page 4 of 5**

---

## **HISTORICAL BACKGROUND**

The Subject Lands form part of a public unassumed alleyway created by plan of subdivision RP-590 in 1913. The east/west portion of the alleyway is travelled, and the north/south portion of the alleyway is untravelled and encroached upon by abutting land owners.

On October 3, 2019 the owners of 192 East 22<sup>nd</sup> Street, Hamilton, submitted an application to close and purchase the Subject Lands in order to create parking for their property. While this original application was ongoing, these owners sold the property. On July 20<sup>th</sup>, 2021 staff received a new application from the current owner of 192 East 22<sup>nd</sup> Street, Hamilton to close and purchase the Subject Lands for the same purpose of creating parking space for their property.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

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

Alleyway Management Strategy - Classification System (Report PW17008(a)):

The Subject Lands are classified as Hierarchy Class "D": Alleyway is unassumed and could be used for any of the following:

- commercial parking;
- public/private waste collection;
- special consideration; and access to rear yards or overland flow routes

## **RELEVANT CONSULTATION**

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

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

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 192 East 22<sup>nd</sup> Street, Hamilton (PW22045) (Ward 7) – Page 5 of 5**

---

There were no objections received from any public utilities, City Departments and Divisions.

Notice of the proposal was sent to all abutting property owners of the Subject Lands, as shown on Appendix “B” attached to Report PW22045 for comment. In this instance, there were 14 notices mailed, and the results are as follows:

In favour: 0

Opposed: 6

No comment: 0

Three of the opposed responses received did not provide reasons for opposition. One opposed response expressed interest in acquiring a portion of the alleyway as well. Staff have not received an application from this resident to date. The final 2 opposed responses were due to issues related to the current condition of the alleyway. As a result of these concerns, a request to Roadway Maintenance has been submitted. As all known concerns raised have been addressed, staff are supportive of the closure and sale of the Subject Lands to the owner of 192 East 22<sup>nd</sup> Street, Hamilton.

#### **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

As there were no objections from any City Department, Division, or Public Utility, and known concerns received from abutting land owners have been addressed, staff are supportive of the closure and sale of the Subject Lands to the owners of 192 East 22<sup>nd</sup> Street, Hamilton.

#### **ALTERNATIVES FOR CONSIDERATION**

N/A

#### **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

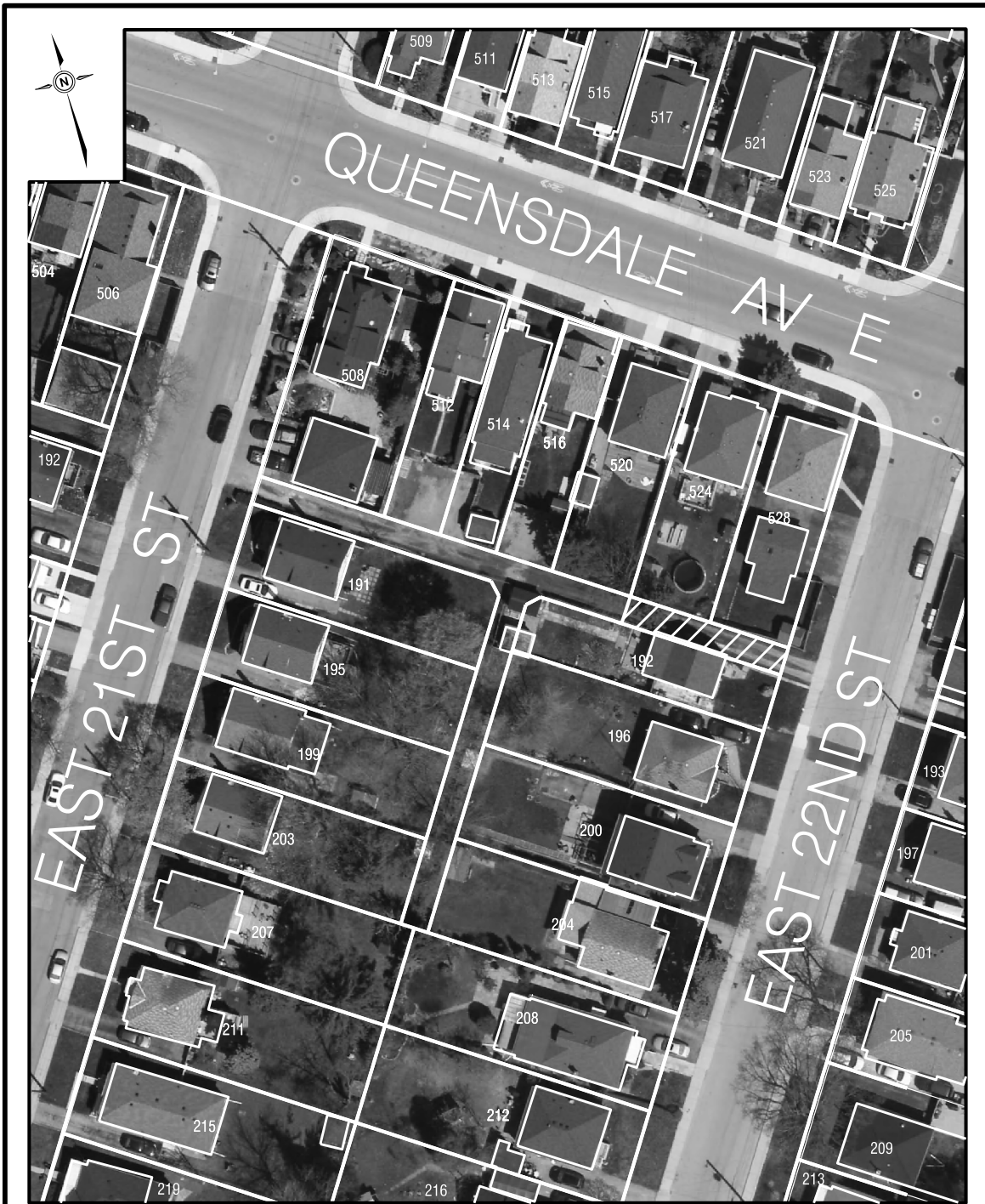
##### **Built Environment and Infrastructure**

