



City of Hamilton
PUBLIC WORKS COMMITTEE
AGENDA

Meeting #: 23-018
Date: December 4, 2023
Time: 1:30 p.m.
Location: Council Chambers
Hamilton City Hall
71 Main Street West

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

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| 14. | GENERAL INFORMATION / OTHER BUSINESS | |
| 14.1 | Amendments to the Outstanding Business List | |
| | a. Items Considered Complete and Needing to be Removed: | |
| | a. Winterizing Public Washrooms - Winter Operations | |
| | Item on OBL: AEE
Addressed as Item 9.2 (PW21031(c)) (on today's
agenda) | |
| | b. Crime Prevention Through Environmental Design
Review of the City-Owned Escarpment Staircases | |
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Addressed as Item 11.3 (PW23075) (on today's
agenda) | |
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Main Street | |
| | Item on OBL: ACW
Addressed as Item 8.2 (PW23074/PED23248) (on
today's agenda) | |

e. Reassessment of one-way streets

Item on OBL: ACX

Addressed as Item 8.2 (PW23074/PED23248) (on today's agenda)

15. PRIVATE AND CONFIDENTIAL

15.1 Stage 3 Phase 2 Glanbrook Landfill Construction (Confidential) (PW23079) (City Wide)

Pursuant to Section 9.3, Sub-sections (e), (f) and (k) of the City's Procedural By-law 21-021, as amended, and Section 239(2), Sub-sections (e), (f) and (k) of the *Ontario Municipal Act, 2001*, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the City or a local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the City or a local board.

16. ADJOURNMENT



**PUBLIC WORKS COMMITTEE
MINUTES 23-017**

1:30 p.m.

Monday, November 13, 2023

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors N. Nann (Chair), E. Pauls (Vice-Chair), J. Beattie, C. Cassar, J. P. Danko, M. Francis, T. Hwang, T. Jackson, C. Kroetsch, T. McMeekin, M. Spadafora, M. Tadeson, A. Wilson and M. Wilson

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13) (Item 10.1)

(A. Wilson/Danko)

- (a) That the Preliminary Report under Section 10(1) of the *Drainage Act, RSO, 1990 c.D.17*, prepared by Robinson Consultants, appointed Drainage Engineer under Section 8(1) of the *Drainage Act, RSO, 1990 c.D.17*, be accepted and approved; and
- (b) That the General Manager, Public Works or designate, be authorized to instruct Robinson Consultants to prepare a full Engineer's Report as per Section 10(5) of the *Drainage Act, RSO, 1990 c.D.17*.
- (c) ***That staff be directed to investigate the impacts of alleged illegal dumping and any blocked culverts on private property, and report back on impacts of these activities including enforcement options and coordination with Provincial authorities as required.***

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson

Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

2. Standardization of Original Equipment Manufacturer (OEM) for Parks Assets – Playgrounds, Spray Pads, Ball Diamonds, and Benches (PW23069) (City Wide) (Item 11.1)

(Jackson/Hwang)

- (a) Pursuant to Procurement Policy #14 – Standardization, that the standardization of the products, services and manufacturers identified in the attached Appendices “A” Play Equipment , “B” Spray Pads, “C” Ball Diamonds and “D” Benches to Report PW23069 and as the single source of supply for the listed products, supplies and services for the Parks and Cemeteries Section be approved;
- (b) That the General Manager, Public Works, or their designate, be authorized to negotiate, enter into, and execute any required contract(s) and any ancillary documents required to give effect thereto with those suppliers identified in Appendices “A” Play Equipment, “B” Spray Pads, “C” Ball Diamonds, and “D” Benches to Report PW23069 with content acceptable to the General Manager of Public Works, and in a form satisfactory to the City Solicitor; and
- (c) That the General Manager, Public Works, or their designate, be authorized to amend any contract(s) executed and any ancillary documents as required in the event that a service provider, manufacturer, or distributor identified in Appendices “A” Play Equipment, “B” Spray Pads, “C” Ball Diamonds and “D” Benches to Report PW23069 undergoes a name change, and it shall be in a form satisfactory to the City Solicitor.

Result: MOTION, CARRIED by a vote of 11 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Not Present – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie

Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Not Present – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

3. Updated Sewer & Drain By-law (PW23070) (City Wide) (Item 11.2)

(Jackson/Hwang)

That the By-law attached as Appendix “A” to Report PW23070, to Regulate the Installation, Connection and Use of Sewers and Drains in the City of Hamilton (Short Title: “the Sewer & Drain By-law”), which has been prepared in a form satisfactory to the City Solicitor, be enacted.

Result: MOTION, CARRIED by a vote of 12 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Not Present – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

4. Updated Water Works By-law (PW23071) (City Wide) (Item 11.3)

(Hwang/Tadeson)

- (a) That the By-law attached as Appendix “A” to Report PW23071, to Regulate the Management, Distribution, and Maintenance of the Water Works System of the City of Hamilton (Short Title: “Water Works By-law”) which has been prepared in a form satisfactory to the City Solicitor, be enacted; and
- (b) That upon enactment of the By-law that staff be directed to apply to the Ministry of the Attorney General for approval of set fines for offences under the By-law.

Result: MOTION, CARRIED by a vote of 12 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson

Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Not Present – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

5. Award of Request for Tender C11-45-23 for the Operation, Maintenance, Removal and Disposal Services for the City of Hamilton’s Household Hazardous Waste Depots (PW23072) (City Wide) (Item 11.4)

(Pauls/Beattie)

- (a) That the General Manager, Public Works be authorized and directed to execute, on behalf of the City, the Contract, including any ancillary agreements or documents related thereto regarding C11-45-23 Operation, Maintenance, Removal and Disposal Services for Three City of Hamilton Household Hazardous Waste (HHW) Depots, with GFL Environmental Services Inc. in a form satisfactory to the City Solicitor; and
- (b) That the City submit a letter to the Ontario Ministry of the Environment, Conservation and Parks and Resource Productivity and Recovery Authority to advocate that the Province broadens the list of designated materials under Ontario Regulation 449/21 and ensures full compensation for municipalities which collect designated materials through the Province’s Municipal Hazardous and Special Waste program.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson

Yes – Ward 14 Councillor Mike Spadafora
Yes – Ward 15 Councillor Ted McMeekin

6. Accessible Transit Services Review Sub-Committee Report 23-001 - June 29, 2023 (Added Item 11.5)

(Tadeson/Kroetsch)

(a) Appointment of Chair and Vice-Chair (Item 1)

- (i) That Councillor Tadeson be appointed Chair of the Accessible Transit Services Review Sub-Committee for 2022-2026.
- (ii) That Councillor Kroetsch be appointed Vice-Chair of the Accessible Transit Services Review Sub-Committee for 2022-2026.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
Yes – Ward 2 Councillor Cameron Kroetsch
Yes – Ward 3 Councillor Nrinder Nann
Yes – Ward 5 Councillor Matt Francis
Yes – Ward 4 Councillor Tammy Hwang
Yes – Ward 6 Councillor Tom Jackson
Yes – Ward 7 Councillor Esther Pauls
Yes – Ward 8 Councillor J. P. Danko
Yes – Ward 10 Councillor Jeff Beattie
Yes – Ward 11 Councillor M. Tadeson
Yes – Ward 12 Councillor Craig Cassar
Yes – Ward 13 Councillor Alex Wilson
Yes – Ward 14 Councillor Mike Spadafora
Yes – Ward 15 Councillor Ted McMeekin

7. Road Resurfacing on First Road West from Isaac Brock Drive to Branthaven Drive (Ward 9) (Item 12.1)

(Beattie/Jackson)

WHEREAS, First Road West from Highland Road to Isaac Brock Drive was resurfaced back in 2018 by Engineering to extend the roadway life expectancy, and not continued north of Isaac Brock Drive because of upcoming development work; and

WHEREAS, First Road West from Isaac Brock Drive to Branthaven Drive Ward 9, is optimal for road resurfacing to extend the life of the roadway and therefore improve service levels and reduce maintenance costs.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division be directed to resurface the road and associated concrete works on First Road West between Isaac Brock Drive to Branthaven Drive;
- (b) That all costs associated with the road resurfacing scope of work be funded from the Ward 9 Minor Maintenance accounts 4031911609 (\$69,704) and 4032311609 (\$230,296) at an upset limit, including contingency, not to exceed \$300,000, with construction anticipated to be completed in 2024; and
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

8. Parkette at 505 Beach Boulevard, Hamilton (Ward 5) (Item 12.2)

(Francis/Beattie)

WHEREAS, the parks in Ward 5 provide valuable recreation and connectivity opportunities to residents;

WHEREAS, 505 Beach Boulevard, is city-owned property which could be designated a parkette, located in the Beach Community, Hamilton; and

WHEREAS, resources are limited, and this work will be initiated in 2024 for design and public consultation with construction in a future year, subject to unforeseen challenges such as procurement timing, supply chain issues or other factors.

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to add the creation of a parkette at 505 Beach Boulevard, to workplans to start in 2024, at a cost of \$57,853 to be funded from the Hamilton Beach Park Reserve (#108037); and
- (b) That the General Manager of Public Works be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor, related to the creation of a parkette at 505 Beach Boulevard, Hamilton.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

9. Funding of Water Service Installation for a Community Garden Located at 200 Jones Road, Stoney Creek (Ward 10) (Added Item 12.4)

(Beattie/Cassar)

WHEREAS, a community garden had been in place and operated by Kiwanis at 200 Jones Road, Stoney Creek for over ten years;

WHEREAS, the demolition of the former Kiwanis community building on the property in 2022 resulted in the water service for the community garden being removed and the garden ceasing to operate;

WHEREAS, there is continued interest from residents to be able to access a community garden to grow their own food and to provide fresh produce to others in the community and the food bank located in adjacent the Stoney Creek Municipal Service Centre building;

WHEREAS, the lands where the former Kiwanis building stood are now vacant and provide an ideal new location for the community garden on the property but require a new water service to be installed for the community garden to operate; and

WHEREAS Neighbourhood Development has supported community initiatives that create opportunities to support engagement and make positive change in neighbourhoods;

THEREFORE, BE IT RESOLVED:

- (a) That installation of a water service from the Municipal Service Centre building to the new community garden location, located at 200 Jones Road, at a cost of \$11,696, in funding be allocated from the following:
- (i) A one-time commitment not to exceed \$5,000 from the Neighbourhood Development 2023 Operating Budget, Dept ID 624023; and
 - (ii) A one-time upset limit including contingency not to exceed \$6,696 from the Ward 10 Non-Property Tax Revenue Account #3301609610.

Result: MOTION, CARRIED by a vote of 12 to 1, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 No – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

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

5. COMMUNICATIONS

- 5.1 Correspondence from Natalie Feisthauer and Gerald Tetreault respecting Item 10.1, Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13)

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

11. DISCUSSION ITEMS

- 11.5 Accessible Transit Services Review Sub-Committee Report 23-001 - June 29, 2023

13. NOTICES OF MOTION

- 13.1 Remembrance Day Crosswalk Design for the Stoney Creek Saltfleet Memorial and at other Memorial Locations in the City
- 13.2 Funding of Water Service Installation for a Community Garden Located at 200 Jones Road, Stoney Creek (Ward 10)

14. GENERAL INFORMATION / OTHER BUSINESS

- 14.1 Amendments to the Outstanding Business List

14.1(a) Items Requiring a New Due Date:

14.1(a)(b) Implementation plan for the two-way conversion of Main Street
Item on OBL: ACW
Current Due Date: November 13, 2023
Proposed New Due Date: December 4, 2023

14.1(a)(c) Reassessment of one-way streets
Item on OBL: ACX
Current Due Date: November 13, 2023
Proposed New Due Date: December 4, 2023

(Tadeson/A. Wilson)

That the Agenda for the November 13, 2023 Public Works Committee meeting be approved, as amended.

Result: MOTION, CARRIED by a vote of 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
Yes – Ward 2 Councillor Cameron Kroetsch
Yes – Ward 3 Councillor Nrinder Nann
Not Present – Ward 5 Councillor Matt Francis
Yes – Ward 4 Councillor Tammy Hwang

Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) October 30, 2023 (Item 4.1)

(Pauls/McMeekin)

That the Minutes of the October 30, 2023 meeting of the Public Works Committee be approved, as presented.

Result: MOTION, CARRIED by a vote of 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Natalie Feisthauer and Gerald Tetreault respecting Item 10.1, Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13) (Item 5.1)

(Cassar/Beattie)

That the correspondence from Natalie Feisthauer and Gerald Tetreault respecting Item 10.1, Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13), be received and referred to the consideration of Item 10.1.

Result: MOTION, CARRIED by a vote of 11 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Not Present – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(e) DELEGATION REQUESTS (Item 6)

(i) Delegation Requests respecting Item 10.1, Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13) (for today's meeting) (Item 6.1)

(A. Wilson/Pauls)

That the Delegation Requests for today's meeting be approved, as follows:

- (i) John Fitzgerald (Item 6.1(a))
- (ii) Tina Osborne (Item 6.1(b))
- (iii) Paul Osborne (Item 6.1(c))
- (iv) Natalie Feisthauer (Item 6.1(d))
- (v) Achim Klaas (Item 6.1(e))

Result: MOTION, CARRIED by a vote of 12 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Not Present – Ward 5 Councillor Matt Francis

Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Not Present – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(f) PUBLIC HEARINGS (Item 10)

(i) Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)) (Ward 13) (Item 10.1)

Councillor Nann advised that in accordance with Section 10(2) of the *Drainage Act*, affected landowners, public utilities, road authorities, Conservation Authority, Minister of Natural Resources and Minister of Agriculture, Food and Rural Affairs were notified of the opportunity to attend a meeting to consider the preliminary report.

The Committee Clerk advised that there were five registered speakers.

The following Delegates addressed the Committee respecting the Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)):

- (i) John Fitzgerald
- (ii) Tina Osborne
- (iii) Paul Osborne
- (iv) Natalie Feisthauer
- (v) Achim Klaas

(ii) (A. Wilson/McMeekin)

That the following Delegations respecting the Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)), be received:

- (i) John Fitzgerald
- (ii) Tina Osborne

- (iii) Paul Osborne
- (iv) Natalie Feisthauer
- (v) Achim Klaas

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

The Chair asked three times if there were any members of the public in attendance who wished to come forward to speak to the matter. One individual came forward.

(iii) Additional Delegation:

Cody Carey addressed the Committee respecting the Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)).

(A. Wilson/McMeekin)

That the Delegation from Cody Carey respecting the Safari Road Petition for Drainage Works Request for Full Engineer's Report (PW22070(a)), be received.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko

Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(iv) (Spadafora/Pauls)

That the public meeting be closed.

Result: MOTION, CARRIED by a vote of 14 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

(v) (A. Wilson/Danko)

- (a) That the Preliminary Report under Section 10(1) of the *Drainage Act, RSO, 1990 c.D.17*, prepared by Robinson Consultants, appointed Drainage Engineer under Section 8(1) of the *Drainage Act, RSO, 1990 c.D.17*, be accepted and approved; and
- (b) That the General Manager, Public Works or designate, be authorized to instruct Robinson Consultants to prepare a full Engineer's Report as per Section 10(5) of the *Drainage Act, RSO, 1990 c.D.17*.

(Danko/Cassar)

That Report PW22070(a), respecting Safari Road Petition for Drainage Works Request for Full Engineer's Report, be **amended**, by adding recommendation (c), to read as follows:

- (c) ***That staff be directed to investigate the impacts of alleged illegal dumping and any blocked culverts on private property and report back on impacts of these activities including***

enforcement options and coordination with Provincial authorities as required.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Yes – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Not Present – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

For further disposition of this matter, refer to Item 1.

(g) NOTICES OF MOTION (Item 13)

Councillor Beattie introduced the following Notice of Motion:

(i) Remembrance Day Crosswalk Design for the Stoney Creek Saltfleet Memorial, and at other Memorial Locations in the City (Added Item 13.1)

WHEREAS, Remembrance Day, marks the end of hostilities during the First World War, which ended on the 11th hour of the 11th day of the 11th month in 1918;

WHEREAS, Remembrance Day in Canada honours the service and sacrifice of our Armed Forces, Veterans, and their families, who have served, and continue to serve our country during times of war, conflict and peace. Particularly the First & Second World Wars, the Korean War, and all conflicts since then in which members of the Canadian Armed Forces have participated;

WHEREAS, Since 1921, the Poppy has stood as a national symbol of Remembrance to recognize the sacrifice of soldiers in times of war and is often worn on the left lapel close to the heart. The Poppy is a powerful symbol of Remembrance, worn by millions of Canadians and our Commonwealth partners, each year;

WHEREAS, the Dominion Command of The Royal Canadian Legion has registered the trademark of the Poppy image and the Poppy insignia as a protected mark through an Act of Parliament in 1948;

WHEREAS, any proposed usage of the Poppy symbol must be submitted to and approved by the Dominion Command of The Royal Canadian Legion in compliance with the Legion Poppy Manual; and

WHEREAS, the Stoney Creek Saltfleet Memorial located at the south-west corner of King Street and Queenston Road (Highway 8) was constructed in 1922, in memory of the men of Saltfleet Township, who gave their lives in the First World War and is one of the many locations throughout the City that is used to observe Remembrance Day every November 11th.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division contact the Dominion Command of The Royal Canadian Legion and seek permission to use the poppy and/or other significant symbols in the crosswalk on King Street closest to the Stoney Creek Saltfleet Memorial in the name of honoring those who served and continue to serve in the nation's defense; and
 - (b) That upon the conclusion of the application process with the Dominion Command of The Royal Canadian Legion the Transportation Division work with Wards 10 and 5 on a final crosswalk design for the Stoney Creek Saltfleet Memorial, and at other memorial locations in the City, to be implemented for Remembrance Day 2024.
- (i) **Funding of Water Service Installation for a Community Garden Located at 200 Jones Road, Stoney Creek (Ward 10) (Added Item 13.2)**

(Beattie/Cassar)

That the Rules of Order be waived to allow for the introduction of a Motion respecting Funding of Water Service Installation for a Community Garden Located at 200 Jones Road, Stoney Creek (Ward 10).

Result: MOTION, CARRIED by a 2/3 majority vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson

Yes – Ward 7 Councillor Esther Pauls
 Yes – Ward 8 Councillor J. P. Danko
 Yes – Ward 10 Councillor Jeff Beattie
 Yes – Ward 11 Councillor M. Tadeson
 Yes – Ward 12 Councillor Craig Cassar
 Yes – Ward 13 Councillor Alex Wilson
 Yes – Ward 14 Councillor Mike Spadafora
 Yes – Ward 15 Councillor Ted McMeekin

For further disposition of this matter, refer to Item 9.

(h) GENERAL INFORMATION / OTHER BUSINESS (Item 14)

(i) Amendments to the Outstanding Business List (Item 14.1)

(A. Wilson/Spadafora)

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

(1) Items Requiring a New Due Date: (Item 14.1(a)):

- (i) Joint Action by City of Hamilton and Hamilton Police Service to Improve Pedestrian Safety (Item 14.1(a)(a))
 Item on OBL: ADJ
 Current Due Date: December 4, 2023
 Proposed New Due Date: Q2 2024
- (ii) Implementation plan for the two-way conversion of Main Street (Item 14.1(a)(b))
 Item on OBL: ACW
 Current Due Date: November 13, 2023
 Proposed New Due Date: December 4, 2023
- (iii) Reassessment of one-way streets (Item 14.1(a)(c))
 Item on OBL: ACX
 Current Due Date: November 13, 2023
 Proposed New Due Date: December 4, 2023

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
 Yes – Ward 2 Councillor Cameron Kroetsch
 Yes – Ward 3 Councillor Nrinder Nann
 Yes – Ward 5 Councillor Matt Francis
 Yes – Ward 4 Councillor Tammy Hwang
 Yes – Ward 6 Councillor Tom Jackson
 Yes – Ward 7 Councillor Esther Pauls

Yes – Ward 8 Councillor J. P. Danko
Yes – Ward 10 Councillor Jeff Beattie
Yes – Ward 11 Councillor M. Tadeson
Yes – Ward 12 Councillor Craig Cassar
Yes – Ward 13 Councillor Alex Wilson
Yes – Ward 14 Councillor Mike Spadafora
Yes – Ward 15 Councillor Ted McMeekin

(i) ADJOURNMENT (Item 16)

(Spadafora/Tadeson)

That there being no further business, the meeting adjourned at 4:24 p.m.

Result: MOTION, CARRIED by a vote of 13 to 0, as follows:

Not Present – Ward 1 Councillor Maureen Wilson
Yes – Ward 2 Councillor Cameron Kroetsch
Yes – Ward 3 Councillor Nrinder Nann
Yes – Ward 5 Councillor Matt Francis
Yes – Ward 4 Councillor Tammy Hwang
Yes – Ward 6 Councillor Tom Jackson
Yes – Ward 7 Councillor Esther Pauls
Yes – Ward 8 Councillor J. P. Danko
Yes – Ward 10 Councillor Jeff Beattie
Yes – Ward 11 Councillor M. Tadeson
Yes – Ward 12 Councillor Craig Cassar
Yes – Ward 13 Councillor Alex Wilson
Yes – Ward 14 Councillor Mike Spadafora
Yes – Ward 15 Councillor Ted McMeekin

Respectfully submitted,

Councillor N. Nann, Chair,
Public Works Committee

Carrie McIntosh
Legislative Coordinator
Office of the City Clerk

6.1

Request to Speak to Committee of Council

Submitted on Wed, 11/01/2023 - 14:51

==Committee Requested==

Committee: Public Works Committee

Will you be delegating in person or virtually? In-person

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

==Requestor Information==

Name of Individual: Erin Davis

Name of Organization:

Contact Number: [REDACTED]

Email Address: [REDACTED]

Mailing Address:
[REDACTED]

Reason(s) for delegation request: bike lanes and public consultation on road works

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? No

6.2

Request to Speak to Committee of Council

Submitted on Sat, 11/11/2023 - 21:26

==Committee Requested==

Committee: Public Works Committee

Will you be delegating in person or virtually? In-person

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

==Requestor Information==

Name of Individual: Tara McFadyen

Name of Organization:

Contact Number: [REDACTED]

Email Address: [REDACTED]

Mailing Address:

[REDACTED]

Reason(s) for delegation request: Continued discussion for need of cameras on all escarpment stairs

Will you be requesting funds from the City? Yes

Will you be submitting a formal presentation? No

6.3

Request to Speak to Committee of Council

Submitted on Tue, 11/21/2023 - 12:29

==Committee Requested==

Committee: Public Works Committee

Will you be delegating in person or virtually? In-person

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

==Requestor Information==

Name of Individual: David Antunes

Name of Organization:

Contact Number: [REDACTED]

Email Address: [REDACTED]

Mailing Address:
[REDACTED]
[REDACTED]


Reason(s) for delegation request: Disability bus, fair assist

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? No



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Waste Management Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 4, 2023
SUBJECT/REPORT NO:	Litter Management Service Enhancements (PW23076) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Joel McCormick (905) 546-2424 Ext. 4770
SUBMITTED BY:	Angela Storey Director, Waste Management Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That the following provisions to be used to enhance city-wide litter management in the public realm, be referred to the 2024 Tax Supported Operating Budget process;
- (i) \$150,000 for the Environmental Services Division to be used to enhance litter prevention community engagement, and enhance materials required for both manual litter removal and litter container collection within parks and trails. This includes four Summer Student positions, which works out to 1.32 full-time equivalent employees;
 - (ii) That 17 full-time Roadway Operator positions at an annual cost of \$1.373 million be added to the Transportation Division's 2024 staffing complement to be used to enhance roadway sweeping on transit routes, Business Improvement Areas and in cycle lanes and to create dedicated proactive and reactive litter removal services city-wide;
 - (iii) That one full-time Waste Management By-law Officer position at an annual cost of \$86,600 be added to the Waste Management Division's 2024 staffing complement to be used to enforce the Solid Waste Management and Parks By-law in Wards 1, 2 and 3;

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 2 of 18

- (iv) That two full-time Waste Operator positions, two full-time Supervisor positions, four Seasonal Labourers and four Summer Students, which works out to 3.64 full-time equivalent employees at an annual cost of \$543,000 be added to the Waste Management Division's 2024 staffing complement to be used to enhance litter removal and sidewalk sweeping, within the downtown core to a seven day per week service level including the creation of a night shift;
- (b) That the following provisions to be used to enhance city-wide litter management in the public realm, be referred to the 2024 Tax Supported Capital Budget process;
 - (i) That \$1.78 million be added to the Transportation Division's 2024 Tax Supported Capital Budget to be used to purchase equipment to support the enhanced litter management outlined in Recommendation (a) (ii) including four electric roadway sweepers, four support vehicles and four portable litter vacuums;
 - (ii) That \$175,000 be added to the Waste Management Division's 2024 Tax Supported Capital Budget to be used to purchase two support vehicles to support enhanced litter management within the downtown core outlined in Recommendation (a) (iv) above;
- (c) That the total Operating Impacts from Capital at an annual cost of \$307,800 resulting from the approval of Recommendation (b), be referred to the 2024 Tax Supported Capital Budget process and if approved take into effect in 2025.

EXECUTIVE SUMMARY

Litter has become a significant pollutant in many communities. Improper disposal of waste, whether it be intentional or accidental, contributes to health, environmental, and aesthetics issues. Litter is considered waste, such as paper, containers, and wrappers, that is left lying in an open or public place. There are a variety of different ways litter makes it into the environment including but not limited to litter tossed on the ground, blowing out of public space litter containers, and litter resulting from the curbside collection of waste.

At the May 15, 2023 meeting of the Public Works Committee, Staff were directed through a Motion to review the current service level within the Public Works Department related to proactive and reactive litter management city-wide and to bring forward to Public Works Committee budgetary enhancements for consideration.

SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 3 of 18

The first step of the litter management service review was to compile the activities and service levels associated with proactive and reactive litter management within the public realm. The public realm includes but is not limited to parks, cemeteries, right of ways inclusive of roadways and sidewalks, streams, and municipal properties. Using the current activities and service levels and aligning this to the feedback that was heard through public engagement initiatives, staff determined what enhancements to city-wide litter management services would best benefit the community and have the best value for dollar.

Table 1 below outlines the staff recommended enhancements to city-wide litter management within the public realm including current and enhanced service levels, budgetary and staffing impacts.

Table 1: City-Wide Litter Management Recommended Enhancements

Current Service	Enhanced Service	Full Time Employee Impact of Enhanced	2024 Tax Supported Operating Budget Impact	Operating Impacts from Capital	2024 Tax Supported Capital Budget Impact
Various Service Levels	Parks & trails – manual litter and litter container collection	1.32	\$100,000	N/A	N/A
Community engagement, environmental stewardship and outreach	Community engagement, environmental stewardship and outreach	N/A	\$50,000	N/A	N/A
Roadway sweeping transit routes – one time per month	Roadway sweeping transit routes – two times per month	4	\$305,000	N/A	N/A
Roadway sweeping Business Improvement Areas – one time per week	Roadway sweeping Business Improvement Areas – two times per week	1	\$77,000	N/A	N/A
Roadway sweeping cycle lanes – one time per month	Roadway sweeping cycle lanes – one time per week	4	\$305,000	\$110,000	\$1,200,000

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 4 of 18

Service does not currently exist	City-wide dedicated proactive litter cleaning (excluding downtown)	8	\$610,000	\$114,000	\$470,000
Enforcement of the Solid Waste Management (20-221) and Parks (01-219) By-law	Enforcement of the Solid Waste Management and Parks By-law specific to Wards 1, 2 and 3	1	\$86,000	\$28,500	\$87,500
Downtown sidewalk sweeping – 5 days per week	Downtown sidewalk sweeping – 7 days per week	3	\$260,000	\$26,800	\$400,000*
Downtown sidewalk litter cleaning – 6 days per week	Downtown sidewalk litter cleaning – 7 days per week	5.64	\$280,000	\$28,500	\$87,500
Total		27.96	\$2.070M	\$307,800	\$2.245M

* Funds already allocated in 2024 Tax Supported Capital Budget block.

Alternatives for Consideration – See Page 12

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Should the recommendations in Report PW23076 be referred to the 2024 Tax Supported Budget process for consideration and approved, the 2024 Tax Supported Operating Budget will increase by approximately \$2.378 million including Operating Impacts from Capital. The 2024 Tax Supported Capital Budget will increase by approximately \$2.245 million.

Staffing: In addition, the overall staffing complement for the Public Works Department would increase by 27.96 full-time equivalent employees. Table 2 outlines the allocation of the staffing complement increase within the Divisions including type of employee.

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Table 2: Allocation of Increased Staffing Complement

Division	Number of Full Time Employees	Total Number of Seasonal Employees	Total Number of Summer Students
Environmental Services	N/A	N/A	4
Transportation	17	N/A	N/A
Waste Management	5	4	4

Legal: N/A

HISTORICAL BACKGROUND

In 2012, Council adopted the updated Clean & Green Hamilton Strategy with the goal to be recognized as a sustainable clean and green community where everyone takes responsibility for, and has pride in, the environments which they live, work and play. The success of the Clean & Green Hamilton Strategy requires commitment and involvement of residents, business owners, community leaders and city staff. Litter prevention is an identified program under the Clean & Green Hamilton Strategy. The Clean & Green Hamilton Strategy can be found in Appendix “A” of Report PW23076.

At its January 20, 2023 Public Works Committee meeting, staff were directed to report back by the end of 2023 the annual amount expended on litter collections across the city, outside of regularly scheduled efforts by the Waste Management Division, including reporting on what factors inform the planning and scheduling of public litter collection efforts in public spaces city-wide. As required, Staff reported back to Public Works Committee via Report PW23028 on April 17, 2023 indicating an annual expenditure of \$2.351 million for the 2022 operating year.

With the recent approval of the Term of Council Priorities for the 2022-2026 Council term, Council has placed emphasis on the cleanliness of public spaces through the expansion of standards related to litter collections through Outcome 3: Provide vibrant parks, recreation, and public spaces.

At its May 15, 2023 Public Works Committee meeting and subsequent meeting of City Council, staff were directed through a motion to conduct a service level review across all divisions in the Public Works Department that are responsible for proactive and reactive litter collection in the public realm including but not limited to parks, cemeteries, right of ways inclusive of roadways, sidewalks, streams and municipal properties. Staff were directed to report back to Public Works Committee any operational or budgetary changes that may be required to address service levels respecting litter collection.