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” attached to Report PW22045 - Aerial Drawing

Appendix “B” attached to Report PW22045 - Location Plan



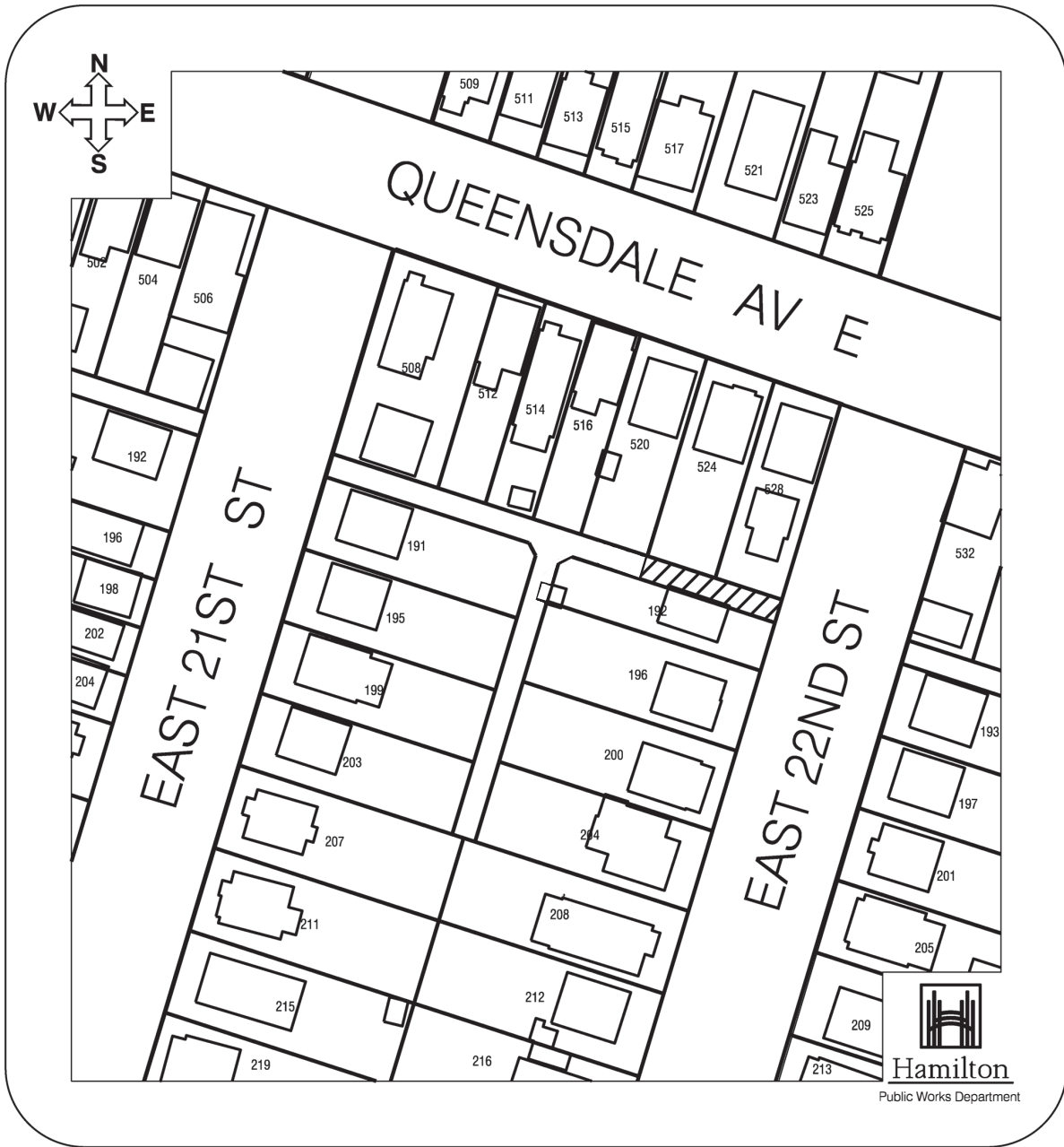
PROPOSED CLOSURE OF PORTION OF ASSUMED ALLEY ABUTTING 192 EAST 22ND STREET

Geomatics & Corridor Management Section  
Public Works Department

**LEGEND**

 **Lands to be Closed**

NTS | 11/10/2019 | Sketch by: CF



**LOCATION PLAN**

PROPOSED CLOSURE OF  
ASSUMED ALLEY ABUTTING

**192 EAST 22ND STREET**

CITY OF HAMILTON  
PUBLIC WORKS DEPARTMENT

**LEGEND**



**SUBJECT LANDS**

DATE: October 11, 2019

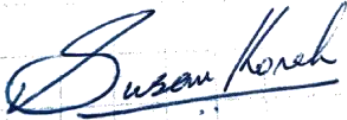
Not to Scale | Sketch By: CF

REFERENCE FILE NO : PW19\_





**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Engineering Services Division**

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	Proposed Permanent Closure and Sale of Portion of Unassumed Alleyway abutting 67 Graham Avenue South, Hamilton (Ward 4) (PW22046)
<b>WARD(S) AFFECTED:</b>	Ward 4
<b>PREPARED BY:</b>	Cetina Farruggia (905) 546-2424 Ext. 5803
<b>SUBMITTED BY:</b>	Susan Jacob Acting Director, Engineering Services Public Works Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the application of the owner of 67 Graham Avenue South, Hamilton, to permanently close and purchase a portion of the unassumed alleyway abutting the 67 Graham Avenue South, Hamilton, ("Subject Lands"), as shown on Appendix "A" attached to Report PW22046, be approved, subject to the following conditions:
- (i) That the applicant makes an application to the Ontario Superior Court of Justice, under Section 88 of the Registry Act, for an order to permanently close the Subject Lands, if required by the City, subject to:
- (1) The General Manager of Public Works, or designate, signing the appropriate documentation to obtain any required court order; and
  - (2) The documentation regarding any required application to the Ontario Superior Court of Justice being prepared by the applicant, to the satisfaction of the City Solicitor;