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 6 of 18

In addition to this, city staff received direction from Council at its June 14, 2023 General Issues Committee meeting and subsequent City Council meeting to introduce enhanced service levels, specific to the downtown core for critical street level issues including the management of waste such as sidewalk and roadway litter.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The recommendations in Report PW23076 support the following:

- Clean & Green Hamilton Strategy – Litter Prevention
- 2022 – 2026 Council Priorities – Priority 2: Safe & Thriving Neighbourhoods; Outcome 3: Provide vibrant parks, recreation, and public space
- The Downtown Secondary Plan
- Urban Official Plan Amendments (OPA 167)

RELEVANT CONSULTATION

The recommendations in Report PW23076 were prepared in consultation with:

- City Manager’s Office - Communications and Strategy Initiatives
- City Manager’s Office – Human Resources
- Corporate Services Department – Financial Planning and Administration Division
- Planning and Economic Development - Commercial Districts and Small Business
- Public Works Department – Corporate Facilities and Energy Management
- Public Works Department – Environmental Services Division
- Public Works Department – Hamilton Water Division
- Public Works Department – Transit Division
- Public Works Department – Transportation Division

Staff also completed an engagement program which included the following:

- Community consultation with city residents and businesses through a public survey through Engage Hamilton
- Consultation with members of Council
- Business Improvement Area (King Street West and Hamilton International Village BIA)

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Litter has become a significant pollutant in many communities. Improper disposal of waste, whether it be intentional or accidental, contributes to a health, environmental, and aesthetics issues. Litter is considered waste, such as paper, containers, and wrappers, that is left lying in an open or public place. There are a variety of different

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 7 of 18

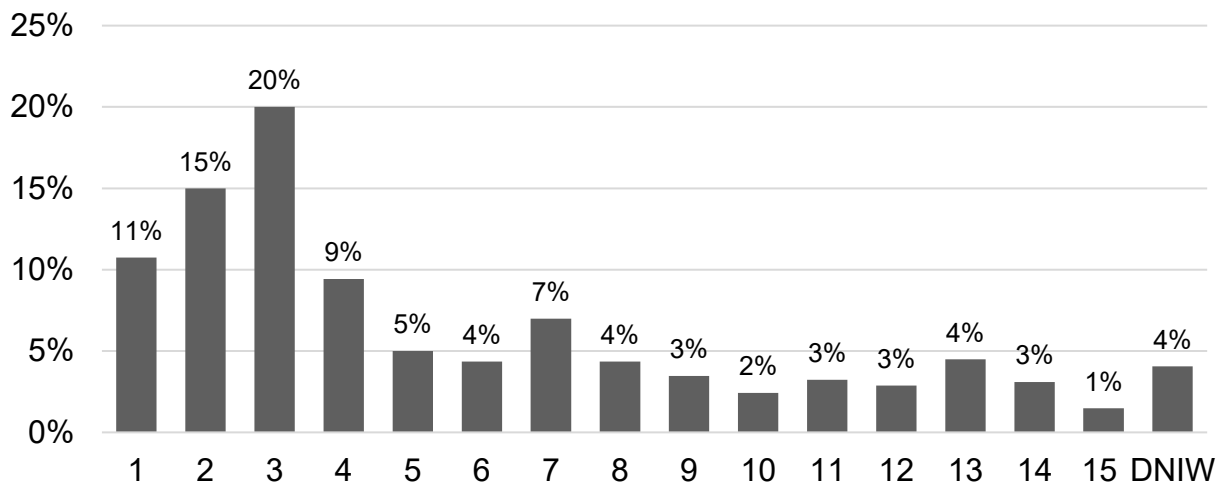
ways litter makes it into the environment including but not limited to litter tossed on the ground, blowing out of public space litter containers, and litter resulting from curbside collection of waste.

Staff have been directed to review the current service level within the Public Works Department related to proactive and reactive litter management and to bring forward to Public Works Committee budgetary enhancements for consideration.

As part of the litter management service level review, staff embarked on a public engagement initiative with the goal to better understand the concerns from stakeholders such as city residents, businesses, and Council regarding litter. Several methods were used to obtain this insight including one-on-one interviews and a public survey available through Engage Hamilton. A variety of questions were asked which established a starting point to better understand where service enhancements related to litter management may be required. The results of the survey can be found in Appendix “B” to Report PW23076. Understanding the voice of the customer is critical since this information helps staff determine where resources would be best served.

The survey was available to the public on the city’s website for three weeks, which received 1,358 responses. Of these responses, 87% were from residents and 13% from businesses. Chart 1 provides data outlining the distribution of survey respondents throughout the Wards.

Chart 1: % Distribution of Survey Responses by Ward



In general, 62% of the survey respondents answered that litter within the city is a big problem while 35% of the respondents answered that litter is a moderate problem. The remaining 3% answered that it’s either a small problem, not a problem or not sure.

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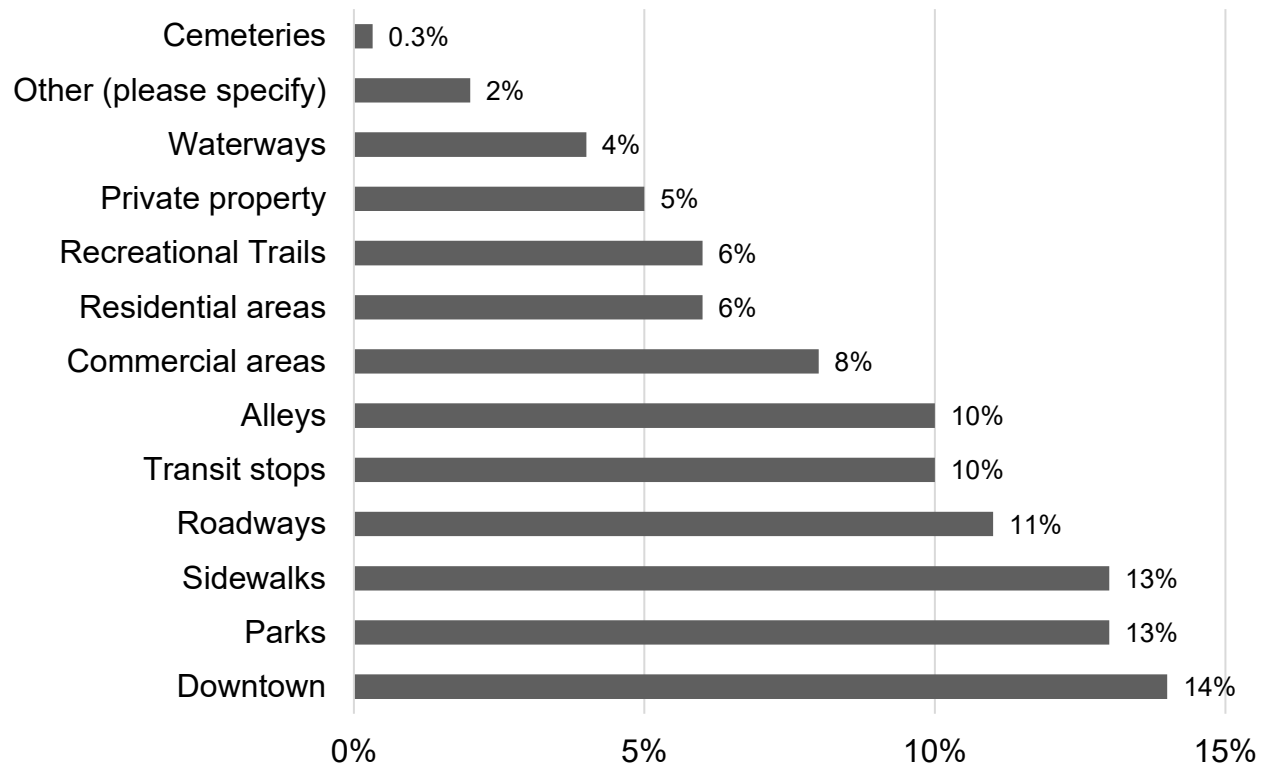
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The survey also asked what the most littered areas within the public realm are. Chart 2 outlines publicly owned assets that are considered by the survey respondents to have the most litter. The top five are the downtown, parks, sidewalks, roadways and transit stops.

Chart 2: Most Common Littered Public Assets



City of Hamilton's Clean & Green Hamilton Strategy has the goal to be recognized as a sustainable clean and green community where everyone takes responsibility for, and has pride in, the environments which they live, work and play. The success of the Clean & Green Hamilton Strategy requires commitment and involvement of residents, business owners, community leaders and city staff. Litter prevention is an identified program under the Clean & Green Hamilton Strategy and includes the following considerations:

- Litter Prevention
 - Design and engineering considerations
 - Stakeholder education
 - Citizen engagement
 - Enforcement practices
- Litter Containment

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- Litter Removal

Litter prevention, containment, and removal within the public realm is managed by city staff through existing approved service levels.

Litter Prevention

Stakeholder Education and Citizen Engagement

As outlined in the Clean & Green Hamilton Strategy, litter prevention is key in a sustainable litter management strategy. This was taken into consideration as staff reviewed current litter management service levels and possible enhancements. Investing additional funds into education and engagement will assist with reducing litter at the source. Through Report PW23076, staff are recommending an additional \$50,000 be added to the Environmental Services Division's 2024 Tax Supported Operating Budget to enhance community education and outreach through targeted litter prevention campaigns.

The additional funds will also be used to enhance, promote and grow community environmental initiatives such as Team Up to Clean Up and Adopt-a-Park. While the city has established community environmental initiatives, there is an opportunity to promote awareness of these programs and therefore increase both the number of community clean-up events and the total number of volunteers annually. Based on the recent public engagement survey, 72% of the respondents were not aware of the city's community environmental initiatives, such as Team Up to Clean Up.

To improve this, staff have recently initiated a project with CityLab with the goal to increase public engagement and increase the number of community clean-ups and volunteers annually. This initiative, in conjunction with the recommended additional funding, is expected to expand the awareness and increase the number of volunteer-based clean-up initiatives by 15% by the end of 2025, which will support city resources to proactively and reactively clean-up litter.

Staff will also explore opportunities for grants, subsidies, and partnerships related to community environmental initiatives with the goal to reduce the city's budgetary impact. For example, a partnership for the supply of equipment and materials provided to volunteers through the Team Up to Clean Up program.

Enforcement Practices

Litter prevention, containment and removal on private property is the responsibility of the property owner and is managed in accordance with applicable By-laws. Should a litter issue arise on private property, the city's Municipal Law Enforcement Officers

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 10 of 18

within Licencing and By-law Enforcement will investigate, and action accordingly as outlined in the city's applicable By-laws. Should the litter issue be on public property, the city's Waste Collections and Parks By-law Officers within the Waste Management Division will investigate and action.

A recommendation in this report is to add one full-time Waste Collections and Parks By-law Officer. This Officer will focus mainly on Wards 1, 2 and 3 since 60% of all files related to waste on public property are in these Wards. Approving this will also increase the amount of time that Officers can spend in other Wards enforcing the same By-laws.

Litter Containment

The city has a variety of public space litter containers located on public property and in the right of way. The majority of these include:

- Public space litter containers in parks and trails
- Public space litter containers at public city facilities
- Public space litter containers in the right of way which are referred to as Jubilee litter containers
- Public space litter containers in the right of way which are managed and maintained under contract with Collective Outdoor Advertising. These are referred to as COA litter containers

It is widely agreed that providing litter containers in public spaces can reduce the amount of litter, therefore reducing the need for manual litter removal. With this, it is important to strategically install litter containers in locations that will provide value. Staff have previously developed guidelines with criteria that are used to determine if a newly requested location is suitable for a litter container. For example, the newly requested location is in a Business Improvement Area verses a residential neighbourhood. Factors such as accessibility and compliance to Accessibility for Ontarian with Disabilities Act are also considered.

The funds required to purchase and grow the city's inventory of litter containers in the right of way are already allocated through the Waste Management Division's annual Tax Supported Capital Budget. The funds required to service these litter containers are already included in the annual Tax Supported Operating Budget. These funds allow staff to maintain and expand the inventory of litter containers in the right of way. Should additional resources be required to collect the litter containers, staff would identify this need through the annual budget process.

A litter reduction action previously initiated by staff is to ensure that all open top litter containers in the right of way are converted to closed top litter containers. The purpose of this is to reduce windblown litter. The city's standardized litter container for the right

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SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 11 of 18

of way is a closed top litter container referred to as Jubilees. Currently, approximately 83% (over 600) of litter containers in the right of way are the Jubilee style. The remaining 17% (nearly 130) are open top metal or concrete containers. Staff will continue replacing any existing open top litter containers with Jubilees until all city owned litter containers in the right of way are closed top. This is expected to be completed by the end of 2025.

Litter Removal

The responsibility of litter management in the public realm generally lies with the asset owner. The following Divisions within Public Works participate in city-wide litter management:

- Corporate Facilities and Energy Management
- Environmental Services
- Hamilton Water
- Transit
- Transportation
- Waste Management

One of the first steps of the litter management service review was to compile the activities and service levels associated with proactive and reactive litter management within the public realm. Using the current activities and service levels and aligning this to the feedback that was heard through the engagement initiatives, staff were able to determine what enhancements to litter removal would best benefit the community and have the best value for dollar.

As heard through the public engagement initiative, staff focused on enhancements that would mitigate litter issues both proactively and reactively and in locations deemed to be problematic. For example, additional resources are proposed for litter management within the downtown which will increase sidewalk litter management services from five to seven days per week.

With the approval of the recommendations in this report, litter removal and cleanliness services in the downtown core would be enhanced from a single day shift to a day and night shift. This would allow services such as sidewalk sweeping, sidewalk power washing, etc. to be done during at night when pedestrian and vehicle traffic are low, therefore allowing the services to be completed better and more efficiently. This would also allow the bulk of the litter to be cleaned during the night, allowing staff to more effectively clean and maintain the cleanliness of the downtown core during the day shift.

It is also recommended that service levels related to roadway sweeping on transit routes, cycle lanes and in Business Improvement Areas be increased. Roadway litter

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was identified as one of the top five most littered public asset. Staff are also recommending a more proactive approach to city-wide litter management with the creation of four crews, one for each district of the city be who will solely focus on proactive and reactive litter cleaning including previous and newly identified litter hotspots.

ALTERNATIVES FOR CONSIDERATION

Alternative 1

Council could approve to refer less enhancements to the city-wide litter management strategy to the 2024 Tax Supported Operating and Capital Budget process. While the enhancements outlined in Alternative 1 still align with the needs identified through the engagement initiative, consideration has been placed on enhancements that will provide value but focuses on areas such as Business Improvement Areas and proactive litter removal. Should Alternative 1 be approved, the following enhancements would not be referred to the 2024 Tax Supported Operating and Capital Budget process and therefore not implemented in 2024:

- Enhanced roadway sweeping along transit routes
- Enhanced roadway sweeping of cycle lanes
- Enforcement of the Solid Waste Management and Parks By-law specific to Wards 1,2 and 3
- Enhanced litter and cleanliness services in the downtown core would remain day shift only resulting in less efficient and productive services such as sidewalk sweeping and sidewalk power washing.

Table 3 outlines Alternative 1 city-wide enhancements to litter management within the public realm, including a comparison to the recommendations outline in Report PW23076.

Table 3: Alternative 1 City-Wide Litter Management Recommended Enhancements

Current Service	Recommended Enhanced Service	Alternative Enhanced Service	2024 Tax Supported Operating Budget Impact	Operating Impact from Capital	2024 Tax Supported Capital Budget Impact
Various Service Levels	Parks & trails – manual litter and litter container collection	Yes	\$100,000	N/A	N/A
Community engagement,	Community engagement,	Yes	\$50,000	N/A	N/A

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environmental stewardship and outreach	environmental stewardship and outreach				
Roadway sweeping transit routes – one time per month	Roadway sweeping transit routes – two times per month	No	N/A	N/A	N/A
Roadway sweeping Business Improvement Areas – one time per week	Roadway sweeping Business Improvement Areas – two times per week	Yes	\$77,000	N/A	N/A
Roadway sweeping cycle lanes – one time per month	Roadway sweeping cycle lanes – one time per week	No	N/A	N/A	N/A
Service does not currently exist	City-wide dedicated proactive litter cleaning (excluding downtown)	Yes	\$610,000	\$114,000	\$470,000
Enforcement of the Solid Waste Management (20-221) and Parks (01-219) By-law	Enforcement of the Solid Waste Management and Parks By-law specific to Wards 1,2 and 3	No	N/A	N/A	N/A
Downtown sidewalk sweeping – 5 days per week	Downtown sidewalk sweeping – 7 days per week	Yes	\$86,000	\$26,800	\$400,000*
Downtown sidewalk litter cleaning – 6 days per week	Downtown sidewalk litter cleaning – 7 days per week	Yes	\$280,000	\$28,500	\$87,500
Total			\$1,203,000	\$169,300	\$957,500

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* Funds already allocated in 2024 Tax Supported Capital Budget block.

Financial: Should Alternative 1 be referred to the 2024 Tax Supported Budget process and approved, the Public Works 2024 Tax Supported Operating Budget will increase by approximately \$1.372 million including Operational Impacts from Capital. When compared to the Public Works Department's 2022 approximate cost of \$2.957 million for city-wide litter management, this represents an increase of approximately 46%. The 2024 Tax Supported Capital Budget will increase by \$957,500.

Table 4 outlines the financial implications for the Public Works Department as a result of Alternative 1 being approved. This table also includes a cost comparison between the recommendations proposed in Report PW23076 and the Alternative.

Table 4: Alternative 1 2024 Public Works Tax Supported Budget Impact

	Public Works Tax Supported Operating Budget Impact	Public Works Tax Supported Capital Budget Impact
Alternative		
Total Increase	\$1,372,000	\$957,500
Recommendations		
Total Increase	\$2,378,000	\$2,245,000
Difference	\$1,006,000	\$1,287,000

Staffing: Should Alternative 1 be referred to the 2024 Tax Supported Budget process and approved, the overall staffing complement for the Public Works Department would increase by 15.64 full-time equivalent employees resulting in 12.32 less full-time employees when compared to the recommendations in Report PW23076. The following table outlines the allocation of the full-time employee increase within the Divisions including type of employee.

Table 5: Alternative 1 Allocation of Increased Staffing Complement

Division	Total Number of Full Time Employees	Total Number of Seasonal Employees	Total Number of Summer Students
Alternative			
Environmental Services	N/A	N/A	4
Transportation	9	N/A	N/A
Waste Management	2	4	4

Legal: N/A

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Alternative 2

Council could approve to refer enhancements to litter cleaning services within the downtown core only to the 2024 Tax Supported Operating and Capital Budget process. While the enhancements outlined in Alternative 2 still align with the needs identified through the engagement initiative, consideration has been placed on enhancements that will provide value but focused on the downtown core only.

With the approval of Report PED23081 in June 2023, litter management and cleanliness within the downtown core has been temporarily enhanced to include:

- 7 days per week sidewalk litter cleaning
- 7 days per week sidewalk litter sweeping
- Roadway and cycle lane sweeping Thursday through Monday
- Dedicated staff for trimming vegetation (weeds) and bulk litter pick-up Monday through Friday
- Deployment of additional staff to respond to and remove graffiti in the right of way on an ongoing basis in addition to existing contracted graffiti removal services

These enhancements are currently being funded by the Planning and Economic Development Department through the Economic Development Initiative Capital Project. Funding for the enhanced services listed above are set to end in July 2024. With the approval of Alternative 2, these enhanced services for the downtown core can be made permanent.

Should Alternative 2 be approved, the following enhancements outlined in the recommendations would not be referred to the 2024 Tax Supported Operating and Capital Budget process and therefore not implemented in 2024:

- Enhanced roadway sweeping along transit routes
- Enhanced roadway sweeping of cycle lanes
- Enhanced roadway sweeping in Business Improvement Areas
- City-wide dedicated proactive litter cleaning
- Enhanced parks & trails manual litter and litter container collection
- Community engagement, environmental stewardship, and outreach
- Enforcement of the Solid Waste Management and Parks By-law specific to Wards 1, 2, and 3
- Enhanced litter and cleanliness services in the downtown core would remain day shift only resulting in less efficient and productive services such as sidewalk sweeping and sidewalk power washing

Table 6 outlines Alternative 2 enhancements to litter management within the public realm, including a comparison to the recommendations outline in Report PW23076.

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Table 6: Alternative City-Wide Litter Management Recommended Enhancements

Current Service	Recommended Enhanced Service	Alternative Enhanced Service	2024 Tax Supported Operating Budget Impact	Operating Impact from Capital	2024 Tax Supported Capital Budget Impact
Various Service Levels	Parks & trails – manual litter and litter container collection	No	N/A	N/A	N/A
Community engagement, environmental stewardship and outreach	Community engagement, environmental stewardship and outreach	No	N/A	N/A	N/A
Roadway sweeping transit routes – one time per month	Roadway sweeping transit routes – two times per month	No	N/A	N/A	N/A
Roadway sweeping Business Improvement Areas – one time per week	Roadway sweeping Business Improvement Areas – two times per week	No	N/A	N/A	N/A
Roadway sweeping cycle lanes – one time per month	Roadway sweeping cycle lanes – one time per week	No	N/A	N/A	N/A
Service does not currently exist	City-wide dedicated proactive litter cleaning (excluding downtown)	No	N/A	N/A	N/A
Enforcement of the Solid Waste Management (20-221) and	Enforcement of the Solid Waste Management and Parks By-law specific to	No	N/A	N/A	N/A

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Parks (01-219) By-law	Wards 1,2 and 3				
Downtown sidewalk sweeping – 5 days per week	Downtown sidewalk sweeping – 7 days per week	Yes	\$86,000	\$26,800	\$400,000*
Downtown sidewalk litter cleaning – 6 days per week	Downtown sidewalk litter cleaning – 7 days per week	Yes	\$280,000	\$28,500	\$87,500
Various Service Levels	Downtown – roadway and cycle lane sweeping; vegetation and bulk litter removal; graffiti removal	Yes	\$154,000	\$28,500	\$87,500
Total			\$520,000	\$83,800	\$575,000

* Funds already allocated in 2024 Tax Supported Capital Budget block.

Financial: Should Alternative 2 be referred to the 2024 Tax Supported Budget process and approved, the Public Works 2024 Tax Supported Operating Budget will increase by approximately \$603,800 including Operational Impacts from Capital. When compared to the Public Works Department's 2022 approximate cost of \$2.957 million for city-wide litter management, this represents an increase of approximately 20%. The 2024 Tax Supported Capital Budget will increase by \$575,000.

Table 7 outlines the financial implications for the Public Works Department as a result of Alternative 2 being approved. This table also includes a cost comparison between the recommendations proposed in Report PW23076 and Alternative 2.

Table 7: Alternative 2 2024 Public Works Tax Supported Budget Impact

	Public Works Tax Supported Operating Budget Impact	Public Works Tax Supported Capital Budget Impact
Alternative 2		
Total Increase	\$603,800	\$575,000
Recommendations		

SUBJECT: Litter Management Program Service Enhancements (PW23076) (City Wide) – Page 18 of 18

Total Increase	\$2,378,000	\$2,245,000
Difference	\$1,774,200	\$1,670,000

Staffing: Should Alternative 2 be referred to the 2024 Tax Supported Budget process and approved, the overall staffing complement for the Public Works Department would increase by 7.64 full-time equivalent employees resulting in 20.32 less full-time employees when compared to the recommendations in Report PW23076. The following table outlines the allocation of the full-time employee increase within the Divisions including type of employee.

Table 8: Alternative 2 Allocation of Increased Staffing Complement

Division	Total Number of Full Time Employees	Total Number of Seasonal Employees	Total Number of Summer Students
Alternative 2			
Transportation	2	N/A	N/A
Waste Management	2	4	4

Legal: N/A

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PW23076 – Clean & Green Hamilton Strategy

Appendix “B” to Report PW23076 – Survey – Litter Strategy & Downtown Service Review

Clean & Green Hamilton Strategy (Formerly the Clean City Strategy)

1. Scope and Application

The intent of the Clean & Green Hamilton Strategy is to encourage behaviour that supports a clean and green community. A clean and green neighbourhood helps to improve health, prosperity, safety and well-being. The success of the Clean & Green Hamilton Strategy requires the commitment and involvement of Hamilton residents, business owners, visitors, community leaders and City of Hamilton staff.

The purpose of the Clean & Green Hamilton Strategy is to provide context and guidance for the development of policies, programs and initiatives that promote and enhance cleanliness, aesthetics and environmental stewardship across Hamilton neighbourhoods. This includes, but is not restricted to, changing litter and illegal dumping behaviours, managing graffiti, encouraging native plant life and tree planting and other methods of maintaining and improving ecological integrity.

2. Goal statement/vision

For Hamilton to be recognized as a sustainable clean and green community where everyone takes responsibility for, and has pride in, the environments in which they live, work, and play.

3. Clean & Green Principles

The Clean & Green Hamilton Strategy is governed by three principles. The Strategy shall:

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

4. Strategic Objectives

The strategic objectives of the Clean & Green Hamilton Strategy are to:

- 4.1. Provide a framework and overview for Hamilton's Clean & Green agenda, plans and programs. With limited resources, a strategic framework ensures that all activity directly supports the Clean & Green Hamilton Strategy vision.
- 4.2. Develop, facilitate and monitor activities that contribute to an improved standard of cleanliness across Hamilton. The success of the Clean & Green Hamilton Strategy will be monitored by a number of measures.
- 4.3. Add value to existing cleanliness, beautification and environmental stewardship programs delivered by the City of Hamilton and its partners. The Clean & Green Hamilton Strategy partnership acknowledges that working together toward the same vision will achieve greater outcomes than each organization could achieve working independently.
- 4.4. Encourage sustainable behaviour through community-based social marketing. This approach focuses on effective consultative processes and outcomes, facilitating collaboration with partnership organizations.
- 4.5. Support initiatives that foster changing public behaviours with respect of environmental stewardship. The Clean & Green Hamilton Strategy fully supports Council's Strategic Priority of "a prosperous and healthy community" and its strategic objective of enhancing the City's overall sustainability (financial, economic, social and environmental).
- 4.6. Identify opportunities for continuous improvement, efficiency, innovation and longer-term options for on-going clean and green programs and initiatives.

5. Clean & Green Plan

The City of Hamilton will put the Clean & Green Hamilton Strategy into action through a number of clean and green programs and initiatives to address litter, illegal dumping, graffiti, beautification and environmental stewardship.

The success of the Clean & Green Hamilton Strategy and its component programs and initiatives relies on evidence-based research and data, broad consultation, stakeholder and volunteer engagement, funding and staff resources, using community-based social marketing

principles. The Plan and its component programs focus on encouraging desirable behaviour within the context of education and consultation; operations and engineering; and, monitoring and enforcement.

5.1. Litter

5.1.1. Litter Prevention

Litter prevention programs will be managed by Public Works staff through the guidance of, and in collaboration with, the Clean City Liaison Committee. Programs may include design and engineering considerations, stakeholder education, citizen engagement and enforcement practices. The goals of litter prevention programs are to encourage appropriate waste disposal behaviour and reduce costs to the tax supported budgets.

5.1.2. Litter Containment

Litter containment on municipal properties will be managed by City staff through the provision of appropriate waste containers and processes and directed through service levels and budget parameters as approved annually by Council.

Litter containment on private properties will be managed by the respective property owners in accordance with applicable By-laws and regulations.

The goal of litter containment programs is to achieve litter-free properties which encourage proper litter disposal behaviour; and to provide opportunities for good environmental stewardship practices through municipal waste diversion programs.

5.1.3. Litter Remediation

Litter remediation on municipal properties is managed by City staff through property and facility cleanliness protocols, processes and services and directed through service levels approved annually by Council. Litter remediation can be achieved through the deployment of City staff or in partnership with citizen volunteers through City-managed volunteer engagement programs.

Litter remediation on private properties will be managed by the respective property owners in accordance with the

Clean & Green Hamilton Strategy goals and vision and applicable By-laws and regulations.

The goal of litter remediation programs is to restore properties to a litter-free environment which encourages proper litter disposal behaviour.

5.2 Illegal Dumping

5.2.1. Illegal Dumping Prevention

Illegal dumping prevention programs for municipal properties will be managed by Public Works staff in collaboration with Municipal Law Enforcement and the Clean City Liaison Committee. Programs for municipal properties will be provided within service levels and budget parameters as approved annually by Council.

Illegal dumping prevention programs for private properties will be managed by Municipal Law Enforcement staff in collaboration with Public Works staff, law enforcement agencies and the Clean City Liaison Committee.

Programs may include design and engineering considerations, stakeholder education and enforcement practices. The goals of illegal dumping prevention programs are to encourage appropriate waste disposal behaviour and reduce remediation costs to the tax supported budgets.

5.2.2. Illegal Dumping Remediation

Dumping remediation on municipal properties is managed by Public Works staff within departmental budgetary parameters as approved annually by Council. Illegal dumping remediation can be achieved through the deployment of City staff or in partnership with citizen volunteers through City-managed volunteer engagement programs.

Dumping remediation on private properties will be managed by the respective property owners in accordance with the Clean & Green Hamilton Strategy goals and vision and applicable By-laws and regulations.

The goal of illegal dumping remediation programs is to restore properties to a litter-free environment which encourages proper waste disposal behaviour.

Graffiti

5.3.1. Graffiti Prevention

Graffiti prevention programs for municipal properties will be managed by Public Works staff in collaboration with appropriate stakeholder departments and Hamilton Police Service. Graffiti prevention programs for municipal and private properties will be aligned with the City's graffiti management strategy.

Program tools may include public art initiatives, Crime Prevention Through Environmental Design (CPTED), design and engineering considerations, stakeholder education and enforcement.

The goal of graffiti prevention programs for municipal properties is to encourage appropriate activity on municipal properties and reduce remediation costs to the tax supported budgets.

The goal of graffiti prevention programs for private properties is to encourage appropriate legal behaviour on private property.

5.3.2. Graffiti Remediation

Graffiti remediation on municipal properties is managed by City staff through property and facility cleanliness protocols, processes and services and directed through maintenance service levels approved annually by Council.

Graffiti remediation on private properties will be managed by the respective property owners in accordance with the Clean & Green Hamilton Strategy goals and vision and applicable By-laws and regulations.

Graffiti remediation can be achieved through the deployment of City staff, an approved contractor or in partnership with citizen volunteers through City-managed volunteer engagement programs. The goal of graffiti remediation programs is to restore properties to a graffiti-free state through rapid removal which can discourage the proliferation of graffiti.