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 67 Graham Avenue South, Hamilton (PW22046) (Ward 4) - Page 2 of 5**

---

- (ii) That the applicant be fully responsible for the deposit of a reference plan in the proper land registry office, and that said plan be prepared by an Ontario Land Surveyor, to the satisfaction of the Manager, Geomatics and Corridor Management Section, and that the applicant also deposit a reproducible copy of said plan with the Manager, Geomatics and Corridor Management Section;
- (iii) That, subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved:
  - (1) The City Solicitor be authorized and directed to prepare all necessary by-laws to permanently close and sell the alleyway, for enactment by Council;
  - (2) That the City Solicitor be authorized to amend and waive such terms as they consider reasonable to give effect to this authorization and direction;
- (iv) The Corporate Real Estate Office of the Planning and Economic Development Department be authorized and directed to enter into any Requisite easement agreements, right of way agreements, and/or other agreements deemed necessary to affect the orderly disposition of the Subject Lands and to proceed to sell the Subject Lands to the owners of 67 Graham Avenue South, Hamilton, as described in Report PW22046, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204;
- (v) The City Solicitor be authorized to complete the transfer of the Subject Lands to the owners of 67 Graham Avenue South, Hamilton, pursuant to an Agreement of Purchase and Sale or Offer to Purchase as negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department;
- (vi) The City Solicitor be authorized and directed to register a certified copy of the by-laws permanently closing and selling the alleyway in the proper land registry office;
- (vii) The Public Works Department publish any required notice of the City's intention to pass the by-laws and/or permanently sell the closed alleyway pursuant to City of Hamilton Sale of Land Policy By-law 14-204;

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 67 Graham Avenue South, Hamilton (PW22046) (Ward 4) - Page 3 of 5**

---

## **EXECUTIVE SUMMARY**

The owner of 67 Graham Avenue South, Hamilton, has applied to permanently close and purchase a portion of the public unassumed alleyway running north/south at the rear of their property for the purpose of cleaning up the parcel and installing perimeter fencing. There were no objections received from any City of Hamilton's (City) Departments, Divisions, or Public Utilities and no objections received from any abutting land owners. As such, staff are supportive of the closure and sale of the Subject Lands to the owners of 67 Graham Avenue South, Hamilton.

### **Alternatives for Consideration – Not Applicable**

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The applicant has paid the Council approved user fee of \$4,868.50. The Subject Lands will be sold to the owners of 67 Graham Avenue South, Hamilton, as determined by the Corporate Real Estate Office of the Planning and Economic Development Department, in accordance with the City of Hamilton Sale of Land Policy By-law 14-204.

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

**Legal:** Subject to any required application to the Ontario Superior Court of Justice to permanently close the Subject Lands being approved, the City Solicitor will prepare all necessary by-laws to permanently close and sell the Subject Lands and will register such by-laws in the Land Registry Office once Council has approved the by-law. The by-law does not take effect until the certified copy of the by-law is registered in the proper land registry office. The City Solicitor will complete the transfer of the Subject Lands to the owners of 67 Graham Avenue South, Hamilton, pursuant to an agreement negotiated by the Corporate Real Estate Office of the Planning and Economic Development Department.

## **HISTORICAL BACKGROUND**

The Subject Lands are part of a public unassumed alleyway created by Plan of Subdivision RP-577 in 1913. The alleyway runs north/south and is predominantly untravelled as it is fully encroached upon by abutting landowners north of the Subject Lands. On April 13, 2021 staff received an application from the owners of 67 Graham

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 67 Graham Avenue South, Hamilton (PW22046) (Ward 4) - Page 4 of 5**

---

Avenue South, Hamilton to close and purchase the Subject Lands so the owner can clean up the parcel and install perimeter fencing.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

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

Alleyway Management Strategy - Classification System (Report PW17008(a)):

The Subject Lands are classified as Hierarchy Class "D": Alleyway is unassumed and could be used for any of the following:

- commercial parking;
- public/private waste collection;
- special consideration; and access to rear yards or overland flow routes

**RELEVANT CONSULTATION**

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

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

There were no objections received from any public utilities, City Departments and Divisions.

Notice of the proposal was sent to all abutting property owners of the Subject Lands, as shown on Appendix "B" attached to Report PW22046 for comment. In this instance, there were 5 notices mailed, and the results are as follows:

In favour: 0

Opposed: 0

No comment: 0

**SUBJECT: Proposed Permanent Closure and Sale of Portion of Public Unassumed Alleyway abutting 67 Graham Avenue South, Hamilton (PW22046) (Ward 4) - Page 5 of 5**

---

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

As there were no objections received from any City Department, Division, or Public Utility and no objections from any abutting landowner, staff are supportive of the closure and sale of the Subject Lands to the owners of 67 Graham Avenue South, Hamilton.

## **ALTERNATIVES FOR CONSIDERATION**

N/A

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

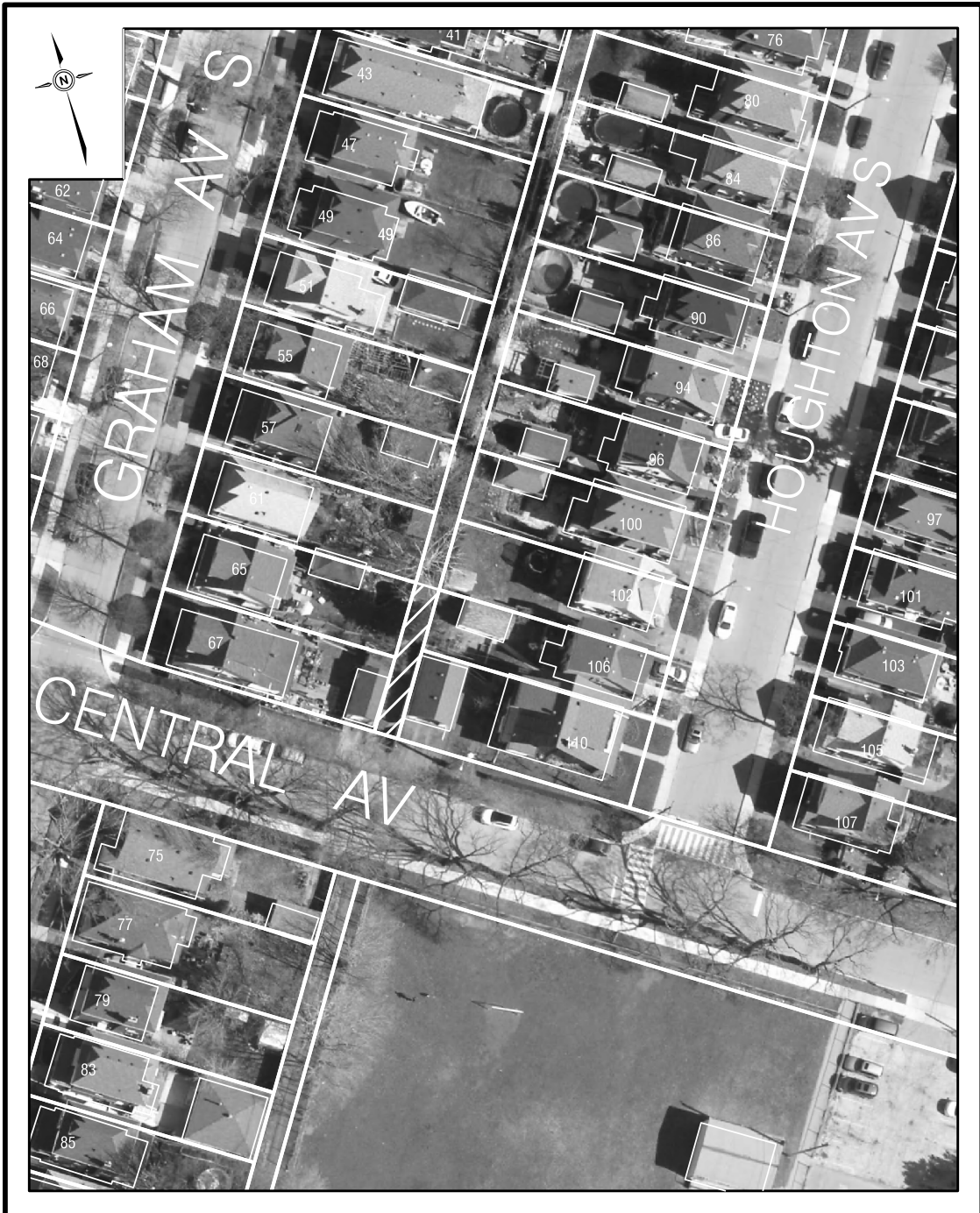
### **Built Environment and Infrastructure**

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” attached to Report PW22046 - Aerial Drawing