5.4. Beautification

5.4.1. Beautification programs

Appendix “A” to Report PW23076**Page 6 of 9**

Beautification programs for municipal properties will be managed by Public Works staff in collaboration with the Tourism and Culture division of Planning and Economic Development and in accordance with the Clean & Green Hamilton Strategy goals and vision.

Beautification programs for private properties will be coordinated by the Clean City Liaison Committee or through existing horticultural societies or program groups such as the Trillium Awards committee.

Plant and tree stock and services will be provided by the Public Works Department for municipal properties within established service levels approved annually by Council. Public art initiatives will be managed by the Culture section.

Municipal beautification programs will enhance streetscapes, parks, facilities and other municipal properties. Beautification activities can be achieved through the deployment of City staff or in partnership with citizen volunteers through City-managed volunteer engagement programs. Municipal beautification programs can be supported through sponsorships or partnerships with the private sector or community organizations.

The goals of beautification programs for municipal properties are to enhance the aesthetics and ecological integrity of the City, enhance population health and wellness, and help offset beautification costs to the tax supported budgets.

Programs will be managed in accordance with the Clean & Green Hamilton Strategy goals and vision and with relevant funding programs, By-laws and regulations. Beautification programs on private properties will enhance property, buildings and structures with the goals of enhancing the aesthetics and ecological integrity of the neighbourhood and enhance neighbourhood health, wellness and prosperity.

5.5. Environmental Stewardship

5.5.1. Environmental Stewardship – Municipal Properties

Environmental stewardship programs for municipal properties will be managed by Public Works staff in accordance with the Clean & Green Hamilton Strategy goals and vision and Vision 2020's principle of maintenance of ecological integrity.

Program elements may include policies and protocols to: increase the urban forest canopy; enhance habitat and protect native plant, animal and fish species; manage invasive plant, animal and fish species; and enhance and protect ecosystems on municipal property. Environmental stewardship activities can be achieved through the deployment of City staff or in partnership with citizen volunteers through City-managed volunteer engagement programs. Municipal environmental stewardship programs can be supported through sponsorships or partnerships with private sector or community organizations.

The goals of environmental stewardship programs for municipal properties are to encourage ecological integrity and minimize human impact on natural habitats and ecosystems on municipal properties.

5.5.2. Environmental Stewardship – Private Properties

Environmental stewardship programs for private properties will be managed by the respective property owners – such as conservation authorities, commercial, or private property owners – or through recognized local environmental interest groups such as Environment Hamilton, Green Venture or Hamilton Industrial Environmental Association (HIEA) in accordance with the Clean & Green Hamilton Strategy vision and Vision 2020's principle of maintenance of ecological integrity.

Program elements may include initiatives for the habitat enhancement and protection of native plant, animal and fish species (natural heritage); the management of invasive plant, animal and fish species; and enhancement and protection of ecosystems on private property. Environmental stewardship activities on commercial, industrial and institutional properties can be achieved

through corporate social responsibility programs and through the engagement of employees and volunteers.

The goals of environmental stewardship programs for private properties are to encourage ecological integrity and minimize human impact on natural habitats and ecosystems on private properties.

The City of Hamilton's Clean City Liaison Committee will assist with the coordination of City and community clean and green plans to help promote collaboration, community engagement and effective use of limited resources.

7. Commitment

Commitment techniques are effective in promoting desirable ecological and social behaviours. The Clean & Green Hamilton Strategy will employ commitment strategies such as charters with Hamilton property owners or managers as the primary target stakeholders. Charters to commit to the vision, principles and objectives of the Clean & Green Hamilton Strategy will be drafted for neighbourhoods, businesses, schools, volunteer organizations, conservation authorities and public utilities as well as City departments and provincial and federal ministries operating in Hamilton.

8. Monitoring and Evaluation

To ensure the Clean & Green Hamilton Strategy remains current and relevant to advances and changes to environmental, social and economic concerns, regular monitoring and evaluation of Clean & Green Hamilton's strategy and objectives is necessary.

In collaboration with partner stakeholders, the City of Hamilton staff will commit to:

8.1. Regular program monitoring and evaluation

Programs and initiatives developed under the Clean & Green Hamilton Strategy shall include a monitoring and evaluation component. This can include, but is not limited to; service level standards, beautification indices, photographs, surveys, questionnaires and consultants.

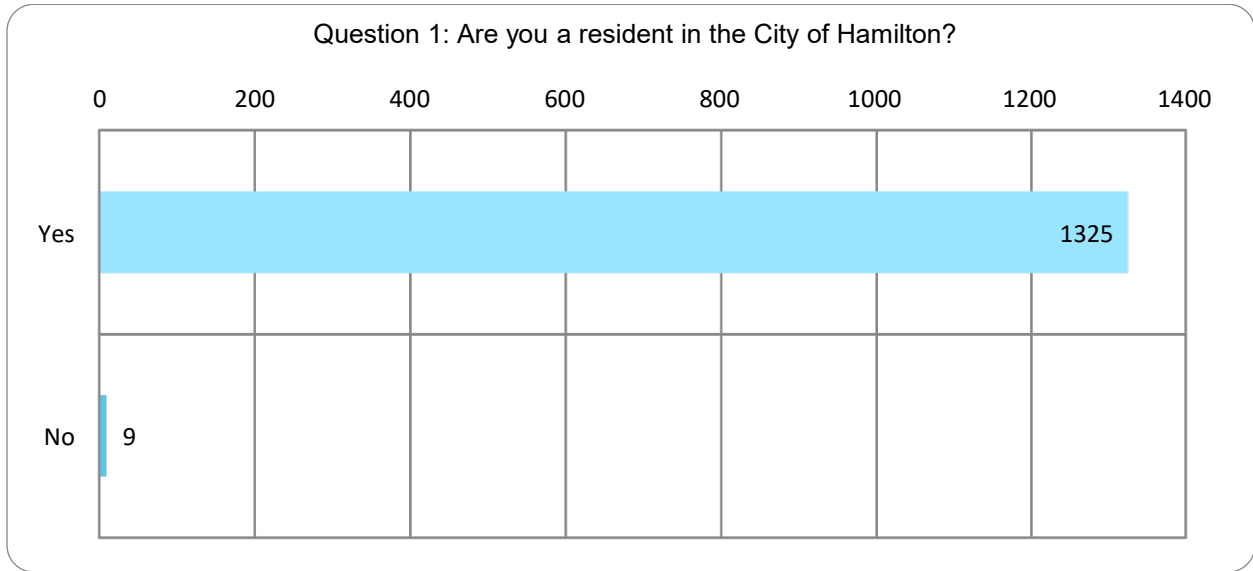
8.2. Reporting to Council

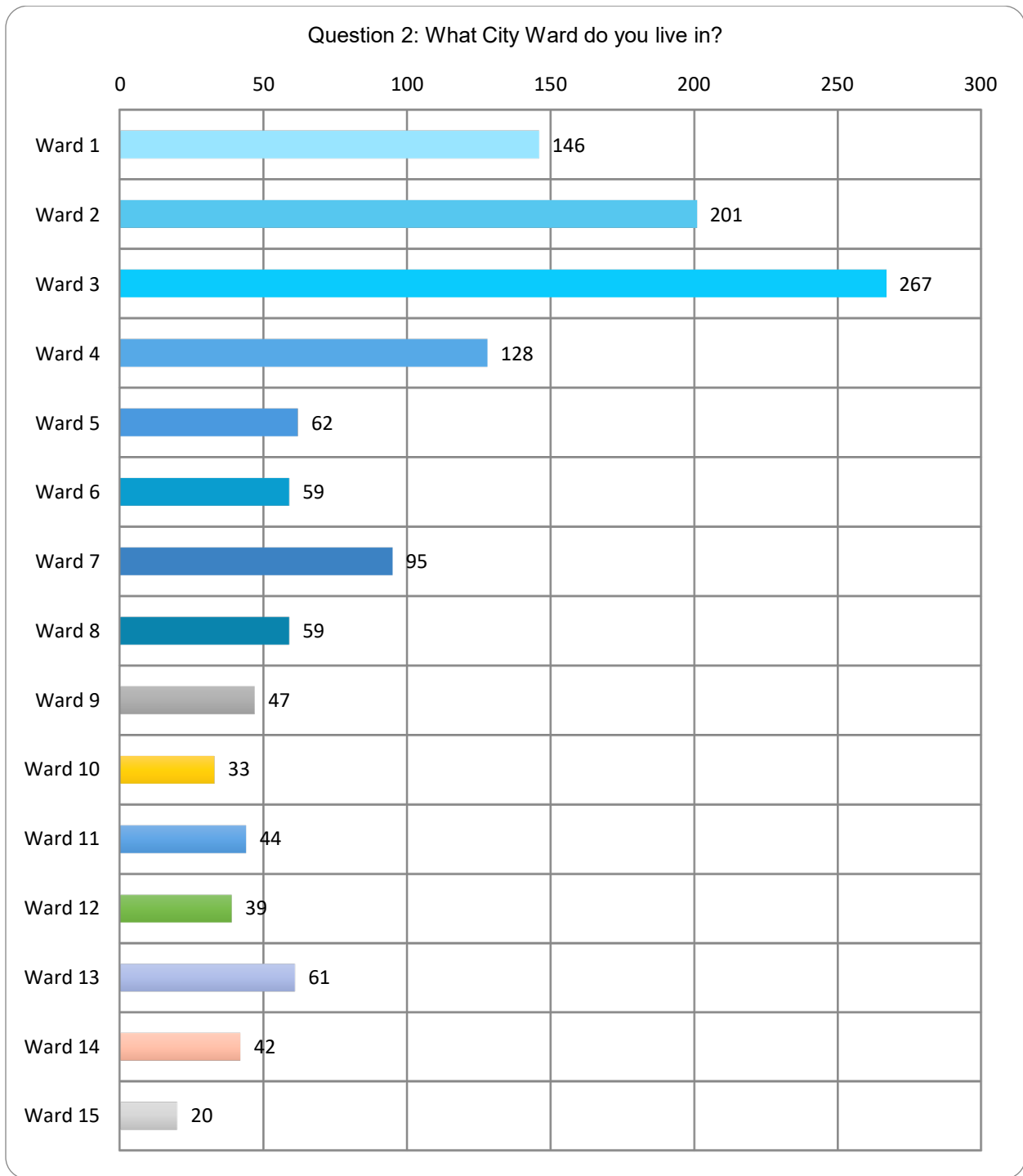
Updates to Council on staff, stakeholder and partner activity related to the Clean & Green Hamilton Strategy will be provided through regular Clean & Green Hamilton Work Plan updates and other reporting mechanisms.

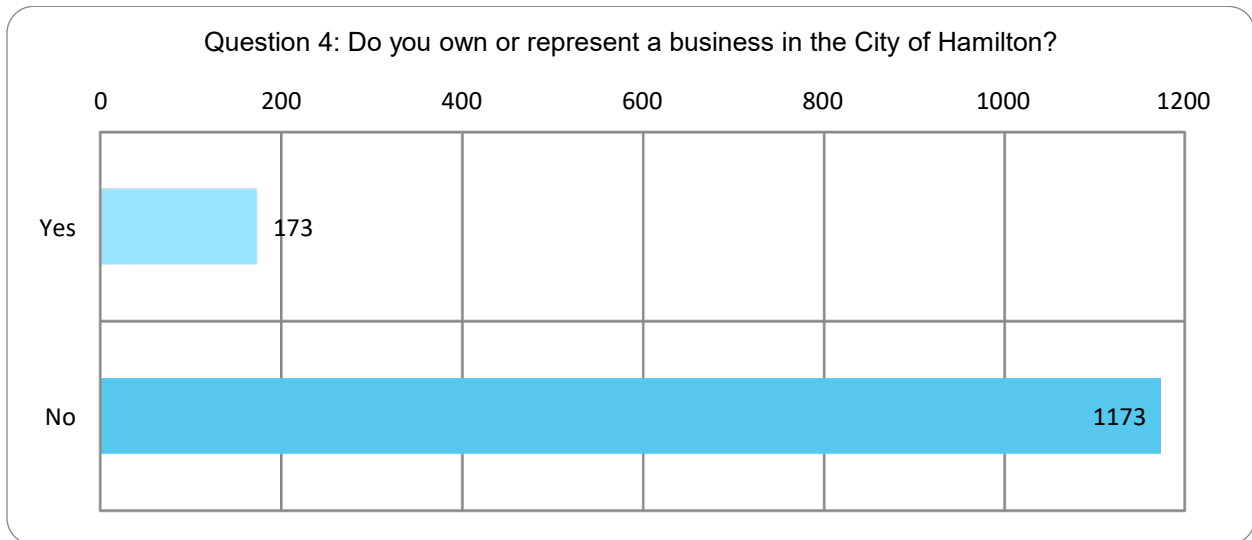
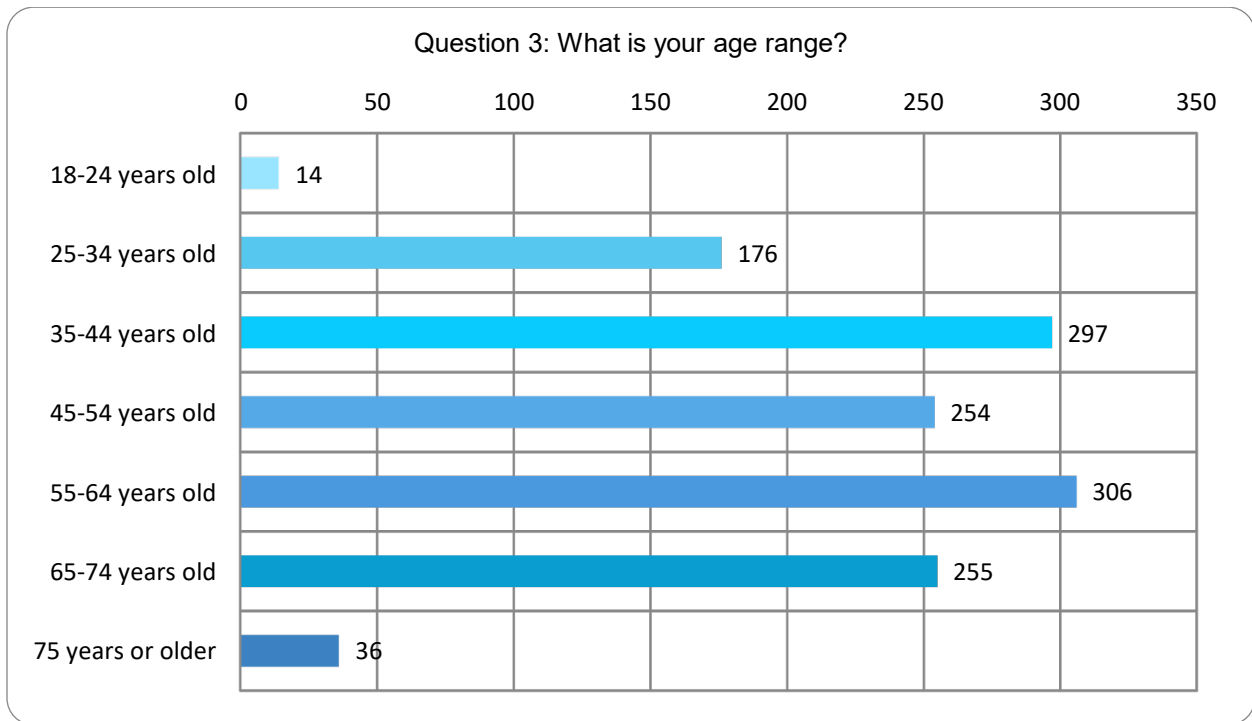
8.3. Review of the Clean & Green Hamilton Strategy

A stakeholder working group will henceforth undertake a full review of the Clean & Green Hamilton Strategy every five years. The working group’s tasks will include the review and analysis of data from cleanliness, beautification and environmental stewardship programs and initiatives. The identification of trends and gaps in long-term objectives will help inform the annual Clean & Green Hamilton Strategy work plans. The objective of the review is to ensure the Clean & Green Hamilton Strategy remains relevant for the current and foreseeable future as well as remaining congruent with relevant policies, strategies and legislation.

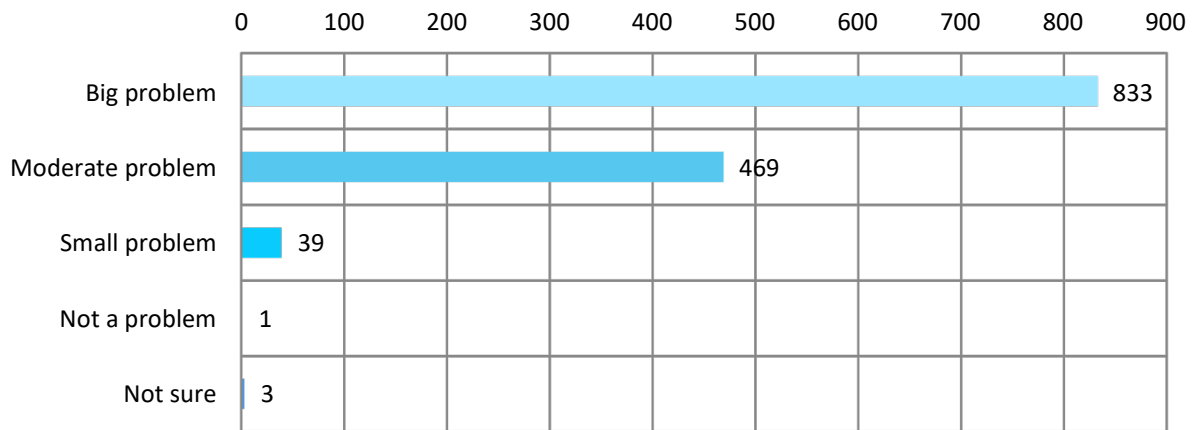
Engage Hamilton Survey Results Litter Strategy & Downtown Service Review



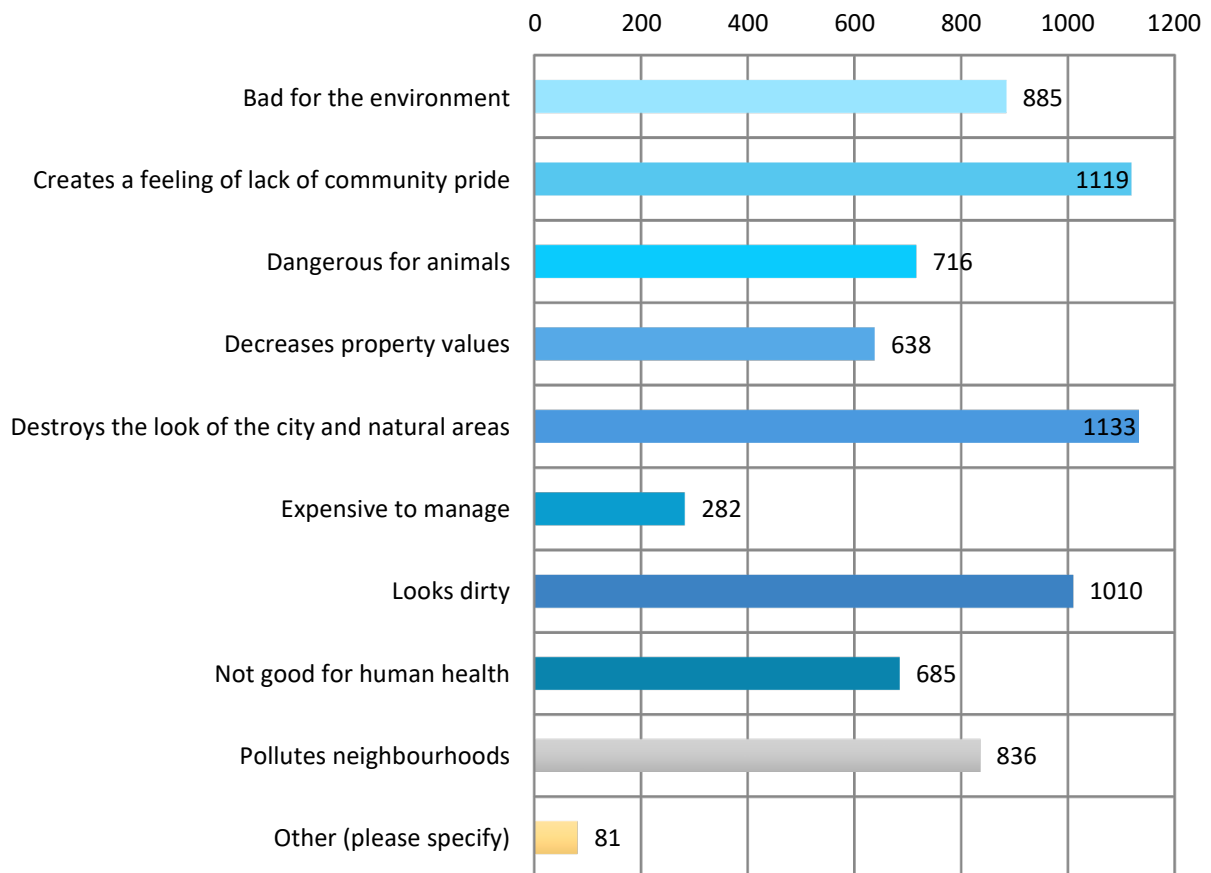




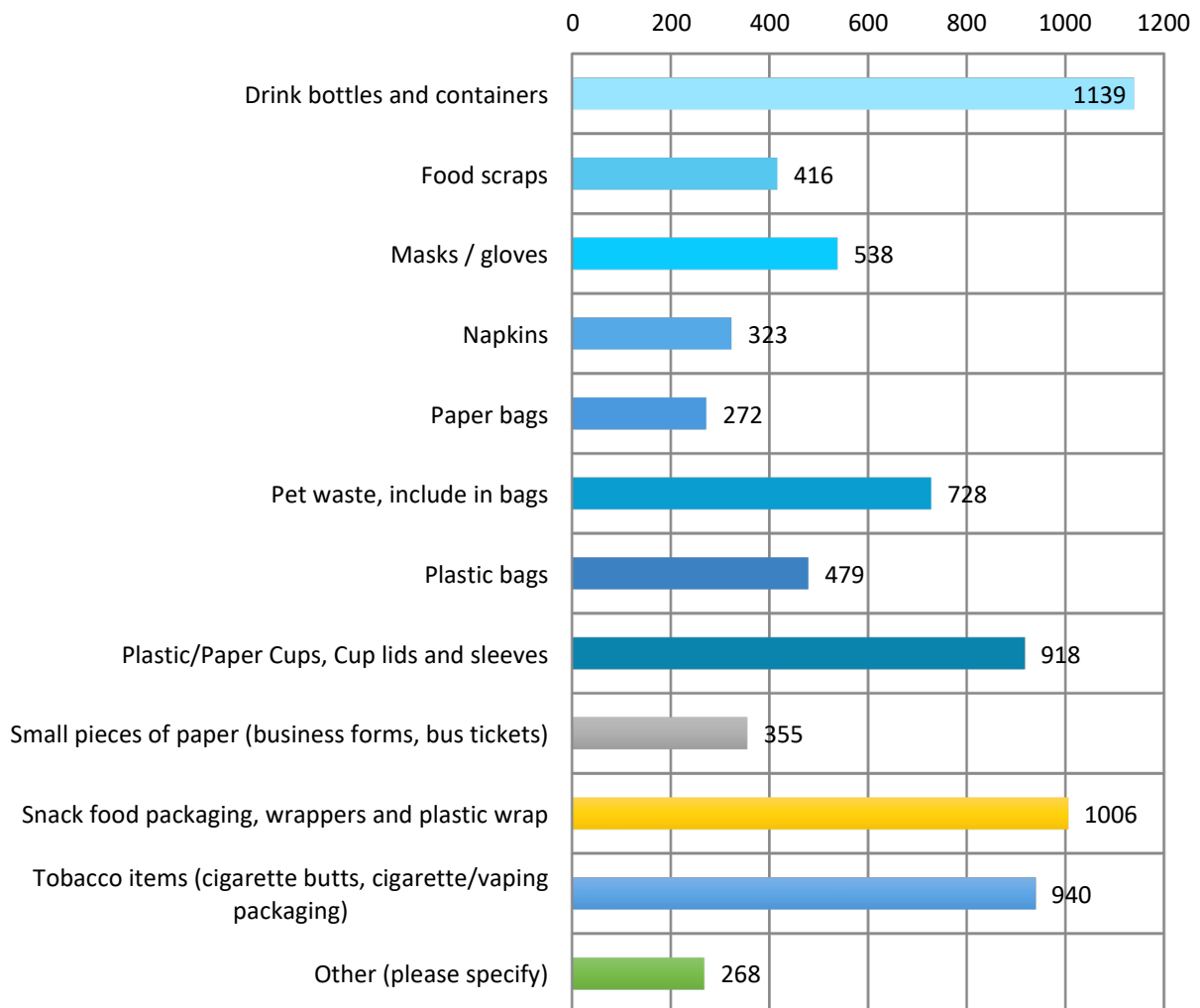
Question 5: How big of a problem do you feel litter is throughout the city?