Appendix “B” attached to Report PW22046 - Location Plan



**Hamilton**

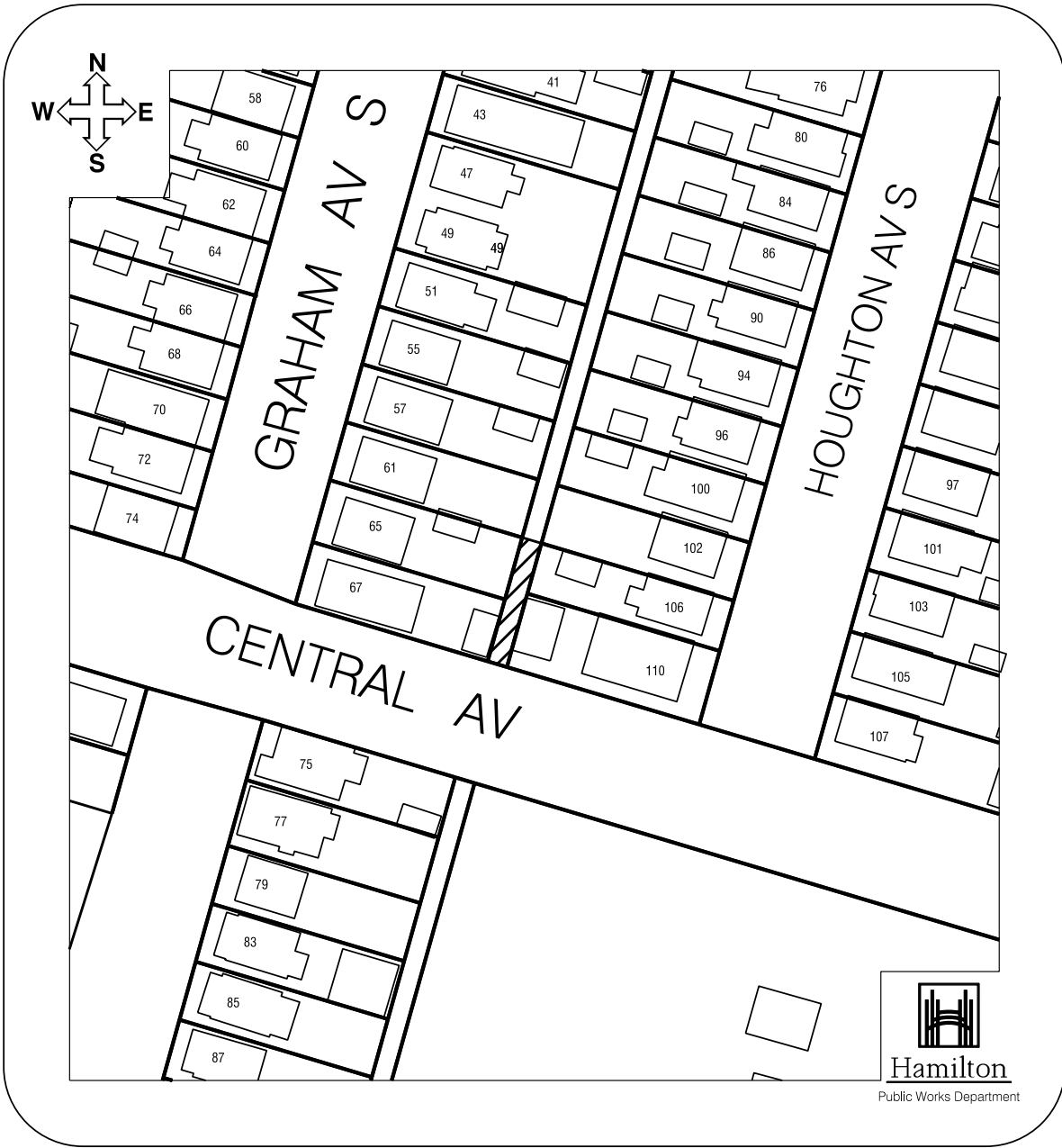
PROPOSED CLOSURE OF PORTION OF UNASSUMED ALLEY AT 67 GRAHAM AVENUE SOUTH, HAMILTON

Geomatics & Corridor Management Section  
Public Works Department

**LEGEND**

 **Lands to be Closed**

NTS | 18/05/2021 | Sketch by: CF



**LOCATION PLAN**

PROPOSED CLOSURE OF  
UNASSUMED ALLEY AT

**67 GRAHAM AVENUE  
SOUTH**

CITY OF HAMILTON  
PUBLIC WORKS DEPARTMENT

**LEGEND**



**SUBJECT LANDS**


DATE: May 18, 20121

Not to Scale | Sketch By: CF

REFERENCE FILE NO : PW21\_



**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Environmental Services Division**

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	Environmentally Sustainable Solutions for Food Trucks in Bayfront (and other Park(s)) (PW22041) (City Wide) <b>(Outstanding Business List Item)</b>
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Cynthia Graham (905) 546-2424 Ext. 2337
<b>SUBMITTED BY:</b>	Cynthia Graham Acting Director, Environmental Services Public Works Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That staff be directed to include food truck electrical hook up at Sam Lawrence Park as part of the construction in 2022 for use on a trial basis for the 2023 food truck season;
- (b) That staff be directed to report back on the trial of the electrical hook up at Sam Lawrence Park by Q4 2023, and;
- (c) That staff be directed to include consideration of working with the food truck industry to encourage more low carbon and climate change positive solutions as a part of Hamilton's overall Climate Change Action Strategy.

### EXECUTIVE SUMMARY

At the November 15, 2021 Public Works Committee, the following motion was passed:

Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s)  
(Item 11.1) (Farr/Jackson)

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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



**SUBJECT: Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s) November 24, 2021 (PW Report 21-016, Item 6) (PW22041) (City Wide) - Page 2 of 6**

---

WHEREAS, the food trucks providing food to visitors at Bayfront and other Parks use gas generators to provide their electricity, consistently emitting CO2 and fine particulates into the surrounding neighbourhood;

THEREFORE, BE IT RESOLVED: That the appropriate staff be requested to explore the feasibility of installing electrical outlets (or other measures) for the food trucks to utilize to eliminate or greatly reduce CO2 emissions and fine particulates into neighbouring areas and report back in Q1, 2022.

Staff from several sections across Public Works and Planning and Economic Development Departments worked together to determine feasibility for providing an alternative power source for food trucks that use Bayfront Park.

After review and examination of the existing conditions at Bayfront Park, it was determined that an electrical hook up using existing infrastructure at the park is not possible. This is because the electrical infrastructure in the park supports the park lighting system which is unmetered, and insufficient for the additional load that would come with a food truck use. In order to create available electrical hook up at Bayfront Park, a new service would need to be designed and installed and is complicated by the CSO tanks that are in the vicinity of the existing parking lot area. A wired solution at other approved parks may be more easily achieved if scoped and designed during a park development project. Since Sam Lawrence Park will undergo construction for redevelopment in 2022, and is an approved park for food trucks, staff are recommending an electrical hook up for a trial and report back to committee by Q4 of 2023 through Recommendations (a) and (b) of Report PW22041.

Since there is significant variability in the electrical requirements of the trucks, creating an electrical hook up for use by food truck vendors that is useful for all vendors is challenging. As a second measure to achieve the goals of council to reduce pollution and greenhouse gas emissions, Recommendation (c) of Report PW22041 directs staff to conduct a larger conversation with the food truck industry be part of future considerations as part of community-wide actions required for Hamilton's energy transition and target of net zero by 2050.

**Alternatives for Consideration – N/A**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The existing project budget for Sam Lawrence Park can accommodate the minor increase in consulting and construction costs to install a trial electrical hook up as electrical upgrades are already included in the phase 1 project scope.

**SUBJECT: Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s) November 24, 2021 (PW Report 21-016, Item 6) (PW22041) (City Wide) - Page 3 of 6**

---

Staffing: N/A

Legal: N/A

## **HISTORICAL BACKGROUND**

There are eight (8) parks that are available for licensed food trucks to use, through the Park Permit program, including Bayfront Park. All food trucks that are interested in selling food at these parks must apply for a Park Permit, and the program is overseen by Licensing and By-law Services.

The rules and restrictions, as well as permit can be found on the City's website. The requirements do not specify the power hook up and it is expected that the vendor would be responsible for their own power needs.

In 2019, the City of Hamilton Council declared a Climate Change Emergency and directed staff to form a Corporate Climate Change Task Force (CCCTF). Part of the work of the CCCTF is to support initiatives that would result in climate mitigation through the reduction in greenhouse gases, and climate adaptation that would decrease the impacts of climate change.

The CCCTF leads larger corporate-wide conversations about greenhouse gas emission reductions, and therefore would be the appropriate group to lead a larger conversation around city-imposed requirements to reduce greenhouse gas emissions for programs such as the food truck program.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

## **RELEVANT CONSULTATION**

Staff from Licensing and By-law requested information from the vendors licensed for food trucks in the city in order to determine what power sources are required by the vehicles and whether the vendors would use the electrical hook up if it was available.

The following staff groups were consulted and are supportive of the recommendations:

Public Works Department, Environmental Services Division, Parks and Cemeteries Section

Public Works Department, Transportation, Operations and Maintenance Division

**SUBJECT: Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s) November 24, 2021 (PW Report 21-016, Item 6) (PW22041) (City Wide) - Page 4 of 6**

---

Planning and Economic Development Department Licensing and By-law Services  
Division; Licensing Section

Healthy and Safe Communities Department, Air Quality and Climate Change Section

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Staff reviewed the motion, and the possible design solutions that might achieve a lower-carbon energy alternative to internal combustion engine power for food trucks at Bayfront Park.

Food trucks are licensed by the City under Schedule 6 of the Licensing Bylaw No. 07-170 (Bylaw). Minimization of greenhouse gas emissions from a climate change perspective is not covered under any of the current by-law language.

Staff sent an inquiry to the currently licensed food service vehicle vendors to understand the electrical needs of the trucks. Of the 150+ vendors, 19 responses were received. The questions asked were “What voltage does the truck operate on, and how many full-load amps are required” and “what type and configuration of connection/connections are needed”. The responses are summarized in the table below.

Table 1: summary of responses from Food Service Vehicle Vendors

<b>Voltage</b>	<b>Amps</b>	<b>Outlet Type</b>
125/250V	50	-
120/240V	30	4 prong
240V	40	4 prong
120V	20	Regular
-	30	Twist
240V	60	-
125/250V	30	4 prong
120V	60	-
120/240V single phase	40	“stove type” plug
120/240V	100	-
-	30	Twistlock
110V	15	Regular
220V	50	“stove type” plug
120/240V single phase	30	4 pin Twistlock
120/240V	30	4 prong Twistlock
110V	15	-
120/240V single phase	30	Twist
240V	30	Twistlock

**SUBJECT: Environmentally Sustainable Solutions for Food Trucks at Bayfront (and other) Park(s) November 24, 2021 (PW Report 21-016, Item 6) (PW22041) (City Wide) - Page 5 of 6**

---

As shown in Table 1 of Report PW22041, the variability in the electrical requirements makes it challenging to provide a hook up that would meet the needs of vehicles. Vehicle power requirements varied from 15 – 100 amps, 120/240 volts, and outlet configurations including 2-prong, 3-prong, 4-prong, and standard or twist-lock receptacles. Additionally, since the city does not require any vehicle to attend any specific park, only limits the number of vehicles in the park at any one time, accommodating any of these combinations of electrical need would mean redundant systems and oversized capacity to account for the most power need anticipated.

Any installed electrical power pedestals would need to be close to where the trucks would park, to avoid extension cords causing trip hazards, maintaining compliance with the Ontario Electrical Safety Code and restrict vehicle movements. Due to the varied electrical needs for food trucks, they might not be able to connect to/be serviced by a power pedestal. Identifying suitable installation locations for power pedestals is problematic since they could impede clearing of snow in the winter and would need to be placed in potentially sub-optimal locations that could hinder the operations of the food trucks as it might not be in a desirable/accessible area. It is anticipated that with the correct set up, one pedestal might service two food trucks. A new pedestal typically costs around \$15,000 - \$20,000, in addition to the underground power feed that costs approximately \$30/linear metre, in parks that are not already undergoing redevelopments.

Many of the food truck vendors did indicate that they would take advantage of an electrical hook up for their power needs if one were available.

In order to take advantage of efficiencies for running new electrical service during a planned construction, and to trial how this service might be used by vendors, staff are directed through recommendations (a) and (b) of Report PW22041 to implement an electrical hook up at Sam Lawrence Park, since that park will be undergoing a redevelopment in 2022 and to report back to committee on the trial after one full summer season of use, by Q4 2023.

It is anticipated that there may be industry solutions that can reduce greenhouse gases and not require a physical electrical hook up. Food truck vendors are, by their nature, mobile and frequent many locations throughout the season, so would need to be able to function without an electrical source for any other locations, including along road frontages and within the approved parks. Unless all of these locations are fitted for electrical servicing, the vehicles would still rely on combustion engine energy solutions.