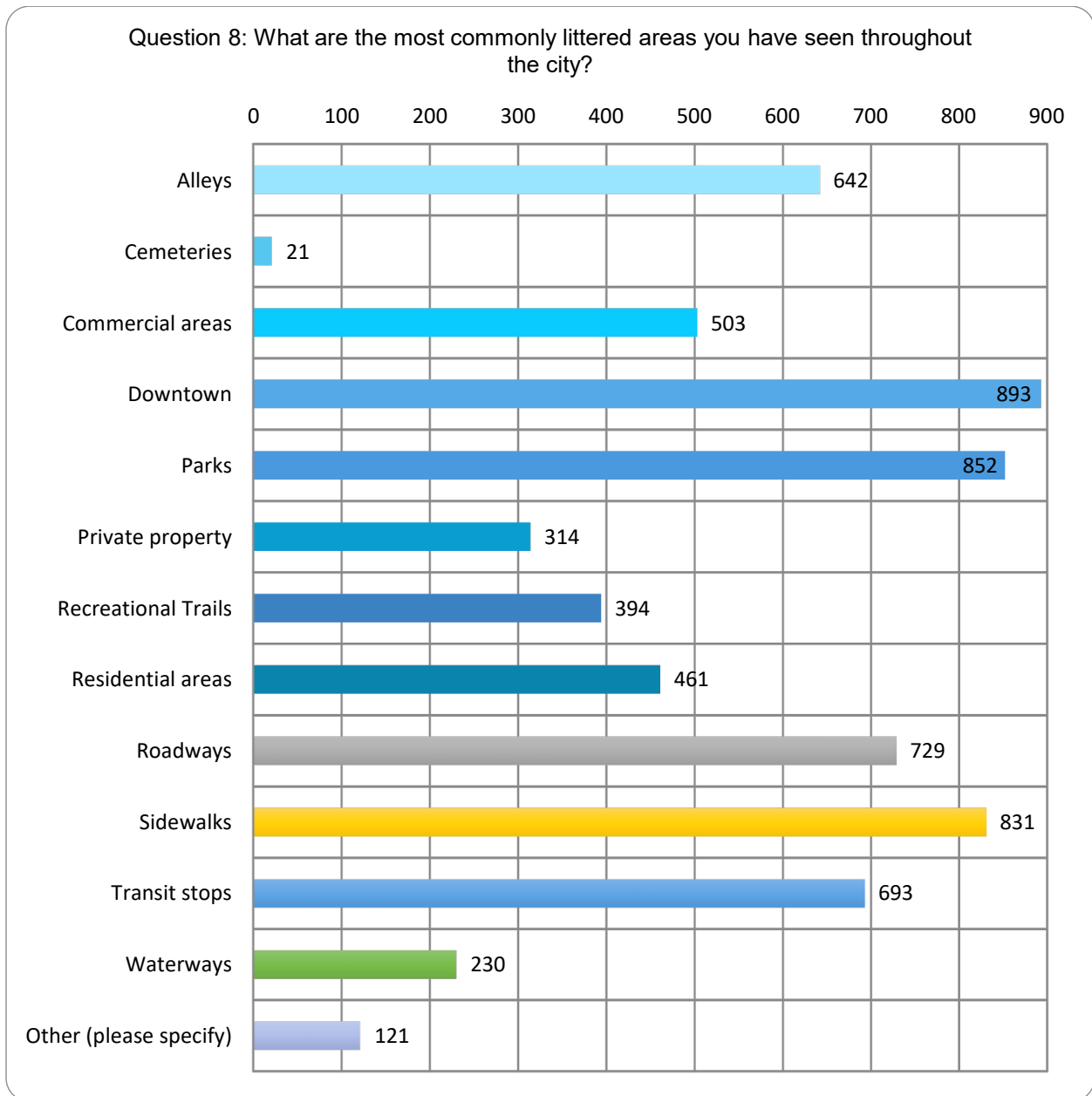


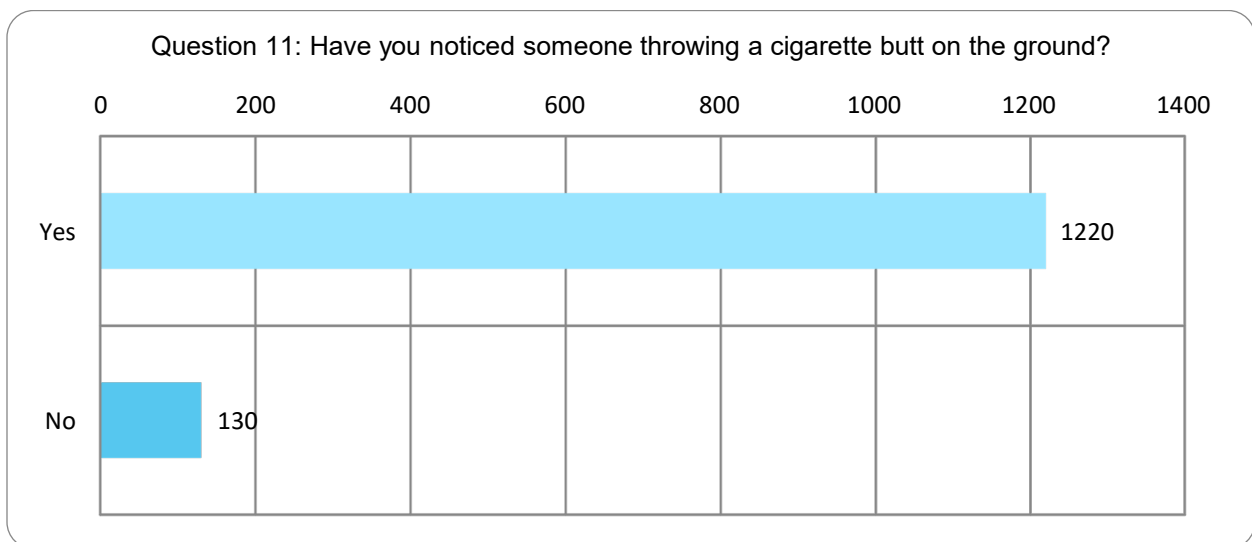
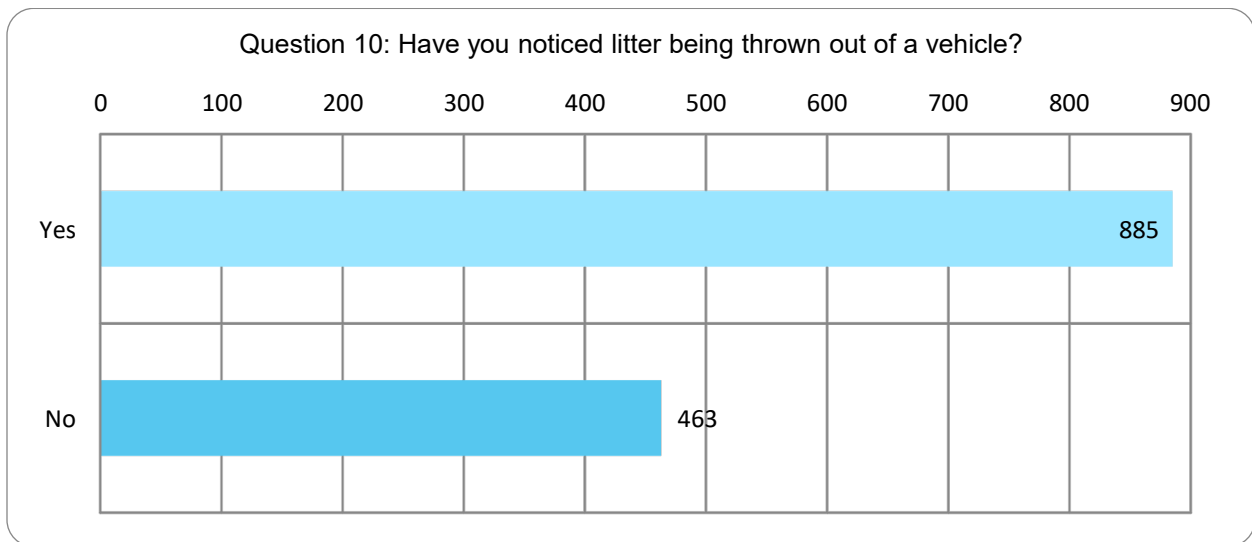
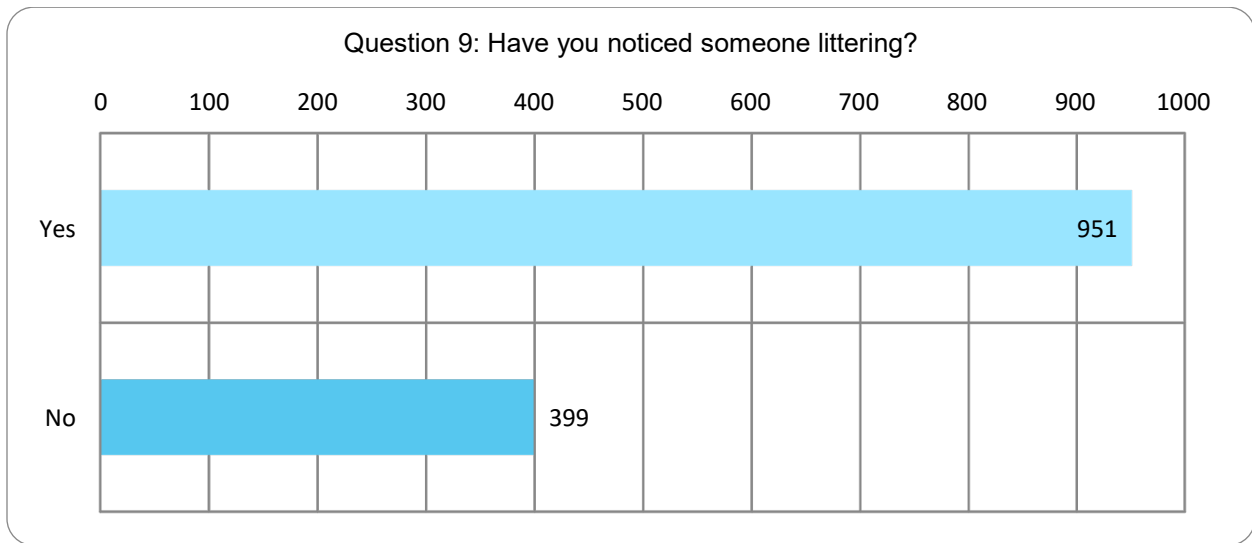
Question 6: What do you feel are the biggest concerns with litter in the city?



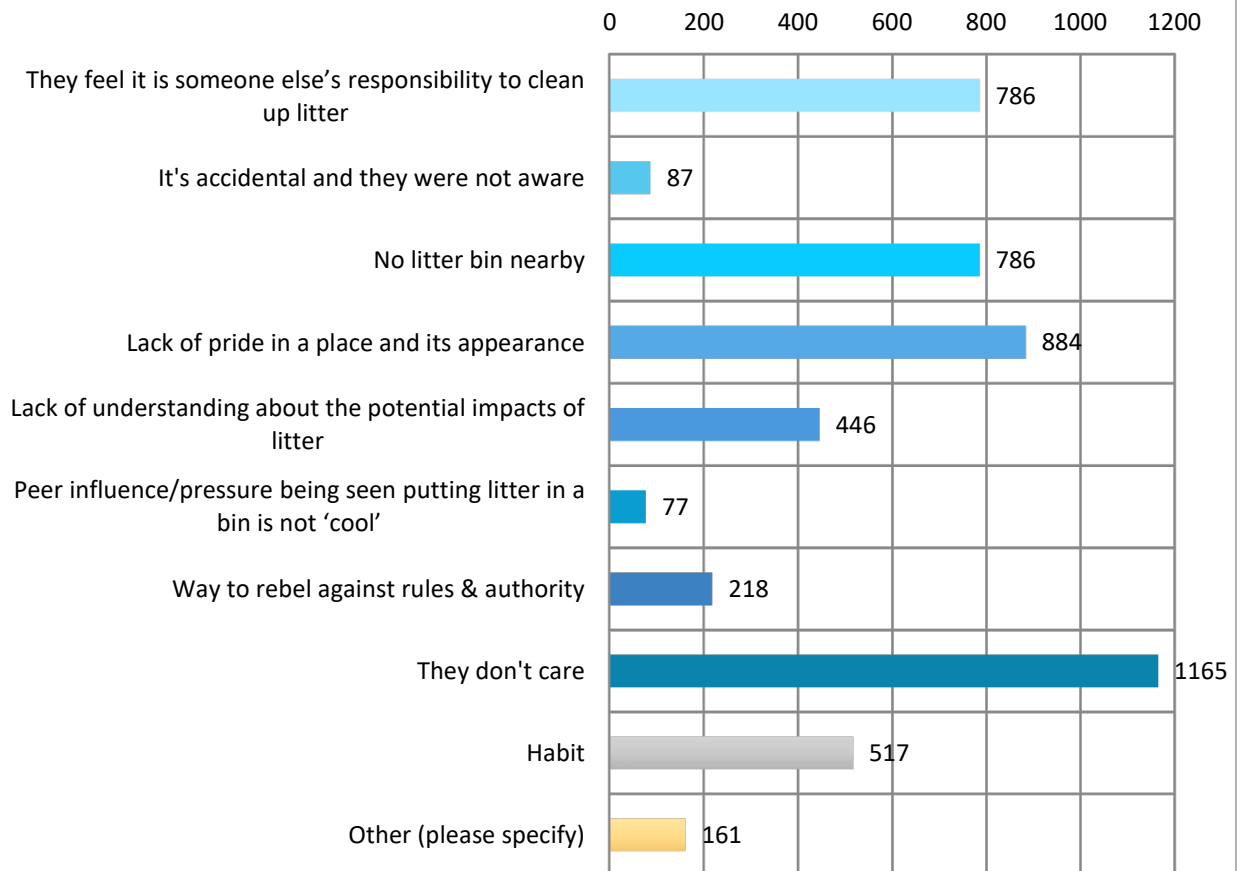
Question 7: What are the most commonly litter items you have seen throughout the city?



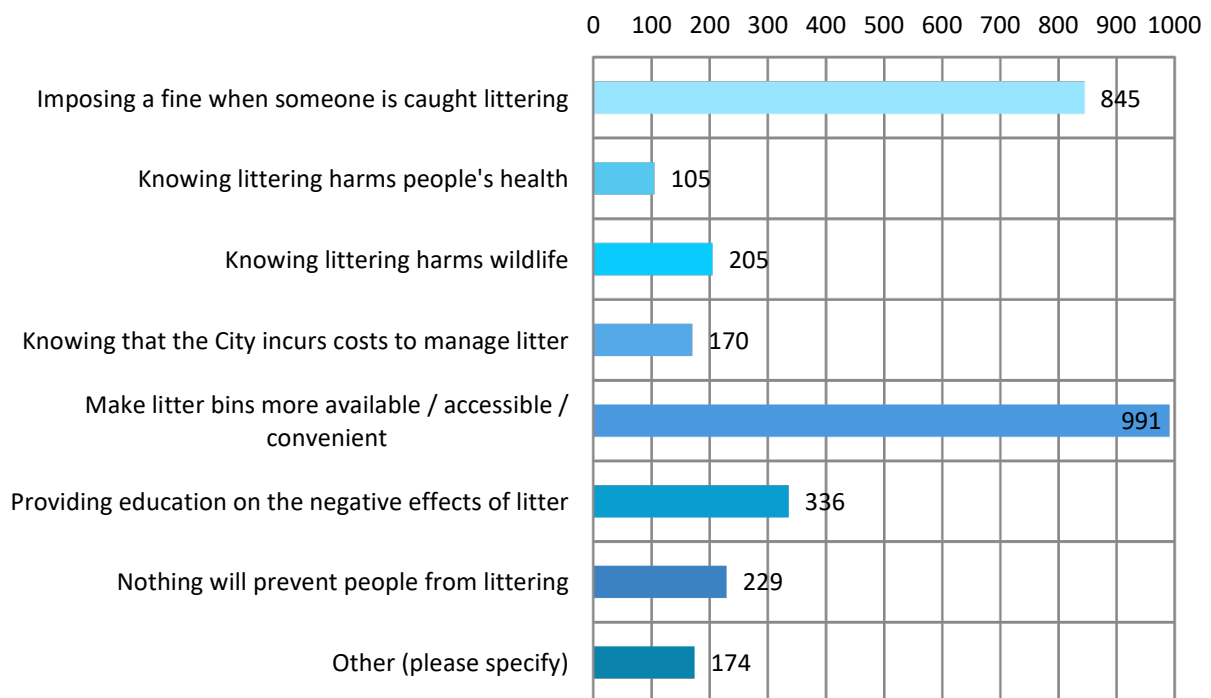




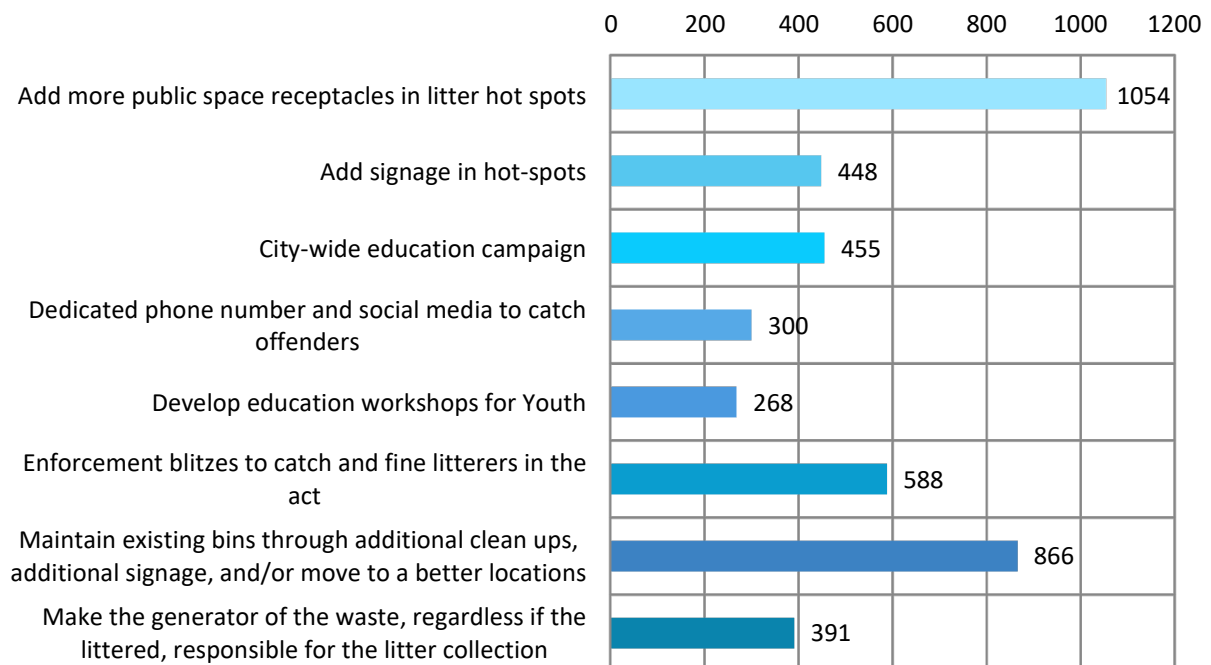
Question 12: Why do you feel people litter?



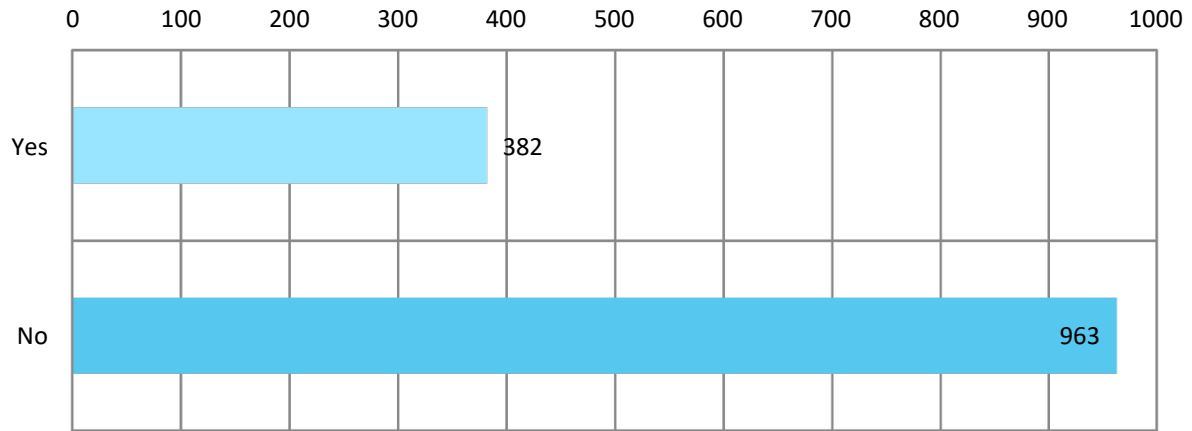
Question 13: What do you think would convince people to stop littering?



Question 14: What do you think could be done to improve the litter situation in the city?



Question 15: Do you know that the city has a community environmental initiative called Clean Up To Clean Up which is a year-round volunteer based community cleanup program?





Hamilton

LITTER MANAGEMENT SERVICE ENHANCEMENTS

December 4, 2023

- Council Direction
- Policy and Priority Alignment
- Clean & Green Hamilton Strategy
- Engagement
- Recommended Enhancements
- Report Impacts



Public Works Committee: May 15, 2023 - MOTION 12.1

- Conduct a service level review across all divisions in the Public Works Department that are responsible for proactive and reactive litter collection in the public realm including but not limited to parks, cemeteries, right of ways inclusive of roadways, sidewalks, streams and municipal properties.
- Report back to Public Works Committee for consideration any operational or budgetary changes that may be required to address service levels respecting litter collection.

General Issues Committee: June 14, 2023 - REPORT PED23081 (Downtown Hamilton Office Report)

- Identify opportunities to introduce enhanced service levels within the Downtown Core for critical street level issues such as waste collection, street sweeping, graffiti removal and boulevard maintenance, and that the General Manager of Public Works be authorized to introduce temporary increased service levels.

POLICY & PRIORITY ALIGNMENT

- Clean & Green Hamilton Strategy – Litter Prevention
- 2022 – 2026 Council Priorities
 - Priority 2: Safe & Thriving Neighbourhoods;
 - Outcome 3: Provide vibrant parks, recreation, and public space
 - Measure of Success: Increase cleanliness of public spaces through the expansion of Public Works standards related to garbage and litter collection, street cleaning and park maintenance
- The Downtown Secondary Plan
- Urban Official Plan Amendments (OPA 167)



CLEAN & GREEN HAMILTON STRATEGY

The Strategy is governed by three principles:

- To contribute to an enhanced quality of life for citizens through clean and green initiatives.
- To support community and stakeholder engagement through partnerships, collaboration and consultation.
- To contribute to the social, economic and environmental well-being of Hamilton.

Clean & Green Programs and Initiatives:

- Litter
- Illegal Dumping
- Graffiti
- Beautification
- Environmental Stewardship



PUBLIC ENGAGEMENT

Goal:

To better understand the concerns from stakeholders such as city residents, businesses, city staff and Council regarding litter.

Engagement Methods:

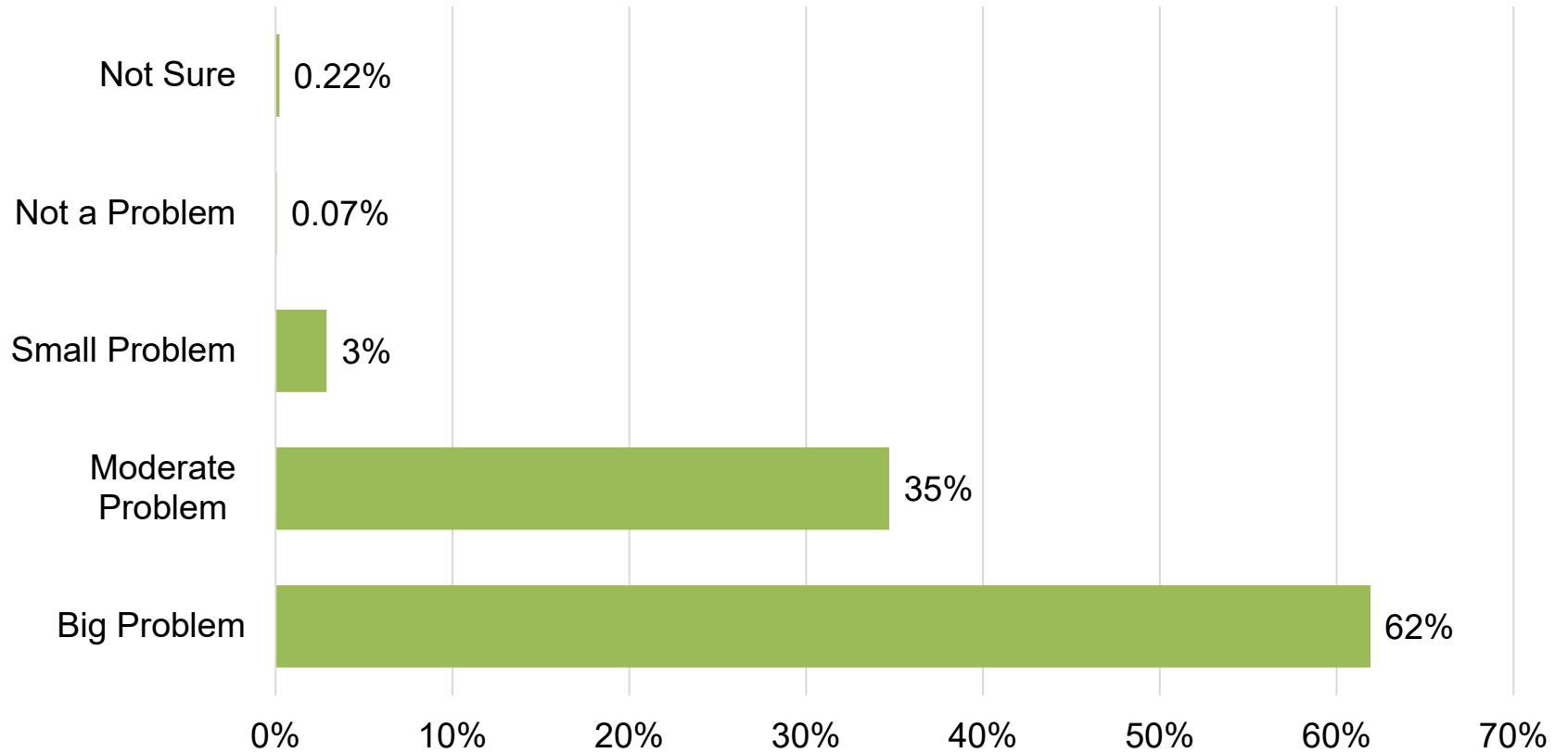
- One-on-one interviews
- Public survey through Engage Hamilton

Public Survey Details:

- Total Survey Responses – 1,358
- 87% - Residential
- 13% - Commercial

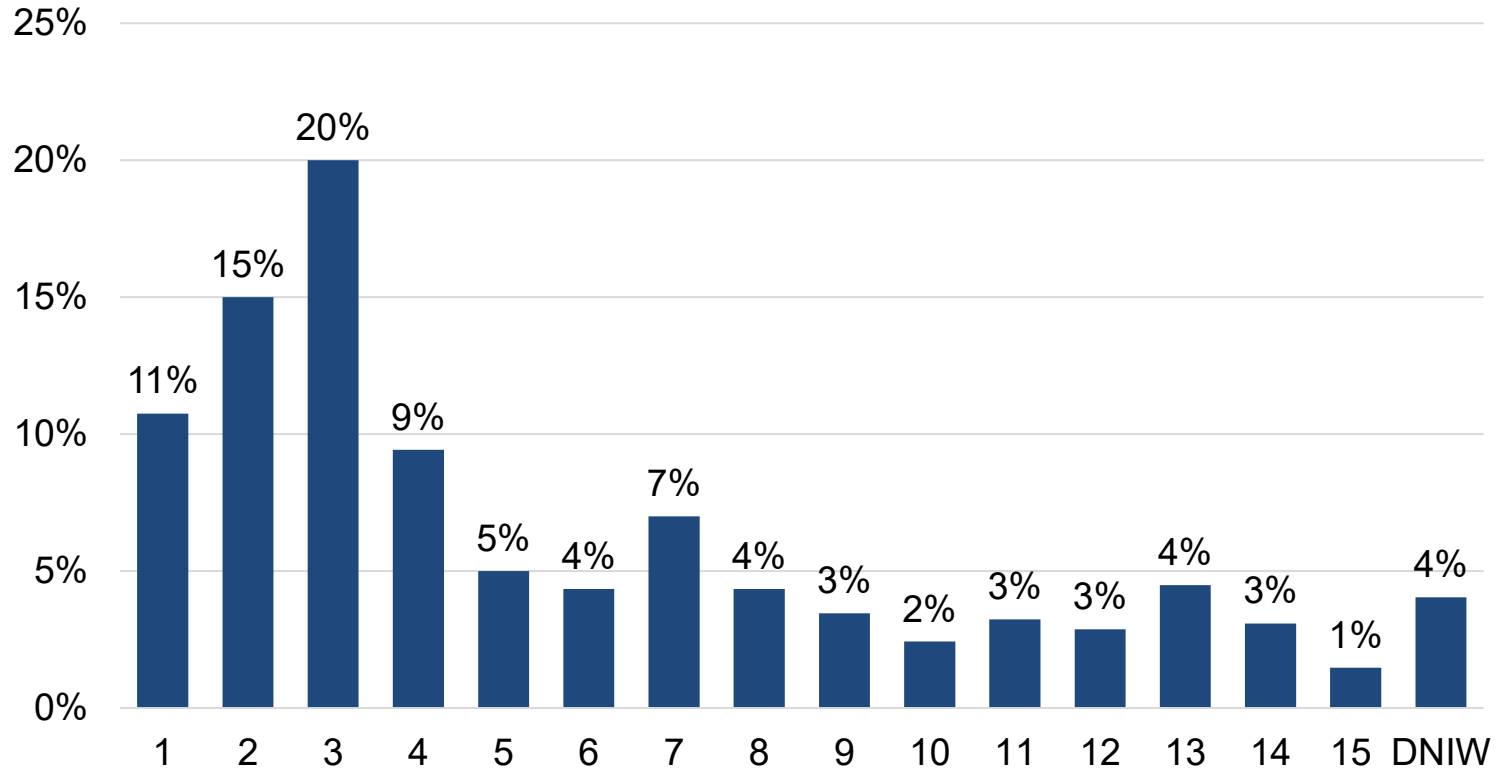
PUBLIC FEEDBACK

How Big of a Problem is Litter in Hamilton?



PUBLIC ENGAGEMENT

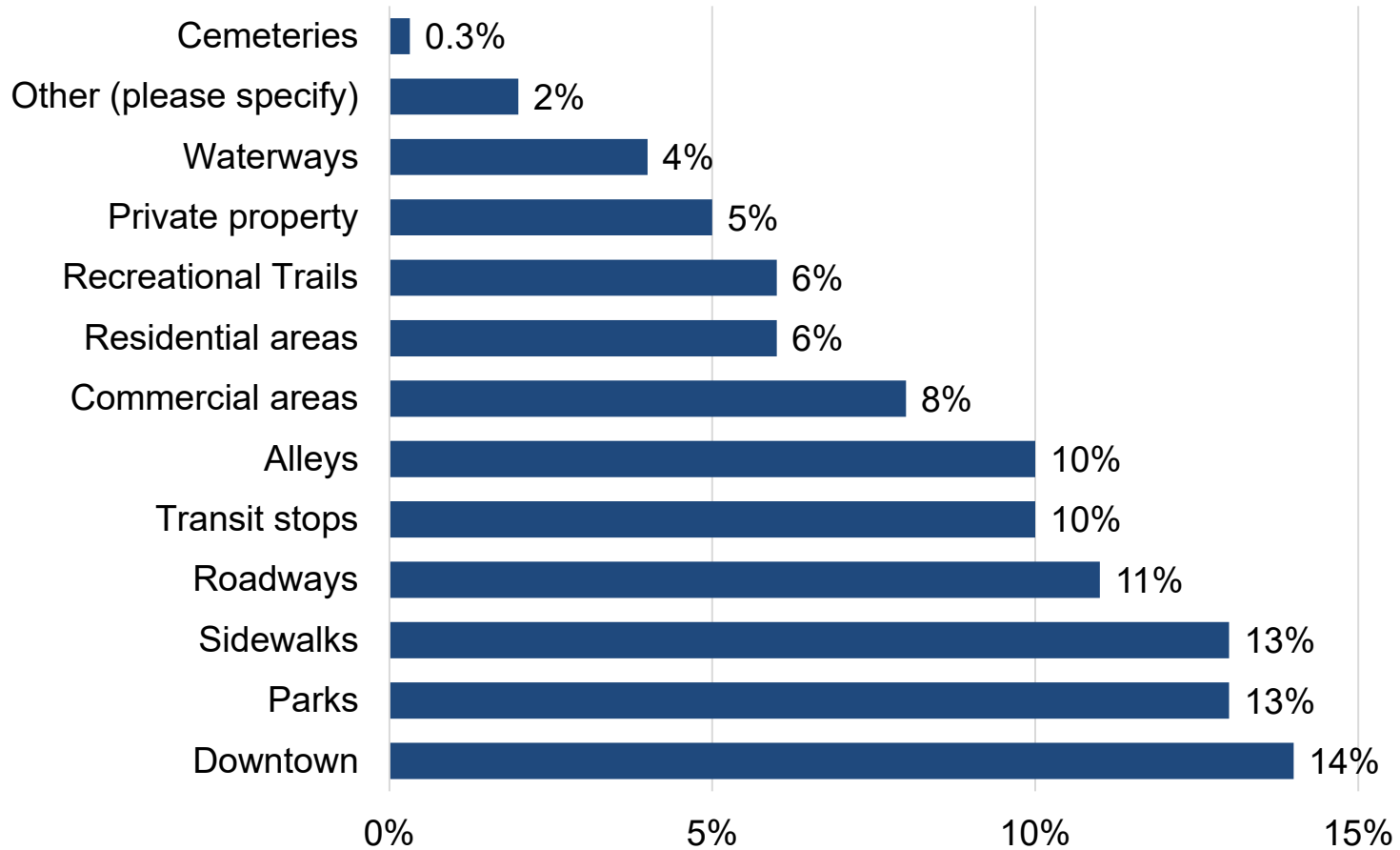
% Distribution of Survey Responses by Ward



DNIW – Did not indicate Ward

PUBLIC ENGAGEMENT

Most Common Littered Public Assets



RECOMMENDED ENHANCEMENTS

Division	Service	Enhancement
Environmental Services	Parks & Trails - Manual Litter and Litter Container Collection	Current level based on priority. Enhancement includes dedicated staff collection during the high seasons (Spring/Summer/Fall)
Environmental Services	Community engagement, environmental stewardship and outreach)	Enhancement creates a funding source for communication and education campaigns
Transportation	Roadway Sweeping - Transit Routes	Enhancement from one time per month to two times per month
Transportation	Roadway Sweeping - Business Improvement Areas	Enhancement from one time per week to two times per week
Transportation	Roadway Sweeping - Cycling Lanes	Enhancement from one time per month to one time per week
Transportation	Proactive Litter Cleaning - City Wide (excluding Downtown)	Enhancement creates four proactive, dedicated litter cleaning crews (outside of the downtown).
Waste Management	By-law Enforcement	Enhancement will enable enforcement of illegal dumping and litter in public spaces specifically in Wards 1, 2 and 3
Waste Management	Downtown Cleanliness - Sidewalk Sweeping	Enhancement from five days per week to seven days per week (in the downtown core)
Waste Management	Downtown Cleanliness - Sidewalk Manual Litter Cleaning	Enhancement from six days per week to seven days per week (in the downtown core)

REPORT IMPACTS

	Full-Time Equivalent	2024 Tax Supported Budget	
		Operating (000s)	Capital (000s)
Recommendations	27.96	\$2,378	\$2,245
Alternative 1	15.64	\$1,372	\$0.9575
Alternative 2	7.64	\$0.6038	\$0.575

Alternative 1

Recommends enhancements specific to Business Improvement Areas, downtown core, and proactive litter collection in the public realm city-wide

Alternative 2

Recommends enhancements specific to the downtown core only to make permanent the enhancements temporarily established in 2023




Hamilton

THANK YOU.

December 4, 2023



INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 4, 2023
SUBJECT/REPORT NO:	Review of Level of Service for Winter Control in Alignment with the Principles of Vision Zero (PW23077) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Peter Sniulis (905) 546-2424 Ext. 7646 Robert Marques (905) 546-2424 Ext. 7642
SUBMITTED BY:	Carolyn Ryall Director, Transportation Public Works Department
SIGNATURE:	

COUNCIL DIRECTION

On March 20, 2023 Public Works Committee provided the following direction:

- a) That staff undertake a review of the City of Hamilton's current level of service for winter control and provide options on how operations could be adapted to enhance accessibility and safety in alignment with the principles of Vision Zero, thereby protecting the interests of vulnerable road users;
- b) That staff report back to the Public Works Committee with the results of the review of the City of Hamilton's current level of service for winter control in advance of August 31, 2023, with possible level of service revisions and best practices including any cost and resourcing implications; and
- c) That staff ensure the following areas of focus are included in the review of the City of Hamilton's current level of service for winter control:
 - i. HSR transit stops including boarding access;

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SUBJECT: Review of Level of Service for Winter Control in Alignment with the Principles of Vision Zero (PW23077) (City Wide) – Page 2 of 11

- ii. Controlled crosswalks, crosswalks with stationed crossing guards, school crossings, sidewalks with sloped access, neighbourhood pedestrian and multimodal pathways; and
 - iii. School zones
- d) That staff consult with the Advisory Committee for Persons with Disabilities and the Seniors Advisory Committee when reviewing snow clearing needs of the community; and
 - e) That staff report back in full the comments and opinions of the disability and senior's communities including the Committee for Persons with Disabilities and the Seniors Advisory Committee.

BACKGROUND AND OVERVIEW

The focus of this information report is on potential enhancements or changes to winter operations, where applicable. This includes best practices surrounding Hamilton Street Railway transit stops, controlled crosswalks, crosswalks with stationed school crossing guards, school crossings, sidewalks with sloped access, neighbourhood pedestrian and multimodal pathways, and school zones. Staff have provided options on how to adapt winter operations in these areas to enhance overall safety and accessibility in alignment with the principles of Vision Zero for the upcoming 2023/2024 winter season as well as future winter seasons. Additionally, staff proactively sought out information regarding driveway snow windrow clearing, which has been included.

The City has a 24/7 winter response team equipped with; over 500 total pieces of winter equipment (in-house and contracted), which includes 164 road plow salt/sanders and 34 sidewalk plows. The response team maintains the City's 6,478 lane-kilometres of roadway, approximately 1,100 cul-de-sacs, and over 2,300 bus stops.

The City currently clears snow from 882 km of the approximately 2,468 km of sidewalks. This includes sidewalks on municipally owned property, reverse frontage lots, all sidewalks in Ward 12, adjacent to school property owned by the Hamilton-Wentworth District School Board and the Hamilton-Wentworth Catholic District School Board, and along all Priority 1 roadways and Priority 2A roadways where transit operates, in conjunction with the Snow and Ice By-law No. 03-296.

In November 2021, Report PW19022(d) presented financial and contract details regarding the expansion of sidewalk snow clearing, integrating an Equity, Diversity, and Inclusion lens into the development of new service standards related to winter snow clearing from sidewalks. This initiative was approved and following a year of program implementation during the 2022/2023 winter season, Council provided direction to

SUBJECT: Review of Level of Service for Winter Control in Alignment with the Principles of Vision Zero (PW23077) (City Wide) – Page 3 of 11

explore further improvements focusing on winter snow clearing, particularly related to sidewalks, transit, multimodal pathways, and services in school zones.

The City implemented its Vision Zero Action Plan in 2019. The action plan is a multidisciplinary approach that requires the collaboration of policymakers, engineers, planners, and everyday road users to ensure a holistic approach is applied when considering how streets can be made safer for motorists, pedestrians, and cyclists. With support from Hamilton Police Services, the City of Hamilton continues to remain focused on improving roadway safety and formally recognizes that traffic-related deaths and serious injuries are preventable.

Motorists, pedestrians, and cyclists can make mistakes and the Vision Zero safe systems approach (safe drivers, safe speeds, safe roads, and safe vehicles) is crucial to reducing the chance of collisions and preventing severe injuries and fatalities. Roadway operations is an important component of roadway safety, particularly during the winter season. Winter weather can increase vulnerable road users exposure to potentially unsafe conditions and therefore it is critical to ensure that operations take this into consideration.

Current Levels of Service:

Ontario Regulation 239/02 to the *Municipal Act, 2001* “Minimum Maintenance Standards for Municipal Highways” describes the base level of service for roadways, including winter maintenance. In addition to these defined levels of service, the City also has self-imposed enhanced winter levels of service which are greater than and in addition to the Minimum Maintenance Standard for Municipal Highways. City approved enhanced levels of service versus Minimum Maintenance Standards for Municipal Highways is attached to Report PW23077 as Appendix “A” for reference.

The City’s ability to provide winter operations in compliance with the required levels of service is contingent upon weather conditions such as the severity of weather events, extreme cold cycles and fluctuating freeze and thaw events. The operational response to any of these situations can vary greatly and are dependent on the severity and frequency of each weather event. In circumstances where winter weather conditions exceed or hinder the City’s capability to meet levels of service, particularly through delayed response times, a Significant Weather Event is declared to clearly indicate to the public a delay in response in achieving levels of service.

In the 2022/2023 winter season (November 2022 through the end of April 2023), the Transportation Division fielded over 10,000 phone calls regarding winter activities, processed approximately 2,600 service requests, and received over 13,000 emails. Public inquiries and requests peak during and after severe weather events and can place a strain on internal resources. Many public inquiries and requests ask for work that is not in alignment with the approved levels of service, which is why it is important

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that regular public communications are provided to educate residents on the levels of service that the City provides. Maintenance Standards for Municipal Highways Policy (PW18096(a)) (City Wide) has also been provided in Report PW23077 as Appendix “B”, which outlines the guidelines for delivering levels of service for maintenance operations. In addition to the Maintenance Standards for Municipal Highways Policy, Council approved an enhanced level of service for sidewalk snow clearing, which was first used during the 2022/2023 winter season.

Based on examining the first operational winter season for the enhanced level of service for sidewalk snow clearing, applying lessons learned, and working in collaboration with the City’s sidewalk snow clearing contractor, opportunities for increased efficiencies and process improvements have been identified. Many of these opportunities can be leveraged and applied to the 2023/2024 winter season with minimal resourcing implications. The existing sidewalk snow-clearing contract expires after the 2026/2027 winter season, after which substantive modifications can be included in a subsequent tender.

2023/2024 Winter Season Opportunities:

Several improvement opportunities were identified through examination of the 2022/2023 winter operations program performance. These opportunities will be leveraged during the 2023/2024 winter season and are anticipated to result in an enhanced ability to meet levels of service and improve the performance of the winter operations program.

Winter Status Dashboard

A comprehensive storm update dashboard was developed to assist internal operations as it provides visual tracking of the status of completion for roadway snow clearing, predictive completion timelines, and resource allocation status. Before the development of this dashboard, operational activities were tracked manually which was found to be inefficient and not enabling the availability of information in a timely manner that the program requires. Future enhancements to the dashboard will be progressed, and the option to make this public facing will be explored. An example of the Winter Maintenance Dashboards have been attached to Report PW23077 as Appendix “C”.

Digital Activity Logs

Digital activity logs will be implemented this winter season for the use of the City’s sidewalk contractors. The digital logging process ensures that contractor operation activities are tracked in a format that is accessible on demand to internal staff who manage the contractors. The digital logs replace paper logging which had to be filled in by contractors and submitted to the City and processed. The digital activity logs

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increase information accuracy, and legibility and eliminate the delay that is associated with using paper logs which need to be passed from the contractor to the City. An example of a Digital Activity Log for snow-clearing has been attached to Report PW23077 as Appendix “C”.

Quality Control Based Internal Resource Allocation

A strategy was identified to adjust five available internal resources which will improve quality control through prioritized inspections during storm events during the week, as it pertains to monitoring the operations of the City’s sidewalk snow-clearing contractor. This will enhance the ability to identify and rectify issues earlier during, and after winter events.

Contract Considerations for Future

Winter maintenance contracts are being examined and updated in anticipation of future tenders after the existing tenders expire. These contracts, coupled with strategic optimizations, are poised to enhance the efficiency and modernization of resource utilization in the provision of winter maintenance services, incorporating Council discussions, direction and applying lessons learned through continuous improvement principles.

Future Potential Levels of Service Opportunities (2024 onwards):

Identified opportunities are summarized in Appendix “D” attached to Report PW23077 which is organized by options identified within the March 20, 2023 Council motion. The summary includes information on how the issues could be addressed during the 2023/2024 winter season and during future winter seasons. Some opportunities, as noted above, will be incorporated in the 2023/2024 winter season operations and do not require direction from Council, while other future opportunities are presented here for Council’s consideration. Opportunities took into consideration consultation with the Seniors Advisory Committee and Advisory Committee for Persons with Disabilities as attached in Report PW23077 as Appendix “E”.

Option 1 - Additional sidewalk clearing and support equipment

This option increases the quantity of equipment under the existing sidewalk clearing contract by introducing additional equipment, notably eight sidewalk plows and eight filler trucks, to complement the current fleet of 34 sidewalk plows and 21 filler trucks. The objective is to enhance operational efficiency and reduce route lengths, enabling earlier commencement of clearing operations and facilitating secondary sidewalk clearing when needed. Implementation would be targeted for future winter seasons.

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In conjunction with the increased equipment, this enhancement necessitates additional operational hours to activate the sidewalk and transit clearing contractor earlier during storms. This proactive measure mitigates snow depths, benefiting pedestrians and impeding snow accumulation on sidewalks.

Furthermore, the introduction of this service level enhancement entails utilizing supporting equipment, such as skid steers, to expedite windrow removal at critical points like crosswalks, intersections, transit stops, school crossings, and other high pedestrian areas. It is important to note that while this service will be activated toward the end of the storm, it will not instantaneously resolve windrow issues. Rather, it expedites the final clean-up process. Implementation of this enhancement, if approved by Council, could be targeted to begin in the 2024/2025 winter season and continue with subsequent winter seasons.

It is also worth noting that this option would yield additional minor tangible benefits, notably an enhanced level of service around schools. The City's earlier activation of snow removal services will prompt the contractor to attend to sidewalks around schools earlier, ensuring safer pedestrian pathways during winter.

To enhance the existing level of service, this change would require a total investment of \$5.46 million. This comprises a projected cost for contractual services of \$2,920,713 in 2024 and a projected cost for contractual services of \$2,043,317 in 2025. Staffing compliment included in this total cost includes for:

- Supervisors – Roadway Maintenance (four permanent full-time employees) representing an estimated annual cost of \$495,448; inclusive of salary and benefit costs.

With the additional four Roadway Maintenance Supervisors required to oversee the program, their roles would encompass inspecting contracted work, identifying any deficiencies, and enhancing communication with the contractor, staff, and residents. During non-winter seasons, these supervisory staff will also ensure property restoration by the Contractor and provide support for summer contracts like grass cutting.

It should be noted that the additional supporting equipment for the 2024/2025 winter season onwards is estimated since contract pricing would need to be confirmed by a competitive bidding process.

Option 2 - School Zone Level of Service Increase

The Minimum Maintenance Standards and the City's current Council approved enhanced levels of service will not elevate school zones to a heightened level of service. Clearing operations follow a hierarchy based on roadway classification,

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commencing from main roads and escarpment crossings, progressing to collector roads, and concluding with neighbourhood streets. Consequently, this approach yields perceived service disparities among schools, given their varying roadway classifications. Attached to Report PW23077 as Appendix “F” is a map of all Hamilton-Wentworth District School Board and Hamilton-Wentworth Catholic District School Board school locations found on all road classifications throughout the City.

The enhancement being proposed involves clearing roadways and sidewalks before and after school hours, superseding roadway class distinctions. This option does not include sidewalks or locations directly across from schools or anything on school property, such as internal pathways or parking lots. Deadhead of the roadway and sidewalk plows will occur as they are moving between prioritized locations; not clearing the surrounding roadway or sidewalk enroute to the school.

Enhancing the level of service around School Zones would result in an estimated total annual cost increase of \$12 to \$13 million with an implementation date targeting 2025/2026. The City would need to issue a new procurement to implement this enhancement with multiple contracts with the private sector to fulfil the increased service demands and specified timelines. Staffing compliment included in this cost includes for:

- Supervisors – Roadway Maintenance (eight permanent full-time employees) representing an estimated annual cost of \$990,903.52; inclusive of salary and benefit costs.

With the additional eight Roadway Maintenance Supervisors required to oversee this program, these staff will be able to inspect contracted work, identify deficiencies, and improve communication to contractors, staff, and residents. During the non-winter season, these supervisory staff members will also ensure property restoration is completed by the Contractor and assist with summer contracts like grass cutting.

Again, it should be noted that the cost identified is estimated, as contract pricing would need to be confirmed by a competitive bidding process.

Option 3 - Clearing all Sidewalks

The City of Hamilton currently clears 882 km of the approximately 2,468 km of sidewalks. This proposed enhancement is like Option 1 but includes the cost to clear the remainder of the 2,468 km network of City sidewalks; the entire City sidewalk network.

In order to maintain all sidewalks across the City, an increase in equipment and operational hours will be required. To fulfil this enhancement, the required equipment

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includes an additional 88 sidewalk plows and 39 filler trucks, supplementing the existing fleet of 34 sidewalk plows and 21 material trucks. Implementation would be targeted for the 2027/2028 and future winter seasons once the existing contract expires.

In conjunction with the increased equipment, this enhancement necessitates additional operational hours to activate the sidewalk and transit clearing contractor earlier during storms. This proactive measure mitigates snow depths, benefiting pedestrians and impeding snow accumulation on sidewalks.

Furthermore, the introduction of this service level enhancement entails utilizing supporting equipment, such as skid steers, to expedite windrow removal at critical points like crosswalks, intersections, transit stops, school crossings, and other high pedestrian areas. It is important to note that while this service will be activated toward the end of the storm, it will not instantaneously resolve windrow issues. Rather, it expedites the final clean-up process.

The City already has a Council approved enhanced completion time of 24 hours following the completion of the winter event when compared to the Minimum Maintenance Standards timeline of 48 hours and reduced to a depth of eight centimetres or less following the completion of a winter event. Increasing these timelines any further would introduce additional risk and liability to the City.

The proposed service enhancement could be implemented commencing the 2027/2028 winter season, coinciding with the expiration of the existing contract. Importantly, adopting this option would alleviate the need for additional Municipal Law Enforcement support to monitor negligent property owners who fail to comply with By-Law 03-296, as identified in Option 4.

This option would result in an annual cost increase of approximately \$11.7 million based on current contract prices. These prices are expected to increase prior to the contract being posted for competitive bidding ahead of the 2027/2028 winter season. To support the increase of levels of service and contracted equipment, the following staffing resources are required:

- Supervisors – Roadway Maintenance (12 permanent FTE's) representing an estimated annual cost of \$1,486,335.28; inclusive of salary and non-salary costs;
- Investigators – Roadway Maintenance (two permanent FTE's) representing an estimated annual cost of \$196,881.28; inclusive of salary and non-salary costs;
- Project Manager - Roadway Maintenance (one permanent FTE) representing an estimated annual cost of \$138,745.25; inclusive of salary and non-salary costs.

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Option 4 - Municipal Law Enforcement Increase

In consultation with both the Advisory Committee for Persons with Disabilities and the Seniors Advisory Committee, it was recommended that there be more enforcement from Municipal Law Enforcement Officers to proactively enforce sidewalks under the Snow and Ice By-law 03-296.

At present, Municipal Law Enforcement responds proactively to enforce the Snow and Ice By-law 03-296 only when Public Works declares a snow emergency. All other enforcement under the Snow and Ice By-law 03-296 is reactive. Procedurally, Municipal Law Enforcement issues residents with an order to comply, providing residents 24 hours to clear and clean snow from the sidewalk. Municipal Law Enforcement may enhance proactive and reactive enforcement efforts by proceeding with fines and charges, opposed to an order to comply for non-compliance.

To enhance Municipal Law Enforcement's ability to enforce sidewalk snow clearing under By-Law 03-296, Transportation will work with Municipal Law Enforcement on an enforcement strategy and model in 2024 to assist the Division.

During the non-winter season, there is an opportunity to transfer any enhanced services to summer to proactively enforce residents who do not cut their grass within the timelines outlined under the City's By-Law 10-118.

If Option 3, clearing all sidewalks, is utilized then enhanced Municipal Law Enforcement would not be required as the City would be completing the clearing of all sidewalks over residents.

Option 5 - Residential driveway windrow snow clearing

A snow windrow is a pile of snow at the end of the driveway created by plows when the road is cleared. The clearing of driveway windrows caused by plowing roads can be a challenge for many residents, with difficulty being compounded by the amount of snowfall and its hardness from temperature fluctuations occurring during/after the snowfall event.

Currently, the City of Hamilton does not have a windrow snow clearing program but operates a Snow Angels program to assist Hamilton seniors and disabled residents with a financial subsidy to help them meet the requirements of the City of Hamilton Sidewalk Snow Clearing By-law. The subsidy can be used to pay for snow removal needed to clear the sidewalk and to provide safe walking access to the front door and through the windrow.

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A municipal scan (Attached to Report PW23077 as Appendix “G”) illustrates a wide variety in the way neighbouring municipalities manage windrows. Several municipalities do not provide this service, while some municipalities clear the windrows from all driveways (fee based), and other municipalities have a program for select residents that meet eligibility criteria.

A future windrow clearing program for the entire City (approximately 165,000 single family homes) would require contracting out over 300 pieces of equipment to clear the windrows in front of driveways to a width of approximately three metres. The target completion service level for the clearing of the windrow would be approximately 12 hours after the roadway has been plowed.

Some limitations to providing this service include but are not limited to:

- On-street and lower boulevard parking will impact the service from being completed;
- Town homes and homes within cul-de-sacs may not all be serviced as there is often no boulevard space available to move the windrow snow to;
- Waste pickup may hinder and prevent operations from occurring within service levels;
- The level of service would include the provision to provide a three metre wide opening however, larger accumulations of snow and more frequent winter events would limit where snow could be piled, ultimately reducing the ability to provide a three metre wide opening;
- Property damage may occur to driveway surfaces or encroachments; therefore increasing risks, liability, and costs to the municipalities;
- Delay in service after the roadway plow has gone by, ultimately resulting in more complaints;
- Windrows will continue to occur as the roads are continuously plowed; and
- Contractors bidding on these contracts would need to purchase specific equipment and have property to store the equipment.

Implementing a city-wide driveway windrow clearing program would result in an estimated total annual cost increase of \$24 - \$27 million to contract out the service. Cost estimations were based on a recent Request for Proposal by the City of Mississauga. To support the increase level of service and contracted equipment, the following resources are required:

- Project Manager - Roadway Maintenance (one permanent full-time employee) representing an estimated annual cost of \$ 138,745.25; inclusive of salary and non-salary costs;

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- Inspector – Roadway Maintenance (four permanent full-time employees) representing an estimated annual cost of \$501,808.00; inclusive of salary and non-salary costs;
- Investigators – Roadway Maintenance (one permanent full-time employee) representing an estimated annual cost of \$103,140.00; inclusive of salary and non-salary costs;
- Operational Support Coordinator – Roadway Maintenance (two permanent full-time employees) representing an estimated annual cost of \$166,162; inclusive of salary and non-salary costs;
- Supervisors – Roadway Maintenance (four permanent full-time employees) representing an estimated annual cost of \$495,448; inclusive of salary and non-salary costs; and
- Supervisor Claims Administration (one permanent full-time employee) representing an estimated annual cost of \$137,118; inclusive of salary and non-salary costs.

Should this option be considered, the City's Risk and Legal team will need to complete a comprehensive review of the implications, such as the significant potential for claims.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PW23077 – City Approved Enhanced Levels of Service versus Minimum Maintenance Standards for Municipal Highways

Appendix "B" to Report PW23077 – Maintenance Standards for Municipal Highways Policy (PW18096(a)) (City Wide)

Appendix "C" to Report PW23077 – Winter Maintenance Dashboards

Appendix "D" to Report PW23077 – Future Potential Levels of Service Opportunities (2024 onwards)

Appendix "E" to Report PW23077 – Relevant Consultation and Citizen Committee Report

Appendix "F" to Report PW23077 – Map of Schools on Different Road Classifications

Appendix "G" to Report PW23077 – Windrow Snow Removal Municipal Scan

Appendix "A"

City Approved Enhanced Levels of Service versus Minimum Maintenance Standards for Municipal Highways

Ontario Regulation 239/02 - Minimum Maintenance Standards for Municipal Highways outlines the minimum maintenance standards for municipal highways in Ontario. The Minimum Maintenance Standards for Municipal Highways were implemented by the Province to assist municipalities with managing the risk associated with the maintenance of roads and as a defense from claims citing negligence. Although compliance is voluntary; the City is not aware of any municipalities that do not follow these standards. Providing proof of compliance through documentation has become an industry standard used by the courts to assess the Municipalities' compliance.

In addition to the Minimum Maintenance Standards, the City has established enhanced Levels of Service, which are detailed below.

Roadway Snow Clearing

Roads are plowed based on priority. Main roads and escarpment crossings are given the highest priority, followed by collector roads, and then neighbourhood streets. The table below shows the Council-approved enhanced roadway level of service when compared to the Minimum Maintenance Standards:

ROAD CLASSIFICATION HAMILTON/PROVINCIAL			CITY ENHANCED LEVEL OF SERVICE			PROVINCIAL MMS (O.Reg. 239/02)	
TYPE	PRIORITY RATING	PROVINCIAL CLASS	TARGET SURFACE CONDITION	REASONABLE RESPONSE TIME	TARGET COMPLETION TIME	TARGET SURFACE CONDITION	TARGET COMPLETION TIME
Linc/ Arterials	1	1	Bare	Immediate	4 hrs	2.5 cm	4 hrs

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ROAD CLASSIFICATION HAMILTON/PROVINCIAL			CITY ENHANCED LEVEL OF SERVICE			PROVINCIAL MMS (O.Reg. 239/02)	
TYPE	PRIORITY RATING	PROVINCIAL CLASS	TARGET SURFACE CONDITION	REASONABLE RESPONSE TIME	TARGET COMPLETION TIME	TARGET SURFACE CONDITION	TARGET COMPLETION TIME
Escarpment Crossings	1	1 – 5	Bare	Immediate	4 hrs	5 cm	6 hrs
Collectors Primary	2A	2	Bare	4hrs (Or activate at 8cm, whichever comes first)	8 hrs	5 cm	6 hrs
Collectors Secondary	2B	2-3	Centre bare	4hrs (Or activate at 8cm, whichever comes first)	8 hrs	5-8 cm	6-12 hrs
Rural Roads Hard Surface	3	4-6	Centre bare	8hrs (Or activate at 10cm, whichever comes first)	24 hrs	8-10 cm	12-24 hrs
Residential	3	5	Bare	8hrs (Or, activate at 10cm, whichever comes first)	24 hrs	10 cm	24 hrs
Loose top Rural Roads	3	6	Snow packed	12hrs(Or, activate at 10cm, whichever comes first)	24 hrs	10 cm	24 hrs

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ROAD CLASSIFICATION HAMILTON/PROVINCIAL			CITY ENHANCED LEVEL OF SERVICE			PROVINCIAL MMS (O.Reg. 239/02)	
TYPE	PRIORITY RATING	PROVINCIAL CLASS	TARGET SURFACE CONDITION	REASONABLE RESPONSE TIME	TARGET COMPLETION TIME	TARGET SURFACE CONDITION	TARGET COMPLETION TIME
Cycling Lanes Arterials	1	1	Bare	Immediate	4 hrs	2.5 cm	8 hrs
Cycling Lanes Collector Primary	2A	2	Bare	4hrs	8 hrs	5 cm	12 hrs
Cycling Lanes Secondary	2B	2-3	Centre Bare	4hrs	8 hrs	8 cm	24 hrs
Cycling Lanes Rural Hard Surface	3	4-6	Centre Bare	8hrs	24 hrs	8 cm	24 hrs
Cycling Lanes Residential	3	5	Bare	8hrs	24 hrs	10 cm	24 hrs
Sidewalk			Snow packed	Activate at 5cm	24 hrs	8 cm	48 hrs

Sidewalks and Transit Stops

Ontario Regulation 239/02 - Minimum Maintenance for Sidewalks set the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended to reduce a one metre-wide section to a depth of 8 cm or less within 48 hours.

The City of Hamilton has an enhanced maintenance standard for property owners under the Snow and Ice By-law No. 03-296. This by-law requires property owners to clear sidewalks within 24 hours of the cessation of the previous storm event.

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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.

Currently, the City of Hamilton (City) currently clears snow from 882 km of the approximately 2,468 km of sidewalks across Hamilton including sidewalks on municipally owned property, along reverse frontage lots, formerly Ward 12 in its entirety, sidewalks adjacent to school property owned by either the Hamilton-Wentworth District School Board or the Hamilton-Wentworth Catholic District School Board, along all Priority 1 roadways and Priority 2A roadways where transit operates, in conjunction with the Snow and Ice By-law No. 03-296.

Schools

Roadways and sidewalks around schools are cleared in accordance with the Minimum Maintenance Standards and the City enhanced approved Levels of Service. They currently receive no special prioritization.

Cycling Lanes

Snow in unprotected bicycle lanes is cleared while the roadways are being cleared at the same City enhanced approved level of service. The protected cycling snow clearing equipment is activated simultaneously with the Roadway Plows but may experience some delays due to its slower speed.

Windrows

A windrow is a longitudinal pile of snow left adjacent to a crossing, such as a roadway-to-roadway intersection, sidewalk to roadway intersection, across a driveway, or any other intersecting travelled pathway.

Windrows are an inevitable by-product of routine snow clearing. All urban and residential streets currently have snow plowed against the curb but not onto the sidewalk, ultimately leaving a snow windrow along the curb. Presently, there is no program or service that targets windrow removal for residents. Windrow removal service across driveways is not an approved Council Level of Service.

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**CITY OF HAMILTON
 PUBLIC WORKS DEPARTMENT
 Transportation Operations and Maintenance Division**

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	February 1, 2021
SUBJECT/REPORT NO:	Maintenance Standards for Municipal Highways Policy (PW18096(a)) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Mike Field (905) 546-2424 Ext. 4576 Bob Paul (905) 546-2424 Ext. 7641 Greg Witt (905) 546-2424 Ext. 4818
SUBMITTED BY:	Edward Soldo Director, Transportation Operations & Maintenance Public Works Department
SIGNATURE:	

RECOMMENDATIONS

- (a) That Appendix "A" to Report PW18096(a) respecting Maintenance Standards for Municipal Highways Policy be approved; and
- (b) That the Outstanding Business List Item, Minimum Maintenance Standards Changes, be identified as completed and removed from the list.

EXECUTIVE SUMMARY

The Minimum Maintenance Standards for Municipal Highways (MMS), established by the Province under the Municipal Act, provide for a consistent level of service and maintenance of roads, sidewalks, lighting and related infrastructure in the right-of-way across Ontario.

The standards assist in minimizing the risk of accidents and injury and providing a level of safety for the public and citizens, while allowing municipalities an ability to manage costs and liability. The standards were developed to provide municipalities with a defence against liability from actions arising with regard to levels of care on roads and

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bridges. Meeting or exceeding this level of service will reduce the overall cost of defence of claims arising from issues of road maintenance.

Through Report PW18096(a), it is recommended that Council affirm the City's approach to transportation infrastructure maintenance as it relates to the different classifications of municipal highways.

The principles and desired objectives for the level of maintenance are defined in the Maintenance Standards for Municipal Highway Policy, attached to Report PW18096(a) as Appendix "A". To ensure appropriate maintenance levels are achieved, staff will reference its Maintenance Guidelines for Levels of Service for Highways, which is attached to Report PW18096(a) as Appendix "B".

While the common law test of reasonableness continues to apply to the City's duty to provide a reasonably safe transportation system, the Road Authority uses the MMS as a framework and benchmark for providing service and the continual and ongoing development of the Transportation Quality Management System (TQMS) Operational Plan.

The TQMS is a framework that documents processes, procedures, and responsibilities to safely, effectively and efficiently maintain and operate the transportation system while meeting applicable legislative and regulatory requirements.

Alternatives for Consideration – N/A

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: N/A

Staffing: N/A

Legal: Meeting the standard(s) prescribed by the MMS is intended to provide municipalities with a complete defence to a claim alleging failure to maintain the roadway or sidewalks. Therefore, where the City is able to meet or exceed the MMS within this policy, a complete defence based upon the MMS will be available to the City. Meeting or exceeding this level of service will reduce the overall cost of defence of claims arising from issues of road maintenance.

The purpose of this policy is to establish an approach which is reflective of an operational plan established pursuant to available staffing, equipment, and budget resources.

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HISTORICAL BACKGROUND

The second 5-year review of the MMS was completed in 2018 by the Province and the current version of the MMS came into force on May 3, 2018.

In December 2018, Council approved "Minimum Maintenance Standards Changes" (PW18096) and recommendations including:

- (a) That staff be directed to develop, and report back to Council, an updated policy setting out maintenance standards of repair for highways under the jurisdiction of the City of Hamilton, with consideration of the standards contained in the *Municipal Act, 2001*, Ontario Regulation (O.Reg.) 239/02 – Minimum Maintenance Standards for Municipal Highways, and the existing Winter Control Level of Service (attached as Appendix "D" to Report PW18096(a)).