For these reasons, Report PW22041 also directs staff to investigate a solution that involves the industry, through the CCCTF to encourage, incentivize and/or require food truck vendors to have set ups that reduce greenhouse gas emissions, in a way that

**SUBJECT: Environmentally Sustainable Solutions for Food Trucks at Bayfront  
(and other) Park(s) November 24, 2021 (PW Report 21-016, Item 6)  
(PW22041) (City Wide) - Page 6 of 6**

---

would work with the vehicles and the energy requirements of the different food preparation systems.

## **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.

### **Culture and Diversity**

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

### **Our People and Performance**


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

## **APPENDICES AND SCHEDULES ATTACHED**

N/A



**CITY OF HAMILTON**  
**PUBLIC WORKS DEPARTMENT**  
**Hamilton Water Division**

<b>TO:</b>	Chair and Members Public Works Committee
<b>COMMITTEE DATE:</b>	May 30, 2022
<b>SUBJECT/REPORT NO:</b>	By-law Drainage Superintendent (PW22044) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Dave Alberton (905) 546-2424 Ext. 1090
<b>SUBMITTED BY:</b>	Shane McCauley Acting Director, Water and Wastewater Operations Public Works Department
<b>SIGNATURE:</b>	

### RECOMMENDATIONS

- (a) That By-law 16-160, being a By-law to appoint a Drainage Superintendent for The City of Hamilton, dated May 30, 2016 be repealed; and,
- (b) That a By-law appoint Donald Young as the Drainage Superintendent for the City of Hamilton; in the form outlined in Appendix "A" attached to Report PW22044.

### EXECUTIVE SUMMARY

The City of Hamilton (City) is responsible for Municipal Drains as defined by the Drainage Act. In order to fund, inspect, maintain, and receive grant monies from the Province, the City is responsible for the appointment of a Drainage Superintendent by By-law. The primary responsibility of the Drainage Superintendent is to maintain, repair, and operate the municipality's drainage systems constructed under the Drainage Act. The Superintendent's responsibilities may also include other duties related to municipal drains.

The previous Drainage Superintendent for the City was Ryan Moore. Mr. Moore left the City on March 30, 2022. Donald Young, Superintendent Water Distribution and Wastewater Collection has successfully completed the required training provided by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and is qualified to serve as the City's Drainage Superintendent. The necessary appointing By-law is attached as Appendix "A" to Report PW22044.

---

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

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

**SUBJECT: By-law Drainage Superintendent (PW22044) (City Wide) - Page 2 of 4****Alternatives for Consideration – See Page 4****FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The demand for new or maintenance of existing municipal drains varies from year to year. The appointment of an approved Drainage Superintendent will enable the City to obtain as much as 33 1/3% of the assessment eligible for grants on maintenance and repair works carried out under the Drainage Act. In addition, it is possible for the City to apply for a grant from the Ministry for 50% of the costs incurred in the employment of a Drainage Superintendent, but only for the performance of duties and responsibilities of the Drainage Superintendent. Grant monies from the Ministry, are only available to those municipalities who have appointed, by By-law, a Drainage Superintendent who has also been approved by the OMAFRA.

**Staffing:** The Project Manager dealing with stormwater management, must have or be able to obtain OMAFRA Drainage Superintendent Certification and act if appointed by Council, as the Drainage Superintendent for the City. This position was previously held by Ryan Moore who has left the City. The City currently does not have an appointed Drainage Superintendent. This appointment is intended to be temporary until a new Project Manager of Stormwater and Drainage can be hired and the successful candidate has achieved the required qualifications to be appointed as Drainage Superintendent.

Hamilton Water currently has staff who have successfully completed the required provincial training through OMAFRA and have the qualifications to serve as the City's Drainage Superintendent. An appointment by By-law as the City's Drainage Superintendent is a prerequisite to the Drainage Superintendent's registration with the Ministry as the City's Drainage Superintendent.

**Legal:** Section 93 of the *Drainage Act* authorizes the council of a local municipality to appoint a Drainage Superintendent by By-law. Where so appointed, a Drainage Superintendent has the following duties and responsibilities specified in section 93(3) of the *Drainage Act*:

- (a) To inspect every drainage works for which the municipality is responsible and report periodically to council on the condition of those drainage works;
- (b) To initiate and supervise the maintenance and repair of the drainage works for which the municipality is responsible;

**SUBJECT: By-law Drainage Superintendent (PW22044) (City Wide) - Page 3 of 4**

---

- (c) To assist in the construction or improvement of the drainage works for which the municipality is responsible; and,
- (d) To report to council on the Superintendent's activities mentioned in clauses (b) and (c).

**HISTORICAL BACKGROUND**

The *Drainage Act* of Ontario contains several mechanisms whereby landowners may make drainage improvements to their lands and the costs shared among the benefiting landowners. The drains are referred to as Municipal Drains because the municipality is required to administrate the petitions, approvals, carryout the work, and establish the cost sharing arrangements for the local landowners. The perpetual care obligation for the drains remains the responsibility of the municipality to organize the work, but the cost, plus administration are charged back to the benefiting landowners.

The municipality does not own the drain or the land they are constructed upon unless they are built upon a road allowance or other City property. The drains tend to be named after the original petitioner such as the Collin's Drain or the Fortino Drain.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Not Applicable

**RELEVANT CONSULTATION**

Ministry of Agriculture, Food and Rural Affairs - Drainage Program Coordinator  
Corporate Services Department, Legal and Risk Management Services Division. Legal Services Solicitor

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The City is responsible for Municipal Drains as defined by the *Drainage Act* of Ontario. For the City to be eligible for available grants, it is necessary to have an individual appointed by By-law, as the City's Drainage Superintendent. Donald Young is currently employed with the City as a Superintendent with Hamilton Water. He is responsible for the Operations and Maintenance of Stormwater and Drainage Assets and has successfully completed the required training. He is qualified to serve as the City's Drainage Superintendent.