Since that time, staff have reviewed the amended MMS and current programs from an operational and resourcing perspective to ensure that all regulated activities within the Road Authority generally align with the MMS while addressing the City's needs and expectations of divisions to operate within approved budget.

Through the development of the Transportation Quality Management System (TQMS) Operational Plan, documentation and data management practices are continually being improved to ensure that evidence is readily accessible to support that service standard levels are being met.

Establishing a Policy for maintenance standards reflective of provincial regulation and best practices will enable the City to capture the benefits of improved public safety, and a greater ability to defend claims against the municipality.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The provincial Minimum Maintenance Standards (MMS) O. Reg. 239/02 amended by 366/18 clarify the scope of the statutory defence available to the City under clause 44(3)(c) of the *Municipal Act, 2001*, as it relates to its roadway and sidewalk maintenance obligations. The Policy recommended in Report PW18096(a) aligns with the minimum standards outlined in the MMS. In some areas, the City has established higher levels of service, such as in the City's Winter Control Level of Service where certain priority roads exist during inclement weather conditions.

Council has approved Winter Control Level of Service at the Public Works Committee on March 18, 2013 Report PW13022 – attached to Report PW18096(a) as Appendix "B". The level of service exceeds the MMS and will continue.

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Council approved Streetlighting Maintenance Program Service Levels at the Public Works Committee on February 5, 2007 and updated on October 15, 2020, Report PW07024 – attached to Report PW18096(a) as Appendix “B”. The level of service exceeds the MMS and will continue.

RELEVANT CONSULTATION

Corporate Services Department – Legal & Risk Management Services Division were consulted in the preparation of this report and have provided their feedback.

Public Works Department – Engineering Services Division provided feedback on the Policy and report.

Planning and Economic Development Department – Transportation Planning and Parking Division have provided their feedback on the Policy and report.

ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)

The MMS identifies six basic categories of roads all of which are defined only by traffic volume and speed limit. In 2001, when levels of service standards were harmonized, the application of provincial standards in Hamilton’s large urban setting would have resulted in a fragmented operating plan that may not have met the broader socio-economic needs of the community for transit and emergency response groups such as police, fire and ambulance.

Therefore, the City of Hamilton decided to instead incorporate three priorities for the roadway network designed to meet the needs of the community from the perspective of driver safety and emergency service provisions. Over the years, Council has modified service levels and some remain higher than the standards in provincial regulations.

Recognizing that roads are a necessary part of municipal infrastructure relied upon by the public, the City has established service levels to inspect, maintain and repair that infrastructure to reduce the risk to users. In cases of serious collisions or personal injury, municipalities are often faced with liability claims. A significant number of claims are related to road and sidewalk maintenance (both summer and winter), road design, and signage. The MMS is designed to provide municipalities with a “due diligence” defense in the event of vehicular collisions, slips, trips and falls, or other incidents.

Operational Assessment

After completing a comprehensive review and gap analysis of the MMS, it has identified the City is consistent with the minimum level of service for all substantive maintenance activities except for the following areas:

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Parking Signs – These signs are a sub-segment of regulatory and warning signs. On street parking is managed through the Transportation Planning and Parking Division (TPP) in the Planning & Economic Development Department. The signs are implemented in the field by the Transportation Operations & Maintenance Division (TOM) in Public Works.

There is currently no comprehensive inventory of on-street parking signs and a comprehensive plan for state of repair inspections is required. All other regulatory and warning signs are inventoried, inspected, serviced and repaired as per the guidelines out by the TOM division. Through analysis, this gap has been identified and the two divisions are working to clarify roles and responsibilities in order to determine how the levels of service will be met.

Winter Sidewalk Snow Removal - In November of 2020, Report PW19022(b) Sidewalk Snow Removal provided an overview of the existing practice and enhancement options to the level of service for winter sidewalk maintenance to be considered as part of the 2021 Operating Budget deliberations.

The Minimum Maintenance Standards (Ontario Regulation 239/02) was changed in May 2018 to contain specific sections dealing with sidewalk winter maintenance. Refer to Minimum Maintenance Standards Changes (Report PW18096).

Section 16.3 of the MMS provides a standard for snow removal on sidewalks. It states that snow accumulation on sidewalks shall be reduced to less than or equal to eight centimetres within 48 hours of the end of a snow event. The section further provides a standard of a minimum maintained width of one metre. The section does not require clearing to bare pavement; rather, simply reducing the depth to less than or equal to eight centimetres.

Sidewalks are deemed to be in a state of repair with respect to snow accumulation (a) where snow depth is less than or equal to eight centimetres; and (b) during ongoing snow accumulation, even where it exceeds eight cm, until 48 hours after the snow accumulation ends.

The current level of service is defined in By-law No. 03-296 which requires that every occupant or owner shall, within 24 hours of the cessation of a winter storm event, or within 24 hours of the cessation of a series of consecutive winter storm events, remove and clear all snow and ice from sidewalks abutting the highways in front of, or alongside, or at the rear of any occupied or unoccupied lot or vacant lot.

By-law No. 03-296 provides a higher level of service than is required through Section 16.3 of the MMS when complied with by the property owners.

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The City does not deflect or transfer liability to property owners through the sidewalk clearing by-law. As the owner of the sidewalk the City carries a full liability exposure for sidewalk slip and falls. If it can be established that the City has not satisfied the MMS in relation to a particular slip and fall incident, the City will most likely be found liable in a court of law.

Policy

The standards outlined in the MMS are not mandatory; as such, the City does not have to explicitly follow them. If the City cannot meet the MMS as established, it may continue to rely upon the defences that were available before the MMS were introduced (i.e. the City met its duty of keeping highways in a reasonable state of repair, by establishing a reasonable program of inspection and maintenance of highways within its jurisdiction, based upon available municipal resources). In short, the City can set its own Maintenance Standards based on its needs and resources.

To meet its duty as described above, the City's program reflects the MMS and are supported by the guidelines outlined in Appendix "B" to Report PW18096(a). These levels of service are based upon highway and sidewalk classification, and priorities based upon expected levels of pedestrian and vehicular traffic.

Meeting the MMS is a complete defence, as prescribed by section 44 of the *Municipal Act*. However, in some cases, the City is not able to meet the MMS due to available municipal resources. For this reason, it is not recommended that the MMS be adopted in its entirety. Instead, it is recommended that the program outlined in Appendix "B" to Report PW18096(a) be accepted as "guidelines".

It is recommended that the Maintenance Standards for Municipal Highways Policy in Appendix "A" to Report PW18096(a) be approved. The purpose of the policy is to clarify that the City of Hamilton will reference the MMS as a guideline for delivering a level of service for maintenance operations. The policy will provide the Road Authority with clear direction from Council on the level of maintenance effort as it relates to the different classification of municipal highways.

Under circumstances where situations fall outside of the scope of guidelines, the Road Authority will respond as deemed appropriate with respect to budgetary constraint and reasonable best practice.

ALTERNATIVES FOR CONSIDERATION

N/A

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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.

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 PW18096(a) - Maintenance Standards for Municipal Highways Policy

Appendix "B" to Report PW18096(a) - Maintenance Guidelines for Levels of Service for Highways

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Maintenance Standards for Municipal Highways Policy

POLICY STATEMENT	<p>Part III of the <i>Municipal Act, 2001 S.O. 2001, Chapter 25</i>, gives municipalities jurisdiction over highways and provides for the municipality to keep the highway or bridge in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge, 2001, c. 25, s. 44(1).</p> <p>In addition, the Minister of Transportation may make regulations establishing minimum standards of repair for highways and bridges or any class of them, 2001, c. 25, s. 44(4).</p> <p>The Minister made Ontario Regulation 239/02, amended by Ontario Regulation 366/18, filed on May 3, 2018 which provides for Minimum Maintenance Standards for Municipal Highways and is the foundation for the highway maintenance program.</p> <p>The City of Hamilton is committed to providing a safe, accessible and efficient transportation system for the movement of people, goods and services across the City in keeping with applicable provincial legislation, accepted standards, and Council approved service levels. This Policy outlines the City’s approach to maintenance of its municipal highways.</p>
PURPOSE	<p>The purpose of this policy is to clarify that the City of Hamilton will reference the Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02 as amended) as a guideline for delivering a level of service for maintenance operations.</p> <p>This policy will provide the Road Authority with clear direction from Council on the level of maintenance effort as it relates to the different classification of municipal highways.</p> <p>The provisions and standards in this policy should be followed to manage the City’s liability and risk to keep its highway infrastructure, including sidewalks in a good state of repair.</p>
SCOPE	<p>This policy shall apply to all highways assumed and maintained as public highways by the City of Hamilton. Notwithstanding the foregoing, neither the City of Hamilton nor its officials or employees make any promise, assurance or guarantee that the services provided by the Road Authority will be in excess of the minimum standard, as required by regulation and detailed herein. Inherent within the standard is the expectation that drivers will act responsibly and will operate their vehicles, at all times, reasonably</p>

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with due regard for the prevailing weather and roadway conditions.

The Minimum Maintenance Standards in O. Reg. 239/02 (MMS) identifies road classifications, levels of maintenance and service frequencies for various highway components. The standards apply to a range of infrastructure elements including but not limited to:

- Pavement surface
- Street Light Luminaires
- Signs
- Traffic Control
- Winter maintenance
- Monitoring

In the MMS, municipally owned highways are classified based on their average daily traffic and posted speed limits. Based on the classification, the MMS defines minimum levels of inspection and repair.

Associated maintenance activities will be established to protect the quality, integrity and safety of the transportation infrastructure.

PRINCIPLES (if applicable)

The following principles apply to this Policy:

1. Operational activities of the Road Authority shall be directed to maintain the City of Hamilton’s public highways to the prescribed standards herein. Care shall be taken first to assure that the minimum standards are maintained and secondly that such services are efficiently and effectively rendered.
2. Neither the City nor its officials make any promises or assurance that public highways or any public highway in particular will be maintained in excess of the minimum standards herein defined now or in the future. The fact that the City may exceed those standards, when the resources available permit it to do so, does not change the minimum standards prescribed herein.
3. The Maintenance Standards Policy is based on the assumption that not all infrastructure need be maintained at the same level of service but depends on its role in the total transportation network and on other various services the City provides, be they emergency or non-emergency.
4. This policy uses the MMS as a guide to set out the level of

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	<p>service for maintenance of highways, with the exception of winter maintenance and streetlighting, which is a higher Council approved level of service.</p> <ol style="list-style-type: none"> 5. That where situations arise or applications be made which fall outside of the scope of standards, the Road Authority shall respond in a manner that is appropriate with respect to budgetary constraint and reasonable best practice. 6. This policy will promote environmental stewardship by managing lifecycle costs of asset ownership and making use of acceptable recycled materials. 7. The standards will assist in inform preparing budgets and decisions prioritizing resources.
<p>TERMS & CONDITIONS</p>	<p>The following terms and conditions apply to this Policy:</p> <p>(From the <i>Highway Traffic Act</i>, R.S.O. 1990, c. H.8) Highway – includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof</p> <p>Roadway – means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, and, where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadways collectively</p> <p>(From the Minimum Maintenance Standards for Municipal Highways, O. Reg. 239/02 as amended)</p> <p>Classification of Highways – every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average daily traffic on it. O. Reg. 239/02, s. 1 (2); O. Reg. 366/18, s. 1 (3).</p> <p>(From the <i>Public Transportation and Highway Improvement Act</i>, R.S.O. 1990, c. P.50)</p> <p>Road Authority – means a body having jurisdiction and control of a highway.</p>

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	<p>Maintenance – includes repair.</p>
COMPLIANCE	<p>The City is required to maintain all highways and sidewalks within its jurisdiction in a reasonable state of repair.</p> <p>The City must keep records to prove that at the time an action arose the alleged default was covered by the standard and that the service provided by the municipality met or exceeded the standard.</p> <p>The policy recognizes that operational decisions during the winter season will need to be made based on local conditions in the field depending upon the extent and severity of a winter storm event, and as a result, there may need to be some reasonable deviations from this policy. Under such circumstances, the City will endeavour to recover winter maintenance operations in accordance with the level of service as soon as practicable.</p> <p>This policy is based on normal circumstances (e.g. winter weather conditions), reliability and availability of resources both human and physical. The City does not guarantee a level of service under abnormal, emergency, or extreme winter conditions nor in the event of a work stoppage.</p> <p>It is acknowledged that conditions may occur which temporarily prevent achieving levels assigned. In such cases, efforts will be made to keep roads open and in a reasonable state, consistent with available resources.</p>
RELATED	<p>The following documents are related to the Maintenance Standards for Municipal Highways Policy and employees must be aware and abide by these as well:</p> <ul style="list-style-type: none"> • City of Hamilton Maintenance Guidelines for Levels of Service for Highways • By-Law 03-296, the Snow Removal By-Law • Strategic Asset Management Policy • <i>Municipal Act 2001, S. O. 2001, c. 25</i> • Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02 as amended) • <i>Highway Traffic Act, R.S.O. 1990, c. H.8</i> • Standards for Bridges (O. Reg. 104/97) • Ontario Traffic Manual, Book 11
HISTORY	<p>The following stakeholders were consulted in the creation or revisions made to this Policy:</p>

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	<p>Public Works Department, Transportation Operations & Maintenance Division – Roadway Maintenance Section, Transportation Operations Section</p> <p>Public Works Department, Engineering Services Division – Asset Management Section</p> <p>Planning and Economic Development Department - Transportation Planning and Parking Division</p> <p>Corporate Services Department, Legal & Risk Management Services Division – Legal Services Section, Risk Management Section</p>
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City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
Monitoring	Roadway Patrol	Consists of observing the highway, either by driving on or by electronically monitoring and may be performed by persons responsible for patrolling highways or performing highway maintenance activities.	Patrolling frequency: Class 1 - 3 times every 7 days Class 2 - 2 times every 7 days Class 3 - once every 7 days Class 4 - once every 14 days Class 5 - once every 30 days	
	Weather Monitoring	To monitor the current weather and forecast for next 24 hours	From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or 3 times per calendar day, whichever is more frequent. From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.	
	Sidewalk Winter Patrol	Patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality	If weather monitoring indicates there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard is to patrol representative sidewalks at intervals deemed necessary by the municipality.	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Sidewalk Surface Discontinuities and Encroachments, area adjacent to sidewalk	(a) Surface discontinuity means a vertical discontinuity creating a step formation at joints or cracks in the surface of the sidewalk. (b) Check for encroachments to determine if they are highly unusual or constitute a significant hazard to users.	The standard for the frequency of inspecting sidewalks to check for surface discontinuity and the area adjacent to sidewalks for encroachments is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. Treat encroachment within 28 days, if required.	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
Winter Maintenance	Snow Accumulation - Roadways	Snow accumulation means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway: Newly-fallen snow Wind-blown snow Slush	The standard* for addressing snow accumulation on roadways: Class 1/Priority 1 (Parkways/Arterials) - 2.5 cm depth - 4-hour response Class 1-5/Priority 1 (Escarpment Crossings) - 5 cm depth - 4-hour response Class 2/Priority 2A (Collectors Primary) - 8 cm depth - 8 hour response Class 2-3/Priority 2B (Collectors Secondary) - 8 cm depth - 8-hour response Class 4-6/Priority 3 (Rural Hard top) - 10 cm - 24-hour response Class 5/Priority 3 (Residential) - 8 cm - 24-hour response Class 6/Priority 3 (Rural Loose top) - 10 cm - 24-hour response.	PW13022 Winter Control Program Service Level Review http://www2.hamilton.ca/NR/rdonlyres/6F5643A3-C6D0-4AE9-942D-05DF5FE9F3DE/0/Mar18Item83_PW13022.pdf PW18096 https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=173914

	<p>Snow Accumulation - Bicycle Lanes</p>	<p>Refers to: a) a portion of a roadway that has been designated by pavement markings or signage for the preferential or exclusive use of cyclists, or b) a portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer Does not apply to other types of bicycle facilities.</p>	<p>Note - snow on bicycle lanes are generally cleared while the roadways are being cleared</p> <p>The standard for addressing snow accumulation on bicycle lanes: Class 1 - 2.5 cm depth – 8-hour response Class 2 - 5 cm - 12-hour response Class 3 - 8 cm - 24-hour response Class 4 - 8 cm - 24-hour response Class 5 - 10 cm - 24-hour response.</p>	<p>PW10096a Winter Control Program Maintenance Service Levels for Cycling Infrastructure - Pilot Program</p> <p>http://www2.hamilton.ca/NR/rdonlyres/1FB374FF-010F-496B-833B-0B21B7C927EE/0/Jun20EDRMS_n180033_v1_8_1 PW10096a.pdf</p>
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City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Snow Accumulation - Segregated Bicycle Lanes	A portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer.	Within 24 hours of the cessation of any precipitation and/or accumulation of snow or ice (event), or within 24 hours of the cessation of a series of Consecutive events, remove and clear all snow and ice from sidewalks abutting the highways in front of, or alongside, or at the rear of any occupied or unoccupied lot, or vacant lot*	
	Snow Accumulation on Sidewalks	Snow removal from sidewalks	<p>To reduce the snow to a depth less than or equal to 8 cm within 48 hours; and to provide a minimum sidewalk width of 1 m.</p> <p>If the depth of snow accumulation on a sidewalk is less than or equal to 8 cm, the sidewalk is deemed to be in a state of repair</p> <p>If the depth of snow accumulation on a sidewalk exceeds 8 cm while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair</p>	<p>The City of Hamilton's Snow and Ice By-law No. 03-296 requires property owners and/or occupants to clear snow and ice within 24 hours after the end of a snow event from: sidewalks adjacent to their property, roofs that overhang the City sidewalk</p> <p>http://www2.hamilton.ca/NR/rdonlyres/2BB4752B-D56A-4C2E-8DCC-5FD5093F9D2A/0/03296.pdf</p>

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Ice formation on roadways and icy roadways	Treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand.	<p>The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:</p> <p>Class 1 - 6-hour response Class 2 - 8-hour response Class 3 - 16-hour response Class 4 and 5 - 24-hour response</p> <p>If ice forms on a roadway, the roadway must be treated once the City becomes aware of that within the following times:</p> <p>Class 1 - 3 hours Class 2 - 4 hours Class 3 - 8 hours Class 4 - 12 hours Class 5 - 16 hours.</p>	<p>PW13022 Winter Control Program Service Level Review</p> <p>http://www2.hamilton.ca/NR/rdonlyres/6F5643A3-C6D0-4AE9-942D-05DF5FE9F3DE/0/Mar18Item83_PW13022.pdf</p> <p>PW18096 https://pub-hamilton.escribemeetings.com/filestream.ashx?DocumentId=173914</p>

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
Pavement Surface	Potholes	If a pothole exceeds both the surface area and depth set out in Level of Service column the standard is to repair the pothole within the time set out in the Level of Service Column, as appropriate, after becoming aware of the fact.	Potholes on Paved Surface of Roadway (minimum depth of 8 cm): Class 1 - 600 cm ² (surface area) 4 days Class 2 - 800 cm ² - 4 days Class 3 - 1000 cm ² - 7 days Class 4 - 1000 cm ² - 14 days Class 5 - 1000 cm ² - 30 days Potholes on Non-paved Surface of Roadway (minimum surface area of 1500 cm ²): Class 3 - 8 cm (depth)- 7 days Class 4 - 10 cm- 14 days Class 5 - 12 cm - 30 days Potholes on Paved or Non-Paved Surface of Shoulder (minimum surface area of 1500 cm ²): Class 1 - 8 cm - 7 days Class 2 - 8 cm - 7 days Class 3 - 8 cm - 14 days Class 4 - 10 cm - 30 days Class 5 - 12 cm - 60 days.	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Shoulder drop-offs	Shoulder drop-off means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder.	After becoming aware of the fact, address within: Class 1 - 4 days Class 2 - 4 days Class 3 - 7 days Class 4 - 14 days Class 5 - 30 days	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways				
Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Cracks	If a crack on the paved surface of a roadway is greater than 5 cm wide and 5 cm deep for a continuous distance of 3 m or more, the standard is to repair the crack within the time set out in Level of Service column.	After becoming aware of the fact, address within: Class 1 - 30 days Class 2 - 30 days Class 3 - 60 days Class 4 - 180 days Class 5 - 180 days	
	Debris	Debris means any material (except snow, slush or ice) or object on a roadway.	Deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris.	
	Bridge Deck Spalls	Bridge deck spall means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. Repair if a bridge deck spall exceeds both the surface area and depth set out in the Level of Service column.	Class 1 - 600 cm ² (surface area) - 8 cm (depth) - 4 days Class 2 - 800 cm ² - 8 cm - 4 days Class 3 - 1,000 cm ² - 8 cm - 7 days Class 4 - 1,000 cm ² - 8 cm - 7 days Class 5 - 1,000 cm ² - 8 cm - 7 days	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Roadway Surface Discontinuities	Surface discontinuity means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Level of Service column, the minimum standard is to repair the surface discontinuity within the time set out in the Level of Service column after becoming aware of the fact.	Class 1 - 5 cm - 2 days Class 2 - 5 cm - 2 days Class 3 - 5 cm - 7 days Class 4 - 5 cm - 21 days Class 5 - 5 cm - 21 days	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
Street Light Luminaires	Luminaires	The primary objective for streetlighting maintenance is to have all equipment in proper working order at all times.	<p>The standard* for maintaining streetlighting:</p> <p>A. Light-outs or cycling lights, public or staff complaint - Standard repairs to be completed within 7 calendar days</p> <p>B. Night inspection frequency - Night inspections to identify light-outs on Class 1 and 2 to be conducted 4 times per year (includes major arterials) - Night inspections to identify light-outs on Class 3-6 to be conducted 2 times per year (generally residential neighbourhoods).</p> <p>C. Light-outs or cycling lights identified via Patrol - Standard repairs identified through night patrol be repaired within 14 days of the end of the night patrol cycle.</p>	<p>Streetlighting Maintenance Program Service Levels, Asset Management and Service Provider Transition (PW07024)</p> <p>http://www2.hamilton.ca/NR/rdonlyres/308F11A2-30BA-4EB4-9C46-6A57AA208B0C/0/Fe b19PW07024.pdf</p> <p>http://www2.hamilton.ca/Hamilton.Portal/Inc/PortalPDFs/ClientPDFs/Public-Works/2005/Jan04/PW05008.pdf</p>

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
Signs	Signs	To inspect signs of a type listed in MMS to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual.	Inspection is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. Repair or replace any of the following types of signs that are illegible, improperly oriented, obscured or missing: <ol style="list-style-type: none"> 1) Checkerboard 2) Curve sign with advisory speed tab 3) Do not enter 3.1) Load Restricted Bridge 3.2) Low Bridge 3.3) Low Bridge Ahead 4) One Way 5) School Zone Speed Limit 6) Stop 7) Stop Ahead 8) Stop Ahead, New 9) Traffic Signal Ahead, New 10) Two-Way Traffic Ahead 11) Wrong Way 12) Yield 13) Yield Ahead 14) Yield Ahead, New as soon as practicable after becoming aware of the fact. 	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Regulatory & Warning Signs	To repair regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual.	<p>The standard frequency of inspecting regulatory signs or warning signs is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection.</p> <p>If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the standard is to repair or replace the sign within the time set out below:</p> <p>Class 1 - 7 days Class 2 - 14 days Class 3 - 21 days Class 4 - 30 days Class 5 - 30 days</p>	
Traffic Control	Traffic Control Signal Systems	If a traffic control signal system is defective in any way described in MMS, s. 13 (2).	Deploy resources as soon as practicable after becoming aware of the defect in a traffic control signal system.	

City of Hamilton Maintenance Guidelines for Levels of Service for Highways

Maintenance Category	Maintenance Activities	Description	Level of Service / Minimum Maintenance Standard	Related Reports
	Traffic Control Signal System Sub-Systems	To inspect, test and maintain the following: 1) The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables. 2) The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors. 3) The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push- buttons.	Inspect and maintain (if necessary) once per year, not more than 16 months apart.	
	Conflict monitors	To test and maintain conflict monitors at each signalized intersection.	Inspect and maintain (if necessary) two times per year, not more than 7 month apart, and not less than 5 months apart.	

Additional Definitions / Notes:

Declaration of a Significant Weather Event	That the General Manager of Public Works or designate, be authorized and directed to declare the beginning and end of a significant weather event for the purposes of the Municipal Act, 2001, O.Reg. 239/02 – Minimum Maintenance Standards for Municipal Highways, on such terms as the General Manager of Public Works or designate considers appropriate;
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Notes:

*Council approved standard

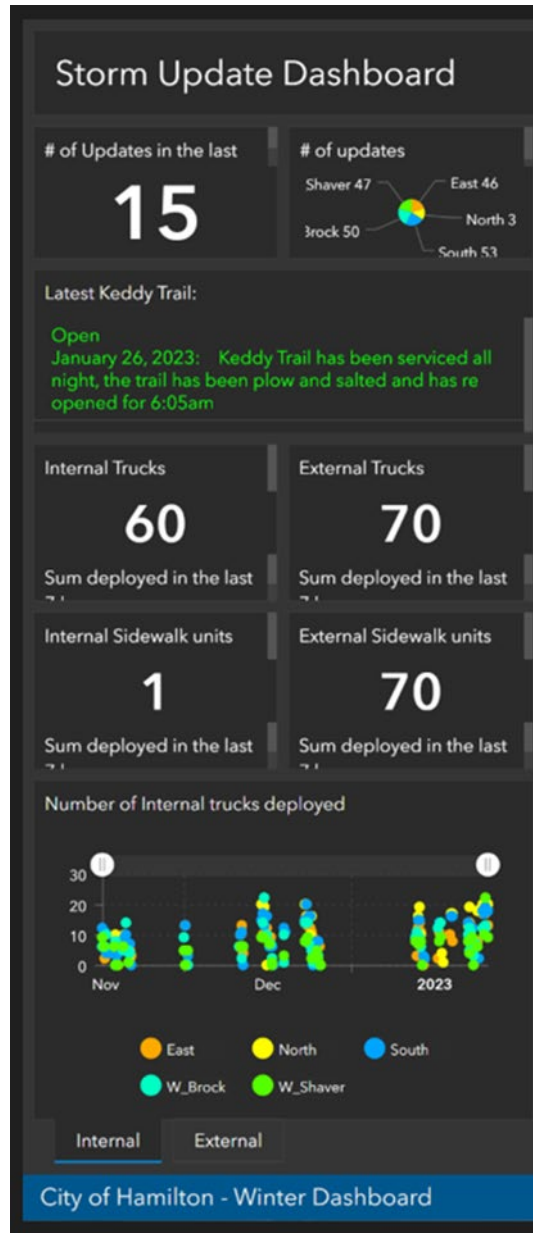
Municipal Act, 2001, O.Reg. 239/02 – Minimum Maintenance Standards

Levels of Service correspond to O. Reg. 366/18, s. 15, unless otherwise stated

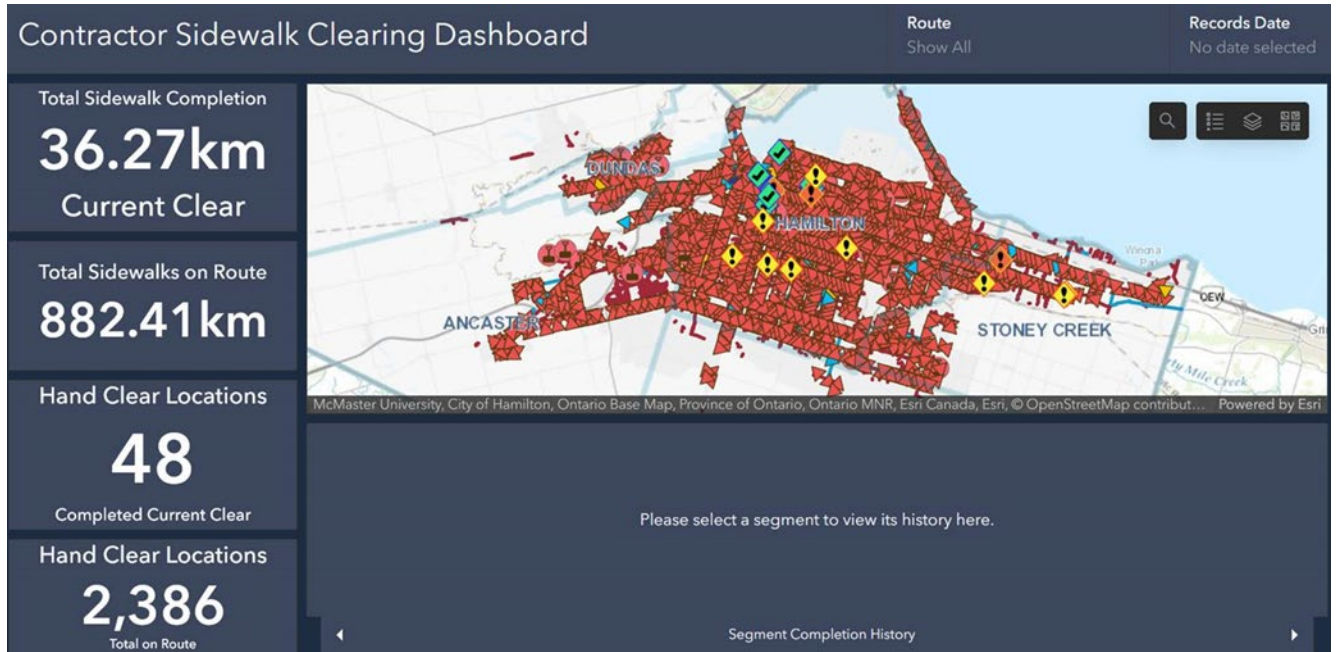
Appendix "C"

Winter Maintenance Dashboards

Storm Update Dashboard (Internal)



Sidewalk Contractor Clearing Dashboard (Internal)



Appendix “D”

Future Potential Levels of Service Opportunities (2024 onwards)

Item	Issue	2023/2024 Action Plan	Future Opportunities
<p>HSR transit stops including boarding access</p>	<ul style="list-style-type: none"> • Clearing of windrows around HSR transit stops to City Approved Service Level Enhancement • Approved service level enhancement to clear windrows within 24 hours after the completion of a snow event with current staffing and equipment is difficult to meet • This is an enhanced level of service greater than MMS 	<ul style="list-style-type: none"> • Prioritize inspection/patrol at HSR stops with high ridership after a snow event • Activate current contract earlier and more frequently during a snow event. <p>This will result in increased contract costs</p> <ul style="list-style-type: none"> • Continue to work with HSR on accessing stops/ramps • Contractor now to use digital logs for winter and summer operations to assist with achieving level of service • New internal storm dashboard indicates percentage of roads completed • Shifting existing staffing resources to assist with sidewalk inspection ensuring issues are rectified quickly 	<ul style="list-style-type: none"> • Option 1 - Increase the quantity of equipment and staffing under the existing sidewalk clearing contract • Timing to implement:2024/2025 • Estimated Cost: \$5.46M • Reduction of route length in current and future contracts • Public facing dashboards; future implementation TBD <p>OR</p> <ul style="list-style-type: none"> • Option 3 – Increase the quantity of equipment and staffing under a new contract to clear all 2,468 km of sidewalks • Timing to implement:2027/2028 • Estimated Cost: \$11.7M

			<ul style="list-style-type: none"> Public facing dashboards; future implementation TBD
Controlled crosswalks, crosswalks with stationed crossing guards, school crossings, sidewalks with sloped access, neighbourhood pedestrian and multimodal pathways	<ul style="list-style-type: none"> Clearing of windrows around crosswalks to City Approved Service Level Enhancement Approved service level enhancement to clear windrows within 24 hours after the completion of a snow event with current staffing and equipment is difficult to meet This is an enhanced level of service greater than MMS 	<ul style="list-style-type: none"> Prioritize inspection/patrol after a snow event Activate current contract earlier and more frequently during a snow event. This will result in increased contract costs Work with crossing guards to have any issues flagged with windrows on crosswalks Contractor now to use digital logs for winter and summer operations to assist with achieving level of service New internal storm dashboard indicates percentage of roads completed Shifting existing staffing resources to assist with sidewalk inspection ensuring issues are rectified quickly Declare a significant weather event 	<ul style="list-style-type: none"> Option 1 – Increase the quantity of equipment and staffing under the existing sidewalk clearing contract Timing to implement:2024/2025 Estimated Cost: \$5.46M Public facing dashboards; future implementation TBD <p>OR</p> <ul style="list-style-type: none"> Option 3 – Increase the quantity of equipment and staffing under a new contract to clear all 2,468 km of sidewalks Timing to implement:2027/2028 Estimated Cost: \$11.7M Reduction of route length in current and future contracts Public facing dashboards; future implementation TBD

School Zones	<ul style="list-style-type: none"> Clearing operations follow a hierarchy based on roadway classification, which yields perceived service disparities among schools, given their diverse roadway classifications 	<ul style="list-style-type: none"> Start winter routes at roads around schools and work way out where practicable Sidewalk contractor now to use digital logs for winter and summer operations to assist with achieving level of service New internal storm dashboard indicates percentage of roads completed 	<ul style="list-style-type: none"> Option 2 - Enhance the Level of Service around School Zones Timing to implement:2024/2025 Estimated Cost: \$12 to \$13 million Speak with schoolboards on enhanced levels of service that they can assist with and City to reimburse
Municipal Law Enforcement	<ul style="list-style-type: none"> Municipal Law Enforcement to enforce sidewalks under the Snow and Ice By-law 	<ul style="list-style-type: none"> Transportation to continue to notify Municipal Law Enforcement of all non-compliances seeking resolution Bylaw Services will give residents 24 hour notice to clear sidewalks 	<ul style="list-style-type: none"> Option 4 – Transportation Staff to work with Municipal Law Enforcement on enhanced enforcement opportunities Municipal Law Enforcement may enhance enforcement efforts by proceeding with fines and charges
Residential driveway windrow snow removal	<ul style="list-style-type: none"> Councillors requested staff to investigate options on clearing windrows, after issuing the 2023 motion to staff. 	<ul style="list-style-type: none"> Snow Angels program Pilot is not an option for 2023/2024 due to purchase of specialized equipment 	<ul style="list-style-type: none"> Option 5 - City-wide driveway windrow clearing program Timing to implement: 2024/2026 Estimated Cost: \$24 - \$27 million annually

			+ claims for property damage
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Appendix “E”

Relevant Consultation

As per the March 20, 2023 motion, staff were directed to report back in full, the comments and opinions of the disability and senior communities including the Committee for Persons with Disabilities and the Seniors Advisory Committee. A summary of the meetings’ comments and opinions is detailed below.

Seniors Advisory Committee

Staff met with the Seniors Advisory Committee on June 2, 2023, which resulted in the following comments:

- Windrows
 - There are timing discrepancies when plowing the roadway and sidewalks, ultimately leaving windrows in front of the sidewalk
 - Would like windrows cleared where it’s City property
 - Windrows should be cleared around medical and essential service areas
 - Windrows at bus stops should be cleared quicker
- Sidewalks
 - Should be cleared after the roadway
 - All sidewalks should be cleared by the City
- Transit stops
 - Clear transit stops earlier
- Snow Angels
 - Increase the Snow Angels Program
- Communication
 - People aren’t aware that they need to clear 24 hours after a snow event
 - Suggestion to develop an awareness campaign for residents
- A citizen committee Report was provided to Council on December 16, 2020, asking the City to clear all sidewalks across the City
- Municipal Law Enforcement
 - Increase enforcement to charge negligent owners
 - Bylaw enforcement should be more proactive

Advisory Committee for Persons with Disabilities

Staff met with the Advisory Committee for Persons with Disabilities on June 13, 2023, which resulted in the following comments:

- Windrows
 - Windrows at bus stops should be cleared quicker

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- Remove all windrows left on the side of roadways since it is in contravention of the Supreme Court not clearing snow
 - Use additional equipment to clear windrows
- Sidewalks
 - Clear the full width of the sidewalk with two passes rather than one on adjacent sidewalks
- Transit Stops
 - Ensure full transit stop is cleared to allow for ramps to be deployed
- Municipal Law Enforcement
 - Increase enforcement to charge negligent owners
 - Bylaw enforcement should be more proactive
- Bylaw changes
 - Snow does not need to be cleared by any property owner until 24 hours after the end of a snowfall
 - By the time the complaint comes in, Bylaw goes and looks, snow falls again, timer starts again
 - Would like it to be 24 hours after the start of a snowfall

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Hamilton

CITIZEN COMMITTEE REPORT

To:	Emergency and Community Services Committee
From:	Seniors Advisory Committee <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> (Penelope Petrie, Chair)
Date:	December 16, 2020
Re:	Snow Removal Recommendations and HSR Services

Recommendation:

The Seniors Advisory Committee requests that the City of Hamilton sidewalk snow plowing be fully implemented by the winter of 2020/2021.

Background:

The Seniors Advisory Committee carried unanimously the following motions at the March 6, 2020 committee meeting:

WHEREAS, in 2012, Hamilton City Council endorsed the development of the 2014 - 2019 Age Friendly Hamilton plan as a strategic priority for Hamilton which included the frame work for Getting Around Hamilton;

WHEREAS, the City of Hamilton received a detailed report from city staff in 2014 providing information regarding the snow removal from all city-wide sidewalks which Council has yet to act on;

WHEREAS, the City of Hamilton has once again sent back the latest report on sidewalk snow removal for further study;

WHEREAS inaction in snow clearing is contrary to the City's vision statement; and,

WHEREAS the Seniors Advisory Committee deplores the action of reduced HSR services and requests that full HSR service be reinstated.

This is the Corresponding Citizen Committee Report.

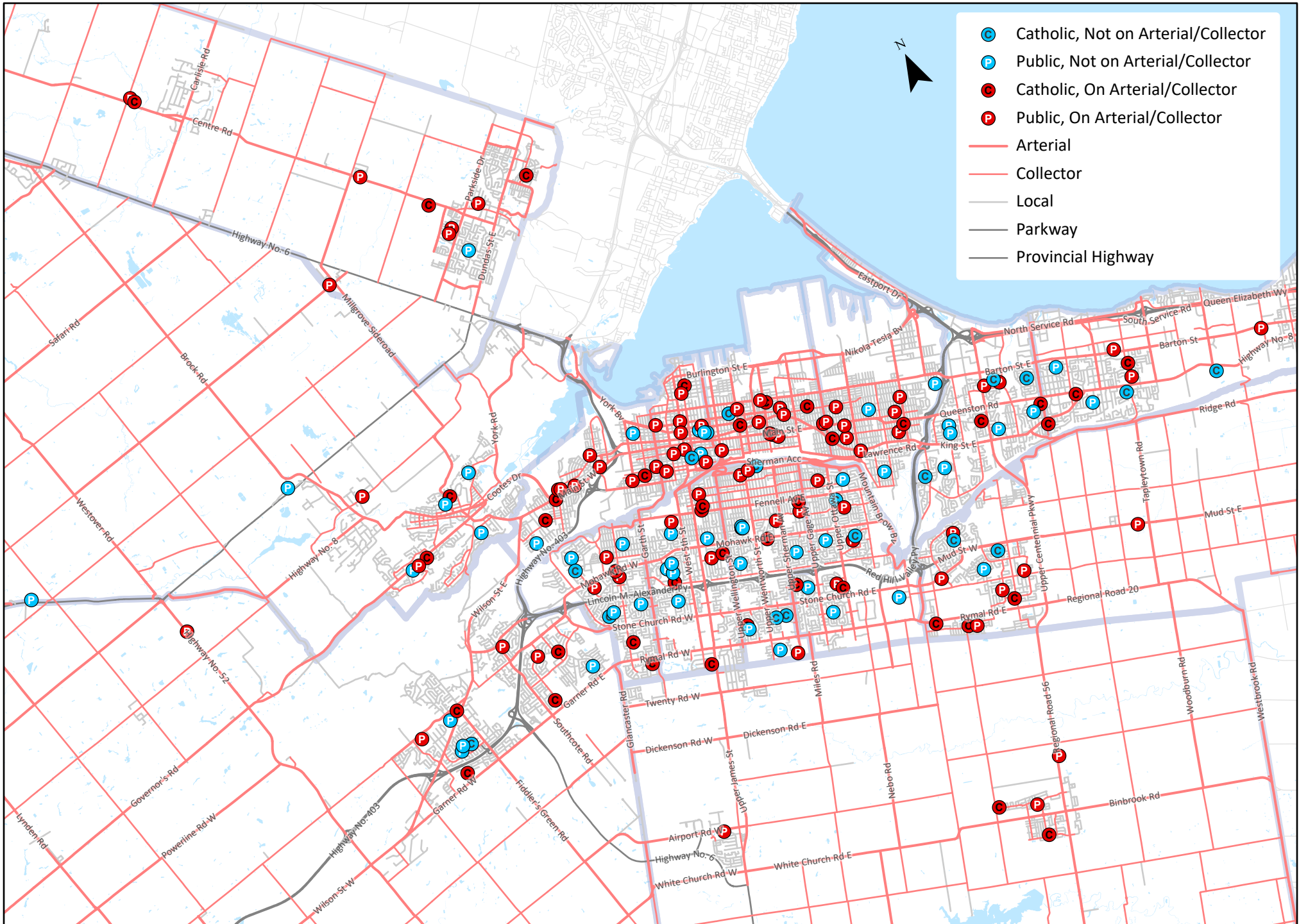
Analysis/Rationale:

A lack of snow clearing on the City owned sidewalks is affecting the mobility of older adults in Hamilton. Private vendors are charging upwards of \$1000 to clear sidewalks for the winter season. As a result, seniors are becoming shut-ins and are not able to move about or access resources in Hamilton.

The Seniors Advisory Committee do not believe the City has taken enough action to ensure City owned sidewalks are cleared during the winter season. They believe that the committee has presented reports such as the 2010 – 2014 Age Friendly Plan to support the motions and, has been met with inaction. Therefore, the Seniors Advisory Committee implores the City of Hamilton to fully remove snow from all City owned sidewalks.

With Respect to the reduction in HSR services, the Seniors Advisory Committee reports that a reduction in HSR services, will affect the most vulnerable populations as they depend on the services the most. Reduced mobility will negatively impact the quality of life of seniors. Therefore, the Seniors Advisory Committee implores City Council to fully re-instate HSR Services.

Map of Schools on Different Road Classifications



Appendix "G"


Windrow Snow Removal – Municipal Scan

Municipality	Windrow Program	Approximate Number of driveways	Level of Service	Cost to Resident
City of Vaughan	City Wide	90,000 Residents also have the option to "opt-out"	Deployed once road plowing operations begin (5 cm of snow accumulation)	Included in the tax levy
City of Burlington	Selective	1,000 (2023/24 season)	Completed within 36-hours of snowfall stopping and within 12-hours of residential road plowing	Registrants enrolled in the windrow program must pay a non-refundable fee of \$125 + HST, per driveway entrance for the season (2023/2024 season)
City of Mississauga	Similar to Snow Angels program	349 residents enrolled during the 2022/2023 winter season Increased to 750 for 2023/2024 season Criteria = residents 65 years and older	Winter crews will clear a space in a resident's driveway beginning up to 36 hours after the end of a snow storm and when road plowing is completed. Windrow snow clearing may not be to bare pavement, but will make the driveway safe and passable for one car to get in and out.	The program costs \$200 for the season but is free for residents who meet the financial assistance criteria.

		and persons with disabilities		
Richmond Hill	City wide	44,000 local, residential driveways Residents also have the option to "opt-out"	Snow windrow clearing begins after road plows begin their routes and may take up to 13 hours to complete after the end of a snowfall.	Included in the tax levy
City of St. Catharines	No Program			
Niagara Region	No Program			
City of London	No Program			
City of Brampton	Similar to Snow Angels program	2,900 Residents enrolled Criteria based		\$300 – 400 Grant reimbursements
City of Barrie	No Program			



INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 4, 2023
SUBJECT/REPORT NO:	Terms of Reference – Red Hill Business Park to Highway 6 South Conceptual Link (PED23246) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Steve Molloy (905) 546-2424 Ext. 2975
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	

COUNCIL DIRECTION

In April 2022, Council adopted an updated Truck Route Master Plan. As part of the discussion of the plan, the lack of suitable truck routes through Glanbrook was highlighted. At the April 4, 2022 Public Works Committee meeting, the following motion was approved:

That staff be directed to develop a Terms of Reference for a Municipal Class Environmental Assessment for an arterial roadway link between the Airport Employment Growth District and the Red Hill Business Park and that funding to complete the study be considered as part of the 2023 Capital Budget.

INFORMATION

The need for a conceptual roadway corridor connecting the Red Hill Business Park to the Airport Employment Growth District and Highway 6 South has been identified in several strategic planning documents. The link was first identified as part of the City's 2005 Goods Movement Strategy in recognition of the growing needs and opportunities in the Red Hill Business Park and the Airport Employment Growth District. The conceptual link was also identified in the 2018 City-wide Transportation Plan as part of the strategic road network. The conceptual corridor spans approximately 12 kilometres from the area near Upper Red Hill Valley Parkway to the existing Highway 6 South

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SUBJECT: Terms of Reference – Red Hill Business Park to Highway 6 South Conceptual Link (PED23246) (City Wide) - Page 2 of 4

terminus at Upper James. Appendix “A” attached to Report PED23246 identifies the study area for the conceptual corridor.

During the Truck Route Master Plan review, the conceptual link was highlighted as part of the strategic goods movement network for further investigation to address network gaps in the rural community of Glanbrook.

The creation of a new link between Highway 6 South and the Red Hill Valley Business Park has the potential to address a number of historical and on-going issues associated with goods movement in South Hamilton. At present, there is no suitable east-west route for goods movement between Rymal Road and the South Hamilton boundary. This has created difficulties for operators that provide goods and services to the rural community and has resulted in increased demands for enforcement. Several trip kilometres are added to good movement providers in order to comply with the existing truck route network.

The creation of a new link between Highway 6 South and the Red Hill Valley Business Park would be a significant undertaking requiring extensive study. Although previous plans have assumed that the corridor would be a new route, there are many possible alignment alternatives including a combination of new and existing corridors. Extensive work is required to evaluate different alternatives, including the Do Nothing alternative in terms of environmental impacts, capital and lifecycle costs and associated benefits, and impacts to growth and economic development.

Based on Council Direction, the next step in the advancement of the corridor would be to initiate an Environmental Assessment Study. The purpose of the Environmental Assessment Study would be to confirm transportation system needs, as well as, identified alternative route alignments that minimize impacts to the natural environment, sensitive cultural heritage resources, and individual property owners. The Environmental Assessment Study would help to identify land to be protected for a future corridor, thus avoiding missed opportunities to address network needs and/or reduce impacts associated with corridor planning.

The delivery of the project would be carried-out in coordination with the appropriate City departments and will be undertaken consistent with the phases for a Schedule C Municipal Class Environmental Assessment project. Phases 1 and 2, of the Municipal Class Environmental Assessment process, would be completed by Transportation Planning, in the Planning and Economic Development Department, while Phases 3 and 4 would be undertaken and led by Engineering Services in Public Works. Council would be provided an opportunity to approve the results of Phases 1 and 2 of the Environmental Assessment Study before authorizing staff to proceed with Phases 3 and 4.

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**SUBJECT: Terms of Reference – Red Hill Business Park to Highway 6 South
Conceptual Link (PED23246) (City Wide) - Page 3 of 4**

Overall, the Environmental Assessment Study is intended to provide a clearer understanding of the issues and alternatives for addressing goods movement and overall travel demands in the Highway 6 South to Red Hill Valley Parkway corridor. An Environmental Assessment Study will provide both a broad and detailed assessment and communication of all the impacts in a clear and transparent manner. The study area covers a wide area, and contains a number of watercourses, woodlots, wildlife, and cultural resources, which will require detailed evaluation and assessment. Due to the large study area, the process will take a number of years to complete and does not commit the City to any immediate or short-term infrastructure improvements.

Based on Council direction, funding for this project was identified within the 2023 Ten-year Capital Budget under Project Identification Number 4032455224, \$730 K. Subsequent budgets have been identified in the future Capital Budget forecast years and would be refined based on the outcomes of the Environmental Assessment (Design Study). A summary of the scope of work is provided below and will include extensive public consultation. A more detailed summary of the scope of work is provided in Appendix “B” attached to Report PED23246.

- The Environmental Assessment will comprise of a number of phases as follows:

Phase 1: Problem and Opportunity

Undertake various background studies such as natural and cultural heritage inventories and mapping updates as well as a transportation needs assessment to identify a clear problem and opportunity statement. This phase is critically important to establishing the need for the corridor or identifying potential alternatives.

Phase 2: Alternative Solutions

Identify long list of alternatives and evaluate route alignments to select a short-list and ultimately a preferred alternative solution. This could include a new corridor, use and upgrade of existing roadways, a combination of new road segments and existing roadways, or other solution as identified through the process.

- Subject to Council approval following the completion of Phases 1 and 2:

Phase 3: Alternative Design Concepts for Preferred Solution

Identify design alternatives with the preferred corridor identified in Phase 2. Undertake various detailed field studies such as noise and archaeological assessments, stormwater management plans, and identify right-of-way requirements and property impacts. Evaluate and select preferred design alternative and provide detailed next steps including costing and an implementation phasing strategy.

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**SUBJECT: Terms of Reference – Red Hill Business Park to Highway 6 South
Conceptual Link (PED23246) (City Wide) - Page 4 of 4**

Phase 4: Environmental Study Report

Provide comprehensive documentation of study findings and all associated preliminary design drawings.

Project Schedule

The various Environmental Assessment phases will take several years to complete. Phases 1 and 2 is anticipated to commence in 2024 and completed at the end of 2025. Based on the outcomes of these project phases, the timing of schedule of the project will be updated to reflect the preliminary preferred alternative.

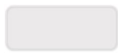
APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED23246 - Conceptual Corridor Study Area

Appendix “B” to Report PED23246 - Draft Scope of Work

Appendix "A" - Study Area Map

Legend



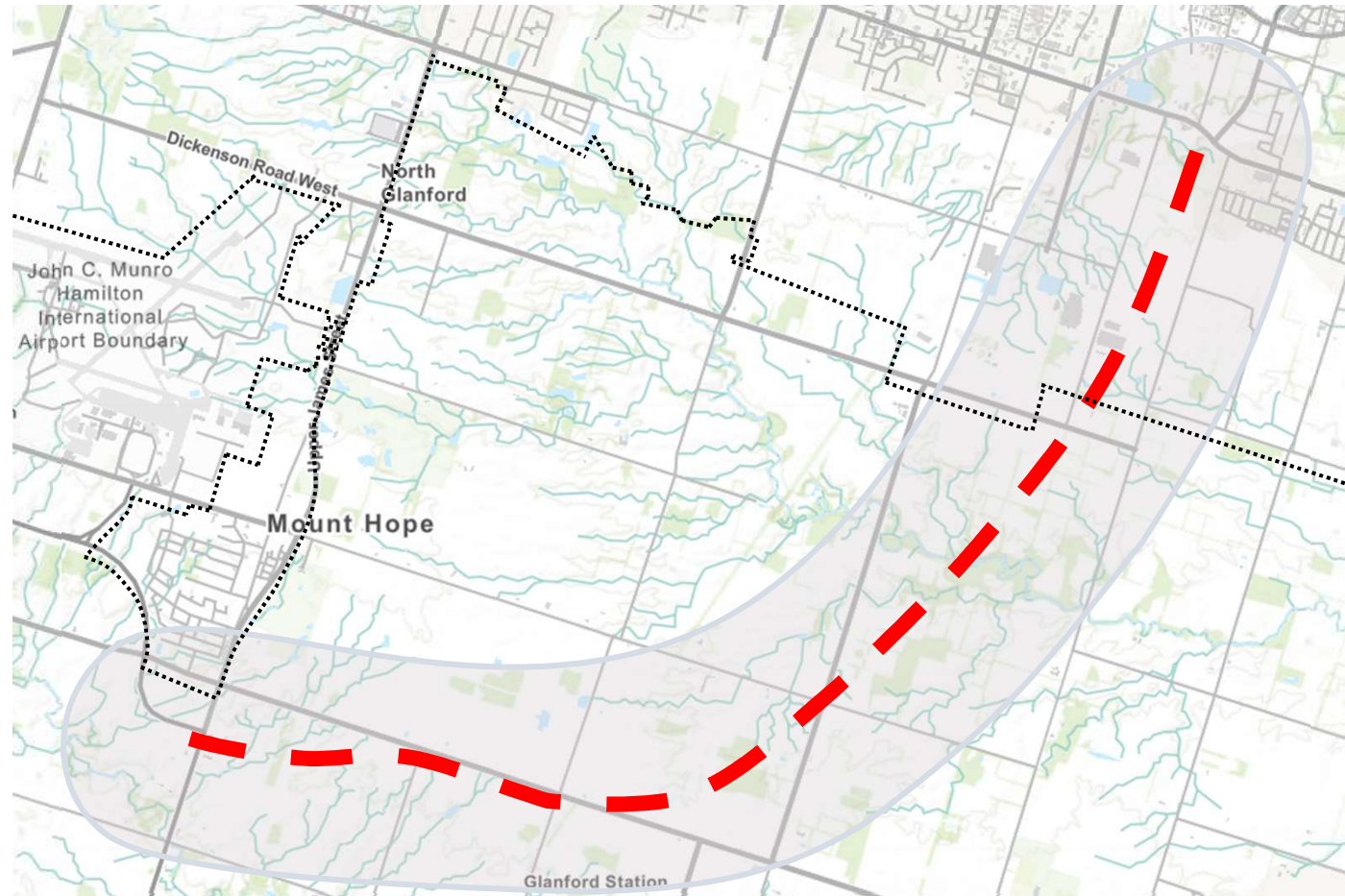
Study Area



Conceptual Corridor



Urban Boundary



APPENDIX B

Red Hill Business Park to Highway 6 South Conceptual Link

Draft Scope of Work

A high-level preliminary scope of work of the project has been identified to undertake the design study. The study will be undertaken consistent with Environmental Assessment guidelines, as amended 2007, 2011, 2015, 2023 to satisfy Phases 1 through 4 requirements identified through this process. The scope of work within the terms of reference will address the following:

Phase 1 (Problem and Opportunity) and Phase 2 (Alternative Solutions):

Planning Phase Scope

- Review policies and previous studies to identify existing conditions and sensitive areas including a review and documentation of socio-economic data to consider in identifying and evaluating route alignment and design alternatives
- Identify long-list of route alternatives
- Confirm needs and justification of previous initiatives to establish a clear problem / opportunity statement
- Identify and evaluate impacts relating to planning alternatives
- Selective Preferred Route alternative

- Transportation Assessment
 - Existing conditions and Future Conditions
 - Network connectivity and intersection control
 - Baseline noise and vibration assessment
 - Road safety assessment
 - Condition assessment of roadways
 - Identification of long list of alternatives and alignments using new and existing right-of-way corridors or combination thereof
 - Selection of preferred alignment

- Design
 - Including complete streets typologies
 - Lighting requirements
 - Infrastructure upgrades
 - Design alternatives will be developed and evaluated based on the preferred alignment

- Natural Heritage Inventory
 - Desktop review including environmental inventories, databases and studies completed by agencies and stakeholders
 - Constraints mapping
 - Identify scope for future study

- Cultural and Built Heritage Inventory
 - Desktop review of cultural sites, structures and landscapes inventories, databases and studies completed by agencies and stakeholders
 - Mapping of cultural resources
 - Identify scope for future study
- Stormwater and Climate Change Impacts
 - Stormwater management strategy, identification of watercourses and drainage boundaries to identify issues and future detail scope of work
 - Mitigation / Adaption opportunities
- Public Engagement
 - Indigenous engagement
 - Businesses
 - Local residents
- Documentation
 - All supportive mapping
 - Public consultation report
 - Final report documenting study findings
- Provision Item
 - Available to support any Part II orders

Phase 3 (Alternative Design Concepts for the Preferred Solution) and Phase 4 (Environmental Study Report):

Design Phase Scope

- Based on the preferred planning route alternative
 - Identify and evaluate impacts of design alternatives
 - Noise and vibration assessment of
 - Property impacts
 - Identify and evaluate impacts relating to design alternatives
 - Selective Preferred Design alternative
- Natural Heritage Inventory / Impact Assessment
 - Conduct field studies
 - Undertake tree inventories
 - Phase 1 Environmental Site Assessment
 - Cultural and Built Heritage Inventory / Impact Assessment
 - Undertake Stage 1 Archaeological Assessment and Stage 2 (if applicable)
 - Detailed mapping and documentation

- Property Impacts
 - Property acquisitions (if applicable)
 - Well and septic bed inventory: Properties within the study area that have wells and/or septic beds should be identified and the exact location of the well on the property should be confirmed
 - Confirm required ROW widths based on the preferred solution and design alternative. The ROW width should also accommodate storm conveyance and LID for the preferred design alternative
- Stormwater and Climate Change Impacts
 - A comprehensive stormwater management plan and identify hydrology, drainage and stormwater management requirements through the completion of a Stormwater Management Assessment including:
 - stream classifications, drainage boundary for each tributary, flood line and the road location
 - Hydraulic analysis with a level of detail enough for functional design
 - A geotechnical investigation through completion of a Phase 1 Environmental Site Assessment
 - Mitigation / Adaption opportunities
- Design
 - Including complete streets typologies and Vision Zero principles
 - Lighting requirements
 - Infrastructure upgrades
 - Design alternatives will be developed and evaluated based on the preferred alignment
- Public Engagement
 - Indigenous engagement
 - Public agencies and stakeholders
 - Businesses
 - Local residents
- Implementation Strategy
 - Cost estimate of works associated with the preferred alternative
 - Permits and approvals required for implementation
 - Phasing and prioritization of improvements
 - Funding strategy
- Documentation
 - 30% preliminary design drawings
 - Public Consultation Report
 - Final Environmental Study Report documenting findings
- Provision Item
 - Available to support any Part II orders



INFORMATION REPORT

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 4, 2023
SUBJECT/REPORT NO:	Winterizing Public Washrooms - Winter Operations (PW21031(c)) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Kara Bunn (905) 546-2424 Ext. 4334
SUBMITTED BY:	Cynthia Graham Director, Environmental Services Public Works Department
SIGNATURE:	

COUNCIL DIRECTION

At the October 16, 2023 Public Works Committee meeting, in response to public feedback, staff were directed to report back respecting the extension of operating hours (for parks winter washroom availability) during the winter months.

INFORMATION

On October 25, 2023, in response to report PW21031(b), Council voted in favour of continuing with the winter washroom provision for the 2023/24 season. The winter program proposed followed the model used during the 2021-2023 pilot program. In order to operationalize this as a permanent program in 2024, the costs of the program will be referred to the 2024 Tax Budget process.

The 2023/24 program started on November 1, 2023 with two notable changes that were noted in the Report and additionally requested by Council.

The first change was to add in Confederation Park washrooms that were newly constructed and winterized, and per Council request, to put portable toilets at Mountain Drive Park as an interim measure while the new washroom building is constructed and to add Montgomery Park washroom as a location because there were no locations in Ward 4 throughout the pilot program.

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SUBJECT: Winterizing Public Washrooms - Winter Operations (PW21031(c)) (City Wide) - Page 2 of 2

The second request was to report back on the feasibility of longer washroom hours for the winter season, in response to the community consultation. During the pilot program winter washrooms were available daily only during daylight hours starting November 1, 2022 until May 1, 2023.

Parks and Facilities Sections have worked with our contractors to implement the extension of the washroom hours to start opening as early as 6:00 a.m. and to start closing by 6:00 p.m. Washroom hours will vary based on where they are on the route, as contractors move across the City opening them. This change has been implemented to allow for an extra two hours of availability in both the morning and evening, seven days a week, from November 1, 2023 to May 1, 2024. There is no additional cost to providing extra opening hours.

APPENDICES AND SCHEDULES ATTACHED

N/A



CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
Environmental Services Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	October 30, 2023
SUBJECT/REPORT NO:	Wild Waterworks and Confederation Beach Park - Future Direction (PW23067) (Ward 5)
WARD(S) AFFECTED:	Ward 5
PREPARED BY:	Cynthia Graham (905) 546-2424 Ext. 2337
SUBMITTED BY:	Cynthia Graham Director, Environmental Services Public Works Department
SIGNATURE:	

RECOMMENDATION

- (a) That staff be directed to begin a comprehensive review of the Wild Waterworks area within the Confederation Beach Park master plan with consideration of how changes to Wild Waterworks may impact other parts of the larger park master plan, to support work including:
- (i) A report back to committee with the results of public consultation to establish guiding principles for the master plan design;
 - (ii) A report back to committee with the final draft master plan for approval; and
- (b) That the cost of the review be funded by reallocating \$200,000 from existing Project ID 4401956802 Beach Park Dev Program to a new Project ID.