**ALTERNATIVES FOR CONSIDERATION**

Council may choose not to designate a Drainage Superintendent. This is not recommended by staff as it would impede the creation, operation, and maintenance of municipal drains as a means of servicing non-riparian properties. It would also require the engagement of a consultant to administer Drainage Superintendent



**SUBJECT: By-law Drainage Superintendent (PW22044) (City Wide) - Page 4 of 4**

duties under the *Drainage Act*.

**Financial:** The City would not be eligible for a grant from the Ministry for 50% of the costs incurred in the administration of the Drainage Superintendent duties.

**Staffing:** N/A

**Legal:** The City would have to engage a consultant to fulfil the following duties under section 93 (3) of the *Drainage Act*:

- (a) To inspect every drainage works for which the municipality is responsible and report periodically to council on the condition of those drainage works;
- (b) To initiate and supervise the maintenance and repair of the drainage works for which the municipality is responsible;
- (c) To assist in the construction or improvement of the drainage works for which the municipality is responsible; and,
- (d) To report to council on the Superintendent's activities mentioned in clauses (b) and (c).

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN****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.

**Our People and Performance**

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

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report PW22044 - To Appoint a Drainage Superintendent

**Authority:** Item ,  
Report (PW22###)  
CM:  
Ward: City Wide

**Bill No.**

**CITY OF HAMILTON**

**BY-LAW NO. XX-XXX**

**To Appoint a Drainage Superintendent**

**WHEREAS** Section 93 of the Drainage Act, R.S.O. 1990 authorizes the council of a local municipality to appoint a Drainage Superintendent and provide for remuneration for services performed by the Drainage Superintendent in carrying out the provisions of this Act as set out therein; and,

**WHEREAS** Subsection 23 of the Municipal Act authorizes all municipalities to appoint such officers and servants as may be necessary for carrying into effect the provisions of any Act of the Legislature and to fix their remuneration and prescribe their duties.

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

1. Donald Young is appointed as Drainage Superintendent for the City of Hamilton
2. The Drainage Superintendent shall carry out the duties imposed on them pursuant to the Drainage Act, R.S.O. 1990 and shall submit such reports and carry out such other duties as may be required of them by Council from time to time.
3. City of Hamilton By-Law No. 16-160 is repealed.
4. This By-law comes into force on the day it is passed.

**PASSED** this \_\_\_\_\_ , \_\_\_\_\_

---

F. Eisenberger  
Mayor

---

J. Pilon  
Acting City Clerk

# 11.1

## CITY OF HAMILTON

### MOTION

Public Works Committee: May 30, 2022

**MOVED BY COUNCILLOR J.P. DANKO.....**

**SECONDED BY COUNCILLOR .....**

**Funding for Tree Planting on Hamilton-Wentworth Catholic District School Board Properties (Ward 8)**

WHEREAS, the City of Hamilton has declared a climate emergency;

WHEREAS, through increased tree planting initiatives on public property, the City continues to work towards meeting targets for the 30% urban tree canopy coverage, as set in the Council approved Draft Urban Forestry Strategy;

WHEREAS, increasing the urban tree canopy by planting trees on private property has many environmental benefits to the residents of Ward 8 and the wider City;

WHEREAS, tree planting on Catholic District School Board properties is not currently funded under existing City funded tree planting programs; and,

WHEREAS, the Hamilton-Wentworth Catholic District School Board has shown interest in having trees planted on their school properties.

THEREFORE, BE IT RESOLVED:

- (a) That the supply, installation and maintenance, for a period of three consecutive years including the year planted, of 104 large caliper (70mm) trees to be planted on Hamilton-Wentworth Catholic District School Board properties, at a cost of \$70,200 to be funded from the Ward 8 Special Capital Re-Investment Discretionary Fund as follows: \$69,000 from #3302009800 and \$1,200 from #3302109800, be approved; 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.

# CITY OF HAMILTON

## MOTION

Public Works Committee: May 30, 2022

**MOVED BY COUNCILLOR J.P. DANKO.....**

**SECONDED BY COUNCILLOR.....**

**Improvements to T. Melville Bailey Park, 45 Cloverhill Road, Hamilton (Ward 8)**

WHEREAS, the existing unassumed alleyway that connects Brantdale Avenue and Arcade Crescent also functions as a park pathway for T. Melville Bailey Park, 45 Cloverhill Road, Hamilton;

WHEREAS, alleyways and park pathways offer a valuable active transportation link to pedestrians and bike users in Ward 8 and beyond;

WHEREAS, the local community has expressed interest in the establishment of a community garden at T. Melville Bailey Park; and

WHEREAS, infrastructure, including compliance improvements associated with the re-establishment of a water source, is needed to support a community garden in T. Melville Bailey Park.

THEREFORE, BE IT RESOLVED:

- (a) That \$60,000 of funding be allocated from the Ward 8 Special Capital Re-Investment Reserve Fund (#108058) to support the repaving of the alley that connects Brantdale Avenue and Arcade Crescent in T. Melville Bailey Park, 45 Cloverhill Road, Hamilton;
- (b) That \$9,000 of funding be allocated from the Ward 8 Special Capital Re-Investment Discretionary Fund (#3302109800), to provide the necessary infrastructure improvements to support a community garden at T. Melville Bailey Park, 45 Cloverhill Road, Hamilton; and

- (c) That the Mayor and City Clerk be authorized and directed to approve and execute all required agreements and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.