EXECUTIVE SUMMARY

On August 12, 2016, City Council approved item 9 of the Public Works Committee Report 16-013, Confederation Beach Park Master Plan – Feasibility Study (Report PW11005(d)), which outlined the master plan for Confederation Beach Park including an implementation strategy, priorities for redevelopment and funding requirements (the “Confederation Beach Park Master Plan”).

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**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 2 of 7**

Since that time, staff have worked to implement projects outlined in the Confederation Beach Park Master Plan, including Stoney Creek Pond Trail in 2016, the wayfinding strategy in 2017, sports park development with design in completed in 2018, construction of phase 1 in 2020 and construction of phases 2 and 3 in 2023, and design of an improved pedestrian entrance at Centennial Parkway in 2022.

In the yearly capital budget submission for Confederation Beach Park, and in the Development Charges background study, the remaining projects to implement the approved Confederation Beach Park Master Plan have been costed and projected for implementation.

In 2020, the task of completing a master plan study, including economic feasibility, for Wild Waterworks (the “Wild Waterworks Master Plan”) was completed, and on November 11, 2020, City Council approved item #1(b) of the Emergency and Community Services Committee Report 20-009, Status and Strategy for Wild Waterworks (Report HSC20048) (the “Information Report”). The Information Report outlined the four options for the future of Wild Waterworks considered in the Wild Waterworks Master Plan.

The Wild Waterworks Master Plan study recommended option 3 – Modest Enhancements at a cost of \$40.14M (2020 dollars) as the most financially viable option for continued operation of the water park. The Information Report did not include a staff recommendation but provided the commitment to report back with a staff recommendation for the future of the area, in the context of city recreation, tourism, parkland need and financial strategy. Report PW23067 fulfils the commitment to report back to committee and council.

When staff reviewed the Wild Waterworks Master Plan options against a changed perspective following COVID-19, including renewed public desire for free and available public open space, financial pressures following COVID-19 expenses, increased costs of capital projects, inflation and decreased city revenues, it was difficult to see how the operation of a pay-for-entry water park that operates only 9-10 weeks of the year but occupies significant waterfront lands is the highest and best use of the space.

Given the significant investment required to reimagine a water park at this location - \$40.14M, staff recommend through PW23067 that a fulsome master plan review be conducted to bring back to council any and all options that would meet highest and best use of the lands in the context of current council priorities, specifically those under Sustainable Economic and Ecological Development – reduce the burden on residential tax payers, climate change/decarbonization progress, and protection of green spaces and water that might be achievable for the greatest benefit to Hamilton, including financial implications and opportunities.

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**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 3 of 7**

The first step of the Confederation Beach Park Master Plan review would be to complete a public and stakeholder consultation to establish the guidelines and principles to apply to the master plan design, and it is anticipated that this would be complete by Q3 2024. These guidelines and principles will be confirmed through a report back to committee before completing the remainder of the master plan design review. The final proposed master plan will be prepared and brought back to committee for approval, including proposed phasing and financial requirements, by the end of 2025.

Anticipating that the master plan review will take some time, the Wild Waterworks facility will continue to open in the summer, operated by the Hamilton Conservation Authority. Yearly inspections by the Technical Safety Standards Authority (TSSA) and Hamilton Public Health are a legislated requirement and will continue to be completed to ensure that the slides, pools and other features are safe for public use. If there are features that do not pass inspection, and cannot be repaired, staff will review if the water park will open with that feature closed off, and this will be communicated to council and the public through a communication update as needed.

Alternatives for Consideration – See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The Confederation Beach Park Master Plan review is estimated to cost \$200,000 for a consulting assignment to complete the study. \$200,000 of funding be reallocated from an existing Project ID 4401956802 Beach Park Dev Program to a new Project ID within Landscape Architectural Services to support this work.

Wild Waterworks can continue to operate in its current condition, with yearly Technical Safety Standards Authority inspections to ensure it is safe for use. There are existing funds allocated yearly to complete repairs, however if a repair exceeds the funding, it is possible to open the water park with that feature closed.

When a future design is approved for the Wild Waterworks areas, the existing features on the park will need to be removed, and this is anticipated to cost approximately \$5M. Staff will include costs to remove existing features and create new features as part of the reporting back for the Confederation Beach Park Master Plan review recommended in Report PW23067.

Staffing: The Confederation Beach Park Master Plan review can be completed using existing staff resources.

**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 4 of 7**

Legal: None. The existing agreement with the Hamilton Conservation Authority who operates and maintains Wild Waterworks and much of the lands of Confederation Beach Park will require review in 2026 and can incorporate any revision as a result of the reviewed Confederation Beach Park Master Plan.

HISTORICAL BACKGROUND

Confederation Beach Park is a 93-hectare city owned park located on the Lake Ontario waterfront in Ward 5. The Hamilton Conservation Authority has operated the majority of the lands including Wild Waterworks since the 1980's.

Confederation Beach Park (then called Confederation Park) was opened in the early 1960's, an idea presented to then Mayor Jackson by Jennie Florence Parker (after whom the newly opened sports park within the larger Confederation Beach Park is named).

In 2011, the Hamilton Conservation Authority identified that many of the features in the park were aged and needed renewal. From the initial master plan presented by the Hamilton Conservation Authority, a revised City-led Confederation Beach Park Master Plan was presented to Public Works Committee on August 11, 2016 and was approved by Council on August 12, 2016. Subsequently, the Wild Waterworks Water Park master plan was completed in 2020 and identified that many of the features of the water park were near or past expected lifespan, although still certified as safe yearly to ensure operations can continue.

Since 2016, staff have been working to implement the recommended projects outlined in the Confederation Beach Park Master Plan. The first priority identified was to transition the campground at the far east side of the park to a sports park – work that is now complete with the official opening of the Jennie Florence Parker Sports Park on September 7, 2023.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

N/A

RELEVANT CONSULTATION

The following internal city divisions have been consulted and are supportive of the recommendations:

**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 5 of 7**

Recreation – staff from Recreation are the leads for the City’s park amenity strategy and led the Wild Waterworks Master Plan.

Tourism and Culture – staff from Tourism and Culture have confirmed that additional bookable park space for events would benefit the City’s tourism industry.

The following external groups were consulted on the recommendations of this report:

Hamilton Conservation Authority staff: Staff at the Hamilton Conservation Authority acknowledge that changes to the Wild Waterworks space may trigger amendments to the management agreement for the park, and possibly other components of the master plan in order to balance budgets and staffing. At this time, Hamilton Conservation Authority staff indicate that they are willing to work with the city to revise the agreement to continue to operate the park.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The 2024 Budget Outlook presented to General Issues Committee on September 20, 2023, anticipates a tax increase of 14.2%. This is significantly higher than past years tax increases, and the pressures on Hamilton to increase services related to housing, litter, programming, and public open spaces is felt across the City. The COVID-19 pandemic highlighted the need to have free, available, accessible and quality open spaces year-round. Public spaces provide needed recreation space, mental and physical health benefits, especially in areas where residents have little or no private open space in backyards or balconies.

Wild Waterworks has been a beloved water park amenity that drew visitors from all over the greater Hamilton region for the life of the park. It was designed and constructed at a time when there few many other water parks to visit. It has continued to be a highlight of summer for Hamiltonians and has remained a relatively low-cost way to cool off and have fun in the summer.

The slides, pools and structures at Wild Waterworks are at their end of expected lifespan. Report HSC20048, presented to Emergency and Community Services Committee on November 5, 2020 outlines the costs associated with various levels of redevelopment to renew the water park. When the economics of visitation is factored in, the recommended redevelopment that will be economically viable will cost over 40 million dollars.

Given the significant financial pressures currently faced by the City, and the fact that a redeveloped Wild Waterworks would need to have an increased entry fee to make the park viable, staff have difficulty recommending this path as a responsible way forward for the City.

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**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 6 of 7**

In discussions with various staff across the city, there is an identified pressure on existing parkland to fill the desire of residents and organizations for the use of parks. As an example, a quick analysis was done on how many large event bookings are hosted at the top desired parks in the city – Bayfront, Dundas Driving Park, Gage Park, Joe Sam’s Park, Pier 4 park, T.B. McQuesten Park, and Waterdown Memorial Park – in total 137 events were booked in 2023, encompassing most weekends from April until October. This is a significant burden on the infrastructure in those parks and takes away from the regular neighbourhood use of those parks. In speaking with tourism staff, additional park space that would be bookable for larger events would be welcome within the city. This is the type of use that can be considered in a redevelopment envisioning for the Wild Waterworks space within Confederation Beach Park, as a city-wide resource.

With the term of council priorities set through Report CM23020, which was presented to General Issues Committee on September 20, 2023 focussing the priorities of the City on “Sustainable Economic and Ecological Development”, “Safe and Thriving Neighbourhoods”, and “Responsiveness and Transparency”, the recommendation of Report PW23067 can tie into all three of these priorities by undertaking a fulsome review of the lands encompassed by Wild Waterworks, and the larger Confederation Beach Park in light of current economic, ecological and financial conditions being faced by Hamilton.

ALTERNATIVES FOR CONSIDERATION

An alternative to the recommendation of Report PW23067 is to direct staff to implement one of the four alternatives for the redevelopment of Wild Waterworks outlined in Report HSC20048, being:

Option 1 – Do Nothing. As infrastructure, rides and attractions continue to age and are taken out of service, it is expected that the park will become increasingly expensive to operate and would eventually be closed.

Option 2 - Replace Like for Like. Replacement of existing rides, attractions and facilities with same/similar

Option 3 – Modest Enhancements. Replacement of some rides, attractions, dryland climber, sheltered recreation area for adverse rain conditions, improved ticketing systems and Radio frequency identification (RFID) wristbands.

Option 4 – New Design, New Program. New design, rides and attractions and facilities to meet future guest needs and attendance.

**SUBJECT: Wild Waterworks and Confederation Beach Park – Future Direction
(PW23067) (Ward 5) – Page 7 of 7**

Staff do not recommend any of these options as an alternative because it does not consider the use of the lands as anything other than pay-for-entry waterpark which is anticipated to be a barrier for many Hamiltonians to enjoy the park. Additionally, the site is only active for 9 weeks of the year, when open and accessible parks across Hamilton are available for use year-round.

Financial: As outlined in Report HSC20048, the options will cost:

Option 1 – Do Nothing: \$5M. This option will see the water park run until each feature is no longer safe, and then include the removal of structures to establish a safe site for public access.

Option 2 – Replace Like for Like: \$24.92M. This option includes a replacement of single use slides, wave pool and amenities to be similar to what is at the water park today.

Option 3 – Modest Enhancements: \$40.14M. This option imagines a waterpark with newer attractions as well as increased levels of service, additional park space for parking and improvements to entrance areas.

Option 4 – New Design, New Program: \$61.12M. This option is a complete redesign of the area that will include new rides and attractions and will require additional park space for parking and program areas.

Staffing: Wild Waterworks is operated by the Hamilton Conservation Authority and it would be anticipated that a redeveloped waterpark would continue to be operated by the staff in place. During redevelopment, a shutdown period would be required.


Legal: Legal Services staff would assist with any agreements or amendments to existing agreements that arise as a result of a Council decision to implement one of the alternative options.

APPENDICES AND SCHEDULES ATTACHED

N/A



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Transportation Planning and Parking Division

TO:	Chair and Members Public Works Committee
COMMITTEE DATE:	December 4, 2023
SUBJECT/REPORT NO:	Hamilton Cycling Committee Budget 2024 (PED23247) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Danny Pimentel (905) 546-2424 Ext. 4581
SUBMITTED BY:	Brian Hollingworth Director, Transportation Planning and Parking Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the Hamilton Cycling Committee 2024 Base Budget submission, in the amount of \$10,000, as described in Appendix "A" attached to Report PED23247, be approved and referred to the 2024 Budget process for consideration;
- (b) That, in addition to the base funding, a one-time budget allocation for 2024 of \$4,000 to support community events and initiatives that meet the mandate of the Hamilton Cycling Committee, funded by the Hamilton Cycling Committee Reserve, be approved and referred to the 2024 Budget process for consideration;
- (c) That remaining funds from the 2023 Hamilton Cycling Committee Budget be allocated into the Hamilton Cycling Committee Reserve, to the upmost allowable amount.

EXECUTIVE SUMMARY

Historically, the Hamilton Cycling Committee has developed a request for funding for planned activities annually. With the recent pause of the Hamilton Cycling Advisory Committee, members were not able to motion and approve a 2024 budget. As a result, the 2024 budget request will match the previous years' budget requests.

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**SUBJECT: Hamilton Cycling Committee Budget 2024 (PED23247) (City Wide) -
Page 2 of 4**

The proposal is for a 2024 budget of \$14 K. Their proposed budget would be financed with \$10 K from the Levy through the Public Works Standing Committee and \$4 K from the Hamilton Cycling Committee Reserve. As of August 2023, the Hamilton Cycling Committee has a Reserve of \$16,452.78, therefore, there is no request to increase from the Levy in 2024.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Annually, citizen advisory committees are funded by the Levy to fund activities that supports the Hamilton Cycling Committee’s Mandate. Typically, the annual budget for advisory committees is \$10 K. For 2024, the Hamilton Cycling Committee has requested a budget of \$14 K. The proposed budget will finance community educational activities, plus the production of safety and promotional materials. The \$4 K from the Reserve will be used to support community events and initiatives that meet the mandate of the Hamilton Cycling Committee. As of August 2023, the Hamilton Cycling Committee has a Reserve of \$16,452.78.

The following table highlights the proposed 2024 Budget.

Item	Proposed 2024 Budget
Social Media Campaign	\$500
Special Projects	\$5,000
Tourism Promotions - Supporting Ontario By Bike	\$500
Supporting Community Events to Raise Awareness for Cycling	\$3,000
Special Committee Cycling Events	\$2,000
Training, Conferences and Memberships	\$2,000
Meeting Expenses	\$1,000
TOTAL	\$14,000
Funds from Levy	\$10,000
Funds from Reserve	\$4,000

Staffing: Not Applicable

Legal: Not Applicable

**SUBJECT: Hamilton Cycling Committee Budget 2024 (PED23247) (City Wide) -
Page 3 of 4**

HISTORICAL BACKGROUND

The Hamilton Cycling Committee advises the City of Hamilton on all matters related to cycling and micro-mobility, monitors the implementation of the Hamilton Cycling Master Plan, encourages and participates in planning for bicycling and micro-mobility facilities, encourages citizens to cycle instead of drive, educates the public about the benefits and necessities of cycling, integrates the work of area municipal bicycle and active transportation committees. Cycling helps to maintain personal health; thus, it helps to foster a healthier community.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

In preparation of this Report, the Hamilton Cycling Committee; the City of Hamilton Corporate Services, Financial Planning, Administration, and Policy staff; and, the Office of the City Clerk were consulted. This Report is consistent with the legislative requirements to request funding for advisory committees.

RELEVANT CONSULTATION

In preparation of this Report, the Hamilton Cycling Committee; the City of Hamilton Corporate Services, Financial Planning, Administration, and Policy staff; and, the Office of the City Clerk were consulted. This Report has been prepared in consistency with the legislative requirements to request funding for advisory committees.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

With the pause in the Hamilton Cycling Advisory Committee, members were not able to consider, motion, and approve a 2024 budget. As a result, the budget request will match what was previously requested in 2023.

The Hamilton Cycling Committee promotes cycling safety through their very successful distribution of Share the Road car magnets and stickers, and the distribution of bicycle lights at special events, to stress the importance of improved visibility of cyclists.

Hamilton Cycling Committee Members, in conjunction with community groups, promote cycling in Hamilton during events like Bike Day, Supercrawl, and other City festivals. The Hamilton Cycling Committee also proposes to grow the profile of cycling in Hamilton by promoting and hosting more cycling events across the City, like Movie Night.

Historically, projects or events have typically included film screenings, bicycle rides, various campaigns and project research. Members have also served as volunteer staff for the Hamilton Cycling Committee booth at the Toronto International Bike Show,

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**SUBJECT: Hamilton Cycling Committee Budget 2024 (PED23247) (City Wide) -
Page 4 of 4**

promoting Hamilton as a cycling destination. They receive and share feedback from people that cycle on Hamilton facilities, including Hamilton residents attending the show. The Hamilton Cycling Committee works with Tourism Hamilton to promote the City's recreational assets by distributing the City map "Bike Routes, Trails & Parks", pamphlets printed by the Hamilton Conservation Authority, and financially contributes to the Ontario Cycling Organization - Ontario By Bike, to provide Hamilton specific information online.

Feedback received by Hamilton Cycling Committee Members ensures cycling projects are well vetted by the community, thereby, improving the quality of cycling facilities for both recreation and commuting purposes.

ALTERNATIVES FOR CONSIDERATION

Not Applicable

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PED23247 - 2024 Advisory Committee Budget Submission
Form

CITY OF HAMILTON

2024

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

HAMILTON CYCLING ADVISORY COMMITTEE

PART A: General Information

PAST ADVISORY COMMITTEE MEMBERS:

Roman Caruk	Kate Berry
Jane Jamnik	Sharon Gibbons
Ann McKay	William Oates
Cora Muis	Gary Rogerson
Chris Ritsma	Dan van den Beukel
Kevin Vander Meulen	Christine Yachouh

MANDATE:

- all matters related to cycling and micro-mobility
- monitors the implementation of the Hamilton Cycling Master Plan
- encourages and participates in planning for bicycling and micro-mobility facilities
- encourages citizens to cycle instead of drive
- educates the public about the benefits and necessities of cycling
- integrates the work of area municipal bicycle and active transportation committees

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

- The Committee's goals are:
- Monitor and support progress in implementing the Cycling Master Plan
 - Ensure community input on specific details associated with implementing the Cycling Master Plan
 - Ensure that cycling needs are emphasized in all transportation related decisions
 - Encourage legislation and policy changes that are supportive of cycling and sustainable mobility
 - Promote cycling and micro-mobility for transportation and recreation through relevant events
 - Educate the public on the benefits, necessities, and safety aspects of cycling
 - Assist in establishing secure, adequate bicycle and scooter parking facilities
 - Represent the cycling community at City of Hamilton sponsored functions/events
 - Encourage the formation of, and liaise with other municipal cycling and active transportation committees
 - Foster a mutual respect between cyclists and other road users

Please check off which Council approved Strategic Commitments your Advisory Committee supports

1) Community Engagement & Participation	<input checked="" type="checkbox"/>	2) Economic Prosperity & Growth	<input checked="" type="checkbox"/>
3) Healthy & Safe Communities	<input checked="" type="checkbox"/>	4) Clean & Green	<input checked="" type="checkbox"/>
5) Built Environment & Infrastructure	<input checked="" type="checkbox"/>	6) Culture & Diversity	<input checked="" type="checkbox"/>
7) Our People & Performance	<input checked="" type="checkbox"/>		

ALIGNMENT WITH CORPORATE GOALS:

PART C: Budget Request

INCIDENTAL COSTS:

Meeting Expenses	\$1,000
SUB TOTAL	\$1,000

SPECIAL EVENT/PROJECT COSTS:

Social Media Campaign	\$500
Special Projects	\$5,000
Tourism Promotions - supporting Ontario By Bike	\$500
Supporting Community Events to Raise Awareness for Cycling	\$3,000
Special Committee Cycling Events	\$2,000
Training, Conferences and Memberships	\$2,000
SUB TOTAL	\$13,000

TOTAL COSTS	\$14,000
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$4,000
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TOTAL 2024 BUDGET REQUEST (net of reserve funding)	\$10,000
PREVIOUS YEAR (2023) APPROVED BUDGET (2023 Request \$14,000)	\$14,000

CERTIFICATION:

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

Representative Name: Chris Ritsma

Signature: 

Date: October 9, 2023

12.1

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR J. BEATTIE.....

SECONDED BY COUNCILLOR.....

Remembrance Day Crosswalk Design for the Stoney Creek Saltfleet Memorial and at other Memorial Locations in the City

WHEREAS, Remembrance Day, marks the end of hostilities during the First World War, which ended on the 11th hour of the 11th day of the 11th month in 1918;

WHEREAS, Remembrance Day in Canada honours the service and sacrifice of our Armed Forces, Veterans, and their families, who have served, and continue to serve our country during times of war, conflict and peace. Particularly the First & Second World Wars, the Korean War, and all conflicts since then in which members of the Canadian Armed Forces have participated;

WHEREAS, Since 1921, the Poppy has stood as a national symbol of Remembrance to recognize the sacrifice of soldiers in times of war and is often worn on the left lapel close to the heart. The Poppy is a powerful symbol of Remembrance, worn by millions of Canadians and our Commonwealth partners, each year;

WHEREAS, the Dominion Command of The Royal Canadian Legion has registered the trademark of the Poppy image and the Poppy insignia as a protected mark through an Act of Parliament in 1948;

WHEREAS, any proposed usage of the Poppy symbol must be submitted to and approved by the Dominion Command of The Royal Canadian Legion in compliance with the Legion Poppy Manual; and

WHEREAS, the Stoney Creek Saltfleet Memorial located at the south-west corner of King Street and Queenston Road (Highway 8) was constructed in 1922, in memory of the men of Saltfleet Township, who gave their lives in the First World War and is one of the many locations throughout the City that is used to observe Remembrance Day every November 11th.

THEREFORE, BE IT RESOLVED:

- (a) That the Transportation Division contact the Dominion Command of The Royal Canadian Legion and seek permission to use the poppy and/or other significant symbols in the crosswalk on King Street closest to the Stoney Creek Saltfleet

Memorial in the name of honoring those who served and continue to serve in the nation's defense; and

- (b) That upon the conclusion of the application process with the Dominion Command of The Royal Canadian Legion the Transportation Division work with Wards 10 and 5 on a final crosswalk design for the Stoney Creek Saltfleet Memorial, and at other memorial locations in the City, to be implemented for Remembrance Day 2024.

12.2

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR M. SPADAFORA.....

SECONDED BY COUNCILLOR M. TADESON.....

Baseball Diamond Improvements to William McCulloch Park, 200 Bonaventure Drive (Ward 14)

WHEREAS, the baseball backstop on Diamond 5 at William McCulloch Park, 200 Bonaventure Drive, has deteriorated and would benefit from replacement;

WHEREAS, lighting one of the baseball diamonds, subject to public engagement and feasibility would extend the programming opportunities at this park;

WHEREAS, recreational park amenities support valuable opportunities for children, youth and families to be active and play within the Ward 14 neighbourhoods; and

WHEREAS, resources are limited, and this work will be initiated in 2024, scheduled to be completed within 12-24 months, subject to unforeseen challenges such as procurement timing, supply chain issues, weather, or other factors.

THEREFORE, BE IT RESOLVED:

- (a) That the replacement of the baseball backstop (Diamond 5) at William McCulloch Park, 200 Bonaventure Drive, at a cost of \$85,000, including contingency, to be funded from the Ward 14 Capital Re-Investment Reserve (#108064), be approved;
- (b) That the addition of sport lighting to one of the baseball diamonds at William McCulloch Park, 200 Bonaventure Drive, at a cost of \$300,000, including contingency, to be funded from the Ward 14 Capital Re-Investment Reserve (#108064), be approved;
- (c) That \$2,500 be added to the 2025 operating budget to fund the operational impact to the Parks budget for the ongoing electrical costs and maintenance of the new lighting asset; and

- (d) That the General Manager of Public Works be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor, related to the replacement of the baseball backstop (Diamond 5) at William McCulloch Park, 200 Bonaventure Drive.

12.3

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR J. BEATTIE.....

SECONDED BY COUNCILLOR

Stop Controls at the Intersection of Hemlock Avenue and Henley Drive (Ward 10)

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

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

WHEREAS, this request was initiated by resident concerns to the Ward 10 Councillor's Office and confirmed by the Transportation Division after review to be warranted.

THEREFORE, BE IT RESOLVED:

That the Transportation Division be authorized and directed to convert the intersection of Hemlock Avenue and Henley Drive in Ward 10 to an all-way stop and that Schedule 5 of the Traffic By-Law No. 01-215 be amended accordingly.

12.4

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR M. FRANCIS.....

SECONDED BY COUNCILLOR J.P. DANKO.....

Wild Waterworks Commercial Opportunities and Strategic Review (Ward 5)

WHEREAS, the Wild Waterworks facilities are owned by the City and operated by the Hamilton Conservation Authority;

WHEREAS, the structures at the park were built in the 1980's and therefore are anticipated to reach end-of-life condition in the next several years;

WHEREAS, significant capital reinvestment is required to redevelop Wild Waterworks facilities once the structures can no longer safely operate and was outlined in Report HC20048 which was received by Emergency and Community Services committee on November 5, 2020;

WHEREAS, the venue has historically attracted around 100,000 visitors annually, and has the potential to continue to provide an economic and tourist benefit to the City; and

WHEREAS, the current venue and site within Confederation Beach Park provides a strategic opportunity to leverage City property to achieve realizable outcomes related to the City's Council and Strategic priorities include the City's Tourism Plan, the Recreation Master Plan, and the goals laid out in the Confederation Beach Park Master Plan.

THEREFORE, BE IT RESOLVED:

- (a) That staff be directed to investigate opportunities for the redevelopment of the Wild Waterworks site and surrounding lands within Confederation Beach Park, with a focus on, but not limited to, examination of:
 - (i) Investment community and operator/developer interest in creating a water themed entertainment/recreation attraction/venue at Confederation Beach Park;

- (ii) The potential for the venue to include a broad range of attractions/uses to make a viable destination;
 - (iii) Viable development concepts identified through financial and market feasibility testing;
 - (iv) Various models and options that maximize the contributions of private sector partners with the required experience and know how to execute on the City's objectives; and
 - (v) Processes for securing a viable development and proponent.
- (b) That Corporate Real Estate staff, in collaboration with Parks, Finance and other divisional staff, be directed and authorized to seek input and support from industry experts, and that the cost of the work be funded by reallocating up to \$200,000 from existing Project ID 4401956802 Beach Park Development Program to a new Project ID, to be used to fund the analysis, including retention of requisite advisors/consultants, be approved;
- (c) That staff be directed to report back to the General Issues Committee with recommendations regarding the scope of work and the process to move forward, based on findings; and
- (d) That the General Manager of Planning and Economic Development be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor, related to the investigation of opportunities for the potential redevelopment of the Wild Waterworks site and surrounding lands within Confederation Beach Park.

12.5

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR M. WILSON.....

SECONDED BY COUNCILLOR.....

Victoria Park Tennis Court Replacement, 500 King Street West, Hamilton (Ward 1)

WHEREAS, Victoria Park has three tennis courts and a practice pad to serve the community’s recreation needs;

WHEREAS, this is a public tennis court amenity, with open access to all residents;

WHEREAS, the existing tennis court amenities at this park have surpassed the useful life cycle and require replacement;

WHEREAS, the proposed 2024 Parks capital commitment towards the project will fund \$110,000; and

WHEREAS, the existing tennis sport lighting has also surpassed the useful life cycle and will be removed as part of the court replacement but not replaced until a future budget source is available.

THEREFORE, BE IT RESOLVED:

- (a) That the replacement of 3 existing tennis courts and practice pad at Victoria Park, 500 King Street West, at a cost of \$500,000 including contingency, be funded from the Ward 1 Capital Re-investment Reserve Account (#108051), be approved;
- (b) That the 2024 Parks capital commitment towards the project will be funded through a \$110,000 appropriation from Project 4402154699 - Tennis and Multi-use Court Rehabilitation Program; 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.

12.6

CITY OF HAMILTON

MOTION

Public Works Committee: December 4, 2023

MOVED BY COUNCILLOR C. KROETSCH

SECONDED BY COUNCILLOR.....

Ferguson Station Fence Improvements, 244 King Street East (Ward 2)

WHEREAS, Ferguson Station, located at 244 King Street East, is a unique parkette and public space for the Ward 2 community and beyond;

WHEREAS, the existing wooden property fence along the parkette’s southern walkway and perimeter require replacement; and

WHEREAS, the Parks & Cemeteries capital budget does not have capacity to fund this improvement in 2023/2024.

THEREFORE, BE IT RESOLVED:

- (a) That the privacy fencing at Ferguson Station at 244 King Street East to be funded from the Ward 2 Capital Re-Investment Reserve #108052 at an upset limit, including contingency, not to exceed \$45,000 be approved; and
- (b) That the General Manager of Public Works be authorized and directed to approve and execute any and all required agreements and ancillary documents, in a form satisfactory to the City Solicitor, related to the fencing improvements at Ferguson Station, 244 King Street East, Hamilton.

13.1

CITY OF HAMILTON

NOTICE OF M O T I O N

Public Works Committee: December 4, 2024

MOVED BY COUNCILLOR M. SPADAFORA.....

Road Rehabilitation on Argon Court, Elsa Court, Glenhaven Drive, Greendale Drive, Gretna Court, Sonesto Court, Trevi Road, Hamilton (Ward 14)

WHEREAS, Argon Court, Elsa Court, Glenhaven Drive, Greendale Drive, Gretna Court, Sonesto Court, Trevi Road, all in Ward 14, are in need of road rehabilitation to extend the life of these roadways and therefore improve service levels and reduce maintenance costs.

THEREFORE, BE IT RESOLVED:

- (a) That Public Works staff be authorized and directed to rehabilitate the road and associated concrete works on Argon Court, Elsa Court, Glenhaven Drive, Greendale Drive, Gretna Court, Sonesto Court, Trevi Road;
- (b) That all costs associated with the road resurfacing scope of work be funded from the Ward 14 Capital Re-Investment Reserve Fund #108064 at an upset limit, including contingency, not to exceed \$1,500,000, with design anticipated to commence in 2024 and construction to be completed in 2025, on the following roads:
 - (i) Argon Court from Glenhaven Drive to the east terminus of Argon Court;
 - (ii) Elsa Court from Greendale Drive to the south terminus of Elsa Court;
 - (iii) Glenhaven Drive from Cranbrook Drive to Greenshire Drive;
 - (iv) Greendale Drive from Cranbrook Drive to Garrow Drive;
 - (v) Gretna Court from Cranbrook Drive to the south terminus of Gretna Court;
 - (vi) Sonesto Court from Trevi Road to the south terminus of Sonesto Court;
 - (vii) Trevi Road from Guildwood Drive to Upper Paradise Road;
- (c) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.